

NOTICES:

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
 1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
 2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
 3. The written protest shall include:
 - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
 - b. A narrative description of the issues and facts supporting the protest; and
 - c. A description as to how the protestant will be harmed by the proposed Board action.
 - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c) must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's web site and the Secretary to the Board's web site.

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

NOTICES - cont'd:

1. SPECIAL NOTICE FOR MAY 5, 2021, 9:00 A.M. BOARD OF ESTIMATES' MEETING

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1 (408) 418-9388 (ACCESS CODE: 179 810 2346) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:

<https://www.charmtvbaltimore.com/live-stream>

2. 12:00 NOON MEETING ANNOUNCEMENT OF BIDS AND OPENINGS

MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING (443) 984-1696 (ACCESS CODE: 0842939) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:

<https://www.charmtvbaltimore.com/live-stream>

3. EFFECTIVE MARCH 9, 2021, THE BOARD SUBMISSION DEADLINE IS WEEKLY ON TUESDAY AT 11:00 A.M.

BOARD OF ESTIMATES' AGENDA – MAY 5, 2021

BOARDS AND COMMISSIONS:

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

A-Plus Contracting, LLC	\$ 1,460,000.00
Cole Roofing Co., Inc.	\$ 8,000,000.00
Dalton Electric Service, Inc.	\$ 8,000,000.00
Malill, L.L.C.	\$ 1,712,910.00
Trenton Contracting Company	\$ 7,480,000.00

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:

Chyke Maurice & Associates, Inc.	Architect
Volkert, Inc.	Landscape Architect Engineer

AGENDA

BOARD OF ESTIMATES

5/5/2021

Parking Authority of Baltimore City (PABC) - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a DocuSign Master Services Agreement with Carahsoft Inc. (DocuSign). The period of the agreement is March 1, 2021 through February 28, 2022.

AMOUNT OF MONEY AND SOURCE:

\$42,269.52 - 2076-000000-2321-253300-607001

BACKGROUND/EXPLANATION:

DocuSign has been retained by the PABC to aid in the reduction of the amount of paper used and stored by PABC and improving the workflow of its departments. DocuSign allows the PABC to further reduce costs, improve response times with its customers, and maximize its investment in existing technologies through integrated services.

DocuSign has been essential in aiding the PABC's response to the COVID-19 pandemic by providing secure virtual services that allow it to keep customers and employees safe by reducing and eliminating the physical contact necessary to complete transactions and applications.

Since DocuSign has been integrated into the workflow of the PABC, it has been used to handle requests for adjustments to monthly contract parking accounts, requests for refunds, credit card authorizations, payment vouchers, expense reports, valet applications, purchase requisitions, tuition reimbursement applications, uniform request forms, employee information forms, telework agreements, and a host of other functions.

The agreement is late because negotiations and discussions took longer than anticipated with delays due to COVID-19.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

5/5/2021

PABC – cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

TRANSFERS OF FUNDS

* * * * *

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

5 - 6

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services (DGS)</u>			
1.	\$100,000.00 General Funds	9916-903263-9194 Engine 43 Boiler Re- placement - Reserve	9916-905363-9197 Engine 43 Boiler Re- placement - Active

This transfer will provide funds to the DGS for the replacement of the boiler at Engine 43 and all associated in-house costs. The boiler, which provides heat to the fire station at Engine 43, is old, outdated and breaks down constantly. The boiler subsequently needs to be replaced to ensure that there is heat at the station.

2.	\$ 60,000.00 General Funds	9916-910073-9194 Engine 33 Electrical/ Emergency Generator - Reserve	9916-904373-9197 Engine 33 Electrical Upgrades – Active
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This transfer will provide funds to the DGS for the electrical distribution system upgrades at Engine 33 and all associated in-house costs. This project will be in two parts, design and construction. Once the designs are completed, a second transfer request will be submitted to cover the costs of construction.

Department of Housing and Community Development (DHCD)

3.	\$ 63,255.00 26 th Community Development Bonds	9910-906727-9588 Upland Development
	236,137.00 General Funds	9910-906730-9588 AHP – Uplands Re- development

AGENDA

BOARD OF ESTIMATES

5/5/2021

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> – cont'd		
600,000.00 <u>M & CC</u>	9910-915021-9588 Uplands Program Income Account	
\$899,392.00	-----	9910-904735-9588 Uplands Infrastructure & Design Phase II

The funds will cover the costs associated with the design of the public infrastructure and plans of Phase II of the Uplands Development project. The Board approved the Uplands Infrastructure and Design Grant Agreement between Uplands Visionaries LLC and the DHCD on April 21, 2021.

EXTRA WORK ORDER

* * * * *

The Board is requested to approve the

Extra Work Order

as listed on the following page:

8

The EWO has been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

AGENDA

BOARD OF ESTIMATES

5/5/2021

EXTRA WORK ORDER

<u>Contract</u> <u>Awd. Amt.</u>	<u>Prev. Apprvd.</u> <u>Extra Work</u>	<u>Contractor</u>	<u>Time</u> <u>Ext.</u>	<u>%</u> <u>Compl.</u>
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Department of Transportation

1. EWO # 007, \$42,573.72 – Project No. 743, Reconstruction of Annapolis Road/
Waterview Avenue Interchange at MD 295 Russell Street

\$698,229.68 \$497,824.84 Jacobs Engineering - -
Group, Inc.

This authorization provides for additional post award services during the construction phase of Annapolis Road, Waterview Avenue, and ramps on and off MD 295.

DBE PARTICIPATION:

The Consultant will continue to comply with Title 49 of the Code of Federal Regulations, Part 26 (49CFR26) and the DBE goal established in the original agreement which is:

DBE: 25%

Currently, the Consultant has exceeded the 25% DBE goal. They have achieved a DBE participation of 37.31%.

THE EAR DOES NOT REQUIRE MWBOO APPROVAL.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Recreation and Parks – City Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a City Funding Agreement with the Cal Ripken, Sr. Foundation, Inc. (Foundation). The agreement is effective upon Board approval and will end upon final acceptance by the City unless terminated pursuant to the terms hereof. Final acceptance is defined as the acceptance of the Project by the City after it has verified that the equipment and systems are fully operational, all warranty work is complete and the Contractor has fulfilled its contract obligations.

AMOUNT OF MONEY AND SOURCE:

\$704,878.43 – 9938-908131-9474-900000-706063

BACKGROUND/EXPLANATION:

The Foundation and South Baltimore Gateway Partnership (SBGP) approached the City about partially funding the reconstruction of the Reedbird Park baseball field, located at 201 Reedbird Avenue with approximately 77,000 square feet of synthetic playing surface, concrete walking paths, goal posts, lighting, bleachers, portable fencing, electronic scoreboard, and a security fence.

The Foundation will serve as fiscal agent and will enter into a construction contract with its selected Contractor, Lewis Contractors. The Foundation will assume all responsibility for payment to the Contractor and will obtain Performance and Payment Bonds from the Contractor accordingly.

The total estimated construction cost is \$2,114,635.30 and consists of \$1,409,756.87 fundraised and donated by the Foundation (private, State and SBGP grant funds) in addition to the \$704,878.43 City contribution. The City will reimburse the Foundation upon receipt of properly executed records evidencing payments to Contractor.

The Department consulted with the Bureau of Procurement which determined that it is in the best interest of the City to proceed, as no advantage will result in seeking, nor would it be practicable to obtain, competitive bids, pursuant to Article VI, Section 11 (e) (i) of the City Charter.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Recreation and Parks – cont'd

MBE/WBE PARTICIPATION:

MBE: 7.48%

WBE: 3.28%

MWBOO reviewed and approved the goals.

In addition, MWBOO will be coordinating with Baltimore City Recreation and Parks, South Baltimore Gateway Partnership and other funding partners to ensure the compliance monitoring for this project. This process involves making certain MBE/WBE goals are being attained, proper utilization of minority participation, and providing the proper assessments when/if emergencies arise that may impact the goals.

AUDITS REVIEWED AND HAD NO OBJECTION.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$800,000.00	9938-907131-9475	9938-908131-9474
3 rd Parks & Public	Reedbird Park	Reedbird Park
Facilities	Improvements -	Improvements –
	Reserve	Active

This transfer will provide funds to cover the costs associated with the construction of the athletic field for Reedbird Park with the Cal Ripken, Sr. Foundation.

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

PERSONNEL MATTERS

* * * * *

The Board is requested to approve
all of the Personnel matters
listed on the following pages:

12 - 27

All of the Personnel matters have been approved
by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved
by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Health Department

1. Create the following position:

Classification: Health Program Administrator I

Job Code: 61111

Grade: 923 (\$63,726.00 - \$102,202.00)

Position No.: To be assigned by BBMR

Cost: \$107,954.00 – 4000-444321-3023-718800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

	<u>Rate of Pay</u>	<u>Amount</u>
2. EMMA BOHANNON	\$31.25 for a maximum of 640 hours	\$20,000.00

Account: 4000-427721-3023-273307-601009

Ms. Bohannon will work as a Contract Services Specialist II. Her duties will include, but are not limited to providing supervision to a team of Community Outreach interviewers, assisting with training, and providing advice and guidance to subordinate staff. She will assist with the development of the research instrument; work closely with vendors/or project directors ensuring the successful execution of fieldwork operations; and upon completion of the survey project, she will be responsible for the review of collected data, author's reports and making business oriented recommendations to the sponsoring client. The period of the agreement is effective upon Board approval through September 30, 2021.

Department of Housing and Community Development

3. Create the following position:

Classification: Grant Services Specialist I

Job Code: 10215

Grade: 913 (\$30,603.00 - \$38,254.00)

Position No.: To be assigned by BBMR

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Department of Housing and Community Development – cont'd

Cost: \$112,270.24 – 4000-437720-5825-179400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

4. Create the following position:

Classification: Grant Services Specialist II

Job Code: 10216

Grade: 919 (\$38,254.00 - \$60,682.00)

Position No.: To be assigned by BBMR

Cost: \$75,347.93 – 4000-437720-5825-179400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

5. Create the following position:

Classification: Grant Services Specialist II

Job Code: 10216

Grade: 919 (\$38,254.00 - \$60,682.00)

Position No.: To be assigned by BBMR

Cost: \$75,347.93 – 4000-437720-5825-179400-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

6. Create the following position:

Classification: Grant Services Specialist I

Job Code: 10215

Grade: 913 (\$30,603.00 - \$38,254.00)

Position No.: To be assigned by BBMR

Cost: \$56,135.12 – 4000-437720-5825-179400-601001

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Department of Housing and Community Development – cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Board of Liquor License Commissioners

- | | | |
|-----------------------------|-------------------------------|---------------------------------------|
| 7. MATTHEW ACHHAMMER | \$39.06
for 1,664
hours | \$65,000.00
(not to exceed) |
|-----------------------------|-------------------------------|---------------------------------------|

Account: 1001-000000-2501-259500-601009

Mr. Achhammer will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to attending community, business association, and governmental meetings throughout the City; and serving as a public information officer for the agency. He will also be responsible for addressing inquiries from the media, drafting press releases; coordinating meetings between community/business associations, City and State agencies and licensees for the purpose of resolving disputes and creating an action plan to identify and address license operations that cause nuisance problems within the communities of Baltimore City; disseminating information from and about the agency to the various stakeholders; taking and answering questions on agency policies, project and programs; and preparing documents for dissemination and all follow-up correspondence for community and business associations. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Children and Family Services

8. Reclassify the following vacant position:

Position No.: 15016

From: Program Compliance Officer I
Job Code: 31501
Grade: 087 (\$44,263.00 - \$53,504.00)

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Mayor's Office of Children and Family Services - cont'd

To: Operations Officer I
Job Code: 00085
Grade: 923 (\$63,725.00 - \$102,202.00)

Cost: \$26,369.94 – 5000-585921-1191-719000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Mayor's Office of Employment Development

9. Reclassify the following vacant position:

Position No.: 16287

From: Facilities/Office Services II
Job Code: 01222
Grade: 916 (\$35,007.00 - \$63,247.00)

To: Program Coordinator
Job Code: 10240
Grade: 923 (\$63,725.00 - \$102,202.00)

Cost: \$49,869.00 – 4000-806421-6313-817605-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

10. Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$58,370.00 - \$100,344.00)
Position No.: To be assigned by BBMR

Cost: \$88,798.00 – 4000-445021-6312-458305-601001

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Mayor's Office of Employment Development – cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Mayor's Office of Homeless Services

11. Reclassify the following two filled positions:

Position Nos.: 49762 and 51630

From: Program Analyst
Job Code: 10247
Grade: 927 (\$67,771.00 - \$108,433.00)

To: Program Compliance Officer II
Job Code: 00417
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost: There are no costs associated with this action.

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Police Department

12. a. Abolish the following vacant position:

Position No.: 47233

Classification: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$33,082.00 - \$38,149.00)

b. Reclassify the following 3 vacant positions:

FROM:

Position Nos.: 18571, 18572, and 46730

Classification: Office Support Specialist III

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Job Code: 33213
Grade: 078 (\$33,082.00 – \$33,149.00)

TO:

Classification: Office Supervisor
Job Code: 33215
Grade: 084 (\$39,651.00 – \$47,323.00)

Cost: \$17,975.00 – 1001-000000-2042-800200-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

13. Reclassify the following vacant position:

FROM:

Position No.: 43220

Classification: Community Service Officer
Job Code: 41179
Grade: 080 (\$34,720.00 – \$40,843.00)

TO:

Classification: HR Assistant I
Job Code: 33681
Grade: 081 (\$35,761.00 – \$42,368.00)

Cost: \$32,249.25 – 1001-000000-2042-788300-601062

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Hourly Rate

Amount

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

- | | | | |
|-----|----------------------------------|---------|---------------------|
| 14. | CYNTHIA L. PHILLIPS-MOORE | \$20.19 | \$ 42,000.00 |
|-----|----------------------------------|---------|---------------------|

Account: 1001-000000-2041-813000-601009

Ms. Phillips-Moore, retiree, will continue to work as Contract Services Specialist I assigned to the Validations Unit. She will review the original databases for the Maryland Electronic Telecommunication Enforcement Response System (METERS) National Crime Information Center (NCIC) entries, the original Warrant databases, and any current supporting documents. In addition, Ms. Phillips-Moore will contact the appropriate sources or individuals for follow-up information; access local, state, and federal databases for additional information; and update records on local databases and METERS/NCIC to reflect any additions, deletions, or changes necessary. This is the same hourly rate as in the previous contract period. The period of the agreement is June 9, 2021 through June 8, 2022.

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|-----|----------------------------|---------|---------------------|
| 15. | PATRICIA A.D. DAVIS | \$20.19 | \$ 42,000.00 |
|-----|----------------------------|---------|---------------------|

Account: 1001-000000-2041-813000-601009

Ms. Davis, retiree, will continue to work as a Contract Services Specialist I assigned to the Evidence Control Unit. She will be responsible for the completion of the Evidence Control Unit (ECU) administrative paperwork, and distributing Return to Claimant letters for individuals to claim their property. In addition, Ms. Davis will file all property disposition forms for the ECU and serve as a substitute for the short-staffed evidence control counter. This is the same hourly rate as in the previous contract period. The period of the agreement is July 13, 2021 through July 12, 2022

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|-----|---------------------------|---------|---------------------|
| 16. | ROBERT L. HARTLOVE | \$20.19 | \$ 42,000.00 |
|-----|---------------------------|---------|---------------------|

Account: 1001-000000-2041-796100-601009

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Hourly Rate

Amount

Mr. Hartlove, retiree, will continue to work as a Contract Services Specialist I assigned to the Human Resources Section. He will be responsible for conducting pre-employment investigations of sworn and civilian applicants; conducting local, state, and national record and warrant checks; and investigating references and performing neighborhood canvasses. In addition, Mr. Hartlove will interview applicants and gather all vital information; summarize the investigation into a pre-employment file, process background investigations for promotional candidates, including record checks; and gather recommendations and summarize the previous work history of the candidates. This is the same hourly rate as in the previous contract period. The period of the agreement is June 10, 2021 through June 9, 2022.

17. **REBECCA HERRINGTON** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Herrington, retiree, will continue to work as a Contract Services Specialist I assigned to Human Resources. She will be responsible for receiving initial death notifications for both current and retired Police Department members; providing agency-wide notifications; and partnering with family members to assist in funeral, burial and/or repast arrangements. In addition, Ms. Herrington will represent the Police Department on visits with members and/or families at hospitals, nursing homes, hospice, and members' homes in cases of imminent passing, and assist with special projects. This is the same hourly rate as in the previous contract period. The period of the agreement is June 10, 2021 through June 9, 2022, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00.

18. **WALTER G. HEUER** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Heuer, retiree, will continue to work as a Contract Services Specialist I assigned to the Records and Research Section. He will be responsible for maintaining the integrity of the Department's Uniform Crime Reports (UCR)

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Hourly Rate

Amount

databases, conducting daily audits of the Records Management System (RMS), verifying information from incident reports matches from the RMS input, and completing UCR and Maryland State Police reporting forms on a monthly basis. In addition, Mr. Heuer will ensure that staff enters the appropriate UCR codes on a quarterly basis; and maintain juvenile and adult arrests, monthly clearances, and offenses. He will also serve as custodian of historical crime offense and clearance data. This is the same hourly rate as in the previous contract period. The period of the agreement is May 22, 2021 through May 21, 2022.

19. **JOSEPH B. JOHNSON** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Johnson, retiree, will continue to work as a Contract Services Specialist I assigned to the Overtime Unit. He will be responsible for coordinating, scheduling and overseeing the billing associated with multiple vendors and organizations throughout Baltimore City and partnering with the Special Events Unit to ensure proper staffing for City-wide events. This is the same hourly rate as in the previous contract period. The period of the agreement is June 24, 2021 through June 23, 2022.

20. **DARRICK J. LEE** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Lee, retiree, will continue to work as a Contract Services Specialist I assigned to the Information Technology Section. He will be responsible for issuing and maintaining departmental cell phones, mobile devices, and body worn cameras, assisting with IT based training, and serving as a Mobile Communication Technician, as the usage of technological devices has increased agency-wide. This is the same hourly rate as in the previous contract period. The period of the agreement is June 10, 2021 through June 9, 2022.

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
21. SHARON M. MARKOV	\$20.19	\$ 42,000.00

Account: 1001-000000-2042-198100-601009

Ms. Markov, retiree, will continue to work as a Contract Services Specialist I assigned to the Records Management Section. She will be responsible for reviewing original National Crime Information Center (NCIC) entries, reports and supporting documents; and contacting victims, complainants, or the courts for follow-up information. In addition, Ms. Markov will access local, State, and Federal databases for additional information; update records on local databases and the NCIC to reflect relevant changes; prepare police supplemental reports and assist the Crime Lab for NCIC hit confirmations on recovered guns. This is the same hourly rate as in the previous contract period. The period of the agreement is May 22, 2021 through May 21, 2022.

22. CYNTHIA L. McCREA	\$20.19	\$ 42,000.00
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Account: 1001-000000-2042-198100-601009

Ms. McCrea, retiree, will continue to work as Contract Services Specialist I assigned to the Administrative Duties Division. She will be responsible for maintaining the communications call-in system, assisting in medical file room maintenance, conducting and tracking drug urinalysis notifications, performing data entry for employee incident forms, and creating new medical folders for members. In addition, Ms. McCrea will communicate with Inter-Dynamics, York Risk, the Fire & Police Retirement System, and private attorneys. This is the same hourly rate as in the previous contract period. The period of the agreement is May 14, 2021 through May 13, 2022.

23. KIMBERLY A. PARKS	\$20.19	\$ 42,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Parks, retiree, will continue to work as a Contract Services Specialist I assigned to the Internal Affairs Section. She will be responsible for handling the

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Hourly Rate

Amount

initial intake of complaints to Internal Affairs from both the Police Department's members and citizens regarding matters of police misconduct and conducting preliminary investigations of complaints received from Elected Officials and the Police Commissioner's Office. In addition, Ms. Parks will review new case entries from the Policy Compliance Section, assigning case numbers for tracking and forwarding for investigation, and interview and obtain written statements from complaints, civilian witnesses and sworn officers. She will also gather evidence related to cases, draft correspondence to complaints, witnesses and attorneys, and prepare complete and comprehensive investigative reports summarizing the investigations. This is the same hourly rate as in the previous contract period. The period of the agreement is May 14, 2021 through May 13, 2022.

24. **VENERA L. WILLIAMS** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2041-813000-601009

Ms. Williams, retiree, will continue to work as a Contract Services Specialist I assigned to the Validations Unit. She will be responsible for performing National Crime Information Center entry validations, auditing information in the Records Management System and correcting any errors, and entering Stop Tickets into the In-Pursuit System and satisfying report requests from outside agencies. This is the same hourly rate as in the previous contract period. The period of the agreement is June 9, 2021 through June 8, 2022.

25. **LOUIS A. TOMASCHKO JR.** \$20.19 **\$ 42,000.00**

Account: 1001-000000-2002-195500-601009

Mr. Tomaschko, retiree, will continue to work as a Contract Services Specialist I for the Internal Affairs Division. He will be responsible for acting as a liaison between the Department and the Civilian Review Board, conducting preliminary investigations of complaints received from elected officials as well as the Police Commissioner's Office; interviewing and obtaining written statements from sworn

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Police Department – cont'd

Hourly Rate

Amount

officers, civilian witnesses and complainants; and gathering case evidence including crime scene photos, body worn camera footage, roll books, Evidence Control Unit (ECU) submission and video surveillance. In addition, Mr. Tomaschko will handle the initial intake of complaints to the Internal Affairs Department from Department members and/or citizens regarding police misconduct concerns, and conduct preliminary investigations of all complaints received from City Hall and the Office of the Police Commissioner. He will also conduct administrative investigations for assigned cases and conduct internet searches for investigation information including Facebook posts, Instagram and internet history. This is the same hourly rate as in the previous contract period. The period of the agreement is June 9, 2021 through June 8, 2022.

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis.

Department of Public Works

26. Create the following position:

Classification: Operations Manager II

Job Code: 00091

Grade: 942 (\$95,206.00 - \$156,964.00)

Position No.: To be assigned by BBMR

Cost: \$207,156.00 – 2070-000000-5531-398600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Recreation and Parks

27. Reclassify the following filled position:

Position No.: 47372

From: Environmental Conservation Analyst

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Department of Recreation and Parks

Job Code: 71452
Grade: 923 (\$63,725.00 - \$102,202.00)

To: City Forestry Supervisor
Job Code: 71418
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost \$1,815.00 – 1001-000000-5051-363600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

28. Reclassify the following vacant position:

Position No.: 24111

From: Assistant Park District Manager
Job Code: 53622
Grade: 084 (\$39,651.00 - \$47,323.00)

To: Assistant Chief Horticulturist
Job Code: 71441
Grade: 088 (\$46,074.00 - \$55,823.00)

Cost \$22,006.00 – 1001-000000-4782-583800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Sheriff's Office

29. Reclassify the following filled position:

Position No.: 44828

From: Administrative Aide, Sheriff
Job Code: 00068
Grade: 041 (\$41,714.00 - \$50,263.00)

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Sheriff's Office – cont'd

To: Program Coordinator
Job Code: 10240
Grade: 923 (\$84,822.00 - \$135,651.00)

Cost \$10,578.00 – 1001-000000-1184-138800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Office of the State's Attorney

30. Abolish the following vacant position:

Classification: Assistant State's Attorney
Job Code: 01962
Grade: 929 (\$72,033.00 - \$115,100.00)
Position No.: 51600

Cost Savings: (\$95,800.00) – 1001-000000-1151-777800-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of Transportation

31. Abolish the following three positions:

- a. Classification: Laborer
Job Code: 52941
Grade: 426 (\$33,905.00 - \$36,327.00)
Position Nos.: 21417, 34183 and 21608

AGENDA

BOARD OF ESTIMATES

5/5/2021

PERSONNEL

Department of Transportation – cont'd

Reclassify the following three positions:

- b. Classification: Laborer
Job Code: 52941
Grade: 426 (\$33,905.00 - \$36,327.00)
Position Nos.: 21363, 21556 and 21365

To: City Planner II
Job Code: 74137
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost: \$13,763.00 – 1001-000000-6971-383800-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

32. Abolish the following position:

- a. Classification: Civil Engineering Draft Technician
Job Code: 72512
Grade: 083 (\$38,238.00 - \$45,476.00)
Position No.: 20510

Reclassify the following vacant position:

- b. Classification: Traffic Maintenance Worker II
Job Code: 53322
Grade: 078 (\$33,082.00 - \$37,559.00)
Position No.: 72712

To: Operations Officer V
Job Code: 31113
Grade: 936 (\$84,822.00 - \$135,651.00)

Cost: \$19,897.66 – 1001-000000-2301-248700-601001

PERSONNEL

Department of Transportation – cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Real Estate - Assignment of Tax Sale Certificates

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Tax Sale Certificates to MLS Equity, LLC, for an amount that is less than the lien amount, for the properties known as 3041 Ascension Street (Block 7617, Lot 0015) and 1270 E. 20th Street (Block 4011, Lot 001).

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
3041 Ascension Street	\$ 8,100.00	\$16,067.06	\$51,015.82	\$16,067.06
1270 E. 20 th Street	\$45,733.00	\$14,695.10	\$80,512.51	\$45,733.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates on May 13, 2019 for 3041 Ascension Street (Block 7617, Lot 015) in the amount of \$51,015.00 and 1270 E. 20th Street (Block 4011, Lot 001) in the amount of \$80,512.51.

MLS Equity, LLC has offered to purchase the Tax Certificate for 3041 Ascension Street in the amount of \$16,067.06, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$16,067.06 will cover the outstanding flat taxes and water charges for the property. Other charges include liens of \$456.76 for miscellaneous billing, \$4,250.00 for environmental citation, and \$682.40 for property registration.

MLS Equity, LLC has also offered to purchase the Tax Certificate for 1270 E. 20th Street in the amount of \$45,733.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$45,733.00 will cover the outstanding flat taxes and water charges for the property. Other charges include liens of \$1,148.24 for miscellaneous billing, and \$1,200.00 for environmental citation.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Real Estate/Department of Transportation – Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Deed with Broadway Acquisition and Development Series for the sale of all interests in the air rights area over a portion of the public right-of-way of the 200 block of North Broadway and no longer needed for public use.

AMOUNT OF MONEY AND SOURCE:

\$8,900.00

BACKGROUND/EXPLANATION:

The closing and sale of air rights was authorized by means of City Council Ordinance No. 20-406, which was approved on October 27, 2020.

On September 5, 2018, the City entered into a Closing Agreement with Broadway Acquisition and Development Series for the closing of the air rights area over a portion of the public right-of-way of the 200 block of North Broadway.

The opening, closing and sale of air rights allows for an approximately 10.5-foot bump-out on the upper level floors of the Skip Viragh Cancer Center, extending over the sidewalk running along the eastern side of the 200 block of North Broadway. In total the bump out contains roughly 1,830 square feet of air space.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Mayor's Office of Employment Development - Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Urban Alliance Foundation, Inc. The period of the Provider Agreement is October 1, 2020 through September 30, 2021, with the option to renew for 1 additional one-year period.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 – 4000-806421-6313-817705-603051

BACKGROUND/EXPLANATION:

On October 7, 2020, the Board approved acceptance of the PY20 Workforce Innovation and Opportunity Act (WIOA) Grant Award from the Maryland State Department of Labor, Licensing and Regulation in the amount of \$4,199,869.00.

The purpose of this Provider Agreement, in the amount of \$60,000.00 in WIOA funds, is to secure services to design and deliver work readiness training to ten Baltimore City in-school youth ages 16 to 21 years old. Urban Alliance Foundation, Inc. will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills.

The Provider Agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Office of the Mayor – Professional Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Professional Services Agreement (Agreement) between Ms. Maria Cristina Layana Varas, the Baltimore Police Department, and the Sheriff's Office. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$79,032.00 – 7000-723921-2252-511000-603051 (Not to exceed)

BACKGROUND/EXPLANATION:

On April 7, 2021, the Board approved a Grant Agreement with the Abell Foundation for the support of a Warrant Analyst for one year.

Ms. Varas is a Criminologist with expertise in research and analysis in the field of criminal justice and has developed a Crime Index for identifying High-Risk Warrants (HRW).

During the period of the Agreement, Ms. Varas will support the implementation and transfer of the methodology of the HRW Crime Index, as well as support the Office of the Mayor in the analysis and oversight of the Baltimore Police Department through PoliceStat.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Police Department – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Turnaround, Inc. The period of agreement is October 1, 2020 through September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$57,750.00 - 4000-412720-2021-212800-603026 – Grant match

14,438.00 - 1001-000000-2021-213000-603026 – Cash match

\$72,188.00

BACKGROUND/EXPLANATION:

The agreement will be funded through the “Sexual Assault Response Team and Human Trafficking” grant, Award # VOCA-2019-0067.

On December 23, 2020, the Board of Estimates approved the Baltimore Police Department’s Sexual Assault Response Team (SART) and Human Trafficking grant, award # VOCA-2019-0067 in the amount of \$1,168,013.00 with a cash match of \$292,501.00, for a total of \$1,460,514.00.

The SART program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. Turnaround, Inc. will provide the services of an Advocate through its Advocacy and Crisis Center. The Advocate will provide identified victims of sexual assault support and services and/or service referrals based on the individual needs of the victim(s) and the consent granted by the victim for referral. The cost of the Advocate for the term of this agreement is a \$57,750.00 grant. There is also a \$14,438.00 cash match.

The agreement is late because of the late receipt of the award documents and the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of General Services – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 008 to KCI Technologies, Inc., Under Project No. 1807, Police Headquarters Fire Alarm System Replacement Inspection Services, Part 1. The period of the task is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$164,457.69 - 9916-906306-9197-900000-706063

BACKGROUND/EXPLANATION:

KCI Technologies, Inc. will provide specialized inspection services needed during the installation of the fire alarm system at Police Headquarters. The construction time is one year. This task will provide funds sufficient to complete the first six months of construction. A second inspection task for the final six months of construction will be processed once funds become available.

MBE/WBE PARTICIPATION:

In accordance with Article 5, Subtitle 28 of the Baltimore City Code, KCI Technologies, Inc. has committed to utilizing the following firm as part of this task:

WBE: A Squared Plus	\$136,575.48	83.04%
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THE EAR WAS APPROVED BY MWBOO ON MARCH 31, 2021.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Baltimore City Fire Department – Ratification of Renewal and Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Renewal No. 4 for Emergency Medical Services (EMS) with the Maryland Stadium Authority (MSA) for Orioles games at Camden Yards Stadium. The period of the ratification is April 1, 2020 through March 31, 2021. The Board is also requested to approve and authorize execution of an agreement with the MSA. The period of the agreement is April 1, 2021 through February 28, 2022, with four 1-year renewal options.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 per fiscal year - 1001-000000-3191-308700-601065

BACKGROUND/EXPLANATION:

On April 20, 2016, the Board approved the original one-year agreement with four renewals of one-year each under the same terms and conditions. The agreement authorized the MSA to pay the Department for actual costs of staff coverage in an amount not to exceed \$100,000.00.

On March 4, 2020, the Board approved the ratification of renewal no. 1 for the period April 1, 2017 through March 31, 2018, renewal no. 2 for the period April 1, 2018 through March 31, 2019, and renewal no. 3 for the period April 1, 2019 through March 31, 2020. This fourth renewal is for the period April 1, 2020 through March 31, 2021.

The new Agreement stipulates that minimally one medic unit with two staff members will be provided for the EMS located at Camden Yards during the home Oriole games. The Department will bill the MSA for actual costs in an amount not to exceed \$100,000.00.

This request is late because of an administrative oversight.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Ratification of Renewal and Agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

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. 1724 (Agreement) with Rosemont Apartments 9, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

AMOUNT OF MONEY AND SOURCE:

\$88,770.00 – Performance Bond

BACKGROUND/EXPLANATION:

Rosemont Apartments 9, LLC, is desiring to install a new water service and other utilities and services to their new construction located in the vicinity of 2304 Winchester Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$88,770.00 has been issued to Rosemont Apartments 9, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

Irrespective to Article 5, Subtitle 28-4, this item is not the result of City procurement and the above named entity is responsible for all cost. Therefore, MWDBE goals do not apply.

(The Developer's Agreement No. 1724 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

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 (Agreement) with CSL Associates, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for Cold Spring Lane Apartments, located at 3025 West Cold Spring Lane, constructing a 16-unit apartment building with 166,428 square feet.

The Developer agrees to install a center left turn lane on West Cold Spring Lane to allow turns into the development and onto East Wabash Avenue at the sole cost of the owner.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 018 to STV, Inc., under Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of the task is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$123,672.49 - 9950-902398-9508-900010-703032

BACKGROUND/EXPLANATION:

This authorization provides for roadway resurfacing and rehabilitation and bicycle connectivity between the existing and future City bike paths to the Maryland Avenue Cycle track and the two adjacent MTA light rail and subway stations. Other tasks include changing Chase Street to two-way traffic east of Maryland Avenue and associated signal upgrades. Some landscaping, greening, and sidewalk ramp work for ADA purposes are being proposed.

DBE PARTICIPATION:

The Consultant will comply with Title 49 of the Code of Federal Regulations, Part 26 (49CFR26) and the DBE goal established in the original agreement which is:

DBE: 26%

Currently, the Consultant has met 23% of the 26% goal. The completion of on-going work under previously approved tasks will result in the Consultant exceeding the DBE goal, by achieving approximately 30% by the expiration date of December 23, 2022.

THE EAR DOES NOT REQUIRE MWBOO APPROVAL.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Baltimore City Office of Information – Expenditure of Funds
and Technology (BCIT)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Skyline Technology Solutions. The period of the expenditure is March 1, 2020 through March 12, 2020.

AMOUNT OF MONEY AND SOURCE:

\$29,074.76 – 1001-000000-1474-165700-603026

BACKGROUND/EXPLANATION:

On November 13, 2019, the Board approved a Non-Construction Consultant Agreement with Skyline Technology Solutions, LLC, in the amount of \$233,376.00 to provide services of the Consultant's employees (Art Ray) and subcontractor (Roman Sheriff) to assist the City with its technology infrastructure and operations in response to the ransomware attack on the City.

The term of the contract was for four months and expired on March 12, 2020. The time to hire an FTE for this role took longer than anticipated, which is the reason why additional hours were required and exceeded the projected amount of \$233,376.00. The agency did not obtain prior authority to exercise additional hours due to the urgency and importance for the service to continue. This expenditure of funds, in the amount of \$29,074.76, will pay the final invoice for services provided within the contractual period.

The Expenditure of Funds for Skyline Technology Solutions is late because of administrative delays and resolving inter-agency discrepancies.

MBE/WBE PARTICIPATION:

N/A- No goals were set because of no opportunity to segment the contract.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Office of the State's Attorney for - Grant Adjustment Notice No. 1
Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of Grant Adjustment Notice (GAN) No. 1 from the State of Maryland, Governor's Office of Crime Control and Prevention (GOCCP).

AMOUNT OF MONEY AND SOURCE:

\$0.00 – 5000-519521-1156-117900-601001

BACKGROUND/EXPLANATION:

On February 24, 2021, the Board approved acceptance of the award from the GOCCP for the grant entitled Coronavirus Emergency Assistance in the amount of \$138,125.00 for the period October 1, 2020 through December 31, 2021.

On March 22, 2021, GAN No. 1 decreased the Personnel line item by \$3,000.00, from \$138,125.00 to \$135,125.00; and increased the Teletherapy Platform line item by \$3,000.00, from \$0.00 to \$3,000.00.

GAN No. 1 reallocates funds from the Personnel line item to the Teletherapy Platform line item.

APPROVED FOR FUNDS BY FINANCE

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

(The Grant Adjustment Notice No. 1 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with PACT: Helping Children with Special Needs, Inc. The period of the Provider Agreement is July 1, 2020 through June 30, 2021, with an option to renew for one additional one-year period under the same terms and conditions.

AMOUNT OF MONEY AND SOURCE:

\$46,124.00 - 4000-427121-3080-292300-603051

BACKGROUND/EXPLANATION:

PACT: Helping Children with Special Needs, Inc. will provide services to assist children, ages birth to four years of age who are suspected of having a developmental delay(s), and their families in accessing a full range of early intervention services and/or creating linkages with community agencies and institutions.

The Provider Agreement is late because of administration delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Senior Assisted Living Group Home Subsidy
Program Provider Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Senior Assisted Living Group Home Subsidy Program Provider Service Agreement (Agreement) with A Blessing Away From Home, LLC. The period of the Agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$15,600.00 - 5000-534021-3254-767806-607001

BACKGROUND/EXPLANATION:

This Agreement will allow the Department to disburse State Subsidized Assisted Housing Funds to low-income residents at A Blessing Away From Home, LLC facilities, located at 3512 & 3514 Menlo Drive, and 4116 Fordleigh Road.

These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Program, and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

The agreement is late because administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Senior Assisted Living Group Home Subsidy Program Provider Service Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Ratification of Inter-Governmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an Inter-governmental Agreement (IGA) with Baltimore County. The period of the IGA was March 1, 2020 through February 28, 2021.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This IGA established an administrative mechanism to allocate funds received by the City under Part A of the Ryan White HIV/AIDS Treatment Extension Act of 2009 for Baltimore City, Baltimore County, Anne Arundel County, Carroll County, Harford County, Howard County, and Queen Anne's County.

Funding allocations for Baltimore City and Baltimore County were based on the severity of need for outpatient and ambulatory care services in each area and the health and support services needed in each area. Subject to the appropriations, the City and County maintained the level of HIV-related services equal to the level of funding.

The IGA is late because of delays in the administrative review and signature process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Ratification of Amendments to Agreements

The Board is requested to ratify the Second Amendment to Agreement and the Amendment to Agreement with the listed organizations.

SECOND AMENDMENT TO AGREEMENT

1. **ROSEMARIE MANOR, LLC** **\$ 28,991.90**

Account: 5000-534020-3254-767800-607001

On October 2, 2019, the Board approved the original Agreement with Rosemarie Manor, LLC in the amount of \$110,500.00. On June 10, 2020, the Board approved the First Amendment to Agreement, which increased the amount by \$5,200.00, making the new total amount \$115,700.00. The Second Amendment to Agreement increased the amount by \$28,991.90, making the new total amount \$144,691.90.

The Second Amendment to Agreement allowed the Department to disburse State Subsidized Assisted Housing Funds for low-income residents at Rosemarie Manor, LLC located at the following facilities: 3809 Belle Avenue, 3300 Alto Road, and 3333 Alto Road. The period of the Second Amendment was July 1, 2019 through June 30, 2020.

The Second Amendment to Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

MWBOO APPROVED A WAIVER ON SEPTEMBER 12, 2019. THIS IS A PROFESSIONAL SERVICES AGREEMENT.

AMENDMENT TO AGREEMENT

2. **GARRISON ESTATES ASSISTED LIVING II, INC.** **\$ 2,462.88**

Account: 5000-534020-3254-767800-607001

On September 11, 2019, the Board approved the original Agreement with Garrison Estates Assisted Living II, Inc. in the amount of \$31,200.00. The Amendment to Agreement increased the amount by \$2,462.88, making the new total amount \$33,662.88.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – cont'd

The Amendment to Agreement allowed the Department to disburse State Subsidized Assisted Housing Funds for low-income residents at Garrison Estates Assisted Living II, Inc. facility, located at 2702 Garrison Boulevard. The period of the Amendment was July 1, 2019 through June 30, 2020.

The Amendment to Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Program and provided subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted Housing residents received shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Ratification of Inter-Governmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an Inter-Governmental Agreement (IGA) with the Maryland Department of Health (MDH), Prevention and Health Promotion Administration, Center for HIV Prevention. The period of the IGA is January 1, 2021 through March 31, 2021, with the option to renew for three additional months under the same terms and conditions.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 4000-438220-3023-273301-603026

BACKGROUND/EXPLANATION:

The Department's Ryan White Office provides HIV related services for those persons in the Baltimore Eligible Metropolitan Area (EMA) who do not have sufficient health care coverage or financial resources for coping with HIV disease. The program fills gaps in care not met by other payers. The overall goal is to promote a continuation of care for HIV infected individuals upon release into the community. In an effort to realize this goal, this IGA was created between the Department's Ryan White Office and the MDH.

The Department's Ryan White Office will provide funds to support the MDH's cost of the CARES Act evaluation. The MDH will evaluate sub-recipient and consumer experiences and service delivery during COVID-19 in the Baltimore EMA.

The IGA is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with the Maryland Institute d/b/a Maryland Institute College of Art (MICA). The period of the Agreement was July 1, 2020 through December 29, 2020.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 4000-436720-3023-513200-603051

BACKGROUND/EXPLANATION:

The MICA Center for Social Design worked directly with the Department to continue past successful collaborative work intended to foster creative, innovative, and breakthrough social design solutions to help the Department better understand the perspectives of people living with HIV/AIDS in Baltimore City. It developed design efforts to address and ameliorate those issues and concerns.

This work focused on stigma related to HIV/AIDS and trust related to the healthcare environment in Baltimore City and will seek to engage often overlooked audiences (example, transgender persons, youth, women, older adults, etc.).

The MICA Center for Social Design utilized the funds to provide resources and knowledge in a human-centered collaborative design process to understand and define the problems better, to identify opportunities, generate ideas, and to make tools that support the overall goals and objectives of the design process.

The Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, the BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated City-wide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – cont'd

not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State funded resources.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Update of the Fiscal Year 2021 Unified Funding Document (UFD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the update to the Fiscal Year 2021 UFD for the month ending January 31, 2021. The period of the Fiscal Year 2021 UFD is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

Funding is provided by the Maryland Department of Health. The actions are as follows:

Grant Description:	Type of Action	Base Award	Amount of Action	Total Award
COVID Immunization Grant	New	\$ 0.00	\$ 50,000.00	\$50,000.00
Title V – Child Health Services	Reduction	\$797,025.00	(\$797,025.00)	\$ 0.00

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised Unified Funding awards being issued. The most current Unified Funding Document will be the official award of record.

The update to the Fiscal Year 2021 UFD is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

(The Update to the Unified Funding Document has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

Health Department – Update of the Fiscal year 2021 Unified Funding Document

ACTION REQUESTED OF B/E:

The Board is requested to approve an update to the Fiscal Year 2021 Unified Funding Document for the period July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

Funding is provided by the Maryland Department of Health. The actions are as follows:

Grant Description:	Type of Action	Base Award	Amount of Action	Total Award
Reproductive Health/Planning	Supplement 1	\$1,344,685.00	\$ 197,040.00	\$1,541,725.00
COVID Immunization Cares I	Supplement 1	\$ 50,000.00	\$ 225,785.00	\$ 275,785.00
COVID Mass Vaccination CARES	New		\$1,191,849.00	\$1,191,849.00
FEMA Emergency Protective Measures	New	0.00	\$4,419,000.00	\$4,419,000.00

BACKGROUND AND EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised Unified Funding awards being issued. The most current Unified Funding Document will be the official award of record.

The update of the Unified Funding Document is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

(The Update of the Unified Funding Document has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – Partial Release of Retainage
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Metra Industries, Inc. for Contract No. SC 950R, Caroline Street Stormwater Pump Station Upgrade.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 – 9956-904549-9551-000000-200001

BACKGROUND/EXPLANATION:

As of July 18, 2020, Metra Industries, Inc. has completed 100% of all work for Contract No. SC 950R. The Contractor has requested a Partial Release of Retainage in the amount of \$25,000.00. Currently, the City is holding \$44,650.00 in retainage for the referenced project. The remaining amount of \$19,650.00 is sufficient to protect the interests of the City.

MWBOO APPROVED THE RELEASE ON MARCH 17, 2021.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Agreement for the Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency).

AGENDA

BOARD OF ESTIMATES

5/5/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Mott MacDonald, LLC for Project No. 1273, Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program. The current expiration date is November 15, 2020. This Amendment No. 2 will extend the period of the agreement through November 15, 2021.

AMOUNT OF MONEY AND SOURCE:

\$ 72,478.63 - 9660-903591-9557-900020-703032
16,923.08 - 9660-905592-9557-900020-703032
16,923.08 - 9960-901749-9557-900020-703032
40,223.73 - 9960-903621-9557-900020-703032
40,223.73 - 9960-903969-9557-900020-703032
51,334.84 - 9960-903972-9557-900020-703032
81,890.40 - 9960-903974-9557-900020-703032
40,223.73 - 9960-904975-9557-900020-703032
16,923.08 - 9960-905096-9557-900020-703032
40,223.73 - 9960-905136-9557-900020-703032
148,001.51 - 9960-905668-9557-900020-703032
92,893.41 - 9960-905721-9557-900020-703032
170,447.46 - 9960-906618-9557-900020-703032
85,223.73 - 9960-907134-9557-900020-703032
72,478.63 - 9960-907744-9557-900020-703032
30,811.97 - 9960-908745-9557-900020-703032
72,478.63 - 9960-908936-9557-900020-703032
297,926.09 - 9960-911610-9557-900020-703032
65,223.73 - 9960-913099-9577-900020-703032
40,223.73 - 9960-915617-9557-900020-703032
16,923.08 - 9960-925100-9557-900020-703032

\$1,510,000.00

BACKGROUND/EXPLANATION:

This Amendment No. 2 is necessary to allow the Consultant to continue to provide program management support, design review of various water main replacement and rehabilitation projects, design phase engineering and management support, permitting assistance, and construction phase support.

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – cont'd
of Engineering and Construction

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement. The MBE goal is 27.95% and the WBE goal is 11.98%. The current percentage of work distributed to the subs is 31.30% for MBE and 11.98% for WBE.

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

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

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$200,000.00 Revenue Bond	9960-905116-9558 WM Replace Reisterstown Road	9960-906618-9557- 3 Design

This transfer will cover a deficit and provide funds for Project No. 1273 Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program.

2.	\$100,000.00 Revenue Bond	9960-910075-9558 WC 1367 Water Main Rehabilitation	9960-913009-9557- 3 Design
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This transfer will provide funds for Project No. 1273 Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program for WC 1367 Old Goucher Water Main.

3.	\$162,000.00 Revenue Bond	9960-904148-9558 WM Replacement Belair Road	9960-908745-9557- 3 Design
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The transfer will provide funds for Project No. 1273 – Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation for WC 1292 Belair Road.

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – cont'd
of Engineering and Construction

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4.	\$ 92,041.63 Revenue Bond	9960-906078-9558 WM 1258 WM Lambeth/ Kimble	9960-907134-9557- 3 Design

The transfer will cover the deficit for Project No. 1273 – Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program.

5.	\$ 93,441.63 Revenue Bond	9960-904174-9558 WM Downtown & Madison Street	9960-903621-9557- 3 Design
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The transfer will cover the deficit for Project No. 1273 – Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program.

6.	\$128,277.00 Water Revenue Bond	9960-906133-9558 Construction Reserve - Meter Replacement	9960-903591-9557- 3 Design
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This transfer will cover the deficit for Project No. 1273 – Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program.

7.	\$100,000.00 Revenue Bond	9960-907138-9558 WM Replace Carrollton Avenue	9960-903974-9557 - 3 Design
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This transfer will provide funds for Project No. 1273 – Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program for WC - 1274.

8.	\$ 93,442.00 Revenue Bond	9960-909100-9558 Water Infrastructure Rehabilitation	9960-908936-9557 - 3 Design
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The transfer will cover the deficit for Project No. 1273 - Program Management Services for Baltimore City's Water Main Replacement/Rehabilitation Program.

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

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – Amendment No. 1 to Agreement of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Moffatt & Nichol (Consultant), under Project No. 1236M, On-Call Environmental Design Services. Amendment No. 1 will extend the period of the Agreement through July 20, 2022 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No funds are required at this time.

BACKGROUND/EXPLANATION:

Under the terms of Amendment No. 1 to the Agreement, the Consultant will complete Environmental Design Services and Post Award Services that will extend beyond the current expiration date of June 2021. Moffatt & Nichol is working on a crucial design project that will address the Frederick Avenue flooding issues.

The current Agreement will expire on July 20, 2021. Amendment No. 1 to Agreement is within the original scope of work and was requested by the Agency. All other terms and conditions of original Agreement remain unchanged.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original Agreement which are:

MBE: 27%

WBE: 10%

AUDITS NOTED THE TIME EXTENSION.

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency).

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – Ratify Amendment No. 1 to Agreement of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to ratify Amendment No. 1 to Agreement with Patton Harris Rust and Associates, P.C, A Pennoni Company and Hazen and Sawyer, P.C., under W.C. 1173R, Post Award Services (PAS) for Guilford Reservoir Finished Water Reservoir Improvements. The Amendment No. 1 extended the period of the Agreement through September 15, 2022, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00 – 9960-903710-9557-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction requested a time extension to continue to provide PAS for W.C. 1173R - Guilford Reservoir Finished Water Reservoir Improvements. In accordance with the current construction schedule, the project was 200 days behind schedule and was estimated to be completed in April 2021. However, additional time was required to complete the one-year Warranty Period after Beneficial Occupancy/Conditional Acceptance of the project and perform the Final Acceptance Inspection.

The current Agreement expired March 15, 2021. Amendment No. 1 to Agreement is within the original scope of work and was requested by the Agency. All other terms and conditions of original Agreement remain unchanged.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original Agreement which are:

MBE: 13.15%

WBE: 6.63%.

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – cont'd
of Engineering and Construction

Currently, the Consultant has attained 18.68% for MBE and 5.04% for WBE.

THE EAR WAS APPROVED BY MWBOO ON APRIL 1, 2021.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

(The Amendment No. 1 to Agreement has been approved by the Law Department as to form and legal sufficiency).

AGENDA

BOARD OF ESTIMATES

5/5/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Whitman, Requardt & Associates, LLP and Hazen and Sawyer, JV, under Design Engineering Services for Project No. 1252 (SC 938), Headworks Facilities Improvements at the Patapsco Wastewater Treatment Plant. Amendment No. 2 will extend the period of the Agreement through February 13, 2022.

AMOUNT OF MONEY AND SOURCE:

\$118,222.97 – Wastewater Revenue
251,223.81 - County
\$369,446.78 – 9956-903345-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting an upset limit increase of \$369,446.78 in order to assess the safety repairs for Occupational Safety & Health Administration (OSHA) compliance of the Grit Facility Building as a result of Hydrogen Sulfide (H₂S). Hydrogen Sulfide is a dangerous gas which accelerates the corrosion and decreases the life expectancy of a variety of building materials including brick, concrete, and metals.

The existing Grit Facility has been subjected to long-term exposure of H₂S since placed in service. This exposure has weakened the structural metals (catwalk, overhead cranes, railings, etc.) regularly used by employees for safe access to all areas of the building. As a result, there are potential safety deficiencies that could compromise the daily operation of this facility and cause harm to plant employees performing their duties.

In order to prevent any further safety deficiency, an Engineered Assessment, development of an operational Standard Operating Procedure, health and safety visits, and potential design changes are needed to accommodate the revised safety needs of the building subjected to H₂S.

The current Agreement expires August 13, 2021. Amendment No. 2 to Agreement is within the original scope of work and was requested by the Agency. All other terms and conditions of original Agreement remain unchanged.

AGENDA

BOARD OF ESTIMATES

5/5/2020

Department of Public Works/Office – cont'd
of Engineering and Construction

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original Agreement which are:

MBE: 33.33%

WBE: 12.71%

Current MBE and WBE attainment for this project is 32.06% and 12.62%, respectively.

THE EAR WAS APPROVED BY MWBOO ON MARCH 19, 2021.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

5/5/2020

Law Department - Opinions – Requests for Refunds of Real Property Taxes

The Board is requested to approve a refund of real property taxes for the following claimants:

It is the opinion of the Law Department that the claimants have met the qualifications for a real property tax exemption for disabled veterans, and that the claimants are eligible to receive a refund of taxes paid because the claimants were honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that the claimants are entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. MARTA JULIO	3425 Woodberry Avenue	2020/2021	\$2,716.30
		Total Refund	\$2,716.30
2. JOSEPH TURNER JR.	2401 Hermosa Avenue	2020/2021	\$2,861.32
		2019/2020	2,748.09
		2018/2019	2,710.79
		Prior Refund	(1,949.01)
		Total Refund	\$6,371.19
3. VERNON BROWN	2057 E. Belvedere Ave.	2020/2021	\$ 925.74
		2019/2020	1,543.91
		Total Refund	\$2,469.65
4. VICTOR ABLE	3561 Dudley Avenue	2020/2021	\$ 327.17
		2019/2020	571.12
		Total Refund	\$ 898.29
5. BRENNAE L. BROOKS	2218 Linden Avenue, Unit 2	2020/2021	\$ 490.24
		2019/2020	903.78
		Total Refund	\$1,394.02

AGENDA

BOARD OF ESTIMATES

5/5/2020

Law Department – cont'd

	<u>Claimant/s</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
6.	BRIAN HOTCHKISS	1456 Stevenson Street	2018/2019 Total Refund	\$5,572.01 \$5,572.01
7.	WILLIAM A. DEVANEY	302 Chancery Road	2020/2021 Total Refund	\$5,280.15 \$5,280.15

Section 7-208 (a), (b), and (c) of the Tax Property Article of the Code of Maryland provides an exemption from real property taxes for a dwelling house occupied by not more than 2 families and owned by a disabled veteran or a disabled veteran's spouse.

Section 7-208 (a)(2) defines "disabled veteran" as an individual who:

- (1) is honorably discharged or released under honorable circumstances from any service in any branch of the armed forces; and
- (2) has been declared by the Veterans Administration to have a permanent 100% service-connected disability that results from blindness or other disabling cause that:
 - A. is reasonably certain to continue for the life of the veteran; and
 - B. was not caused or incurred by misconduct of the veteran.

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

- | | | |
|--|--------------|---------|
| 1. TRACKER PRODUCTS, LLC. | \$ 94,340.49 | Renewal |
| Contract No. 08000 – Safe Tracker Software – Police Department - P.O. No.: P551532 | | |

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On June 10, 2020, the Board approved the initial award in the amount of \$94,340.49. The award contained two 1-year renewal options. This first renewal in the amount of \$94,340.49 is for the period May 13, 2021 through May 12, 2022, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11(e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

- | | | |
|--|---------|---------|
| 2. TENNANT SALES AND SERVICE COMPANY | \$ 0.00 | Renewal |
| Contract No. B50004997 – Parts and Service for Tennant Scrubbers-Sweepers & Litter Vacs – Department of General Services – Fleet Management Division – P.O. No.: P539960 | | |

On May 22, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,500.00. The award contained two renewal options. Subsequent

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

actions have been approved. This final renewal in the amount is for the period August 1, 2021 through July 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.00.

3.

ACCENTURE LLP	\$938,400.00	Second Amendment to Master Services Agreement
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City and County of Denver Contract No. TECHS-201523139 – Enterprise Resource Planning (ERP) Project – Finance, Department of Human Resources, Baltimore City Information and Technology – P.O. No. P548265

The Board is requested to approve and authorize execution of the Second Amendment to Master Services Agreement with Accenture, LLP. The contract expires on December 31, 2021.

On June 12, 2019, the Board approved the initial award in the amount of \$7,293,160.00. Subsequent actions have been approved. This second amendment will provide staff augmentation services, change in contract termination date from December 31, 2021 to March 15, 2022 and an increase in the amount of \$938,400.00. This increase will make the award amount \$10,455,440.00.

MBE/WBE PARTICIPATION:

On May 31, 2019, MWBOO set goals of 4% MBE and 3% WBE.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Bith Group, Inc.	4.1% (\$300,000.00)	\$351,070.00	9.83%
WBE: The Guerra Group, LLC	3% (\$219,000.00)	\$214,225.00	6%

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 20, 2021.

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

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|----|---|--------------|---------------------------------|
| 4. | GOODE COMPANIES,
INC. | \$ 25,000.00 | First Amendment
to Agreement |
| | Contract No. B50006186 – Scrap Metal & White Goods Disposal – Department of
Public Works, Department of Transportation – P.O. No.: P554068 | | |

The Board is requested to approve and authorize execution of a First Amendment to Agreement with Goode Companies, Inc. The period of the agreement is April 7, 2021 through April 6, 2026.

On April 7, 2021, the Board approved the initial award in the amount of \$0.00. This First Amendment to Agreement will allow the Vendor to use its own labor and equipment to load and haul scrap metal off the ground at the Down Under Yard. The services included in the Citywide contract do not include labor. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11(e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

On January 27, 2001, it was determined that no goals would be set because of no opportunity to segment the contract.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

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|---|--------------|--------------------------------|
| 5. CONVERGEONE, INC. | \$ 99,147.75 | Fourth Amendment and Extension |
| Contract No. B50003985 – Telecommunication Improvement & Procurement Project – Municipal Telephone Exchange – P.O. No.: P535071 | | |

The Board is requested to approve and authorize execution of a Fourth Amendment to Agreement with ConvergeOne, Inc.

The Bureau of Procurement is requesting approval to opt out of a renewal term at the City's sole discretion and execute an extension for the period March 30, 2021 through June 30, 2021, pending a new advertisement of services in the best interest of the City.

On March 30, 2016, the Board approved the initial award in the amount of \$5,063,326.43. Three amendments have been approved. This fourth amendment will provide for a required continuation of software assurance coverage, Enterprise Support and SPOC assurance services. The continuation of services ensures the ability to obtain the necessary updates and releases to maintain the functional integrity of the Mitel software for the City's VOIP phone system.

MBE/WBE PARTICIPATION:

On March 3, 2015, MWBOO set goals of 6% MBE and 2% WBE. On September 11, 2020, MWBOO found ConvergeOne, Inc. in-compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Advanced Telecom Services, Inc.	6%	\$78,395.00	3.41%
WBE: McEnroe Voice & Data Corp.	2%	\$25,604.00	1.11%

MWBOO FOUND VENDOR IN COMPLIANCE ON SEPTEMBER 11, 2020. (GOOD FAITH EFFORT).

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

This increase is for software purchase only. No professional services have been performed to date and the MBE/WBE will continue to be utilized when new professional service jobs are rendered by the City for this contract.

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

6. INTERCON TRUCK OF
BALTIMORE, INC.
WASTE EQUIPMENT SALES
& SERVICE, LLC

\$ 10,000.00

Extension

Contract No. B50005237 – Parts and Repair Services for Muncie Pumps –
Department of General Services – Fleet – P.O. Nos.: P543115 and P543116

This meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On March 21, 2018, the Board approved the initial award in the amount of \$300,000.00. The contract expired on March 20, 2021. This extension is necessary to continue parts and services while a new solicitation is drafted, released and awarded. The period of the extension is March 21, 2021 through September 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 19, 2017, MWBOO issued a waiver based on no availability of MBE/WBE providers to supply O.E.M. parts and repairs.

MWBOO GRANTED A WAIVER ON OCTOBER 19, 2017.

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement – cont'd

- | | | |
|--|--------|---------------------------|
| 7. PREMIER STAFFING
SOURCE, INC. | \$0.00 | Correction
and Renewal |
| Contract No. B50004094 – Providing Temporary Administrative Personnel Services
– Citywide – P.O. No.: P534205 | | |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. Subsequent actions have been approved. A previous renewal action incorrectly identified the renewal period as December 9, 2018 through December 2020. The correct term for the first renewal option is February 1, 2019 through January 31, 2021. Upon the review of Premier Staffing Source, Inc. established MBE/WBE goals by the Minority and Women's Business Office, they were found in non-compliance.

On April 14, 2021, the Minority and Women's Business Office issued a letter advising Premier Staffing Source, Inc. of necessary monthly MBE/WBE reporting for a 90-day period from the date of the letter to August 4, 2021. The Board is requested to approve this renewal period to allow Premier Staffing Source, Inc. the opportunity to show an increase in MBE/WBE usage.

This final renewal is for the period February 1, 2021 through August 4, 2021, with additional time available at the sole discretion of the City. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 22, 2015, MWBOO set goals of 10% MBE and 5% WBE. On February 20, 2021, Premier Staffing Source, Inc. was found to be in non-compliance. On April 14, 2021, MWBOO required monthly reporting until August 4, 2021 to ensure MBE/WBE utilization.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Absolute Staffing & Consulting Solution	10%	\$ 0.00	0%
WBE: ZDAAS, LLC	5%	\$7,271.45	.27%

AGENDA

BOARD OF ESTIMATES

5/5/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

Absolute Staffing & Consulting Solution was not utilized because they never sent the resumes for the staff position requests. Therefore, they received no credit for utilization. Although Premier Staffing did utilize ZDAAS, LLC., they fell significantly short of the overall goals. A new Statement of Intent was submitted to substitute MBE. Due to how performance is rendered with staffing/personnel contracts, the goal achievement will vary since fulfillment of work from user agency depends on if prime contractors can produce qualified candidates.

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON FEBRUARY 20, 2021.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contract
listed on the following pages:

69 - 70

to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

In connection with the Transfer of Funds,
a report has been requested from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

AGENDA

BOARD OF ESTIMATES

5/5/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|-------------------------|--------------------------------|--------------|
| 1. | B50006171, Smoke Alarms | Capital Lighting & Supply, LLC | \$834,000.00 |
|----|-------------------------|--------------------------------|--------------|

(Fire Department)

On January 5, 2021, MWBOO determined no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JANUARY 5, 2021.

Department of Public Works/Office of Engineering and Construction

- | | | | |
|----|--|----------------------------------|-----------------|
| 2. | SC 954, Primary Settling Tanks Nos. 3 & 4, Rehabilitation at the Back River Wastewater Treatment Plant | Ulliman Schutte Construction LLC | \$26,423,800.00 |
|----|--|----------------------------------|-----------------|

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 26% FOR MBE AND 6% FOR WBE.

MBE: Hi-Mark Construction Group, Inc.	\$4,900,000.00	18.54%
Arriba Mechanical, Inc.	1,500,000.00	5.67%
Apex Petroleum Corporation	75,000.00	0.28%
Spence Trucking, Inc.	500,000.00	1.89%
Total	\$6,975,000.00	26.38%
WBE: Roane's Rigging & Transfer Co., Inc.	\$ 845,000.00	3.19%
Digz Transport System, LLC	40,000.00	0.15%
Jernigan Concrete Pumping, Inc.	15,000.00	0.05%
Acorn Supply & Distributing, Inc.	335,000.00	1.26%
Rowen Concrete, Inc.	500,000.00	1.89%
Total	\$1,735,000.00	6.54%

AGENDA

BOARD OF ESTIMATES

5/5/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office – cont'd
of Engineering and Construction

MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 13, 2020.

A PROTEST WAS RECEIVED FROM MILES & STOCKBRIDGE, P.C. ON BEHALF OF AMERICAN CONTRACTING AND ENVIRONMENTAL SERVICES, INC.

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 6,480,000.00 Wastewater Re- venue Bond	9956-917051-9549 SC 954, Primary Tanks 3 & 4	
6,480,000.00 County Revenue	" "	
3,150,000.00 Wastewater Revenue Bond	9956-907661-9549 Primary Tank 3 & 4 Renovations	
3,150,000.00 County Revenue	" "	
4,638,852.00 Wastewater Revenue Bond	9956-933001-9549 Constr. Res. – Waste Water	
4,638,852.00 <u>County Revenue</u>	" "	
\$28,537,704.00	-----	9956-909569-9551-6 Construction

This transfer will cover construction costs for Contract No. SC 954, Primary Settling Tanks No. 3 & 4, Rehabilitation at the Back River Wastewater Treatment Plant.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Recreation and Parks – Donation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Donation Agreement between the Baltimore Ravens Limited Partnership, a limited partnership formed and in good standing in the State of Maryland (Donor), and the Mayor and City Council of Baltimore City, acting through the Department of Recreation and Parks. The period of the agreement is effective upon Board approval and will end upon final acceptance of the Project by the City unless terminated earlier pursuant to the terms hereof.

Final Acceptance is defined as the acceptance of the Project by the City after Donor and the City have verified that Contractor has performed the final and complete scope of Work for the Project, the equipment and systems are fully operational, and all warranties have been issued. Submitted with the Donation Agreement are the Performance and Payment Bonds. The Performance and Payment Bonds will be resigned with the Contract Date of Wednesday, May 5, 2021.

AMOUNT OF MONEY AND SOURCE:

\$243,200.00 – To be paid entirely by the Donor.

No City funds will be used in association with this Agreement.

BACKGROUND/EXPLANATION:

The funds will be used solely for the improvement of the Hilton Recreation Center located at 2950 Phelps Lane, Baltimore, Maryland, 21229 (Property). These improvements will undoubtedly serve as a benefit to the Hilton Recreation Center and surrounding communities.

After being closed for 12 years, West Baltimore's Hilton Recreation Center has begun its path to once again becoming a staple for the community's youth through a partnership between the Baltimore City Recreation & Parks (BCRP), former NFL player Torrey Smith, and the Baltimore Ravens Limited Partnership. Plans to revitalize, staff and program the Hilton Recreation Center and its adjacent athletic field are separated into phases.

The improvements provided by this Donation Agreement represent the first phase and include cosmetic renovations of the facility. This improvement project will cost approximately \$243,200.00 and will be paid entirely by the Baltimore Ravens Limited

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Recreation and Parks – cont'd

Partnership and will further improve the Hilton Recreation Center and surrounding communities.

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

AGENDA

BOARD OF ESTIMATES

5/5/2021

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the State's Attorney for Baltimore City</u>			
1. Tiffany Maclin	Identifying, Investigating, and Prosecuting Human and Labor Trafficking 2018 NDAA Summer Summit Spokane, WA July 15 – 17, 2018 (Reg. Fee \$555.00)	Asset Forfeiture	\$1,572.58

Ms. Maclin traveled to Spokane, Washington on July 15 - 17, 2018 to attend the Identifying, Investigating, and Prosecuting Human and Labor Trafficking 2018 NDAA Summer Summit.

The subsistence rate for this location was \$166.00 per day. The hotel rate for July 15, 2018 was \$139.00 per day, plus hotel taxes of \$29.56. On July 16, 2018, the hotel rate was \$174.00 per day, plus hotel taxes of \$33.76.

The airfare, in the amount of \$577.60, and hotel fees were prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee in the amount of \$555.00 was prepaid by Expenditure Authorization No. EA000314267. Ms. Maclin personally incurred the costs of meals and incidentals and parking. Therefore, Ms. Maclin requests reimbursement in the amount of \$63.66.

TRAVEL REIMBURSEMENT

\$ 33.66 - Meals and Incidentals
30.00 - Parking
\$ 63.66 -Total Reimbursement

The travel reimbursement request is late because of administrative delays and staffing priority changes. The agency apologizes for the delay.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

5/5/2021

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Police Department</u>			
2. Jai Etwaroo	144 th Administrative Officers Course Louisville, KY Aug. 5 – Nov. 7, 2020 (Reg. Fee \$6,245.00)	General Fund	\$6,946.50

Mr. Etwaroo traveled to Louisville, KY, on August 5 – November 7, 2020 to attend the 144th Administrative Officers Course.

The subsistence rate for this location was \$181.00 per day. The registration includes tuition in the amount of \$1,700.00, housing in the amount of \$4,500.00, plus parking in the amount of \$45.00. Mr. Etwaroo did not want to claim for food.

The tuition in the amount of \$1,700.00 and housing costs were prepaid by Expenditure Authorization No. 000343706. Mr. Etwaroo personally incurred the cost of ground transportation and parking. Therefore, Mr. Etwaroo requests reimbursement in the amount of \$701.50.

TRAVEL REIMBURSEMENT

\$701.50 – Ground Transportation (\$0.575 per mile for 1,220 miles)

\$701.50 - Total Reimbursement

The travel reimbursement request is late because of the large volume of receipts related to such a lengthy training (nearly three months). The agency apologizes for the delay.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Office of the City Council – Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow Councilmember Zeke Cohen and staff to solicit donations for a Leadership for Educational Equity Public Policy Fellow for the First District City Council office. The period of the campaign is effective upon Board approval through May 1, 2022.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community, and the general population. A potential donor list will be comprised of individuals, organizations, businesses, and foundations that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors, with respect to the City Council or the Board of Estimates, will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

Leadership for Educational Equity's mission is to end the injustice of educational inequity by inspiring and supporting a diverse set of leaders with classroom experience to engage civically and politically. Leadership for Educational Equity's Public Policy Fellowship Program is a full-time program where a diverse group of exceptional Leadership for Educational Equity members work in policy roles for government entities and learn from policy and elected leaders. Councilmember Cohen's office provides a strategic and diverse platform for these talented individuals to work directly with local leaders in developing and advancing policy initiatives and fostering valuable relationships. This funding will explicitly fund one Public Policy Fellow for the First District City Council office. There is a need in City government to enlist such individuals to promote a more equitable and just Baltimore.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Office of the City Council – cont'd

Councilmember Cohen serves on the Education, Workforce, and Youth Committee, and the Public Safety and Government Operations Committee. Councilmember Cohen's office believes policy development should be guided by and carried out in partnership with the communities served. The Public Policy Fellow would provide the office with greater capacity to research and propose local policy solutions. The Public Policy Fellow would support the development and execution of short and long-term strategies for a coalition organized to close the Digital Divide in Baltimore. Advocates to Close the Digital Divide was formed by Councilmember Cohen at the beginning of the COVID-19 pandemic and is made up of students, teachers, nonprofit leaders, elected officials, and other stakeholders from Baltimore, Philadelphia, and Detroit. The Public Policy Fellow would also support Councilmember Cohen's role in the newly formed Baltimore City Trauma Informed Care Task Force as this group works to develop a Citywide strategy to establish a trauma-responsive government and establish metrics to evaluate and assess the progress of the Citywide trauma-informed care initiatives.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Real Estate – Agreement of Lease and Garage Parking License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement of Lease with TTV Wicomico, LLC. Lease and Garage Parking License Agreement by and between TTV Wicomico, LLC, Landlord, and the Mayor and City Council of Baltimore on behalf of the Baltimore Police Department, Tenant, for the rental of a portion of the property known as 1100 Wicomico Street. The period of the agreement is May 1, 2021 through April 30, 2026.

The Board is also requested to approve and authorize execution of a Garage Parking License Agreement, to run concurrently with the Lease Agreement, commencing on May 1, 2021 and terminating on April 30, 2026.

AMOUNT OF MONEY AND SOURCE:

Lease Agreement

	<u>Annual</u>	<u>Monthly</u>
Year 1	\$77,205.00	\$6,433.75
Year 2	\$79,521.15	\$3,781.67
Year 3	\$81,906.78	\$6,825.57
Year 4	\$84,363.99	\$7,030.33
Year 5	\$86,894.91	\$7,241.24

Garage Parking License Agreement

Year 1	\$29,040.00	\$2,420.00
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Years 2 through 5 at the prevailing market rate.

Account - 1001-000000-2024-212600-603013

BACKGROUND/EXPLANATION:

On August 22, 2012, the Board approved a Lease Agreement for the period May 1, 2012 through April 30, 2018, with an option to renew for one additional 3-year period. The Tenant is currently in its last year of its 3-year renewal period which commenced on May 1, 2020 and terminated on April 30, 2021.

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Real Estate cont'd

The Landlord will make all structural repairs to the premises and will keep the roof over the building and the other common areas in repair. The Tenant will make all repairs and replacements, at its own expense, necessary to keep and maintain the Premises, together with all mechanical systems installed by Tenant or for Tenant's benefit (including the electrical and plumbing systems), in good order and repair.

During the Term of the Garage Parking License Agreement, Licensor will ensure that 22 spaces are available for Licensee on a 7x24x365 basis except in emergency circumstances.

The Space Utilization Committee approved this Amendment to Lease Agreement April 20, 2021.

APPROVED FOR FUNDS BY FINANCE

(The Agreement of Lease and Garage Parking License Agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

5/5/2021

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release of litigation action brought by Lance Roane, individually, and as personal representative of the estate of Ralph Roane (Plaintiff) against City employee, Angelownecko Laprade, arising from the pedestrian death of Ralph Roane.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

The City employee was the operator/driver of an extremely large Vac Truck. On August 15, 2016, the City driver was stopped in a parked position on Chester Street near its intersection with Chase Street for about 30 minutes eating lunch and doing paperwork. The windows to the truck were up, the air conditioning was on and the engine was running. At some point while stopped, the Ralph Roane rode his bicycle up Chester Street and stopped directly in front of the parked truck. A security camera from across the street showed Roane standing up and bending over several times. When the City driver was ready to go to his next job site, he checked his side mirrors and pulled forward toward the stop sign to make a left turn onto Chase Street, running over Roane. The City driver was not aware that Roane was in front of the truck. Another motorist in the opposite direction on Chester Street witnessed Roane bent over when the truck pulled forward. At the time, the witness thought to himself that there is no way the driver of the truck could see Roane.

In order to resolve this litigation economically and to avoid the expense, time, and uncertainties of further protracted litigation, the City has agreed to offer Lance Roane and the estate of Ralph Roane payment of \$100,000.00, for settlement of the case, including attorney's fees. In return, Plaintiff has agreed to dismiss the case.

Based on a review by the Settlement Committee of the Law Department, a recommendation to settle is made to the Board of Estimates to approve the settlement of this case to avoid a potential adverse jury verdict.

APPROVED FOR FUNDS BY FINANCE

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

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED