

NOTICES:

1. On January 22, 2014, the Board of Estimates approved the Resolution on the Regulation of Board of Estimates Meetings and Protests, effective February 05, 2014. Pursuant to the Resolution:

a. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than by noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation (2) what the issues are and the facts supporting your position and (3) how the protestant will be harmed by the proposed Board action.

b. Matters may be protested by a person or any entity directly and specifically affected by a pending matter or decision of the Board. In order for a protest to be considered, the protestant must be present at the Board of Estimates meeting at 9:00 A.M., Room 215 City Hall.

c. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code.

The full text of the Resolution is posted in the Department of Legislative Reference, the President of the Board's web site, (http://www.baltimorecitycouncil.com/boe_agenda.htm) and the Secretary to the Board's web site (<http://www.comptroller.baltimorecity.gov/BOE.html>).

Submit Protests to:
Attn: Clerk,
Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

NOTICES - cont'd:

2.
 : BOARD OF ESTIMATES' RECESS
 : JULY 6, 2016
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The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on July 6, 2016.

The Board of Estimates will not receive or open bids on July 6, 2016. The Board of Estimates will reconvene on July 13, 2016.

BOARD OF ESTIMATES' AGENDA - JUNE 22, 2016

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

Archer Western Contractors, LLC	\$2,803,833,000.00
Bradshaw Construction Corporation	\$ 95,175,000.00
Bristol Environmental, Inc.	\$ 8,000,000.00
Chasney and Company, Inc.	\$ 3,330,000.00
Diversified Site Works, LLC	\$ 4,626,000.00
Ecotone, Inc.	\$ 8,000,000.00
Fox Tapping, Inc.	\$ 1,500,000.00
Independence Excavating, Inc.	\$ 430,569,000.00
Kiewit Infrastructure Co.	\$3,509,685,000.00
Kor-Ko, LTD	\$ 1,500,000.00
Mainling America, LLC	\$ 4,716,000.00
S & J Service, Inc.	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

EBL Engineering, LLC	Engineer
KIM Engineering, Inc.	Engineer
OLBN, Inc.	Architect
Perkins Eastman Architects, DPC	Architect
RMF Engineering, Inc.	Engineer
T3 Design Corporation	Engineer
Ziger/Snead LLP Architects	Architect

TRANSFERS OF FUNDS

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The Board is requested to approve
the Transfers of Funds
listed on the following pages:

3 - 5

In accordance with Charter provisions
reports have been requested from the
Planning Commission, the Director
of Finance having reported
favorably thereon.

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BOARD OF ESTIMATES

06/22/2016

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 10,000.00	9938-916021-9475	9938-917021-9474
Rec & Parks 27 th	Patterson Park	Patterson Park
Series	Audubon Center	Audubon Center
	(Reserve)	(Active)
This transfer will provide funds to cover the cost associated with utility improvements in Patterson Park.		
2. \$ 75,000.00	9938-906768-9475	
State (Waterway Grant)	Waterway Improvements Program	
	FY09 (Reserve)	
49,000.00	9938-913001-9475	
<u>State</u>	(Unallocated Reserve)	
\$124,000.00	-----	9938-912065-9474
		Canton Waterfront Park (Active)
This transfer will provide funds to cover the cost associated with parking lot improvements at Canton Waterfront Park.		

Department of General Services

3. \$160,000.00	9916-901615-9194	9916-909720-9197
2 nd Public Building	City Hall Electrical System	City Hall Elevator
Loan	Upgrade - Reserve	Rehab - Active

This transfer is for the replacement of elevators in City Hall. The elevators have a high priority status for the

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BOARD OF ESTIMATES

06/22/2016

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services- cont'd</u>		
importance of service provided to both the public and other City agencies. The current elevators have exceeded their useful life and have reached the stage where needed parts for maintenance and repair are no longer being manufactured requiring a full replacement to maintain normal operations in City Hall.		
<u>Department of Housing and Community Development</u>		
4. \$1,500,000.00	9910-922012-9587	
General Fund	Whole Block Demo.	
(Reserve)		
1,500,000.00	9910-922012-9587	
1 st Comm. Bonds	Whole Block Demo.	
<u>(Reserve)</u>		
\$3,000,000.00	-----	9910-910633-9588
		Whole Block
		Project

This transfer will provide appropriations for expenditures related to the Citywide Whole Block Demolition program.

Baltimore Development Corporation

5. \$ 75,000.00	9910-908040-9600	9910-908102-9601
24 th Eco. Dev.	Constr. Res.	S. Baltimore
Fund	(Business Park	Industrial
	Maint./Upgrades)	& Commercial

This transfer will provide funds so that the Department of Transportation can make major repairs to Severn and Elmira

AGENDA

BOARD OF ESTIMATES

06/22/2016

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Baltimore Development Corporation - cont'd

Streets in Southwest Baltimore. These repairs will include restoration to Severn Street and a portion of Elmira Street as well as installing storm drains to help divert runoff and prevent further erosion of these roadways.

AGENDA

BOARD OF ESTIMATES

06/22/2016

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Options</u>			
1. Lighthouse Ground Rents, LLC	4404 Daytona Ave.	G/R \$96.00	\$ 640.00
2. Carol H. Moore	2533 Emerson Street	G/R \$36.00	\$ 400.00

Funds are available in account 9910-908636-9588-900000-704040.

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.

Department of Law - Payments of Settlements

3. Federal Hill Renewal, LLC (prior owner)	1910 Herbert Street	L/H	\$ 7,167.00
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On October 7, 2014, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 1910 Herbert Street. The Board previously approved a fair market value of \$17,833.00 based upon an independent appraisal report.

The City requested an updated appraisal, that appraisal remained consistent with the original valuation. As the property was a rental property, the owner produced a report that valued the property at \$35,000.00. After negotiations, the parties agreed to settle the case for \$25,000.00. Therefore, the Board is requested to approve the additional \$7,167.00 in settlement of this case.

Funds are available in account 9910-910634-9588-900000-704040.

AGENDA

BOARD OF ESTIMATES

06/22/2016

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
4. Fondjo Biondokin Improvement, LLC (prior owner)	4737 Park Heights Avenue	L/H	\$24,800.00

On April 15, 2015, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 4737 Park Heights Avenue. The Board previously approved a fair market value of \$10,200.00 based upon an independent appraisal report.

The City requested an updated appraisal, which resulted in a valuation of \$29,000.00. The owner produced a report that valued the property at \$50,000.00. After negotiations, the parties agreed to settle the case for \$35,000.00. Therefore, the Board is requested to approve the additional \$24,800.00 in settlement of this case.

Funds are available in account 9910-903183-9588-900000-704040.

5. Winston Barclay, (prior owner)	4748 Park Heights Avenue	L/H	\$ 4,041.00
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On October 8, 2014, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 4748 Park Heights Avenue. The Board previously approved a fair market value of \$33,459.00 based upon an independent appraisal report.

The City requested an updated appraisal, which resulted in a valuation of \$34,417.00. In a scheduled mediation session, the owner initially demanded \$70,000.00. After mediation, the parties agreed to settle the case for \$37,500.00. Therefore, the Board is requested to approve an additional \$4,041.00 in settlement of this case.

Funds are available in account 9910-903183-9588-900000-704040.

AGENDA

BOARD OF ESTIMATES

06/22/2016

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>				
6.	Cozette Denise Elliott (prior Owner)	4839 Park Heights Avenue	L/H	\$18,800.00

On March 25, 2015, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 4839 Park Heights Avenue. The Board previously approved a fair market value of \$7,200.00 based upon an independent appraisal report.

The City requested an updated appraisal, which resulted in a valuation of \$8,200.00. The owner produced a report valuing the property at \$39,000.00. After mediation, the parties agreed to settle the case for \$26,000.00. Therefore, the Board is requested to approve the additional \$18,800.00 in settlement of this case.

Funds are available in account 9910-903183-9588-900000-704040.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of gift cards for distribution to clients that participate in program activities.

AMOUNT OF MONEY AND SOURCE:

\$150.00 - 15 Safeway Gift Cards @ \$10.00 ea.

150.00 - 15 Target Gift Cards @ \$10.00 ea.

\$300.00 - 4000-499916-3080-294200-604025

BACKGROUND/EXPLANATION:

The Preventing Substance-Exposed Pregnancies (PSEP) Collaborative is an initiative of Baltimore's B'more for Healthy Babies strategies that aims to improve access to, quality of and demand for reproductive and behavioral health services among women of reproductive age who use drugs and alcohol. The Department seeks to learn the community's perceived barriers to accessing care and will conduct interviews with women in the community about their experience related to using substances during pregnancy or while parenting and how this impacted their seeking or receiving of care. One Safeway or Target gift card will be given to each participant who completes an interview. The interviews are crucial for B'more for Healthy Babies in understanding individuals with substance use disorders' perspectives on obtaining healthcare for themselves, their children and improving care quality to ensure infant health and survival.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases

AGENDA

BOARD OF ESTIMATES

06/22/2016

Health Department - cont'd

that account for all distributed and non-distributed cards, and;
4) periodic internal reviews of programs' activity vis-à-vis the
internal policy, which are to be shared with the Department of
Audits.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Baltimore City Health Department - Agreements

The Board is requested to approve and authorize execution of the Agreements. The period of the Agreement is July 1, 2015 through June 30, 2016, unless otherwise indicated.

1. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$200,000.00**

Account: 5000-569716-3023-274441-603051

The JHU, School of Medicine (JHU/SOM), AIDS Psychiatry Services (APS) will provide ongoing care for patients currently in treatment and new patients for whom services are not available. Ryan White Part B funding provides support for the JHU/SOM APS to provide comprehensive mental health services for 300 HIV infected patients at one primary care site Moore Clinic, in the eligible metropolitan area.

The agreement is late because the State of Maryland Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White State Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 73,790.00**

Account: 5000-569716-3023-274422-603051

The JHU, School of Medicine's HIV Women's Health Program will provide interventions needed to support HIV infected women receiving perinatal services with co-morbidities of HIV and substance abuse into non-medical case management services.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Health Department - cont'd

Services will be directed to immediate problem solving provided by a peer client advocate and will include, but not be limited to, assistance with: legal, financial, housing, transportation and other psychosocial issues that will support the pregnant women with the ultimate goal of prevention of mother-to-child transmission of HIV and maintenance or improvement in maternal health.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages State Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER.

3. THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 81,365.00

Account: 5000-521116-3023-274001-603051

The JHU, Infectious Disease Division, will provide epidemiological assistance for the Community Risk Reduction Program. Under the terms of this agreement, the JHU will provide a Principal Investigator to administer oversight of the project. An Epidemiologist will assist the Community Risk Reduction Program in data collection, analysis, epidemiology reporting, and paper writing and a Research Service Analyst will provide administrative and financial support for the project.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Health Department - cont'd

The agreement is late because of a delay in the administrative review process.

MWBOO GRANTED A WAIVER.

4. **THE JOHNS HOPKINS UNIVERSITY (JHU) \$ 12,000.00**

Account: 5000-570416-3041-605800-603051

The JHU will work to develop and lead two National Diabetes Prevention Programs (NDPP) in Baltimore City. The JHU will develop two community based NDPP classes in Baltimore City and will recruit a minimum of 15 participants to participate in each NDPP class. The period of the agreement is February 1, 2016 through January 30, 2017.

The agreement is late because of a delay in receiving required documentation.

5. **SHR ASSOCIATES, INC. \$ 92,500.00**

Account: 4000-484816-3023-513200-603026

Implementation of the Patient Protection and Affordable Care Act (ACA) and federal and state budget cuts are driving dramatic changes at the Baltimore City Health Department clinics. Federal grant funds previously designated for clinical services are being reallocated to other healthcare initiatives or are disappearing. Billing public and private insurance providers for reimbursable services, such as HIV/sexually transmitted infections (STI) tests, will allow the Baltimore City Health Department to sustain services without being a burden on the City general funds.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Health Department - cont'd

SHR Associates, Inc. will evaluate the current internal environment and capacity of each of the Department's programs and clinical service areas, develop customized work plans for all clinic programs, assist with identifying billing software and negotiate contracts with health insurance carriers to ensure optimal reimbursement for services. The period of the agreement is September 30, 2015 through March 30, 2017.

The agreement is late because of revisions to the template and the budget delayed processing.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - Inter-Departmental Lease Renewals

The Board is requested to approve the Inter-Departmental Lease Renewals between the Department of General Services, Landlord and the listed City Agency, Tenant. The period of the lease renewal is for the period July 1, 2016 through June 30, 2017, unless otherwise indicated.

<u>Facility & Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
<u>Department of Finance, Bureau of Accounting and Payroll Services</u>		

1.	401 E. Fayette St. 5 th and 8 th Floors	\$13,728.57	\$ 164,742.78
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Account: 1001-000000-1422-160800-603096 (53%)
1001-000000-1423-160800-603096 (47%)

On November 7, 2012, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 16,854 sq. ft.

Health Department

2.	Benton Building 417 E. Fayette St. 5 th Floor	\$16,452.03	\$ 197,424.39
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Account: 1001-000000-3024-268600-603013
4000-426216-3110-306800-603096

On October 3, 2013, the Board approved the original lease agreement. This is the second renewal. The rental space is approximately 24,688 sq. ft.

AGENDA**BOARD OF ESTIMATES****06/22/2016**Space Utilization Committee - cont'd

<u>Facility & Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
<u>Health Department - cont'd</u>		
3. Druid Health District Building 1515 W. North Ave.	\$36,084.31	\$433,011.67

Account: 1001-000000-3080-288500-603096

On September 9, 2015, the Board approved the original lease agreement. This is the first renewal. The rental space is approximately 41,678 sq. ft.

Office of the Labor Commissioner

4. Benton Building 417 E. Fayette St. 5 th Floor	\$2,297.26	\$ 27,567.09
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Account: 1001-000000-1280-154300-603096

On December 12, 2012, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 3,444 sq. ft.

Department of Housing and
Community Development

5. Benton Building 417 E. Fayette St. 2 nd , 10 th , 11 th , and 12 th Floors	\$38,073.53	\$ 456,882.30
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Account: 1001-000000-1773-179700-603096

On March 20, 2013, the Board approved the original lease agreement. This is the third renewal. The rental space is approximately 57,087 sq. ft.

AGENDA**BOARD OF ESTIMATES****06/22/2016**Space Utilization Committee - cont'd

<u>Facility & Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
<u>Mayor's Office of Information Technology</u>		
6. 401 E. Fayette St. Lower Level 2, and 2 nd , 3 rd , & 4 th Floors	\$23,095.61	\$ 277,147.26

Account: 1001-000000-1471-165700-603096

On October 3, 2012, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 28,353 sq. ft.

Department of Planning

7. Benton Building 417 E. Fayette St. 8 th Floor	\$13,860.15	\$ 166,321.76
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Account: 1001-000000-1877-187400-603096

On January 9, 2013, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 20,782 sq. ft.

Department of Transportation

8. Benton Building 417 E. Fayette St. 5 th Floor	\$31,745.76	\$ 380,949.07
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Account: 1001-000000-2301-248700-603096

On March 20, 2013, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 47,599 sq. ft.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - cont'd

<u>Facility & Location</u>	<u>Monthly Rent</u>	<u>Annual Rent</u>
<u>Board of Municipal Zoning and Appeals</u>		
9. Benton Building 417 E. Fayette St. 14 th Floor	\$2,062.40	\$ 24,748.76

Account: 1001-000000-1850-187000-603096

On December 19, 2012, the Board approved the original lease agreement. This is the fourth renewal. The rental space is approximately 3,092 sq. ft.

The above-listed City agencies will continue to use the leased premises for administrative offices.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Michelle Feeney, Lessee, for the rental of property located at 1427 Light Street known as School 33, Studio #107, first floor. The period of the agreement is January 1, 2016 through December 31, 2016 with the option to renew for 2 one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$4,800.00	\$400.00

BACKGROUND/EXPLANATION:

The demised premises will be used as an artist's studio for the Lessee. The lease may be terminated by the Lessor during the original term and renewal terms by giving a 60-day notice to the Lessee. The Lessor is responsible for heat, electricity, and water. The Lessee is responsible for content insurance, janitorial, trash receptacles, and security.

The lease agreement is late because of the administrative process of the Baltimore Office of Promotion and Arts and the Tenant signing the lease.

The Space Utilization Committee approved this Lease Agreement on June 14, 2016.

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with Omega Baltimore Foundation, Inc., Tenant, for the rental of a portion of the property known as 1530 N. Bentalou Street, consisting of approximately 6,000 sq. ft. The period of the Lease Agreement is effective upon Board approval for one year, with an option to renew for one additional year term.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00, if demanded.

BACKGROUND/EXPLANATION:

The leased premises will be used to operate a recreation center for the purpose of recreational programming and as a community resource. The original recreational center agreement was approved by the Board on December 21, 2011 with options to renew that have been exercised and have expired. The Landlord is responsible for cutting and maintaining the grounds in accordance with the Department's maintenance schedules, for bearing any responsibility for capital repairs costing more than \$50,000.00, for maintaining a premise free of environmental hazards, and to pay the cost of furnishing utilities such as heat, electricity, water, and sewage.

The Tenant will be responsible for cleaning and maintenance, termite inspection(s); alarms, telephone, and internet systems, to keep the adjacent parking lots and entrances free of snow, ice, and debris, to maintain any playground and other equipment brought on premises by the Tenant, and to maintain a Liability Insurance policy.

The Space Utilization Committee approved this Lease Agreement on June 14, 2016.

(The Lease Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - First Amendment to Communications
License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Communications License Agreement with Cellco Partnership d/b/a Verizon Wireless, Licensee, for the rental of a portion of the premises located at 510 E. Lexington Street.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>
2015	\$14,400.00
2016	\$14,976.00
2017	\$15,575.04
2018	\$16,198.04
2019	\$16,845.96

The agreement rent will continue to escalate annually by an amount equal to 4% over the amount of the rental payments for the preceding year.

BACKGROUND/EXPLANATION:

The demised premises will be used for cellular telephone communication. On July 1, 2015, the Board approved the original license agreement. The Licensee has an option to renew for three additional five year terms. The first amendment changes the payment of rent from monthly to annually. The first payment is due within 90 days of the execution of this amendment. All subsequent payments will be paid in advance on or before each anniversary for the commencement date.

All other terms and conditions of the license agreement remain unchanged.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Space Utilization Committee - cont'd

The Space Utilization Committee approved the First Amendment to the Communications License Agreement on June 14, 2016.

(The First Amendment to Communications License Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Communication Services - Fifth Amendment to
Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fifth Amendment to Service Agreement with Verizon Business Network Services, Inc. on behalf of Verizon of Maryland, LLC. (Verizon). This amendment extends the service period through June 30, 2017. The Board is also requested to authorize payment to Verizon by Expenditure Authorization.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 2039-000000-1330-158400-603084

Estimated monthly charge

BACKGROUND/EXPLANATION:

A Request for Proposal for improved telephone service for the City of Baltimore to replace the current Centrex service was issued and a contract awarded to Arrow Systems Integration, (Arrow SI) on March 30, 2016, for a three year VoIP implementation. Because of the large number of Centrex phone lines the City currently has, Arrow SI would need approximately 6 months to commence full implementation from Centrex service to a new technology. The new technology would be phased-in over time. Therefore, to assure continuity of telecommunication services it is necessary to continue some Centrex service during this implementation.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

(The Fifth Amendment to Service Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Real Estate - Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Deed with 1400 Hull Street, LLC, Purchaser.

AMOUNT OF MONEY AND SOURCE:

\$27,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

On March 12, 2015, the City entered into a closing agreement with Purchaser. The Purchaser would like to acquire the former bed of Worcester Street and incorporate it with other properties to be used for parking for its business, Len The Plumber, Inc., which is located at 1552 Ridgely Street. The deed conveys a portion of Worcester Street, extending from the CSX Transportation right-of-way southeasterly 301.6 feet, more or less, towards Ridgely Street. The former bed of Worcester is located in the Carroll-Camden Industrial Area.

The sale was authorized by Ordinance No. 15-415, approved on October 24, 2015. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

(The Deed has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Finance/Office - Renewal of Insurance Policies Risk Management (ORM)

The Board is requested to approve the renewal of Insurance Policies with the incumbent carriers.

<u>Carrier</u>	<u>Type of Coverage</u>	<u>Amount</u>
1. CHESAPEAKE EMPLOYERS INSURANCE COMPANY	Workers Compen- sation Insurance	\$69,030.00

Account: 4000-806416-6313-460105-603017

The Mayor's Office of Employment Development (OED) receives Federal grant money, a requirement of which is the purchase of Workers' Compensation Insurance for the participants in its various programs. The OED has completed its 21st year under the Chesapeake Employer Insurance program. The rate/premium offered by Chesapeake Employers Insurance is favorable again this year. The period of the policy is July 1, 2016 through June 30, 2017.

2. HARLEYSVILLE MUTUAL	Flood Coverage	\$ 9,223.00
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Account: 2043-000000-1450-162900-603014

On September 13, 2013, heavy rain from Hurricane Isabel caused flooding and inundated the Caroline Street Parking Gorge with 3' of flood water. A claim was made with FEMA. A Public Assistance reimbursement has been approved. Distribution of FEMA Public Assistance was contingent upon securing and maintaining flood coverage.

EXTRA WORK ORDERS

* * * * *

The Board is requested to approve
the Extra Work Order
as listed on the following page:

27

The EWO has been reviewed and approved
by the Department of Audits, CORC, and
MWBOO unless otherwise indicated.

AGENDA

BOARD OF ESTIMATES

06/22/2016

EXTRA WORK ORDER

Contract	Prev. Apprvd.	Time	%
Awd. Amt.	Extra Work	Contractor	Ext. Compl.

Department of Public Works/Office of Eng. & Construc.

1. EWO #001, \$887,819.48 - WC 1269, Northwest Community Action
Neighborhood Water Main Replacements
\$2,868,495.97 - Monumental Paving - -
& Excavating, Inc.

This change order covers the overruns in the bid quantities due to the change in field conditions. The majority of the change order amount is required because the roadway base was not asphalt, as anticipated based on the Department's roadway classification data, instead it was concrete.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - Side Yard Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with Ms. Rose Wright-Marcus and Mr. William Marcus, Purchasers, for the sale of the City-owned property located at 229 S. Bethel Street.

AMOUNT OF MONEY AND SOURCE:

\$500.00 - Sale price

BACKGROUND/EXPLANATION:

The property will be sold under the City's Side Yard Policy approved by the Board on August 17, 2011.

The lot will be sold for \$500.00, of which \$400.00 will be held in escrow by the City for the benefit of the Purchasers to be applied at settlement for closing costs, including transfer taxes, recordation fees, taxes, and associated title services. The Purchasers will be using private funds to pay for the acquisition and maintenance of the property.

The Department's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 229 S. Bethel Street, to the adjacent property owner. As a condition of conveyance, the Purchasers have agreed to the terms of the Side Yard LDA, which prohibits development of the parcel for a minimum of ten years.

DHCD - cont'd

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition), Article II, Section 15 of the Baltimore City Charter, 2011 Edition; and Article 13 of the City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE OF THE PROPERTY:

The property is being sold for \$500.00, as the Purchasers hold title to the adjacent property as owner-occupied. The rationale for the conveyance of the property is that the sale will serve a specific benefit to the immediate community, eliminate blight, and return the property to the tax rolls.

MBE/WBE PARTICIPATION:

Ms. Wright-Marcus and Mr. Marcus will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation. Therefore, Minority and Women's Business Enterprise participation is not applicable.

(The Side Yard Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Adopt A Block, Inc., Developer, for the sale of the City-owned property located at 1232 E. Lafayette Avenue.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00

BACKGROUND/EXPLANATION:

The Developer will purchase the vacant building known as 1232 E. Lafayette Avenue for rehabilitation as a give-away. The purchase price and improvements to the site will be funded through private funds.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The vacant building at 1232 E. Lafayette Avenue is being sold for \$1,000.00. The Waiver Valuation Process determined the price for the property as follows:

Property Address	Waiver Valuation Price
1232 E. Lafayette Avenue	\$2,833.00

The property is being sold to Adopt A Block, Inc. for less than the waiver valuation price because of the following reasons:

- the renovation will be to the specific benefit to the immediate community,
- this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood,

Department of Housing and - cont'd
Community Development

- this sale and rehabilitation will return a vacant building to the tax rolls, and
- the property is being sold less than the waiver valuation price because of its condition, which will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Munir Bahar, Purchaser, for the sale of the City-owned property located at 1000 N. Patterson Park Avenue.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of the vacant building which the Purchaser plans to rehabilitate for his primary residence. The property is in the Middle East neighborhood.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 1000 N. Patterson Park Avenue is \$5,000.00 and the purchase price is \$2,500.00.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - cont'd
Community Development

The property is being sold to Munir Bahar below the price determined by the Waiver Valuation Process because of the following reasons:

- the sale and the rehabilitation will help to promote a specific benefit to the immediate community, and
- the sale and rehabilitation will continue the elimination of blight, create jobs during reconstruction and the property will be returned to the tax rolls.

MBE/WBE PARTICIPATION:

The Purchaser will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with St. Francis Neighborhood Center Corporation, Developer, for the sale of the City-owned property located at 2401 Linden Avenue.

AMOUNT OF MONEY AND SOURCE:

\$4,250.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 2401 Linden Avenue to the Developer for the price of \$4,250.00, which will be paid to the City at the time of settlement.

The Developer wishes to purchase the vacant lot located at 2401 Linden Avenue to continue to maintain the lot as green space and create a memorial garden. The Developer will eventually use a portion of the lot to expand its community service facility located on the adjacent lot (known as 2405 Linden Avenue) for the purpose of providing additional and improved services to the community.

The purchase and improvements to the site will be financed through private sources. The Developer has maintained the subject property since the 1990s through the Baltimore City Adopt-A-Lot Program.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE APPRAISAL PROCESS:

Pursuant to the City of Baltimore Appraisal Policy, an appraisal was commissioned to determine a fair market value of the property. The approved appraisal placed a fair market value of

DHCD - cont'd

\$10,050.00 on the property. The property is being sold to the Developer below its value because the renovations will be a specific benefit to the immediate community.

MBE/WBE PARTICIPATION:

The Developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

(The Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2023 E. Biddle Street, (Block 1551, Lot 015) by gift from Nathan C. Irby, Jr., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Irby, Owner, agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Irby has offered to donate to the City, title to the property located at 2023 E. Biddle Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 27, 2016, other than water bills, (which must be paid as part of the transaction) is as follows:

AGENDA**BOARD OF ESTIMATES****06/22/2016**DHCD - cont'd

Real Property Taxes	2010-2011	\$ 560.34
Real Property Taxes	2011-2012	356.83
Real Property Taxes	2012-2013	317.72
Real Property Taxes	2013-2014	276.71
Real Property Taxes	2014-2015	97.02
Real Property Taxes	2015-2016	80.46
Tax Sale	5/17/2010	692.09
Tax Sale	10/22/2014	3,689.04
Miscellaneous Bills	#7300403	274.57
Miscellaneous Bills	#7462005	145.64
Miscellaneous Bills	#7503774	262.91
Miscellaneous Bills	#7641525	2,161.11
Miscellaneous Bills	#7672793	249.17
Miscellaneous Bills	#7720246	287.62
Miscellaneous Bills	#7977234	261.38
Environmental Fine	#52970308	1,500.00
Water Bill	Acct #06330965002	508.07
Total Owed:		\$11,720.68

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and Community Development (DHCD)	- Two Subordination Agreements, and Release of Income Restrictions for Rental Units
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ACTION REQUESTED OF B/E:

The Board is requested to approve two Subordination Agreements, with the Department of Housing and Community Development (the City), Astor Court, LLC, a Maryland limited liability corporation (the Borrower), and M&T Bank Realty Capital Corporation (M&T RCC). The Board is also requested to approve the release of income restrictions for the rental units with respect to the Project. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction SUBJECT to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 23, 2003, and on October 22, 2003, the Board approved a \$350,000.00 Community Development Bond Fund (the \$350,000.00 Bond Loan) and a \$300,000.00 City Lead Paint deferred loan (the \$300,000.00 Lead Paint Loan) to support a portion of the rehabilitation of two existing buildings located at 35-37 East 25th Street and 2432-2438 St. Paul Street. Upon completion, the buildings contained 36 residential rental units which were affordable to Baltimore City teachers and four commercial spaces (collectively, the Project). The 2003 Approval stated that the residential rental units were to be restricted to persons with incomes at or below 80% of the Area Median Income (the AMI) with an emphasis on leasing to Baltimore City teachers. After the approved subordinations, the \$350,000.00 Bond Loan is secured by a sixth priority lien and has an interest rate of 0% for a term of 20 years. The \$300,000.00 Lead Paint Loan is unsecured and mirrors the terms of the \$350,000.00 Bond Loan.

AGENDA**BOARD OF ESTIMATES****06/22/2016**DHCD - cont'd

Recently the Borrower has received a more favorable commitment and loan restructuring to refinance the existing first debt that is held by M&T RCC (which is expected to assign the loan to Fannie Mae). The existing first lien has an unpaid principal balance of \$1,121,246.00 that was scheduled to mature in May 2016, but has been extended.

The Borrower's refinancing request contemplates a new first lien mortgage loan in the amount of \$2,560,000.00 (the New First Loan) with a 10-year term amortized on a 30-year schedule and will require the Borrower to make annual principal and interest payments in the approximate amount of \$153,667.00. The annual debt service under the current financing structure is \$175,056.00 per year.

The current financing structure contains 6 secured loans and 3 unsecured loans, the details of which are as described in the following table.

Lender	Lien Pos.	Maturity Date	Interest Rate	Original Principal	Outstanding Balance	Monthly Payment
M&T RCC	1	05/01/2016	6.36%	\$1,433,700.00	\$1,121,246.00	\$ 9,555.40
Abell	2	10/31/2028	6.36%	\$ 190,000.00	\$ 149,300.00	\$ 1,266.32
MHT	3	10/31/2018	4.54%	\$ 250,000.00	\$ 186,000.00	\$ 1,395.26
MD NDBP	4	10/31/2018	3.00%	\$ 500,000.00	\$ 350,500.00	\$ 2,371.06
Abell	5	10/31/2028	6.36%	\$ 272,118.00	\$ 272,118.00	\$ 0.00
City Bond	6	10/31/2034	00.0%	\$ 350,000.00	\$ 350,000.00	\$ 0.00
Abell	n.a.	07/01/2016	10.0%	\$ 1,261,883.00	\$ 1,261,883.00	\$ 0.00
City Lead	n.a.	12/24/2032	00.0%	\$ 300,000.00	\$ 300,000.00	\$ 0.00
Abell	n.a.	07/01/2016	4.00%	\$ 200,000.00	\$ 100,000.00	\$ 0.00

In addition to the foregoing, the construction of the Project was also financed by: 1) owner cash in the approximate amount of \$77,000.00; 2) deferred developer fee in the approximate amount of \$714,000.00; 3) equity from the syndication of historic tax credits in the approximate amount of \$1,569,866.00; and 4) other income in the approximate amount of \$230,119.00.

AGENDA

BOARD OF ESTIMATES

06/22/2016

DHCD - cont'd

The terms of the \$350,000.00 Bond Loan as initially approved by the Board was as a deferred loan with an interest rate of zero percent forgiven at the end of a twenty year term and secured by a sixth lien on the real estate. As a requirement of the historic tax credit syndication, the repayment terms were restructured at zero percent interest rate with principal due and payable at the end of 30 year term.

With respect to the refinancing, based on a new loan amount of \$2,560,000.00, proceeds will be used to pay in full the current M&T RCC/Fannie Mae first lien loan, the Abell second lien loan, the MHT third lien loan; the MD NDBP fourth lien loan; the Abell fifth lien loan, and the Abell unsecured loan that has an outstanding principal balance of \$100,000.00. In addition, approximately \$304,306.00 of the new loan amount will be used to pay down the Abell unsecured loan that had an original principal balance of \$1,261,883.00, and Abell has agreed to forgive approximately \$1.35 million of outstanding interest. The total amount of debt to be repaid is approximately \$2,483,200.00 and the remainder of the loan proceeds will be used to pay closing costs. The proceeds of the new financing will not result in cash back to the Borrower and therefore they are not in violation of the terms of the existing loan documents with respect to the \$350,000.00 Bond Loan.

Upon the Board's approval and the closing of the new loan, the Abell Foundation has agreed to:

- Extend the maturity date of its remaining existing loan, which will have an estimated principal balance of \$957,847.00 (the Abell Continuing Loan) for a minimum of 10-years to ensure a maturity date of at least 90 days beyond the maturity date of proposed New First Loan, which will be November 1, 2026;
- Forgive all accrued interest on this loan, which as of December 31, 2014, was in the approximate amount of \$1,153,189.00; and
- Reduce the aggregate interest rate on the Abell Continuing Loan from 10% to 5%.

AGENDA

BOARD OF ESTIMATES

06/22/2016

DHCD - cont'd

Based on the proposed new debt structure, the \$350,000.00 Bond Loan will go from the 6th lien position to 2nd lien position. The \$300,000.00 Lead Paint Loan will remain unsecured.

As contemplated in the Board's 2003 approval, the residential units were to be restricted to persons with incomes at 80% or less of AMI with an emphasis to leasing to Baltimore City teachers. As of April 2015, 80% AMI for a one-person household is \$46,100.00. Research indicates that every new Baltimore City Public School teacher comes in under a current starting salary of approximately \$48,430.00. Increases from the starting base salary are reasonably expected to exceed the annual Consumer Price Index (the CPI) due to performance-based incentives. Accordingly, teacher compensation metrics that reward performance appear to be uncorrelated to AMI. Therefore, the Department recommends that the Board approve the lifting of the income restrictions for the residential rental units.

An appraisal was completed by M&T RCC and shows a market value of \$3,200,000.00 based on the current contract rents.

The Law Department will review and approve all documents as to form and legal sufficiency. It is requested that the Law Department be permitted to make final changes to the documents with the concurrence of the Commissioner of the Department of Housing and Community Development.

MBE/WBE PARTICIPATION:

No new City funds will be utilized for this project; therefore, Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Programs is not applicable.

THE DEPARTMENT OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Housing and - First Amendment to
Community Development (DHCD) Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Grant Agreement with Park Heights Renaissance (PHR) .

AMOUNT OF MONEY AND SOURCE:

\$ 69,438.49 - FY16 Slots Revenue
68,524.25 - FY15 Slots Revenue
\$137,962.74 - 9910-904130-9588

BACKGROUND/EXPLANATION:

The City has provided funds to support the PHR's operations since it was established. The Fiscal Year 2016 Video Lottery Terminal Spending Plan approved \$500,000.00 of slot funds to support PHR's operations. On May 18, 2016, the Board approved a grant agreement in the amount of \$430,570.54 to support critical personnel and consultant costs that are necessary for PHR to provide programs and services.

This First Amendment will add an additional \$137,962.74. This amount includes \$68,524.25 that is being carried-over from the PHR's Fiscal Year 2015 allocation of Slots Revenue. The Fiscal Year 2015 funds of \$47,600.00 will be used to reimburse the PHR for last year's neighborhood-based small grants program. The remaining \$20,942.25 will be used to increase the amount of funds available for Fiscal Year 2016 small grants program from \$8,075.75 to \$29,000.00.

The remaining \$61,362.74 from the Fiscal Year 2016 Slots Revenue allocated to the PHR will be used to support the Arlington Elementary/Middle Community School program, the Home Instruction for Parents of Preschool Youngsters (HIPPY) and a community cleanup program.

AGENDA

BOARD OF ESTIMATES

06/22/2016

DHCD - cont'd

The Amendment also modifies the reimbursement request process for programs by enabling the PHR to summarize expenditures rather than submit individual documentation as invoices, contracts, proof of payment and documentation of projects. The DHCD will review files to ensure that information is complete. All other terms and conditions of the Agreement remain in effect.

MBE/WBE PARTICIPATION:

The PHR will continue to comply with the MBE/WBE goals established in the original agreement.

AUDITS REVIEWED AND HAD NO OBJECTION.

(The First Amendment to Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 69,438.49	9910-903183-9588	
State Fund	Park Heights -	
VLT Video	Major Redevelopment	
Lottery		
Terminal		
68,524.25	9910-908840-9588	
State Fund	Park Heights - FY15	
VLT Video		
Lottery		
Terminal		
<u>\$137,962.74</u>	-----	9910-904130-9588
		PHR - FY16 -
		Pimlico Local
		Impact Aid VLT

AGENDA

BOARD OF ESTIMATES

06/22/2016

DHCD - cont'd

This transfer will provide appropriations to fund an amendment to the Park Heights Renaissance grant in the amount of \$137,962.74.

(In accordance with Charter provisions a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Elected Officials' Retirement System (EOS) - Adoption Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Adoption Agreement with the American Core Realty Fund, LP.

AMOUNT OF MONEY AND SOURCE:

\$2,200,000.00 - approximately of EOS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

All funds and expenses will be expended from the EOS. The American Realty Advisors will be managing approximately \$2,200,000.00 of the EOS assets in the American Core Realty Fund, LP, a limited partnership that makes core real estate investments.

The EOS investment consultant, Marquette Associates, recommended that the EOS increase its interest in real estate investments. Upon Marquette Associates' recommendation, the Board of Trustees voted unanimously to invest in the American Core Realty Fund, LP.

The Board has previously approved the Employees' Retirement System's investment in the predecessor fund to the American Core Realty Fund, LP. The annual fee for this contract is \$18,700.00.

MBE/WBE PARTICIPATION:

The annual fee for this contract is less than \$50,000.00; therefore, MBE/WBE participation does not apply.

(The Adoption Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

CITY COUNCIL BILL

No. 16-0654 - An Ordinance concerning Sale of Property - Block 4756A, Lots 001A and 001B (2000 West Cold Spring Lane and Right of Way at West Cold Spring Lane) for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain properties known as Block 4756A, Lots 001A and 001B (2000 West Cold Spring Lane and right of way at West Cold Spring Lane) and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA**BOARD OF ESTIMATES****06/22/2016**Department of Transportation - Minor Privilege Permit
Applications

The Board is requested to approve the following applications for a Minor Privilege Permit. The applications are in order as to the Minor Privilege Regulations of the Board and the Building Regulations of Baltimore City.

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	921 E. Patapsco Avenue	Patapsco Investments, LLC	Flat sign 12' x 2'
	Annual Charge:	\$ 35.20	
2.	635 President Street	Harbor East Parcel B Retail, LLC	One single face electric sign 14.5" x 11'-4.75", one bracket sign 2.81 sq. ft.
	Annual Charge:	\$ 123.00	

Since no protests were received, there are no objections to approval.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Central Avenue, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$194,381.95 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for Central Avenue, LLC located at 711 S. Central Avenue constructing 485,176 sq. ft. consisting of 351,839 sq. ft. of 282 high-rise apartments, 89,037 sq. ft. of 35 high-rise residential condominiums, 40,835 sq. ft. of supermarket space, and 3,465 sq. ft. of specialty retail and service. The Developer agrees to make a one-time contribution in the amount of \$194,381.95 to fund the City's multimodal transportation improvements in the project's vicinity.

(The Traffic Mitigation Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation - Developer's Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1457 with 605 Park Apartments, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$29,243.00

BACKGROUND/EXPLANATION:

605 Park Apartments, LLC would like to install new water to its proposed construction located at 605 Park Avenue. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$29,243.00 has been issued to 605 Park Apartments, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for this project; therefore, MBE/WBE participation is not applicable.

(The Developer's Agreement No. 1457 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 4 to Johnson, Mirmiran & Thompson, Inc., Consultant, under Project 1217, On-Call Construction Project Management Services. The period of the task assignment is six months.

AMOUNT OF MONEY AND SOURCE:

\$130,000.00 - 2024-000000-5980-395700-603026

BACKGROUND/EXPLANATION:

This authorization will permit the sub-consultant to provide field maintenance support, conduit maintenance, training, technical assistance, facilities management and design services.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals established in the original agreement.

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Metropolitan Council (BMC). The period of the Agreement is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$234,228.00 - 6000-617217-2303-596000-406001

BACKGROUND/EXPLANATION:

The funding was provided by the Maryland Department of Transportation to the BMC. The Department of Transportation will complete work under this grant and will serve as the lead agency for the City of Baltimore.

The grant funds will also allow the City to complete population and development projections and transportation planning work to ensure that the region's transportation plans will meet federal air quality standards. The Department will provide in-kind services to match the grant.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 9 to Whitman, Requardt & Associates, LLP under Project 1135, On-Call Consultant Services for Federal Aid Project Bridges within the City of Baltimore. The period of the task assignment is approximately two years.

AMOUNT OF MONEY AND SOURCE:

\$2,234,553.63 - 9950-912036-9508-900010-703032

BACKGROUND/EXPLANATION:

This authorization provides design engineering services in connection with the replacement of the Broening Highway Bridge over Colgate Creek and associated roadway improvements. The bridge will enable weight restricted trucks to pass through uninterrupted and facilitate truck movements to I-95. This improvement will provide neighborhood safety and quality of life by redirecting truck traffic away from residential communities.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Federal Code of Regulation, Part 26 and the DBE goal established in the original agreement.

DBE: 25.00%

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

AGENDA

BOARD OF ESTIMATES

06/22/2016

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$1,090,833.66	9950-903752-9507	
FED	Constr. Res.	
	Bridge Inspection	
964,955.62	9950-901439-9507	
FED	Motor Vehicle Funds	
513,947.32	9950-903416-9507	
<u>MVR</u>	Hawkins Point Road	
	Bridge	
\$2,569,736.60	-----	9950-912036-9508-3
		Design
		Broening Hwy. Over
		Colgate Cr. -
		Bridge Repl.

This transfer will fund the costs associated with Task No. 9 on Project No. 1135 "On-Call Design Consultant Services for Federal Aid Projects for Bridges" with Whitman, Requardt & Associates, LLP.

(In accordance with Charter provisions a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
----------------------	-------------------------------	---------------------------

Bureau of Purchases

- | | | |
|---|---------|---------|
| 1. ASHLAND AUCTION GROUP
LLC. | \$ 0.00 | Renewal |
| Contract No. B50002743 - Land Resource Property Auctioneer
- Department of Housing and Community Development - P.O.
No. P531810 | | |

On June 26, 2013, the Board approved the initial award in the amount of \$28,920.00. The award contained three 1-year renewal options. On June 17, 2015, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$0.00 is for the period July 1, 2016 to June 30, 2017 with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 2. ALTEC INDUSTRIES, INC. d/b/a
ALTEC ENVIRONMENTAL
PRODUCTS | \$39,130.00 | Low Bid |
| Solicitation No. B50004558 - Brush Wood Chipper - Depart-
ment of General Services - Req. No. R709697 | | |

The amount requested is for one unit to be purchased as part of Fleet Management's planned replacement program.

The total amount of \$39,130.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

- | | | |
|---|-------------|-------------|
| 3. MCENROE VOICE &
DATA CORPORATION | \$28,338.00 | Sole Source |
| Contract No. 08000 - Upgrade iRecord audio/video BPD SIS -
Baltimore City Police Department - Req. No. R730572 | | |

McEnroe Voice & Data Corporation is the sole source provider of the iRecord audio and video software and hardware. The Baltimore City Police Department is currently using this system.

AGENDA

BOARD OF ESTIMATES

06/22/2016

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|---------|
| 4. PRINT-O-STAT, INC. | \$ 37,560.00 | Low Bid |
| Solicitation No. B50004516 - Lease of Cannon Oce Colorwave 500 System - Recreation and Parks - Req. No. R721685 | | |

The period of award is June 22, 2016 to June 21, 2021.

- | | | |
|--|--------------|-----------------|
| 5. W.A. HAMILTON COMPANY, INC. | \$ 27,500.00 | Selected Source |
| Contract No.06000 - Used Lockers - Baltimore City Police Department - Req. No. R725618 | | |

- | | | |
|--|----------------|---------|
| 6. TELE-TECTOR OF MARYLAND, INC. | \$3,000,000.00 | Renewal |
| Contract No. B50001080 - CCTV Maintenance and Platform Integration - Mayor's Office on Criminal Justice - P.O. No. P508992 | | |

On July 1, 2009, the Board approved the initial award in the amount of \$2,800,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$3,000,000.00 is for the period July 1, 2016 through June 30, 2018. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 7% MBE AND 1% WBE.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Paniagua Enterprises, Inc.	7%	\$143,977.08	7%
WBE: Fleet Electric, Inc.	1%	\$168,500.00	8%

MWBOO FOUND VENDOR IN COMPLIANCE.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

- | | | |
|--|---------|---------|
| 7. P. FLANIGAN & SONS,
INCORPORATED | \$ 0.00 | Renewal |
| Contract No. 06000 - Tipping of Milled Material for
Recycling - Department of Transportation - P.O. No. P521073 | | |

On July 11, 2012, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. On June 10, 2015, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period July 11, 2016 through July 10, 2017. The above amount is the City's estimated requirement.

- | | | |
|--|---------|---------|
| 8. ALFA LAVAL INC. | \$ 0.00 | Renewal |
| Contract No. 08000 - Aqua Belts and Conveyor Parts -
Department of Public Works - Req. No. 527937 | | |

On July 11, 2014, the City Purchasing Agent approved the initial award in the amount of \$24,560.00. The award contained two 1-year renewal options. On May 13, 2015, the Board approved the first renewal in the amount of \$100,000.00. This final renewal in the amount of \$0.00 is for the period July 16, 2016 through July 15, 2017. The above amount is the City's estimated requirement.

- | | | |
|---|--------------|---------|
| 9. THE B & O RAILROAD
MUSEUM, INC. | \$ 46,000.00 | Renewal |
| Commercial Lease Agreement - Department of Transportation -
Req. No. R730223 | | |

On March 7, 2012, the Board approved a Commercial Lease Agreement with the B & O Railroad Museum, Inc. in the amount of \$69,000.00, for the period March 1, 2012 through February 28, 2015. Pursuant to Paragraph 18 of the Agreement, the City may renew the lease for an initial two-

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

year renewal in the amount of \$23,000.00 per year. After this initial renewal there are four remaining renewal options, each for a five-year term for which the price will be renegotiated by the parties, but the terms and conditions will remain the same. This renewal in the amount of \$46,000.00 is for the period March 1, 2015 through February 28, 2017, with four 5-year renewal options remaining.

10. HARBOR TRUCK SALES
AND SERVICE, INC. t/a
BALTIMORE FREIGHTLINER \$200,000.00 Increase
Contract No. B50003554 - OEM Parts and Service for Cummins
Engines - Department of General Services - Fleet Management
- P.O. No. P528193

On July 30, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. On August 12, 2015, the Board approved an increase in the amount of \$150,000.00. This increase in the amount of \$200,000.00 is necessary as major repairs were required on several vehicles which depleted funds sooner than anticipated. The increase will allow the agency continued use of the contract for the remainder of the term and will make the award amount \$500,000.00. The contract expires on July 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/22/2016

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|----------|
| 11. WASTE EQUIPMENT SALES
AND SERVICE, LLC
MARYLAND INDUSTRIAL TRUCKS,
INCORPORATED | \$500,000.00 | Increase |
| Contract No. B50003570 - OEM Parts and Service for New Way
Trucks - General Services - Fleet Management - P.O. Nos.
P528196 and P528197 | | |

On July 30, 2014, the Board approved the initial award in the amount of \$250,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. The agency's initial estimated expenditure amount for a three year term was underestimated, therefore, an increase in the amount of \$500,000.00 is necessary to continue use of the contract for the remainder of the term. This increase will make the award amount \$2,500,000.00. The contract expires on June 30, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------|-----------|
| 12. JOHNS EASTERN COMPANY,
INC. | \$ 0.00 | Extension |
| Contract No. B50001962 - School Bus and General Liability
Claim Services - Finance Department - P.O. No. P531951 | | |

On June 29, 2011, the Board approved the initial award in the amount of \$205,525.00. The award contained two 1-year renewal options. Both renewals have been exercised. During fiscal year 2016, alternative arrangements were made for the various services being provided under this contract. As of July 2015, all school bus vendors under the city self-insured program have obtained their own

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

insurance. This extension will allow for servicing of incurred but not reported automobile claims within the time allowed for by the Maryland Statute of Liability. The period of the extension is July 1, 2016 through June 30, 2017. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | | |
|-----|--|---------|-----------|
| 13. | HOWARD UNIFORM COMPANY | \$ 0.00 | Extension |
| | Contract No. B50002404 - Uniforms for the City of Baltimore, Traffic and Safety Division - Department of Transportation - P.O. No. P520823 | | |

On July 11, 2012, the Board approved the initial award in the amount of \$350,000.00. The award contained two 1-year renewal options. Both renewals have been exercised. This extension is necessary to meet the agency's requirements until Solicitation No. B50004657 can be evaluated and awarded. The period of the extension is August 1, 2016 through September 30, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | | |
|-----|---|---------|--------------|
| 14. | ASSOCIATED BUILDING | | Extension |
| | MAINTENANCE CO. INC. | \$ 0.00 | and Increase |
| | Contract No. B50001547 - Provide Janitorial Services for Area B - Police Department and Department of General Services - P.O. No. P515603 | | |

On November 24, 2010, the Board approved the initial award in the amount of \$388,032.00. The award contained two renewal options. Both renewals and subsequent actions have

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Bureau of Purchases

been approved. This extension in the amount of \$0.00 is necessary to allow the Department of General Services to have all three areas, A, B and C in sync with the expiration of Area D. The period of the extension is August 1, 2016 through October 15, 2016. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

	<u>Commitment</u>	<u>Performed</u>
MBE: CJ Maintenance	17%	\$79,135.00 16.5%
WBE: My Cleaning Services, Inc.*	9%	\$21,312.34 7.1%

*WBE has withdrawn from the contract. Vendor has committed to replace with another certified WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/Office - Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for Project 1224, Water and Wastewater Plants Operations Evaluation Study with PA Consulting Group, Inc., Consultant. The period of the Agreement is effective upon Board approval for one-year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$125,000.00 - 2071-000000-5521-632312-603018
125,000.00 - 2071-000000-5521-632322-603018
125,000.00 - 2070-000000-5501-630041-603018
125,000.00 - 2070-000000-5501-369841-603018
\$500,000.00

BACKGROUND/EXPLANATION:

On December 3, 2014, the Architectural and Engineering Award Commission awarded Project 1224, Water and Wastewater Plants Operations Evaluation Study. During the study, the consultant will evaluate the efficiency of the water filtrations and wastewater treatment plants and make recommendations to improve operations and maintenance performance while reducing costs and enhancing operational efficiencies. Also, the investigation will include analyzing labor and non-labor practices and use of technology, reviewing compliance with rules, and regulations and comparing key performance statistics and trends for consistency with best industry practices. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Award Commission.

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

MBE: N/A

WBE: Ross Technical Service, Inc. \$ 50,000.00 10.0%

AGENDA

BOARD OF ESTIMATES

06/22/2016

DPW - cont'd

MWBOO waived the MBE goal. EBA Engineering was being used as the sole contractor, however, it was determined that they have exceeded their size standards and can no longer operate as an MBE certified by the City.

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

(The Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 2 to Whitman, Requardt & Associates, LLP under Project 1505, On-Call Project and Construction Management Assistance Services. The period of the task assignment is approximately 45 months.

AMOUNT OF MONEY AND SOURCE:

\$1,189,130.11 - 9960-903710-9557-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of assistance from Whitman, Requardt and Associates, LLP to provide construction management and on-site inspection services on WC 1173R - Guilford Finished Water Reservoir Improvements for the Bureau of Water and Wastewater, Department of Public Works.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/Office - Amendment to Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with Dewberry Consultants, LLC. This Amendment will extend the agreement through September 10, 2017 or until the upset limit is reached whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 9, 2015 the Board approved a two-year agreement with Dewberry Consultants, LLC for engineering services through September 10, 2016. The extension is necessary to continue with design for the two water main rehabilitation contracts, WC 1212 and WC 1313 under the same project 1185.3. The design was on hold to allow the Department to perform further assessment of the assigned designed areas. Subsequent to completion of the assessment process, this extension is necessary to adequately complete the design work.

All other terms and conditions remain unchanged.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

(The Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 2 to Whitman, Requardt & Associates, LLP under Project 1178W, On-Call Civil/Structural Engineering Services.

AMOUNT OF MONEY AND SOURCE:

\$151,651.60 - Baltimore City
151,651.59 - Baltimore County
\$303,303.19 - 9956-909569-9951-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide engineering and design services for the rehabilitation of Primary Settling Tanks No. 3, No. 4 and other related work at the Back River Wastewater Treatment Plant. The scope of work will include but will not be limited to field investigation and recommendations regarding the current process, design of Primary Settling Tanks concrete rehabilitation, design to replace the return sludge pump at the Return Sludge Pump Station, and design electrical and I & C to automate the control of Return Sludge Pump Stations A, B, and C. The Consultant will also design to address various related appurtenances as directed by the City, prepare preliminary contract documents, the final contract document, construction cost estimate construction sequence, construction time estimates, provide assistance to obtain all applicable permits, provide assistance during the bidding period, attend kick off meetings, and coordinate investigation/design with plant operations.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals established in the original agreement.

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.

AGENDA

BOARD OF ESTIMATES

06/22/2016

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Engineering and Construction</u>		
1. \$200,000.00	9956-905533-9549	
(Wastewater	(Constr. Res.	
Revenue Bonds)	Annual Facilities)	
	Construction	
200,000.00	" "	
(County)		
<u>\$400,000.00</u>		
\$303,303.19	-----	9956-909569-9551-3
		(Design)
<u>96,696.81</u>	-----	9956-909569-9551-9
		(Administrative)
<u>\$400,000.00</u>		

The funds are needed to cover the cost of Project 1178W (Task 2), SC 954 the Back River Wastewater Treatment Plant Rehab of Primary Settling Tanks.

(In accordance with Charter provisions a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/Office - Amendment to Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with Hazen & Sawyer PC. This Amendment will extend the agreement through September 9, 2017 or until the upset limit is reached whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 9, 2015, the Board approved a one-year agreement with Hazen & Sawyer PC for project management services. The extension is necessary to continue program management/staff augmentation for the Office of Engineering and Construction horizontal projects delivery team for design review of various water main replacement/rehabilitation and other contracts, design phase management support services, support for AMI/AMP urgent need contracts, and support for community outreach.

All other terms and conditions of the agreement will remain unchanged.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

(The Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works/ - Amendment No. 2 to Agreement
Office of Engineering and
Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment No. 2 to Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT) under Project 1182J, On-Call Environmental Engineering Services. The Amendment No. 2 extends the Agreement for 24 months effective upon Board approval, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A - to be determined with each individual task

BACKGROUND/EXPLANATION:

On August 14, 2013, the Board approved the original agreement with the JMT. On July 29, 2015, the Board approved amendment no. 1 to extend the agreement through August 14, 2016.

The Department needs additional time to complete the ongoing projects before the agreement expires.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

AUDITS NOTED THE TIME EXTENSION.

(The Amendment No. 2 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Agnes R. Jones.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Eloise V. Black	5
Phillip Chuy	5
Wortham Hall III	2
Andre Johnson	2
India Murray	5
Angela M. Void	5
Total	<u>24</u>

Ms. Jones is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Jones to remain in pay status.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Public Works - Renewable Energy Credit
Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore, Northeast Maryland Waste Disposal Authority, and WGL Energy Services, Inc. The period of the Renewable Energy Credit Sales Agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$51,777.00 - 2051-000000-1981-7442208-400973 (Revenue)

BACKGROUND/EXPLANATION:

The Renewable Energy Credit Sales Agreement is a contract for a transaction between the Mayor and City Council of Baltimore, seller, WGL Energy Services, Inc., buyer, and Northeast Maryland Waste Disposal Authority, agent for the seller, in which the Mayor and City Council will sell 4,707 Renewable Energy Credits to WGL Energy Services, Inc.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Renewable Energy Credit Sales Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of General Services - Ratification of Past Due Invoices

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Ratification of Past Due Invoices with Capital Beltway Environmental, LLC, for various urgent environmental work completed at various City properties.

AMOUNT OF MONEY AND SOURCE:

\$11,680.00 - 1001-000000-1982-192500-609036

BACKGROUND/EXPLANATION:

Capital Beltway Environmental, LLC is an industrial hygienist firm utilized by the Department for environmental remediation. The contract ended while preparing a formal contract for this service. Due to the nature of these services, urgent need environmental protection, the City's continuing need to remediate environmental issues remained. In order to meet the State and Federal guidelines, the Department, working with the Bureau of Purchases, developed smaller contracts to cover the ongoing work. The request of work overwhelmed the smaller contracts and funds were depleted, but the vendor was asked to continue service. The Department will continue to work with the Bureau of Purchases to resolve these issues.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
73 - 76
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

In connection with the Transfers of Funds,
pursuant to Charter provisions, reports have
been requested from the Planning
Commission, the Director of Finance
having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

06/22/2016

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1.	TR 13321, Downtown Bicycle Network	P. Flanigan & Sons, Inc.	\$2,849,822.40
	DBE: Priority Constr. Corp.	\$268,024.00	9.4049%
	Shannon-Baum Signs, Inc.	<u>21,476.00</u>	<u>0.7536%</u>
	Total DBE	\$289,500.00	10.1585%

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,208,685.28 FED	9950-921019-9509 Constr. Res. Bike Master Plan	
1,211,101.60 FED \$3,419,786.88	9950-905175-9528 Constr. Res. Bike Network Strategy	
\$2,849,822.40	-----	9950-905190-9527-6 Structure & Improv.
427,473.36	-----	9950-905190-9527-5 Inspection
<u>142,491.12</u> \$3,419,786.88	-----	9950-905190-9527-2 Contingencies Downtown Bicycle Network

This transfer will fund the costs associated with the award of Project No. TR 13321, Downtown Bicycle Network, to P. Flanigan & Sons, Inc.

AGENDA

BOARD OF ESTIMATES

06/22/2016

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works

3.	W.C. 1278, Old York Road and Vicinity Water Main Replace- ments	Spiniello Com- panies	\$6,683,300.00
	MBE: Machado Construc- tion Company, Inc.	\$550,000.00	8.2%
	Shekinah Group, LLC*	<u>52,000.00</u>	<u>0.8%</u>
	Total MBE	\$602,000.00	9.0%
	WBE: R&R Contracting Utilities, Inc.	\$134,000.00	2.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

*Shekinah Group, LLC is not in good standing with the Department of Assessment and Taxation. The Bidder will be allowed to substitute an approved MBE if Shekinah Group, LLC is not in good standing at the time of the award.

A PROTEST AND A SUPPLEMENTAL PROTEST WERE RECEIVED FROM R.E. HARRINGTON PLUMBING AND HEATING COMPANY, INC.

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$9,358,245.00	9960-909100-9558	
Water Revenue	Constr. Res.	
Bonds	Water Infrastruc- ture Rehab	

AGENDA

BOARD OF ESTIMATES

06/22/2016

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

6.	B50004568, Provide		\$3,500,000.00
	Various Rental	Acme Auto Leasing,	
	Vehicles	LLC	
	(Police Department,	All Car Leasing,	
	Sheriff's Office,	Inc. d/b/a	
	Department of Recrea-	Nextcar	
	tion and Parks)	Enterprise RAC	
		Company of Balti-	
		more, LLC	

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Bureau of Purchases - Open Price Proposals

ACTION REQUESTED OF B/E:

The Board is requested to accept the technical proposals submitted in response to Solicitation No. B50004357, Provide Water Taxi/Commuter Services in Baltimore Harbor by HMS Ferries, Inc. and Harbor Boating, Inc. The Board is further requested to open the envelope "B" containing the Price Proposals.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 27, 2016, the Board opened the Technical proposals for the above referenced solicitation for the Department of Transportation. The two technical proposals received were scored by an evaluation committee and each achieved the minimum technical score.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AGENDA**BOARD OF ESTIMATES****06/22/2016**Department of Transportation - Stipend Agreements

The Board is requested to approve and authorize execution of the following Stipend Agreements with the Prime Contractors to pay the contractors who submitted acceptable proposals for TR 12317, for Central Avenue Streetscape and Harbor Point Connector Bridge (Design-Build) but were not selected for award.

<u>Prime Contractor</u>	<u>Percentage</u>	<u>Amount</u>
1. CORMAN CONSTRUCTION CO.		\$35,000.01
<u>Subcontractors:</u>		
Whitney, Bailey, Cox & Magnani	63.95%	\$22,384.03
EBA Engineering, Inc.	21.21%	\$ 7,423.85
Schnebel Engineering	7.57%	\$ 2,648.98
KGP Design Studio	4.71%	\$ 1,649.71
Sidhu Associates, Inc.	2.03%	\$ 710.09
Floura Teeter Landscape Architects	0.52%	\$ 183.35
2. JOSEPH B. FAY CO.		\$35,000.00
<u>Subcontractors:</u>		
Wallace Montgomery & Associates, LLC	60.00%	\$21,000.00
Century Engineering, Inc.	40.00%	\$14,000.00

Account: 9950-905023-9508-900010-706001

On Wednesday, March 30, 2016, the Board approved the award of TR 12317 to Allan Meyers-MD. The Design Build Resolution approved by the Board on November 12, 2011 and the Special Provisions of the contract documents, Section TC-2.13 Stipend, authorizes a stipend to the above-listed prime contractors for the work product they submitted for the technical and price proposal.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Department of Transportation - cont'd

Section TC.213 Stipend, in the contract documents informed bidders that Baltimore City understands that firms invited to submit price proposals on Design-Build projects may incur higher than normal bid preparation costs in the engineering effort to submit responsive bids for the project. A stipend in the amount of \$35,000.00 will be made available to proposers who submit an acceptable proposal and are not selected for award of the contract.

The above-listed prime contractors submitted all materials, electronic files, marked-up drawings, cross sections, quantity list, and other materials used in the development and submission of the price proposals, which are now the property of the City. The Contractors have agreed to distribute the stipend to their subcontractors.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Stipend Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Mayor's Office of Human Services (MOHS) - Continuum of Care
Program Agreements

The Board is requested to approve and authorize execution of the Continuum of Care Program Agreements.

1. AIDS INTERFAITH RESIDENTIAL SERVICES, INC. \$1,101,748.00

Account: 4000-407016-3571-757001-603051

On March 16, 2016, the Board approved a three-month advance of funds in the amount of \$360,509.00 to allow the organization to provide support services to homeless individuals. The agreement includes an additional \$1,101,748.00 making the total contract amount \$1,462,257.00. Under the terms of this agreement, in the amount of \$1,462,257.00, AIDS Interfaith Residential, Inc. will provide housing assistance to 108 households. The period of the agreement is April 1, 2016 through March 31, 2017.

The agreement is late because of delays at the administrative level.

MWBOO GRANTED A WAIVER.

2. ASSOCIATED CATHOLIC CHARITIES, INC. \$ 84,187.50

Account: 4000-407016-3571-757301-603051

On March 16, 2016, the Board approved a three-month advance of funds in the amount of \$29,269.00 to allow the organization to provide support services to homeless individuals. Under the terms of this agreement in the amount of \$113,456.50, Associated Catholic Charities, Inc. will use the funds to provide support to 76 households under its Project BELIEVE Program, which provides a permanent housing program for homeless men and women returning to the community after incarceration and/or other reasons for homelessness. Participants are housed in scattered site units throughout Baltimore City. Additional services include, case management and referrals to primary and mental health care and other supportive services. The

AGENDA

BOARD OF ESTIMATES

06/22/2016

MOHS - cont'd

goals for the program include increasing housing stability, increasing skills and/or income and enhancing self-determination. Clients will participate in programs and services currently offered at Our Daily Bread Employment Center, including job readiness training, GED referral, and other client services. The period of the agreement is February 1, 2016 through January 31, 2017.

The agreement is late because of delays at the administrative level.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Continuum of Care Program Agreements have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Bureau of the Budget &
Management Research (BBMR)

- FY 2017 Budget & Property
Tax Surcharge Rate - Midtown
Community Benefits District

ACTION REQUESTED OF B/E:

The Board is requested to approve the Midtown Community Benefits District (MCBD) FY 2017 budget and property tax surcharge rate.

AMOUNT OF MONEY AND SOURCE:

The proposed FY 2017 property tax surcharge rate is \$0.132 per \$100.00 of assessable value. The surcharge rate is the same as it was for FY 2016.

BACKGROUND/EXPLANATION:

The Board of Estimates has the authority to approve the annual financial plans and surcharge tax rate for the Midtown Community Benefits District. The MCBD has submitted its plan for Fiscal 2017. Property owners in the District will pay the same surcharge rate on their property taxes in Fiscal 2017 as in Fiscal 2016. The rate is set at \$0.132/\$100.00 of assessable value.

The Fiscal 2017 estimated surcharge tax revenues have decreased 1.79% or \$55,771.00 to \$1,183,710.00 compared to \$1,205,239.00 in Fiscal 2016. The budget includes a \$59,186.00 allowance of over-estimated surcharge tax revenue, resulting in a net income of \$1,124,525.00. The MCBD will augment this revenue with additional grant contributions and service fees. The MCBD has also corrected the budgeted allowance for uncollectable surcharge tax revenue from 10% to 5% of total projected revenue, a change from \$120,524.00 in Fiscal 2016 to \$59,186.00 in Fiscal 2017. This reduction, based on a study of historic actuals over the last 5 fiscal years, nullifies the dip in anticipated revenue for Fiscal 2017. As of April 30, 2016, the total cash reserves for the MCBD were \$422,874.00. This represents approximately three-months of operating expenses.

AGENDA

BOARD OF ESTIMATES

06/22/2016

BBMR - cont'd

The MCBBD provides the Bolton Hill, Charles North, Madison Park, and Mount Vernon neighborhoods with enhanced cleaning, safety, and maintenance services, including: daily sidewalk cleaning; alley trash collection and weeding; leaf collection; public green space maintenance and; increased safety patrols.

The management team for the MCBBD has been a positive force in the Midtown area since it began operations. The BBMR recommends that the Board approve the budget plan and surcharge tax rate.

AGENDA

BOARD OF ESTIMATES

06/22/2016

MIDTOWN COMMUNITY BENEFITS DISTRICT Proposed FY2017 Budget Summary

Budget adopted by the
Midtown Board on 4/6/16

	Projected Income	Clean	Green	Safe	Admin	FY2017 TOTAL	FY2016 Budget
1	Property Tax surcharge					\$ 1,183,710	\$ 1,205,238.73
	Allowance for over-estimated surtax 5%					(59,186)	(120,524)
2	Net Income					\$ 1,124,525	\$ 1,084,715
3	Contributions					69,812	69,812
4	Interest Earned					500	500
5	Service fees					20,000	15,000
6	Total Income					\$ 1,214,837	\$ 1,170,027
	Projected Expenses	Clean	Green	Safe	Admin	TOTAL	TOTAL
7	Accounting	5,073	1,326	1,900	1,401	9,700	9,700
8	Advertising	418	109	157	116	800	800
9	Audit	4,706	1,231	1,763	1,300	9,000	9,000
10	Bank service charges	131	34	49	36	250	250
12	Computer expenses	784	205	294	217	1,500	1,500
13	Consultants	2,092	547	784	578	4,000	2,000
14	Depreciation	15,649	4,092	5,862	4,323	29,926	36,432
15	Dues & Subscriptions	157	41	59	43	300	300
16	Employee benefits	47,535	12,430	17,805	13,130	90,900	97,800
17	Equipment rental	183	48	69	51	350	350
18	Fuel Expense	15,186	3,971	5,688	4,195	29,040	35,000
19	Fundraising Expense	1,307	342	490	361	2,500	500
20	Insurance - Gen liability	27,033	7,069	10,126	7,467	51,694	41,800
21	Insurance - Workers Comp	19,765	5,168	7,403	5,459	37,796	33,000
22	Interest paid	2,285	597	856	631	4,369	800
23	Leased Equipment	11,818	3,940	0	2,000	18,012	7,878
24	Legal fees	261	68	98	72	500	500
25	Licenses & Permits	261	68	98	72	500	500
26	Miscellaneous	198	52	74	55	378	200
27	Newsletter	288	75	108	79	550	550
28	Meals	523	137	196	144	1,000	1,000
29	Meetings & Conferences	941	246	353	260	1,800	2,150
30	Moving Expenses	0	0	0	0	0	5,550
31	Occupancy (rent, etc.)	27,231	7,120	10,200	7,521	52,072	47,600
32	Office expenses	1,935	506	725	534	3,700	5,200
33	Payroll Service	3,244	848	1,215	896	6,204	6,000
34	Postage	1,883	492	705	520	3,600	3,600
35	Printing	2,092	547	784	578	4,000	2,800
36	Program Exp - Clean/Green	16,140	3,000	0	0	19,140	25,162
37	Program Exp- temporary labor	4,000	2,000	0	0	6,000	6,000
38	Program Exp - Safety	0	0	7,528	0	7,528	3,000
39	Program Exp - Outreach	2,000	1,000	0	1,000	4,000	1,000
40	Repair & maint. - facility	0	0	0	0	0	1,800
41	Repair & maint. - equipment	4,675	1,222	0	1,291	8,939	10,319
42	Repair & maint. - vehicles	5,046	1,319	0	1,394	9,649	9,000
43	Salaries	273,991	137,637	162,180	111,051	684,859	658,789
44	Simple IRA	2,615	684	979	722	5,000	5,000
45	Small equipment	1,569	410	588	433	3,000	1,500
46	Telephone & DSL	2,353	615	881	650	4,500	4,500
47	Telecommunications system	8,106	2,119	3,036	2,239	15,500	14,500
48	Taxes - payroll	34,661	9,063	12,983	9,574	66,281	63,697
49	Training expenses	784	205	294	217	1,500	1,500
50	Travel	261	68	98	72	500	1,000
51	Uniforms	7,321	1,914	2,742	2,022	14,000	\$ 10,500
51	Total Expenses	\$ 556,501	\$ 212,569	\$ 259,167	\$ 182,705	\$ 1,214,837	\$ 1,170,027
52	NET					\$ (0)	\$ 0
53	FY2017 % of total budget	46%	17%	21%	15%	100%	100%

AGENDA

BOARD OF ESTIMATES

06/22/2016

Bureau of the Budget &
Management Research (BBMR)

- FY 2017 Budget and Property
Tax Surcharge Rate - Waterfront
Management District

ACTION REQUESTED OF B/E:

The Board is requested to approve the Waterfront Management District (District) FY 2017 budget and property tax surcharge rate.

AMOUNT OF MONEY AND SOURCE:

The proposed FY 2017 surcharge rate is set at \$0.17 per \$100.00 of assessable value. The surcharge rate is the same as it was for FY 2016.

BACKGROUND/EXPLANATION:

The Board of Estimates has the authority to approve the annual financial plans and surcharge tax rate for the Waterfront Management District. The District has submitted its plan for Fiscal Year 2017. Property owners in the District will pay the same surcharge rate on their property taxes in Fiscal 2017 as in Fiscal 2016. The rate is set at \$0.17 per \$100.00 of assessable value. Surcharge fee revenues have increased 13.2% or \$228,910.00 from \$1,731,264.00 in Fiscal 2016 to \$1,960,174.00 in Fiscal 2017. The increased surcharge revenue reflects the additional expansion area that was approved during Fiscal 2016.

Revenue from the surcharge tax collections represents 66.5% of the District's total \$2,948,270.00 budget. The District will also receive \$356,663.00 in funding from the City of Baltimore as a grant payment from the Baltimore Development Corporation. As of May 13, 2016, the Waterfront Management District has \$716,095.00 in reserve funding, which represents a total value of three months of its annual budget.

The District has continued to provide services of significant value to the City and citizens of Baltimore, including: performing safety and hospitality services; landscaping; cleaning; creation of family friendly events; marketing the

AGENDA

BOARD OF ESTIMATES

06/22/2016

BBMR - cont'd

waterfront to local residents; and more recently, creating new attractions and adding amenities to existing Park areas. All services provided are intended to attract and retain local families to the area.

The District's fiscal management is a positive force in the Waterfront area. The BBMR recommends that the Board approve the proposed budget plan and surcharge tax rate.

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BOARD OF ESTIMATES

06/22/2016

W0 - Waterfront Partnership Unrestricted

	07/01/2016 - 06/30/2017	Comaprisn to
	FY 2017 Budget	FY 2016 Budget
Revenue and support		
Private taxable property owners	1,960,174.40	1,731,264.12
Baltimore City contract	425,000.00	425,000.00
Nonprofit property owners	66,000.00	66,000.00
Corporate partners	150,000.00	182,000.00
Transportation	155,000.00	-
Sponsorship - Events & Park Prog.	39,948.00	141,975.00
WLIFE	0.00	-
Event coordination fee	34,606.00	23,748.98
Food and beverage sales	6,000.00	5,700.00
Tickets	23,471.06	7,722.65
Contract service fees	69,070.20	101,898.20
Interest income	<u>19,000.00</u>	<u>15,000.00</u>
Total Revenue and support	<u>2,948,269.66</u>	<u>2,700,308.95</u>
Expenses		
Hospitality and Safety	809,354.36	780,956.00
Exterior Janitorial	741,002.35	631,566.84
Landscaping	386,539.77	381,547.00
Marketing	146,116.88	147,273.00
Marketing Waterfront Life	0.00	70,000.00
Park Programming & Events	219,503.00	150,458.90
WSP Programming	0.00	7,176.00
Corporate Cultivation	0.00	63,298.21
Fells Point Main Street	0.00	75,990.00
Federal Hill Park	42,548.26	-
Healthy Harbor	141,434.00	124,740.00
Transportation	155,000.00	-
Waterwheel	36,000.00	37,027.00
Administration	243,071.04	222,576.00
Fundraising	<u>27,700.00</u>	<u>7,700.00</u>
Total Expenses	<u>2,948,269.66</u>	<u>2,700,308.95</u>
Change in Net Assets before non-operating expenses	(0.00)	(0.00)
Non-operating expenses		
Waterwheel Depreciation	71,000.00	65,000.00
Harris Creek Waterwheel Depreciation	<u>27,620.00</u>	-
Total Non-operating expenses	<u>98,620.00</u>	<u>65,000.00</u>
Change in Net Assets	(98,620.00)	(65,000.00)

AGENDA

BOARD OF ESTIMATES

06/22/2016

Bureau of the Budget &
Management Research (BBMR)

- FY 2017 Budget & Property Tax
Surcharge Rate - Charles Village
Benefits District

ACTION REQUESTED OF B/E:

The Board is requested to approve the Charles Village Community Benefits District (CVCBD) FY 2017 budget and property tax surcharge rate.

AMOUNT OF MONEY AND SOURCE:

The proposed FY 2017 property tax surcharge rate is \$0.12 per \$100.00 of assessable value. The surcharge rate is the same as it was for FY 2016.

BACKGROUND AND EXPLANATION:

The Board of Estimates has the authority to approve the annual financial plans and surcharge tax rate for the Charles Village Benefits District. The CVCBD has submitted its plan for Fiscal 2017. Property owners in the CVCBD will pay the same surcharge rate on their property taxes in Fiscal 2017 as in Fiscal 2016. The rate is set at \$0.12 per \$100.00 of assessable value.

The Fiscal 2017 estimated surcharge tax revenues have decreased 1% or \$6,980.00 to \$719,804.00 compared to Fiscal 2016. The CVCBD will augment this revenue with funding from an existing contract with Johns Hopkins University and an existing grant from the Goldaseker Foundation both of which will continue in Fiscal 2017. Under these agreements, the CVCBD will provide enhanced safety services including safety patrols (increased to 132 hours per week from 130 in Fiscal 2016) and safety-related support services for residents and businesses including neighborhood walkers on patrol, safety audits, victims' assistance and court watch. The CVCBD will provide sanitation services, which will include sweeping sidewalks and gutters, maintaining 91 CVCBD trash cans, removing bulk trash, and monitoring its Rat Abatement project contractor. The CVCBD outreach services will include issuing a weekly crime alert, a monthly sanitation alert and an Annual Report, and regularly maintaining a website that includes minutes of Board meetings, financial statements, Executive Director's Reports and safety and sanitation services data.

BBMR - cont'd

The CVCBD has taken positive steps to assure a sound financial operation. As of mid-April 2016, the organization's reserve balance has increased from last year by 3.5% to \$151,178.00, which represents 2 months of expenditures. At this time last year, the CVCBD's reserve balance was \$142,075.00. The Budget Bureau encourages the Charles Village Benefits District to work towards building a reserve fund at a minimum of 25% of its annual budget (or approximately three months of the annual operating budget).

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BOARD OF ESTIMATES

06/22/2016

Charles Village Community Benefits District Proposed Budget FY 2016-2017										
Income/Expense	FY'17 Proposed Budget	Admin	%	Sanitation	%	Safety	%	Outreach	%	FY'16 Budget Comparison
ANTICIPATED INCOME										
Property Tax Surcharge - current year	719,804	58,209		329,673		309,276		22,646		726,784
Property Tax Surcharge - recover from prior yrs	50,000	3,000		18,500		26,000		2,500		-
Exempt Property Contributions	83,000	6,030		35,370		40,030		1,570		71,000
Johns Hopkins University	68,000									68,000
All others	15,000									3,000
Grants	69,630			9,630		60,000				-
Goldseker Foundation Public Safety Project	60,000									
HCPI Spruce Up- Dog Waste Station Project	9,630									
Program Revenue	70,260			5,700		64,560				96,388
JHU - HCPI North Charles Street Safety Alliance	64,560									90,688
CSX - sanitation services	2,700									2,700
Jenkins Associates - Vineyard Reading Garden	900									900
Miscellaneous Fee for Service	2,100									2,100
Total Anticipated Income	\$992,694	\$67,239	7%	\$398,873	40%	\$499,866	50%	\$26,716	3%	\$894,172
ANTICIPATED EXPENSES										
Personnel Expenses: Compensation										
Salaries/wages (all F/T and P/T regular staff)	397,126	50,660		266,266		60,332		19,868		363,972
Contract Labor (Police Officers & Dir. of Safety)	312,744					312,744				265,060
Subtotal Compensation	709,870	50,660	7.1%	266,266	37.5%	373,076	52.6%	19,868	2.8%	629,032
Personnel Expenses: Benefits										
Payroll Taxes	41,000	2,870		15,785		21,115		1,230		42,000
Workers' Comp. Insurance	24,699	1,729		9,509		12,720		741		20,700
Payroll Service Fees	5,200	364		2,002		2,678		156		4,500
Health Insurance	55,000	3,850		21,175		28,325		1,650		48,000
Subtotal Benefit	125,899	8,813		48,471		64,838		3,777		115,200
Subtotal Personnel	835,769	59,473		314,737		437,914		23,645		744,232
Program Expenses										
Printing/Publishing/Web	3,000	210		1,155		1,553		82		3,000
Supplies	18,000	1,260		6,930		9,317		493		18,000
Uniforms	8,400	588		3,250		4,332		230		8,400
Contracts	26,130			19,380		6,750				17,000
Rat Abatement Project - pest control	13,500									15,000
CV Tree Canopy Project - tree watering	3,000									2,000
Dog Waste Station Project	9,630									-
Auto Insurance	11,153			11,153						5,000
Vehicle Op. (fuel, maint., etc)	12,000			12,000						12,000
Subtotal Program	78,683	2,058		53,868		21,952		805		63,400
Facility Expenses										
Janitorial/Cleaning	500	35		200		250		15		1,500
Maintenance/Additions	500	35		200		250		15		1,000
Rent	32,208	2,255		12,400		16,671		882		31,034
Telephone	4,800	336		1,848		2,484		132		4,800
Utilities	5,700	399		2,195		2,950		156		3,000
Subtotal Facilities	43,708	3,060		16,843		22,605		1,200		41,334
Overhead Expenses										
Accounting/Legal	14,000	980		5,390		7,246		384		14,000
Advertising	1,500	105		578		776		41		1,500
Bank Charges	1,000	80		540		340		40		1,000
Computer Support	7,200	504		2,772		3,727		197		7,200
D and O Insurance	2,800	196		1,078		1,449		77		2,700
Property and Liability Ins.	5,400	378		2,079		2,795		148		13,121
Misc.	500	35		193		258		14		4500
Subtotal Overhead	32,400	2,278		12,630		16,591		901		44,021
Total Anticipated Expenses	\$990,560	\$66,869	6.8%	\$398,078	40.2%	\$499,062	50.4%	\$26,551	2.7%	\$892,987
Excess Income Over Expense	2,134	370		795		804		165		1,185

AGENDA

BOARD OF ESTIMATES

06/22/2016

Bureau of the Budget & - FY 2017 Budget & Property
Management Research (BBMR) Tax Surcharge Rate - Downtown
Management Authority

ACTION REQUESTED OF B/E:

The Board is requested to approve the Downtown Benefits District the approval of the Downtown Management Authority (DMA) FY 2017 budget and property tax surcharge rate.

AMOUNT OF MONEY AND SOURCE:

The proposed FY 2017 property tax surcharge rate is \$22.39 per \$100.00 of assessable value. This a 1.0 cent increase per \$100 assessable value from FY 2016.

BACKGROUND AND EXPLANATION:

The Board of Estimates has the authority to approve the annual financial plans and surcharge tax rate for the Downtown Management Authority (DMA). The DMA's proposed Fiscal 2017 budget includes a 1.0 cent increase per \$100.00 assessed value to the Fiscal 2017 special benefits district surcharge tax rate for all properties located within DMA's property tax system. This is a change from 21.39 cents to 22.39 cents per \$100.00 of assessed value. In Fiscal 2016, the DMA's assessable tax base was set at \$2,900,180,008.00 in Fiscal 2017, the projected assessable tax base has increased by \$102,665,425.00 to \$3,002,845,433.00. Based on the Fiscal 2017 assessed rate, the proposed rate increase would result in total property surcharge revenue of \$6,700,371.00 (less \$23K surcharge discount allowance) versus the Fiscal 2016 budgeted amount of \$6,203,485.00.

In addition to the property surcharge tax, DMA is authorized to impose a surcharge on public utilities. For public utilities, the Fiscal 2016 surcharge was set at 53.47 cents per \$100.00 of assessed value. The Fiscal 2017 proposal will increase the rate to 55.97 cents per \$100.00 of assessed value, which is 2.5 times the real property tax rate set by Maryland Code 6-302.

The total Fiscal 2017 budgeted surcharge revenue for DMA is \$6,906,419.00. This is a proposed increase of 9.6% or \$607,185.00 over the Fiscal 2016 budget of \$6,299,234.00. After the unrest of April 2015, the DMA's Board of Directors created a

AGENDA

BOARD OF ESTIMATES

06/22/2016

BBMR - cont'd

Task Force to consider an increase in the DMA's surcharge in order to empower the Downtown Partnership to direct more money into its community outreach programs. The Task Force came back with a recommendation to increase the surcharge by one cent, which, in Fiscal 2017, would generate approximately \$300,000.00 in additional funds. The funding will be used to support the following programs: 1) Employment of Ex-Offenders, Homeless, City Residents; 2) Employment skills training; 3) Internships, Youthworks, and Hire One Youth; 4) Grants to local businesses (Operation: Storefront, façade grants); 5) Assistance to homeless individuals (housing, transit); 6) Support for substance abuse outreach; 7) Inner Harbor Project - teen ambassadors; 8) Vendor opportunities - locally owned businesses, and; 9) Use of MBE/WBE contractors.

Estimated property tax surcharge revenue for Fiscal 2016 had previously increased \$236,342.00 or 3.90% to \$6,299,234.00, compared to \$6,062,892.00 for Fiscal 2015. In addition to property surcharge revenue, the proposed budget includes \$1,106,312.00 in budgeted revenue from other sources, including a \$350,000.00 grant from the City's Department of Public Works.

Per the June 2015 audit report, DMA held \$871,136.00 in the Management Restricted Operating Reserve fund, which is equal to approximately two months of operating expenses. At this time last year, the Reserve fund held a balance of \$1,016,624.00 this amounts to a current decrease from Fiscal 2015 of \$145,488.00. The current Reserve fund represents a total value of 10.87% of the DMA's annual budget. The Budget Bureau encourages the DMA to work towards building a reserve fund at a minimum of at least 25% of its annual budget (or approximately three months of the annual operating budget).

The Downtown Management Authority's fiscal management has been sound and it has been a positive force in the Downtown area since it began operations. The Finance Department recommends that the Board approve the budget plan and surcharge tax rate.

AGENDA

BOARD OF ESTIMATES

06/22/2016

Downtown Management Authority for Baltimore City Proposed Budget Fiscal Year 2017		
Revenue	Fiscal 2017 Proposed	Fiscal 2016 Budgeted
Property Surcharge	6,906,419	6,299,234
DPW Grant	350,000	340,000
Tax-Exempt Properties	110,500	80,000
State Agency contributions	40,000	50,000
Federal GSA Contract	50,733	48,426
Interest Income	2,400	3,000
Center Plaza Contract Services	266,376	70,000
Late Payment Fees	40,000	40,000
Parks Activation	39,100	30,600
Contract Services	204,203	84,243
Supplemental Services	3,000	3,000
Total Revenue	\$ 8,012,731	\$ 7,048,503

Summary of Expenses

Hospitality	2,357,179	2,116,155
Public Space Maintenance	2,299,985	2,114,953
Beautification	555,324	528,842
Communications	472,200	462,579
Events & Programming	776,547	399,452
Administration	956,509	911,536
Special Projects	594,986	514,986
Total Expenses	\$ 8,012,730	\$ 7,048,503

AGENDA

BOARD OF ESTIMATES

06/22/2016

<u>Baltimore Development Corporation</u>	- Fourth Amendment to Disposition and Development Agreement and Fourth Amendment to the Construction, Operation and Reciprocal Easement Agreement
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ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the 1) Fourth Amendment to Disposition and Development Agreement (DDA) and, 2) Fourth Amendment to the Construction, Operation and Reciprocal Easement Agreement (COREA) among the City, Baltimore Center Associates Limited Partnership (BCA), Baltimore Center Garage Limited Partnership (BCG), and Sunstone East Pratt, L.P. (SEP), for the property located on Development Areas 5 and 6 of the Inner Harbor Project I Urban Renewal Plan Area (Block 673, Lot 001).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City, BCA, and BCG are parties to a Disposition and Development Agreement (DDA) and Construction, Operation and Reciprocal Easement Agreement (COREA) for property located on Development Areas 5 and 6 of the Inner Harbor Project I Urban Renewal Plan Area, Commonly known as The Gallery and the Gallery Garage, the development on the site consists of Hotel, Retail, Office and Garage uses (the Development), each of which are specifically defined to have certain uses and locations under the agreement.

The BCA, BCG, and SEP wish to amend the DDA and COREA so that the fourth floor of the Retail Facilities can be renovated and used for the same uses permitted for the Office Facilities, and that the escalators between the fourth and fifth floor of the Development be permitted to be removed in the course of this renovation.

AGENDA

BOARD OF ESTIMATES

06/22/2016

BDC - cont'd

The Fourth Amendment makes the necessary changes to the DDA and COREA to allow for this fourth floor renovated and updated building program.

MBE/WBE PARTICIPATION:

N/A

(The Fourth Amendment to Disposition and Development Agreement and Fourth Amendment to the Construction, Operation and Reciprocal Easement Agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA**BOARD OF ESTIMATES****06/22/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u>			
1. Stephanie Rawlings-Blake	The U.S. Conf. of Mayors Annual Meeting (USCM) Indianapolis, IN June 23 - 28, 2016	General Fund	\$ 423.96

The registration and hotel costs were paid by the USCM. The airfare in the amount of \$223.96 was prepaid by a City-issued procurement card assigned to Ms. Kathe Hammond. The Mayor's Office is requesting \$40.00 per day for meals and incidentals. Therefore, the amount to be disbursed to Ms. Rawlings-Blake is \$200.00.

2. Andrew Smullian	The U.S. Conf. of Mayors Annual Meeting (USCM) Indianapolis, IN June 23 - 28, 2016 (Reg. Fee \$800.00)	General Fund	\$2,389.61
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The subsistence rate for this location is \$161.00 per day. The hotel cost is \$189.00 per night, plus hotel taxes of \$32.13 per night. The Mayor's Office is requesting additional subsistence in the amount \$28.00 per night for the balance of the hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$223.96, hotel cost of \$1,105.65, and registration fee of \$800.00 were prepaid by a City-issued procurement card assigned to Ms. Kathe Hammond. Therefore, the amount to be disbursed to Mr. Smullian is \$260.00.

AGENDA**BOARD OF ESTIMATES****06/22/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u>			
3. Nicholas Blendy	Maryland Municipal League Summer Conference Ocean City, MD June 26 - 29, 2016 (Reg. Fee \$680.00)	General Funds	\$1,657.58

The hotel cost for two nights in the amount of \$358.00 and the registration fee in the amount of \$680.00 were prepaid using a City-issued procurement card assigned to Kathe Hammond. Therefore, the disbursement to Mr. Blendy is \$619.58.

Mayor's Office of Emergency Management

4. Brian Bovaird	National Homeland Security Conference 2016 Tampa, FL June 26 - 30, 2016 (Reg. Fee \$455.00)	Urban Area Security Initiative Grant	\$1,490.16
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The airfare in the amount of \$313.96 and the registration fee in the amount of \$455.00 were prepaid on a City issued procurement card assigned to David McMillan. Therefore, the disbursement to Mr. Bovaird is \$750.88.

Baltimore City Board of Elections

5. Ann Macneille	Maryland Association of Elected Officials Annual Conference Cambridge, MD June 20 - 21, 2016 (Reg. Fee \$150.00)	General Funds	\$481.28
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AGENDA**BOARD OF ESTIMATES****06/22/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Human Resources</u>			
6. Mary Talley Pervis Lee	Society of Human Resources Annual Conference and Exposition Washington, DC June 19 - 22, 2016 (Reg. Fee \$1,520.00 ea.)	General Funds	\$5,068.51

The Department is requesting the cost for hotel accommodations in the amount of \$627.00 and hotel taxes in the amount of \$81.51 for Ms. Talley only.

The registration fee in the amount of \$1,520.00 and the workshop fees in the amount of \$660.00 for Ms. Talley have been prepaid on EA000185137. Therefore, Ms. Talley will be disbursed \$708.51.

The registration fee in the amount of \$1,520.00 and the workshop fees in the amount of \$660.00 for Mr. Lee have been prepaid on EA000185135. No funds will be disbursed to Mr. Lee.

Department of Recreation and Parks

7. Victor Miranda	2016 ESRI User Conference San Diego, CA June 26 - July 1, 2016 (Reg. Fee \$0.00)	Special Funds	\$1,988.70
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The airfare in the amount of \$903.70 was prepaid on a City-issued credit card assigned to Mr. Kenn L. King. The user conference registration fee was complimentary. Mr. Miranda will leave on June 26, 2016 because of the early start of the conference on June 27, 2016. Therefore, Mr. Miranda will be disbursed \$1,085.00.

AGENDA**BOARD OF ESTIMATES****06/22/2016****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
8. Darryl De Sousa	2016 National Organization of Black Law Enforcement Executives Training Conference and Exhibition Washington, DC July 16 - 21, 2016 (Reg. Fee \$525.00)	Asset Forei- ture Fund	\$1,508.57

The allowed subsistence rate for this location is \$291.00 per day. However, the Department is only requesting the hotel costs in amount of \$199.00 per night from July 18-21, plus taxes in the amount of \$28.86 per night, meals and incidentals in the amount of \$40.00 per day, and parking in the amount of \$20.00 per day. Mr. De Sousa will use a department vehicle and will commute on July 16-17.

Mayor's Office of Employment Development

9. Jason Perkins-Cohen	The U.S. Conf. of Mayors Annual Meeting Workforce Development Council Indianapolis, IN June 23 - 25, 2016 (Reg. Fee \$800.00)	Combi- nation of State, Federal, & Local Funds	\$1,918.22
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The subsistence rate for this location is \$161.00 per day. The hotel cost is \$189.00 per night, plus hotel taxes of \$32.13 per night. The Mayor's Office of Employment Development is requesting additional subsistence in the amount \$28.00 per night for the balance of the hotel and \$40.00 per day for meals and incidentals. The registration in the amount of \$800.00 was paid by EA No. 000188158. Therefore, the amount to be disbursed to Mr. Perkins-Cohen is \$260.00.

AGENDA

BOARD OF ESTIMATES

06/22/2016

PROPOSALS AND SPECIFICATIONS

- | | |
|--|---|
| 1. Department of Public Works/
Department of Recreation and
Parks
<hr/> | - RP 16806, Canton Parking Lot
Resurfacing
<u>BIDS TO BE RECV'D: 07/20/2016</u>
<u>BIDS TO BE OPENED: 07/20/2016</u> |
| 2. Department of Public Works/
Office of Engineering and
Construction
<hr/> | - SC 892, Structural
Rehabilitation of Chlorine
Contact Chambers at
Patapsco Wastewater Treatment
Plant
<u>BIDS TO BE RECV'D: 07/27/2016</u>
<u>BIDS TO BE OPENED: 07/27/2016</u> |

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED