

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- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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 DECEMBER 23, 2020, 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: 1297828724) 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: 0817325) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:

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

**3. BOARD OF ESTIMATES' RECESS
DECEMBER 30, 2020 AND JANUARY 6, 2021.**

The Board of Estimates is scheduled to be in recess at 9:00 a.m. and 12:00 noon on December 30, 2020 and January 6, 2021.

The Board of Estimates will not receive or open bids on December 30, 2020 or January 6, 2021. The Board of Estimates will reconvene on January 13, 2021.

DEADLINE FOR JANUARY 13, 2021 AGENDA SUBMISSION

THE DEADLINE FOR THE JANUARY 13, 2021 BOARD OF ESTIMATES' AGENDA IS THURSDAY DECEMBER 31, 2020 AT 11:00 A.M.

BOARD OF ESTIMATES' AGENDA – DECEMBER 23, 2020

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:

BFPE International, inc.	\$8,000,000.00
Cynergy Electric Company, Inc.	\$8,000,000.00
HMI Insulation, LLC	\$1,500,000.00
KG Sheet Metal Services, LLC	\$1,500,000.00
Union Electric Company, LLC	\$1,500,000.00

2. Prequalification of Architects and Engineers

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

Annapolis Landscape Architects, LLC	Landscape Engineer
APEX LLC	Architect
Cube Root Corporation	Engineer
Duffield Associates, Inc.	Landscape Engineer Engineer

AGENDA

BOARD OF ESTIMATES

12/23/2020

BOARDS AND COMMISSIONS – cont'd

Mahan Rykiel Associates, Inc.

Landscape Architect

RJN Group, Inc.

Engineer

Traffic Planning and Design, Inc.

Engineer

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office of Immigrant Affairs – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the University of Maryland Foundation, Inc., acting on behalf of the Shriver Peaceworker Program. The period of the agreement is August 10, 2020 and will continue until services are complete, but no later than June 20, 2021.

AMOUNT OF MONEY AND SOURCE:

\$17,500.00 – 1001-000000-1250-775700-603026

BACKGROUND/EXPLANATION:

The Shriver Peaceworker Program is a two-year graduate fellowship program for Returned Peace Corps Volunteers that focuses on service learning. The program aims “To impact pressing social needs in the Baltimore region through partnerships with community agencies involving direct and significant service of Peaceworker Fellows focused on creative solutions across a range of social concerns.”

The Mayor's Office of Immigrant Affairs has identified the critical need for a more coordinated, navigable ecosystem of support for immigrant small business owners, as one in five entrepreneurs in Baltimore City is an immigrant. The mission of the Shriver Peaceworker Program strongly aligns with MIMA's own commitment to service immigrant communities in Baltimore City, and the Shriver Peaceworker Fellow will join MIMA as a New American Opportunity Coordinator.

The New American Opportunity Coordinator will research existing business supports, create a multilingual guide for business owners, and design and implement a curriculum for business-focused external partners to better services for entrepreneurs.

The agreement is late because of the contract and budget revisions.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Office of Immigrant Affairs – cont'd

MWBOO GRANTED A WAIVER ON NOVEMBER 5, 2020.

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

12/23/2020

Circuit Court for Baltimore City - Grant Award

The Board is requested to approve and authorize acceptance of a Grant Award with the Maryland Mediation and Conflict Resolution Office (MARCO). The period of the Grant Award is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$219,477.00 – 5000-514921-1100-804100-405001

BACKGROUND/EXPLANATION:

The Grant amount will cover the salary and fringe cost for the Program Director and Deputy Director, plus additional costs associated with running the program. The MACRO grant will provide funding to support and expand the conflict resolution programs offered through the Circuit Court for Baltimore City.

The grant is late because of the administrative process and receiving the final documents.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office of Employment Development – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Provider Agreement with Humanim, Inc. The period of the agreement is October 1, 2020 through September 30, 2021 with an option to renew for one additional one-year term at the City's discretion.

AMOUNT OF MONEY AND SOURCE:

\$95,958.39 – 4000-806421-6313-817705-603051

BACKGROUND/EXPLANATION:

On October 7, 2020 the Board approved the Department's acceptance of the PY20 Workforce Innovation and Opportunity Act Grant Award from Maryland State Department of Labor, Licensing and Regulation in the amount of \$4,199,869.00. Funds from that grant award will support this agreement.

The purpose of the agreement is to secure the services of Humanim, Inc. to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for 16 Baltimore city out-of-school youth ages 18-24 years old. Humanim, Inc. will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills.

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

12/23/2020

Department of Audits – Audit Report

The Board is requested to **NOTE** receipt of the following Audit Report:

- 1 . Baltimore City Health Department Biennial Performance Audit Report
Fiscal Years Ended June 30, 2019 and 2018.

AGENDA

BOARD OF ESTIMATES

12/23/2020

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing & Community Development – Condemnation</u>				
1.	Chester Tapp, Sr.	1207 Edmondson Avenue	L/H	\$2,486.00
2.	Karim Enterprises, Inc.	1209 Edmondson Avenue	L/H	\$2,586.00

Funds are available in Account No. 9904-921053-9127-900000-704040, BGN Harlem Park.

3.	Reservoir Hill Limited Partnership XI	1210 Mosher Street	L/H	\$3,567.00
4.	Hortense R. Kerr, Thomas H. Kerr, III and Judith Kerr	1220 Mosher Street	G/R \$65.00	\$ 433.33
5.	Reservoir Hill Limited Partnership XI	1222 Mosher Street	L/H	\$3,067.00

Department of Housing & Community Development – Option

6.	Louis Berman	1226 Mosher Street	G/R \$75.00	\$ 500.00
	Louis Berman	1228 Mosher Street	G/R \$75.00	<u>500.00</u>
				\$1,000.00

Funds are available in Account No. 9904-919052-9127-900000-704040, BGN Smithson Park.

AGENDA

BOARD OF ESTIMATES

12/23/2020

OPTIONS/CONDEMNATION/QUICK-TAKES:

Department of Housing & Community Development – cont'd

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

Department of Law - Payment of Settlement

- | | | | | |
|----|---------------------------------|--------------------|-----|------------|
| 7. | Kaiguang Xu
(previous owner) | 1238 Mosher Street | F/S | \$1,850.00 |
|----|---------------------------------|--------------------|-----|------------|

On September 26, 2018, the Board approved the acquisition of the fee simple interest, by condemnation, for the real property located at 1238 Mosher Street. The Board previously approved \$22,150.00 to acquire the Fee Simple interest in the subject property based upon the highest of two independent appraisals. The City had its appraisal report updated to reflect a new fair market value of \$24,000.00. Ms. Kaiguang Xu contested the City's value and provided an appraisal report valuing the property at \$81,500.00. The parties were unable to reach an agreement and the case proceeded to trial where a judge ruled that the fair market value of the property is \$24,000.00.

Therefore, the Board is requested to approve an additional payment amount of \$1,850.00 (\$24,000.00 less the previous approval amount of \$22,150.00) in settlement of this case.

Funds are available in Account No. 9910-908636-9588-900000-704040.

PERSONNEL MATTERS

* * * * *

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

11 - 25

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

12/23/2020

PERSONNEL

Office of the City Council

1. Classify the following position:

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)
Position No.: 53717

To: Secretary City Council
Job Code: 10010
Grade: 086 (\$42,536.00 - \$51,307.00)

Cost: There are no costs associated with this action.

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 Finance

2. Reclassify the following vacant position:

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

To: HR Generalist II
Job Code: 33677
Grade: 923 (\$63,725.00 - \$102,202.00)

Cost: \$59,051.00 - 1001-000000-1401-159700-601001

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

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Fire Department

- 3. Reclassify the following filled position:

Classification: Fire Lieutenant Inv. & Prevention Services
Job Code: 41221
Grade: 340 (\$57,742.00 - \$70,455.00)

To: Fire Lieutenant Inv. & Prevention Services ALS
Job Code: 41222
Grade: 373 (\$59,417.00 - \$72,174.00)

Cost: There are no costs associated with this action.

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 Emergency Management

	<u>Hourly Rate</u>	<u>Amount</u>
4. SHERI LUCK	\$38.46	\$87,689.00

Account: 1001-000000-2131-228200-601001

Ms. Luck, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for supervising the Duty Officer Program at MOEM for the purpose of dealing with natural and man-made disasters such as blizzards, hurricanes, wild fires, car/truck/tanker accidents, explosions, building collapses, industrial accidents, shipwrecks, and terrorist attacks that involve chemical, biological, radiological, nuclear, and explosive materials. She will ensure full staff is available for the Duty Officer Program for each on-call shift, maintain a smooth transition between shifts and ensure staff maintains professional demeanor and discipline. Ms. Luck will train MOEM and other staff in hazardous materials identification, handling, abatement, disposal protocols, emergency management response techniques and procedures, responding to major manmade or natural incidents involving mass disasters or

AGENDA

BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Health Department – cont'd

Hourly Rate

Amount

Review team to better understand fetal and infant death in Baltimore City and making recommendations for change. This hourly rate is 1% less than in the previous contract period and is in compliance with the AM 212-1, Part I. The period of the agreement is effective upon Board approval for one year.

Department of Human Resources

7. Adjust the salary of the following salary ranges

Grade 801	FROM:	\$11.00	TO:	\$11.75
Grade 851	FROM:	\$11.00	TO:	\$11.75
Grade 901	FROM:	\$11.00 - \$13.73	TO:	\$11.75 - \$14.93
Grade 905	FROM:	\$11.00 - \$38.58	TO:	\$11.75 - \$39.78
Grade 910	FROM:	\$11.00 - \$12.18	TO:	\$11.75 - \$13.38
Grade 972	FROM:	\$11.00 - \$20.20	TO:	\$11.75 - \$21.40
Grade 974	FROM:	\$11.00 - \$11.45	TO:	\$11.75 - \$12.65
Grade 975	FROM:	\$11.00 - \$11.55	TO:	\$11.75 - \$12.75
Grade 976	FROM:	\$11.00 - \$12.45	TO:	\$11.75 - \$13.65
Grade 977	FROM:	\$11.00 - \$20.20	TO:	\$11.75 - \$21.40
Grade 979	FROM:	\$11.00 - \$16.38	TO:	\$11.75 - \$17.58
Grade 980	FROM:	\$11.00 - \$16.30	TO:	\$11.75 - \$17.50
Grade 981	FROM:	\$11.00 - \$19.70	TO:	\$11.75 - \$20.90
Grade 982	FROM:	\$11.00 - \$52.20	TO:	\$11.75 - \$53.40
Grade 983	FROM:	\$11.00 - \$92.20	TO:	\$11.75 - \$93.40
Grade 984	FROM:	\$11.00 - \$12.20	TO:	\$11.75 - \$13.40
Grade 985	FROM:	\$11.00 - \$22.20	TO:	\$11.75 - \$23.40
Grade 986	FROM:	\$11.00 - \$32.20	TO:	\$11.75 - \$33.40
Grade 405	FROM:	\$11.00 - \$11.11	TO:	\$11.75 - \$12.31
Grade 407	FROM:	\$11.00 - \$11.45	TO:	\$11.75 - \$12.65
Grade 802	FROM:	\$11.00 FLAT	TO:	\$11.75 FLAT
Grade 812	FROM:	\$11.00 FLAT	TO:	\$11.75 FLAT
Grade 852	FROM:	\$11.00 FLAT	TO:	\$11.75 FLAT
Grade 853	FROM:	\$11.00 FLAT	TO:	\$11.75 FLAT
Grade 854	FROM:	\$11.00 FLAT	TO:	\$11.75 FLAT
Grade 92D	FROM:	\$11.00 - \$100.00	TO:	\$11.75 - \$100.00
Grade 987	FROM:	\$11.00 - \$16.95	TO:	\$11.75 - \$18.15

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

AMOUNT OF MONEY AND SOURCE:

The Bureau of Budget and Management Research will establish the costs following Board of Estimates Approval.

BACKGROUND/EXPLANATION:

Maryland State Legislation mandated an increase to the minimum wage, which increases the minimum wage from \$11.00 per hour to \$11.75 per hour effective January 1, 2021.

At this time, the Department of Human Resources (DHR) has reviewed the Class File and has identified the above salary ranges that were approved by BOE on December 18, 2019, which require adjustments in order to be in full compliance with the Minimum Wage Legislation. Some of the ranges listed above have had salary range maximums increased as well as minimums in order to preserve the existing span of the range.

In recommending the above adjustment of the minimum of the salary range for the class of Work Study Student (10112) from a Grade 981 (\$11.75 - \$20.05) to (\$11.75 – \$20.90), the Department of Human Resources is not only complying with the Minimum Wage Legislation, but is also adjusting the salary structure within the range to allow the agencies greater flexibility to recruit and compensate students. The revisions to the internal salary structure are as follows:

	<u>Educational Category</u>	<u>Present Plan</u>	<u>Proposed Plan</u>
(1)	High School Student	\$11.00 – \$13.10	\$11.75 - \$14.30
(2)	First Year of College	\$12.00 – \$14.85	\$13.20 - \$16.05
(3)	Second Year of College	\$13.00 – \$15.70	\$14.20 - \$16.90
(4)	Third Year of College	\$14.00 – \$17.20	\$15.20 - \$18.40
(5)	Fourth Year of College	\$15.00 – \$18.85	\$16.20 - \$20.05
(6)	Graduate School	\$17.00 – \$19.70	\$18.20 - \$20.90

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Department of Human Resources – cont'd

8. Adjust the salary of the following classifications, effective January 1, 2021:

Classification: Mayor
Job Code: 00100
From Grade: 88E (\$189,453.00)
To Grade: 88E (\$194,189.00)

Classification: President City Council
Job Code: 01165
From Grade: 87E (\$125,447.00)
To Grade: 87E (\$128,583.00)

Classification: Comptroller
Job Code: 00740
From Grade: 87E (\$125,447.00)
To Grade: 87E (\$128,583.00)

Classification: Vice President City Council
Job Code: 01167
From Grade: 83E (\$80,646.00)
To Grade: 83E (\$82,662.00)

Classification: Council Member
Job Code: 01166
From Grade: 81E (\$72,966.00)
To Grade: 81E (\$74,790.00)

Classification: Commissioner Liquor Board
Job Code: 00286
From Grade: 88A (\$32,245.00)
To Grade: 88A (\$33,051.00)

Classification: Chairman Liquor Board
Job Code: 00290
From Grade: 89A (\$32,811.00)
To Grade: 89A (\$33,631.00)

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Department of Human Resources – cont'd

AMOUNT OF MONEY AND SOURCE:

The Bureau of Budget and Management Research will establish the costs after the Board of Estimates Notes the salary adjustments.

BACKGROUND/EXPLANATION:

Council Bill 04-0007, Senate Bill 846 and House Bill 831 established the Compensation Commission for Elected Officials and Appointed Commissioners and the Chairman of the Liquor Board. The Commission’s recommendation concerning the compensation of elected officials and the Liquor Board Chairman and Commissioners was codified in Council Bill 07-0612, Senate Bill 846, and House Bill 831. These bills passed the Baltimore City Council in December 2007, and the Senate and House authorized pay increases for the Mayor, Comptroller, President City Council, Vice President City Council, Council Members, Appointed Liquor Board Commissioner, and the Chairman of the Liquor Board.

The terms of the legislation stipulate that elected officials are entitled to receive an annual salary increase equal to 2.5% of their respective salaries only if at least one of the following employee groups, i.e. AFSCME, CUB, FOP, IAFF, or MAPS receive an increase in compensation during the fiscal year that began the preceding July. AFSCME received 2%, CUB received 2%, and MAPs received 2.5% cost of living adjustments, effective July 1, 2020. The Senate Bill 846 and House Bill 831, stipulate adjustments to the above classes’ salaries based on cost of living increases available to the members of the City Council.

Therefore, the Honorable Board of Estimates is requested to **NOTE** that the adjustments of the above classes are in compliance with the law and are effective January 1, 2021. Although not required by Council Bill 07-0612, the Department of Human Resources, in an effort to be fully transparent, has presented the salary increases to the Board of Estimates.

Mayor’s Office of Criminal Justice

	<u>Hourly Rate</u>	<u>Amount</u>
9. ANN TINDALL	\$30.00	\$12,000.00

Account: 4000-401418-2254-785400-601009

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Mayor's Office of Criminal Justice – cont'd

Hourly Rate

Amount

Ms. Tindall will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to overseeing the coordination of operations including the supervision of the Visitation Center and Exchange Monitors, ensuring the completion of the safety assessment at the Visitation Center before services are rendered each day, knowing the daily schedule of families served and pertinent information regarding visitation and exchange circumstances for that day, preparing the monitors for the daily visitations and exchanges by providing them with all information regarding the specific services that day, facilitating the arrival and departures of all clients, and ensuring proper coverage at entrances, waiting areas, and visitation areas. She will also be responsible for communicating clearly and consistently with on-site police monitors and volunteers, providing guidance to staff to assist them in properly and effectively providing services, keeping accurate and complete records of any safety concerns or potential problems arising during a visitation session and acting as a Custodian of Records while at the Visitation Center. The period of the agreement is effective upon Board approval for one year.

10. CHERYLE FRALING

\$20.00

\$4,800.00

Account: 4000-401418-2254-785400-601009

Ms. Fraling will continue to work as a Contract Services Specialist II. She will be responsible for observing visitation sessions between visiting parents and children for several families simultaneously, intervening as necessary during visits or exchanges to address any concerns that arise with parents and/or children, keeping accurate and complete records of any safety concerns or potential problems that come up during a visitation session, meeting with parents and/or children before and after visits to check in with them and refer them to needed services or programs. She will also be responsible for maintaining clear and consistent communication with the on-site supervisor, on-site police, other monitors and volunteers whether by phone, email or in person, coordinating the safety of visits by being available to accompany individuals wherever needed in and around the building, maintaining client files and maintaining personal timesheets and invoices. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Mayor's Office of Criminal Justice – cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
11. DARNELL PENN	\$20.00	\$4,800.00
12. JASMYNE FORD	\$20.00	\$4,000.00
13. WANDA CARTER	\$20.00	\$9,500.00
14. WANDA ASHLEY	\$20.00	\$4,000.00

Account: 4000-401418-2254-785400-601009

The above-listed individuals will each continue to work as Contract Services Specialist II. They will be responsible for observing visitation sessions between visiting parents and children for several families simultaneously; intervening as necessary during visits or exchanges to address any concerns that arise with parents and/or children; keeping accurate and complete records of any safety concerns or potential problems that come up during a visitation session; ,meeting with parents and/or children before and after visits to check in with them and referring them to needed services or programs; maintains clear and consistent communication with the on-site supervisor, on-site police, other monitors, and volunteers whether by phone, email or in person; coordinating the safety of visits by being available to accompany individuals wherever needed in and around the building; maintaining client files; maintaining personal timesheets and invoices; discussing case progress and concerns with supervisors as well as attending occasional meetings about case status and other center operational issues; complying with all Visitation Center policies and procedures, including confidentiality, safety, mandated reporting procedures, administrative and operational duties as needed. The period of the agreement is effective upon Board approval for one year.

15. ERIN CUNNINGHAM	\$30.00	\$9,000.00
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Account: 4000-401418-2254-785400-601009

Ms. Cunningham will continue to work as Contract Services Specialist II. She will be responsible for overseeing the coordination of operations including the

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Mayor’s Office of Criminal Justice – cont’d

Hourly Rate

Amount

supervision of the Visitation Center and Exchange Monitors; ensuring the completion of the safety assessment at the Visitation Center before services are rendered each day; knowing the daily schedule of families served and pertinent information regarding visitation and exchange circumstances for that day; preparing the monitors for the daily visitations and exchanges by providing them with all information regarding the specific services that day; facilitating the arrival and departures of all clients, and ensuring proper coverage at entrances, waiting areas, and visitation areas; communicating clearly and consistently with on-site police, monitors, and volunteers; providing guidance to staff to assist them in properly and effectively providing services; making decisions regarding any concerns about or changes in the provision of services as they arise; keeping accurate and complete records of any safety concerns or potential problems arising during a visitation session; acting as the Custodian of Records while at the Visitation Center, facilitating supervision of monitors outside of service hours; preparing spaces for use by Center, and then restoring spaces for use by others; attending preliminary trainings once hired, as well as some continued trainings as they arise; maintaining any records or documents pertaining to work covered under this Agreement in her possession and solely retain and store them at the Visitation Center and complying with the Visitation Center’s policies and procedures. The period of the agreement is effective upon Board approval for one year.

Mayor’s Office of Homeless Services

- 16. Reclassify the following vacant Position:

Position No.: To be determined

From: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$58,370.00 -\$100,344.00)

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Mayor’s Office of Homeless Services – cont’d

To: Public Relations Officer
Job Code: 01961
Grade: 923 (\$63,725.00 - \$102,202.00)

Cost: \$8,185.00 – 1001-000000-3574-327200-601001

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

Baltimore Police Department

17. **KENNETH HURST** \$20.19 **\$42,000.00**

Account: 1001-000000-2041-716700-601009

Mr. Hurst, retiree, will continue to work as a Contract Services Specialist I. This position is responsible for receiving, logging, assigning and tracking all incoming Maryland Public Information Act requests, including body worn camera requests and subpoenas; providing responsive data using Records Management Systems In Pursuit, Lotus Notes, BPD Navigator, Criminal Justice Information Systems, MD Judiciary Case Search and Computer Aided Dispatch; communicating with various BPD custodians, Assistant State’s Attorney’s , Law enforcement agencies and insurance companies; managing MPIA databases and dedicated email account and handling incoming calls for Document Compliance Unit. This is the same hourly rate as in the previous contract period. The period of the contract is one year, effective upon Board approval.

18. **LISA G. FINK** \$42.22 **\$80,513.00**

Account: 1001-000000-8070-820100-601009

Ms. Fink will continue to work as a Contract Services Specialist II. This position is responsible for researching, writing, editing and collaborating to develop departmental policies and procedures related to handling sexual assault investigations, misconduct investigations and discipline, first amendment protected activity, fair and impartial policing and stops, searches and arrests;

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BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Baltimore Police Department – cont'd

developing E-learning modules and in person training curriculums; drafting communications for departmental members on consent decree and policy requirements; proofreading written guidance, informational materials, PowerPoint presentations and other materials created and distributed by the Consent decree Implementation Unit; supporting and troubleshooting problems for the departmental Qualified Bilingual Member program; monitoring and evaluating departmental contracts with language access related contracts and providing technical writing, assistance and expertise in associated policy areas. This is the same hourly rate as in the previous contract period. The period of the contract is one year, effective upon Board approval or January 6,2020, whichever is later.

19. **Reclassify the following two filled positions:**

From: Office Supervisor
Job Code: 33215
Grade: 084 (\$39,651.00 - \$47,323.00)
Position Nos.: 18745 and 18549

To: Operations Officer II
Job Code: 31112
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost: \$70,941.00 – 1001-000000-2041-195700-601001

20. **Reclassify the following vacant position:**

From: Data Entry Operator III
Job Code: 33113
Grade: 081 (\$35,761.00 - \$42,368.00)
Position No.: 19265

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

Cost Savings: (\$2,828.00) – 1001-000000-2041-813000-601001

AGENDA

BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Baltimore Police Department – cont'd

21. Reclassify the following vacant position:

From: Office Support Specialist II
Job Code: 33312
Grade: 075 (\$31,138.00 - \$35,394.00)
Position No.: 33519

To: Crime Records Technician
Job Code: 34133
Grade: 084 (\$39,651.00 - \$47,323.00)

Cost: \$227.00 – 1001-000000-2041-813000-601001

22. Reclassify the following filled position:

From: Police Information Technician Supervisor
Job Code: 33385
Grade: 086 (\$42,536.00 - \$51,307.00)
Position No.: 19245

To: Operations Officer I
Job Code: 33109
Grade: 923 (\$63,725.00 - \$102,202.00)

Cost Savings: (\$2,494.00) – 1001-000000-2044-219600-601001

Enoch Pratt Free Library

23. Reclassify the following filled position:

From: Computer Analyst
Job Code: 01959
Grade: 095 (\$61,880.00 - \$75,472.00)
Position No.: 44293

AGENDA

BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Enoch Pratt Free Library – cont'd

To: Agency IT Specialist II
Job Code: 10259
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost: \$8,900.00 – 5000-575421-4501-594100-601001

Department of Recreation and Parks

24. Reclassify the following vacant positions:

Position Nos.: 47816 and 47817

Classification: PC Support Specialist II
Job Code: 33128
Grade: 087 (\$44,263.00 - \$53,504.00)

To: Agency IT Associate
Job Code: 33146
Grade: 908 (\$59,245.00 - \$94,879.00)

Cost: \$33,094.00 – 1001-000000-4711-618200-601063

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

25. Reclassify the following vacant position:

Classification: Chief of Fiscal Services II
Job Code: 34427
Grade: 936 (\$84,822.00 - \$135,651.00)

To: Procurement Officer II
Job Code: 33586
Grade: 923 (\$63,725.00 - \$102,202.00)

AGENDA

BOARD OF ESTIMATES

12/23/2020

PERSONNEL

Department of Recreation and Parks – cont'd

Cost savings: (\$28,935.00) – 1001-000000-4711-361900-601001

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

26. Reclassify the following filled position:

Position No.: 33630

From: Operations Officer I
Job Code: 31109
Grade: 923 (\$63,725.00 - \$102,202.00)

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

There is no cost associated with this action.

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>
27. MATTHEW RESCOTT	\$40.66	\$77,500.00

Account: 1001-000000-4783-583800-601009

Mr. Rescott will continue to work as a Contract Services Specialist II. He will be responsible for coordinating and reviewing infrastructure design and construction; notifying Forestry Specialists of input and recommendations; ensuring all discovered technical specification discrepancies are collected and forwarded to the assigned project managers. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Environmental Control Board – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a transfer of funds to the Baltimore Civic Fund for BMORE Beautiful's Love Your Block Program.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 – 1001-000000-1170-769300-607001

BACKGROUND/EXPLANATION:

The Baltimore City Foundation BMORE Beautiful's Love Your Block Program provides beautification grants. These grants will be awarded to Baltimore neighborhoods participating in BMORE Beautiful. The funds will be utilized for maintaining their communities through beautification projects and cleanliness challenges, and for educating their residents through literature, outreach materials and other resources.

MBE/WBE PARTICIPATION:

This is a transfer in order to provide funding to communities that are beautifying lots in their own neighborhood. This is not a contract.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

12/23/2020

Environmental Control Board – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a transfer of funds to the Baltimore Civic Fund for the BMORE Beautiful's Care-A-Lot Youth Program.

AMOUNT OF MONEY AND SOURCE:

\$90,000.00 – 1001-000000-1170-769300-603050

BACKGROUND/EXPLANATION:

The Baltimore Civic Fund's Spring session of the BMORE Beautiful Care-A-Lot Say YES! (Youth Environmental Stewards) program will provide grants to Baltimore neighborhoods that are mentoring and working with youth participants. The participants will help to maintain the vacant lots within their community. These funds will be dispersed to participating community organizations and youth participants based on invoices indicating work completed.

MBE/WBE PARTICIPATION:

This is a transfer in order to provide funding to communities and youth participants that are beautifying lots in their own neighborhood. This is not a contract.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

12/23/2020

Environmental Control Board – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a transfer of funds to the Baltimore Civic Fund for BMORE Beautiful's Care-A-Lot Youth Program.

AMOUNT OF MONEY AND SOURCE:

\$128,770.00 – 10001-000000-1170-769300-607001

BACKGROUND/EXPLANATION:

The Baltimore Civic Funds will provide grants to Baltimore neighborhoods working to maintain identified vacant lots within their community. The funds will be dispersed to participating community organizations based on invoiced maintenance visits and work completed.

MBE/WBE PARTICIPATION:

This is a transfer in order to provide funding to communities that are beautifying lots in their own neighborhood. This is not a contract.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office of Homeless Services - Provider Agreements and the Non-Construction Consultant Agreement.

The Board is requested to approve and authorize execution of the various Provider Agreements and the Non-Construction Consultant Agreement.

- 1. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 75,000.00**

Account: 4000-407121-3572-766300-603051

The City has received a U.S. Department of Housing and Urban Development Grant to undertake the Emergency Solutions Grant Program. As a Provider, Associated Catholic Charities, Inc., will operate an emergency homeless shelter with 275 beds for individuals experiencing homelessness in the City of Baltimore. The Provider will offer services through their Weinberg Housing Resource Center. The period of the agreement is July 1, 2020 through June 30, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

- 2. **HOUSE OF RUTH MARYLAND, INC.** **\$347,372.00**

Account: 4000-438320-3572-755700-603051

The City has received a U.S. Department of Housing and Urban Development Coronavirus Aid, Relief and Economic Security Act (CARES Act) grant to undertake the Emergency Solutions Grant Program. As a Provider, House of Ruth Maryland, Inc. will provide eviction prevention services to 10 individuals and/or families at risk of experiencing homelessness in the City of Baltimore. The Provider will use funds to prevent, prepare for, and respond to the coronavirus pandemic. The Provider will offer services under their Homelessness Prevention Project. The period of the agreement is March 13, 2020 through March 12, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

- 3. **MANNA HOUSE, INCORPORATED** **\$64,086.00**

Account: 4000-438320-3572-778700-603051

AGENDA

BOARD OF ESTIMATES

12/23/2020

MOHS – cont'd

The City has received a U.S. Department of Housing and Urban Development Coronavirus Aid, Relief, and Economic Security Act grant (CARES Act) grant to undertake the Emergency Solutions Grant Program. As a Provider, Manna House, Incorporated will operate a day center and provide supportive services to 200 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will use funds to prevent, prepare for, and respond to the coronavirus pandemic. The Provider will offer services under their Day Resource Center/M Meal Program. The period of the agreement is March 13, 2020 through January 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

4. **ST. VINCENT DE PAUL OF BALTIMORE, INC. \$ 34,424.00**

Account: 5000-529121-3572-807600-603051

The City has received a Maryland Department of Housing and Community Development grant undertake the Homeless Solutions Program. As a sub-recipient, St. Vincent de Paul of Baltimore, Inc. will provide supportive services to 60 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under its Home Connections Program. The period of the agreement is July 1, 2020 through June 30, 2021.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

The agreements are late because of a delay at the administrative level.

5. **D GORE CONSULTING LLC \$ 36,000.00**

Account: 4000-438320-3572-327200-603026

The City has received a U.S. Department of Housing and Urban Development Coronavirus Aid, Relief, and Economic Security Act grant (CARES Act) grant to undertake the Emergency Solutions Grant Program. As a Consultant, D Gore Consulting LLC will provide technical assistance and system administration for the ClientTrack™ – Homeless Management Information System (HIMS) utilized by the Mayor's Office of Homeless Services. The period of the Non-Construction Consultant Agreement is January's 2021 through June 30, 2021.

AGENDA

BOARD OF ESTIMATES

12/23/2020

MOHS – cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Provider Agreements and the Non-Construction Consultant Agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Baltimore Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the United States Department of Justice, Office of Justice Programs. The period of the award is October 1, 2020 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$389,256.00 - 4000-469821-2024-212600-404001

BACKGROUND/EXPLANATION:

The CEBR program will support the Baltimore Police Department's Crime Laboratory to reduce the backlog and improve turnaround time through increased sample processing. Funds will be used to support the salaries of three forensic scientists and six TrueAllele software processors through this program. Grant funds will be used for personnel and equipment.

This Grant Award is late because of the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Baltimore Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor’s Office of Crime Control and Prevention for the Sexual Assault Response Team and Human Trafficking project. The period of the award is October 1, 2020 through September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$1,168,013.00 - 4000-412721-2021-212800-404001 Grant Funds
292,501.00 - 1001-000000-2021-213000-601062 Cash Match
\$1,460,514.00

BACKGROUND/EXPLANATION:

The Baltimore Police Department’s SART (Sexual Assault Response Team) and Human Trafficking program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. This program is in partnership with the State’s Attorney Office, Mercy Medical Center, and Mayor’s Office of Criminal Justice in a collaborative effort to curb domestic violence, human trafficking, and sexual assault.

This Grant Award is late because of the late receipt of the award documents and the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Baltimore Development Corporation – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a renewal of a Lease Agreement with the Baltimore City Health Department, Tenant, for 1,088 square feet of flex/storage space located at 2901 Druid Hill Park Drive, Suite B-107. The period of the agreement is August 1, 2020 through July 31, 2025.

AMOUNT OF MONEY AND SOURCE:

\$7,343.10 – Annual Rent

The annual base rent will be increased annually by an amount equal to 4% from the prior lease year.

BACKGROUND/EXPLANATION:

The term of the lease agreement commencing on December 1, 2017, by the City (Lessor) and the Baltimore City Health Department (Lessee), for rental of 1,088 square feet of flex floor area at The Business Center at Park Circle, 2901 Druid Park Drive, Suite B-107 expired on July 31, 2020. The Health Department has exercised the five-year renewal option term outlined in Section 1.01a of the lease agreement.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Real Estate/ - Lease Agreement Renewal
Department of Public Works

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal option for the Lease Agreement with Precision Pipeline Solutions, LLC, Tenant, for the rental of the property known as ES S. Hanover Street 113'2 S W Wells Street Block 1036, Lot 9/11, containing 0.294 acres. The period of the renewal is January 1, 2021 through December 31, 2021 with the option to renew for two one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$16,882.63	\$1,406.88.

BACKGROUND/EXPLANATION:

On March 14, 2018, the Board approved the Lease Agreement for one year, commencing January 1, 2018 and terminating December 31, 2018, with the right to renew for one one-year term. On February 5, 2020, the Board approved an Amendment to the Lease Agreement for one additional year commencing January 1, 2020 and terminating December 31, 2020, with the right to renew for three – one year terms. Precision Pipeline Solutions, LLC, has exercised their renewal option. The annual rental shall be as stated above.

All other rentals, conditions and provisions of the Lease Agreement dated March 14, 2018 and the Amendment to Lease Agreement dated February 5, 2020, will remain in full force and effect.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Space Utilization Committee – Amendment to Lease Agreement

ACTION REQUESTED OF BOARD OF ESTIMATES:

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with Washingtonville Limited Partnership, Tenant, for the rental of the properties known as Lots 4, 5/7 & 8 of Block 4660 located in Baltimore, north of Smith Avenue and Forge Avenue, just east of I-83, consisting of 13,095 sq. ft. The period of the agreement is January 2021 through December 31, 2030 with a renewal option for a ten-year period.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$3,090.00 per year -1/1/2021 thru 12/31/2025 - payable on the first day of each year
\$3,182.70 per year -1/1/2026 thru 12/31/2030 - payable on the first day of each year
\$3,278.18 per year- 1/1/ 2031 thru 12/31/2035 - payable on the first day of each year
\$3,376.53 per year -1/1 /2036 thru 12/31/2040 - payable on the first day of each year

BACKGROUND/EXPLANATION:

The Board is requested to approve the amended description of the properties to be known as 1407 Forge Avenue; SS Forge Avenue 94-6 ft. W of Oliver Street; NS Forge Avenue NEC Jones Falls Expressway (block 4660 Lots 4, 5/7 & 8). The Board is also requested to Amend the Option Term Rent commencing year 2021 through 2040, at the rent indicated above.

All other terms and conditions in the Amended and Restated Lease Agreement dated December 19, 2007, shall remain the same and in force.

The Space Utilization Committee approved the Amendment to Lease Agreement on November 24, 2020.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with The St. Helena Community Association, Inc., Tenant, for the rental of the property known as 6509 Colgate Avenue, consisting of 34,375 sq. ft., the building containing 11,400 sq. ft. The period of the agreement is July 1, 2020 through June 20, 2025 with the option to renew for two additional five year terms.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent if demanded.

\$1.00 - Rent for renewal term if demanded.

BACKGROUND/EXPLANATION:

The use will be for a community Center. The Tenant accepts "as is" condition. The tenant will correct and bear the expense of maintaining the interior and exterior of the building, including the roof, walls, gutters, downspouts, ventilating and heating systems and all exterior water, electrical and plumbing supply lines except damage caused by Landlord.

The Tenant will furnish and pay for all utilities, including telephone services, sewer and water and any other utilities servicing the property and will keep entry and interior doors, windows and glass in good order and free of trash and obstructions. They will keep entrance along the sidewalk outside the front entrance clear of ice, snow and debris. The Tenant will pay operational expenses, security, trash removal, janitorial, pest control and liability insurance, and maintain licenses required to operate a nonprofit. They will provide any minor improvements at their sole cost and expense.

The Landlord will pay up to \$5,000.00 annually toward gas & electric utility fee on behalf of the Tenant and any gas & electric consumption costs over that amount must be paid by the Tenant. Landlord will provide annual statement with breakdown of gas & electric and any overages above the \$5,000.00 allowance must be paid by the Tenant before the end of subsequent lease year. The Landlord is responsible for any building structural repairs.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Space Utilization Committee – cont'd

The agreement is late because of the administrative process.

The Space Utilization Committee approved the Lease Agreement on October 6, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Real Estate/ Mayor’s - Third Amendment to Lease Agreement
Office of Employment Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a 3rd Amendment to Lease Agreement with Mondawmin LLC, Tenant, for the rental of a portion of the building known as Mondawmin Mall Office Center, located in the shopping center generally known as Mondawmin Mall, 1200 Mondawmin Mall Concourse, 2401 Liberty Heights Avenue, Baltimore, Maryland, being on the 3rd floor, consisting of approximately 10,283 square feet. The amendment extends the period of the lease agreement from July 1, 2020 through June 30, 2022 with the option to renew for an additional two-year term.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$234,910.97	\$19,575.91

Account Nos. - 5000-504821-6312-816905-603013 - \$79,870.00
4000-807521-6312-816905-603013 - \$155,040.97

BACKGROUND/EXPLANATION:

The Leased Premises will be used by the Mayor’s Office of Employment Development. The Original Term of the Lease Agreement dated April 1, 2009 was for a five-year period, commencing July 1, 2008 and terminating June 30, 2013.

A 1st Amendment to Lease Agreement dated June 26, 2013 extended the lease term for an additional five-year period, commencing July 1, 2013 and terminating June 30, 2018.

A 2nd Amendment to Lease Agreement dated July 25, 2018 extended the lease term for an additional two years, commencing July 1, 2018 and terminating June 30, 2020.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Real Estate – cont'd

During the term of this 3rd Amendment, the Landlord will carpet and paint the leased premises. All other rentals, provisions, conditions and terms of the original Lease Agreement dated April 1, 2009, amended June 26, 2013, and amended July 25, 2018 will remain in full force and effect.

The Space Utilization Committee approved this 3rd Amendment to Lease Agreement by E-Poll on November 24, 2020.

APPROVED FOR FUNDS BY FINANCE

(The Law Department approved the 3rd Amendment to Lease Agreement as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2020 through June 30, 2021, unless otherwise indicated.

1. **INDEPENDENT LIVING FOUNDATION, INC.** **\$ 12,500.00**

Account: 5000-569721-3023-273367-603051

Under the terms of the agreement, the organization will provide non-emergency transportation services that will enable eligible clients to access/ retain core medical or support services.

2. **PARK WEST HEALTH SYSTEMS, INC.** **\$279,890.00**

Account: 5000-569721-3023-273318-603051

Under the terms of the agreement, the organization will provide Outpatient Ambulatory Health Services, as well as diagnostic and therapeutic services provided directly by a licensed health care provider with experience in treatment of patients with HIV disease.

MWBOO GRANTED A WAIVER ON OCTOBER 26, 2020.

3. **PARK WEST HEALTH SYSTEMS, INC.** **\$157,494.00**

Account: 5000-569721-3023-273315-603051

Under the terms of the agreement, the organization will provide a range of client-centered Medical Case Management activities focused on improving health outcomes in support of HIV care, which includes initial assessment, support services, and ensuring re-evaluation of the care plans.

MWBOO GRANTED A WAIVER ON OCTOBER 26, 2020.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – cont'd

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

- 4. **LIGHT HEALTH AND WELLNESS** **\$ 73,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 5000-569721-3023-273303-603051

The incidence of HIV/AIDS continues to increase for Baltimore City’s Eligible Metropolitan Area (EMA). As a result, families continue to have greater challenges that require psychosocial support services.

Under the terms of the agreement, the organization will utilize the funds to enhance collaborative relationships with HIV primary care agencies, medical case management agencies, HIV support service organizations, and other community faith-based organizations in order to coordinate a network of comprehensive services for HIV infected/affected individuals.

MWBOO GRANTED A WAIVER ON NOVEMBER 3, 2020.

- 5. **LIGHT HEALTH AND WELLNESS** **\$ 60,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 5000-569721-3023-273350-603051

Under the terms of the agreement, the organization will work with individuals to maximize health outcomes specifically to communities most Impacted by disparities. The organization will provide emergency rental assistance for up to 25 clients in need of assistance with paying the first month’s rent, eviction prevention, and transitional housing assistance.

MWBOO GRANTED A WAIVER ON NOVEMBER 3, 2020.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – cont'd

6. **LIGHT HEALTH AND WELLNESS** **\$ 72,950.00**
COMPREHENSIVE SERVICES, INC.

Account: 5000-569721-3023-273309-603051

The incidence of HIV/AIDS continues to increase for Baltimore City's Eligible Metropolitan Area. As a result, there is a number of people who still are not aware of their HIV status or are not actively in care. Providing traditional outreach can provide additional testing and counseling and linkage to care, ultimately suppressing the viral load and lowering the chances of transmission.

Under the terms of the agreement, the organization will develop a system that will directly focus on how to deliver Traditional Outreach services through education, collaboration, and ensuring that the proper staff is involved in the services.

MWBOO GRANTED A WAIVER ON NOVEMBER 3, 2020.

7. **LIGHT HEALTH AND WELLNESS** **\$ 6,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 5000-569721-3023-273367-603051

Under the terms of the agreement, the organization will provide medical transportation services through Uber Health for eligible clients who need to attend support groups and or individual counseling sessions.

8. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 45,725.00**

Account: 5000-569721-3023-273304-603051

Under the terms of the agreement, the organization will use the funds to provide substance abuse treatment and group counseling sessions for Ryan White eligible patients.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – cont'd

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

- 9. **BRIGHT FUTURE MENTORING SCHOOL SERVICES, INC.** **\$ 22,000.00**

Account: 4000-431121-3080-292300-603051

The organization will implement an abstinence—focused program using the “Adapted Making A Difference” curriculum. The curriculum includes six one-hour modules to be implemented and will be offered to youth 9-13 years of age during the summer, and fall after-school programming.

The agreement is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement with Ms. Tamira Dunn. The period of the Agreement is effective upon Board approval through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$ 3,255.00 - 4000-499921-3080-294200-603018
500.00 - 7000-726321-3080-294200-603018
<u>8,751.00 - 5000-505421-3070-286400-603018</u>
\$12,506.00

BACKGROUND/EXPLANATION:

The Baltimore City Fetal and Infant Mortality Review (FIMR) and Overdose Fatality Review (OFR) Programs, operated by the Baltimore City Health Department (BCHD), enhance the health and well-being of families by improving the community resources and service delivery systems available to them in Baltimore City.

Ms. Dunn will obtain family interviews for cases that meet the FIMR and OFR Case Review Team (CRT) criteria, and provide resources to families who have experienced a fetal, infant, or drug overdose loss, and assist in building capacity of the FIMR CRT on the subject of pregnancy loss.

The BCHD's FIMR and OFR CRT will use this process to improve outreach and utilization of bereavement support and home visiting services.

The agreement is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – Revised Notices

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the first, second and third revised Notice of Award (NoA) from the Department of Health and Human Services Centers for Disease Control and Prevention. The revised NoA will extend the period of the original NoA through December 29, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On March 4, 2020 the Board approved the initial NoA for the project titled, "To reduce new HIV infections in the United States by ensuring that everyone with HIV are aware of their status, are linked to and retain in HIV medical care, and maintain their viral suppression," in the amount of \$375,000.00 for the period of September 30, 2019 through September 29, 2020.

On October 7, 2019 the Department received the first revised NoA, which provided an administrative correction to the document number on the NoA dated September 13, 2019. On December 11, 2019 the Department received the second revised NoA which approved the department's revised budget it submitted on November 12, 2019. On June 8, 2020 the Department received the third revised NoA, which approved a 90-day No-Cost extension of the budget period through December 29, 2020. Approval of the revised NoAs will allow the Department to continue program services through December 29, 2020.

The NoA is late because of delays in the administrative review process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Revised Notices of Award have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – Ratification of Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Amendment to Agreement with Family League of Baltimore City, Inc. The period of the agreement was July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$61,058.00 – 5000-530020-3080-595800-603051

BACKGROUND/EXPLANATION:

On March 25, 2020 the Board approved the original Agreement in the amount of \$665,000.00 for the period July 1, 2019 through June 30, 2020. The Department increased the agreement by \$61,058.00 for additional services. This makes the total agreement amount \$726,058.00.

The amendment to agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – Ratification of Invoices

ACTION REQUESTED OF B/E:

The Board is requested to ratify payment of invoices from Progressus Therapy, LLC and authorize their payment for coverage on CO# 39387 for additional services.

AMOUNT OF MONEY AND SOURCE:

AMOUNT	INVOICE # AND DATE:	SERVICE PERIOD:
\$ 500.00	No. 23740 — January 13, 2020	December 1, 2019 to December 31, 2019
\$12,875.00	No. 23742 — January 13, 2020	December 1, 2019 to December 31, 2019
\$ 4,862.50	No. 23743 — January 13, 2020	December 1, 2019 to December 31, 2019
\$ 4,000.00	No. 26224 — April 21, 2020	February 1, 2020 to February 29, 2020
\$ 1,625.00	No. 26226 — April 21, 2020	March 1, 2020 to March 31, 2020
\$ 3,500.00	No. 26227 — April 21, 2020	March 1, 2020 to March 31, 2020
\$ 5,862.50	No. 26228 — April 21, 2020	March 1, 2020 to March 31, 2020
\$10,075.00	No. 26229 — April 21, 2020	March 1, 2020 to March 31, 2020
\$ 1,375.00	No. 27206 — May 26, 2020	April 1, 2020 to April 30, 2020
\$ 8,250.00	No. 27207 — May 26,2020	April 1, 2020 to April 30, 2020
\$ 9,750.00	No. 27208 — May 26, 2020	April 1, 2020 to April 30, 2020
\$ 2,875.00	No. 28295 — June 17, 2020	May 1, 2020 to May 31, 2020
\$ 9,500.00	No. 28296 — June 17, 2020	May 17, 2020 to May 30, 2020
\$10,875.00	No. 28297 — June 22, 2020	May 1, 2020 — May 31, 2020
\$ 1,375.00	No. 28298 — June 17, 2020	May 1, 2020 — May 31, 2020
\$87,300.00		

\$ 33,325.00 – 1001-000000-3080-288700-603051 City General Fund

53,975.00 – 4000-427119-3080-294300-603051 Federal

\$ 87,300.00

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – cont'd

BACKGROUND/EXPLANATION:

On March 18, 2020, the Board approved the agreement in the amount of \$417,200.00 for the period of July 1, 2019 through June 30, 2020. Because of an increase in clients, additional therapy services were provided by Progressus Therapy for the Baltimore Infants & Toddlers Program.

This request is late because of administrative delays in receipt and processing of invoices.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON JANUARY 24, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department - Expenditures of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditures of funds and to authorize the purchase of incentive gift cards.

	<u>Vendor</u>	<u>No. of Cards/Denomination</u>	<u>Amount</u>
1.	BURGER KING	500 @ \$10.00 each	\$ 5,000.00
	Account: 1001-000000-3023-271800-604051		
2.	CVS	2000 @ \$5.00 each	\$10,000.00
	Account: 1001-000000-3023-271800-604051		
3.	SUBWAY	500 @ \$10.00 each	\$ 5,000.00
	Account: 1001-000000-3023-271800-604051		
4.	WALGREENS	1998 @ \$5.00 each	\$ 9,990.00
		Shipping	15.00
			\$10,005.00
	Account: 1001-000000-3023-271800-604051		

The incentive cards will be distributed to help reduce the number of new HIV infections and improve the health of persons living with HIV AIDS. Also, to enhance staff ability to attract those encountered to receive counseling and testing on the STD/HIV testing van. The STD/HIV Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of the incentives purchased.

The Department has a consolidated policy account for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for 1) A single means of procuring all incentive cards through the Board of Estimates; 2) The documentation of each incentive card and its recipient; 3) A monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and; 4) Periodic internal review of programs' activity vis-à-vis the internal policy (which are to be shared with the Department of Audits).

AGENDA

BOARD OF ESTIMATES

12/23/2020

Health Department – cont'd

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the above incentive cards will be subject to the Department of Audits approval.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor’s Office of Criminal Justice – Grant Agreements

The Board is requested to approve and authorize acceptance of the various Grant Agreements. The period of the agreements is effective upon Board approval and will expire upon the first anniversary of the Effective Date.

- 1. **MUSLIM SOCIAL SERVICES AGENCY, INC. \$26,400.00**
- 2. **BTST CARES, INC. \$50,000.00**
- 3. **ARAMINTA FREEDOM INITIATIVE, INC. \$50,000.00**

Account: 1001-000000-2254-786000-603051

The Baltimore City Human Trafficking Grant Program was created to provide funding to victim service organizations for victims of Human Trafficking in Baltimore City. Funding under this program will support trauma informed comprehensive services for all victims of human trafficking, including sex trafficking, labor trafficking, foreign national/U.S. citizen/legal permanent resident (LPR), adult/minor, male/female, and LGBTQ victims of trafficking. Funding will also support efforts to increase the capacity of local communities to respond to human trafficking victims through the development of interagency partnerships, professional training, and public awareness activities.

The grant agreements are late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor’s Office of Criminal Justice – First Amendment to Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify, approve and authorize execution of the First Amendment to Provider Agreement with Sinai Hospital of Baltimore Inc. The period of the agreement is July 1, 2019 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

Account: 5000- 511019-2255-702300-603051 - \$400,000.00 - Prior Approval
50,000.00 – Amended

Total **\$450,000.00**

BACKGROUND/EXPLANATION:

On March 4, 2020, the Board approved an Agreement with Sinai Hospital of Baltimore, Inc. for workforce readiness programming through the Kujichaugalia Center, a hospital based violence intervention program housed in Sinai Hospital of Baltimore. The prior agreement time period July 1, 2019 – June 30, 2020 expired resulting in ratifying the contract. The First Amendment to Agreement will provide additional funding, in the amount of \$50,000.00 and extend the project period end date from June 30, 2020 to June 30, 2021.

The Agreement is late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and - Sixth Amendment to the Upfront Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Sixth Amendment to the Upfront Grant Agreement (Sixth Amendment) with the Department of Housing and Urban Development (HUD) for the Uplands project. The Sixth Amendment will extend the period of the Agreement through December 31, 2022.

AMOUNT AND MONEY AND SOURCE:

No funds are required.

BACKGROUND/EXPLANATION:

In January 2004, the Board approved two Grant Agreements between HUD and the Mayor and City Council of Baltimore for the development of the rental and homeownership project known as Uplands.

One Agreement identified as Grant A, was for \$18,360,000.00 and the Second Agreement identified as Grant B, was for \$17,640,000.00. There are five Amendments to this Agreement. The First Amendment, which was approved on July 11, 2011, increased the amount of Grant A funds to \$22,469,920.00, reallocated the amount of Grant A funds to be spent on Infrastructure improvements and construction of dwelling units, and amended the date for performance completion.

The Second Amendment, which was approved on July 23, 2012, revised the total number of Affordable and Market Rate Units and revised the Area Medium Income restrictions in Grant A. The Third Amendment, which was approved on December 2, 2014, extended the period of Grant A and Grant B. The Fourth Amendment, which was approved on June 8, 2016, revised the number of Affordable and Market Rate Units to be constructed and revised the Area Medium Income restrictions in Grant B.

On December 1, 2017, the Board approved the Fifth Amendment extending the period of Grant B and the period of Grant A, which will expire on December 31, 2020. Upon Board approval, the Sixth Amendment will extend the period of Grant A through December 31, 2022.

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and
Community Development (DHCD)

– Side Yard Land Disposition
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement for the sale of the City-owned property located at 2305 Madison Street to Ms. Jacqueline Williams, Purchaser.

AMOUNT OF MONEY AND SOURCE:

The lot will be sold for \$929.00, of which \$400.00 will be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs, including transfer taxes, recordation fees, taxes, and associated title services.

BACKGROUND/EXPLANATION:

DHCD’s Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore’s neighborhoods.

The City has agreed to convey the property known as 2305 Madison Street to the adjacent property owner, Ms. Williams. As a condition of the conveyance, Ms. Williams has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years. The Purchaser will be using private funds to pay for the acquisition and maintenance of the property.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code. The aforementioned property was journalized and approved for sale on December 22, 2010.

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

The property is being sold for \$929.00, as the Purchaser holds title on the adjacent property as owner-occupied. The rationale for the conveyance is:

- the sale will serve a specific benefit to the immediate community,

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

- the sale will eliminate blight, and
- the sale will return the property to the Baltimore City tax rolls.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and Community Development (DHCD) – Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Row Homes, LLC, Developer, for the sale of the City-owned properties located at 613 N. Carrollton Avenue and 2031 E. Preston Street.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 – 613 N. Carrollton Avenue
2,000.00 – 2031 E. Preston Street
\$5,500.00 – Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the properties located at 613 N. Carrollton Avenue and 2031 E. Preston Street to Row Homes, LLC, for \$5,500.00, which will be paid to the City of Baltimore at the time of settlement.

The project will involve the rehabilitation of single-family homes with the goal of providing affordable homeownership. The Developer will be using private funds for this project.

The authority to sell the properties located at 613 N. Carrollton Avenue and 2031 E. Preston Street comes from Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

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

In accordance with the appraisal policy of Baltimore City, the DHCD has determined the property located at 613 N. Carrollton Avenue to be priced at \$4,800.00 and will be sold for \$3,500.00. The property located at 2031 E. Preston Street is priced at \$4,300.00 through the waiver valuation process and will be sold for \$2,000.00.

The properties are being sold at a price below the waiver valuation price for the following reasons:

- the sale of the properties will be a specific benefit to the immediate community,

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

- the sale of the properties will eliminate blight,
- the sale of the properties will return the properties to the tax rolls, and
- the sale of the properties will provide economic development.

MBE/WBE PARTICIPATION:

The properties are being purchased by the Developer for rehabilitation for a price that is less than \$50,000.00. The Developer will receive no City funds or incentives for the purchase or rehabilitation, therefore MBE/WBE participation is not applicable.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and – Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with O’Hara Development Partners CDC, Inc., Developer, for the sale of the City-owned properties (vacant lots) located at 2101, 2103, 2105, 2107, 2109, and 2111 Boone Street.

AMOUNT OF MONEY AND SOURCE:

- \$ 500.00 - 2101 Boone Street
- 500.00 - 2103 Boone Street
- 500.00 - 2105 Boone Street
- 500.00 - 2107 Boone Street
- 500.00 - 2109 Boone Street
- 500.00 - 2111 Boone Street
- \$3,000.00** - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the properties located at 2101, 2103, 2105, 2107, 2109, and 2111 Boone Street to O’Hara Development Partners CDC, Inc. for \$3,000.00, which will be paid to the City of Baltimore at the time of settlement.

The purchase price and improvements to the site will be financed through private sources.

The provisions of Article II, Section 15 of the Baltimore City Charter, Article 13 of the Baltimore City Code, which established the Department of Housing and Community Development, and Article 28, Section 8-3 of the Baltimore City Code, and Article 13, Section 2-7 (h) (2) (ii) (C) of the Baltimore City Code authorize the City to sell these properties.

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

In accordance with the City’s appraisal policy, unimproved real property with an assessed value or \$2,500.00 or less does not require an appraisal. Each of the six vacant lots is assessed at \$1,000.00 and will be sold for \$500.00 each. The sale and rehabilitation will eliminate blight and will be a specific benefit to the immediate community.

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

MBE/WBE PARTICIPATION:

The properties are being purchased by the Developer for rehabilitation for a price that is less than \$50,000.00. The Developer will receive no City funds or incentives for the purchase or rehabilitation, therefore MBE/WBE participation is not applicable.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and – Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Break the Cycle, Inc., Developer, for the sale of the City-owned property located at 3534 Virginia Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the property located at 3534 Virginia Avenue to Break the Cycle, Inc. for \$3,000.00, which will be paid to the City of Baltimore at the time of settlement.

The developer wants to purchase the vacant building located at 3534 Virginia Avenue for rehabilitation as a single-family rental unit. Once rehabbed, it will then be rented to a low income family. The purchase and improvements to the site will be financed through private sources.

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

The property will be sold pursuant to the Appraisal Policy of Baltimore City. The property was priced using Waiver Valuation for \$5,000.00 and will be sold for \$3,000.00, which is less than the Waiver Valuation Price, because of the following reasons:

- the sale and rehabilitation of the property will help to promote a specific benefit to the immediate community
- the sale and rehabilitation of the property will help to eliminate blight from the neighborhood, and
- the sale and rehabilitation of the property will promote economic development through the placement of the subject property on the City's tax rolls.

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Housing and – Community Development Block Grant Deferred Loan
Community Development

ACTION REQUESTED OF B/E

The Board is requested to approve and authorize execution of a Community Development Block Grant Deferred Loan in the amount of \$800,000.00 (the “City CDBG Deferred Loan”) to St. Francis Neighborhood Center Corporation (“Borrower”).

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute all legal documents to effectuate this transaction after legal review and authorized sign off by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>SOURCES</u>		<u>USES</u>	
City CDBG Loan*	\$ 800,000.00	Construction	\$3,772,472.00
BRNI	500,000.00	Construction- Related fees	613,547.00
State Bond Bills	655,000.00	Financing Fees	34,000.00
Other Private Fund- Raising	2,923,617.00	Acquisitions Costs	4,250.00
		Development Fee	200,000.00
		Construction Contingency	<u>254,348.00</u>
Total Sources	<u>\$4,878,617.00</u>	Total Uses	<u>\$4,878.617.00</u>

BACKGROUND EXPLANATION:

The St. Francis Neighborhood Center Corporation (“St. Francis”) is a nonprofit corporation founded in 1963 to serve children and stabilize families in and around the Reservoir Hill and Penn North communities. St Francis offers programming in youth development, including Science, Technology, Engineering and Mathematics (“STEM”) and computer lab mentoring. Family stability programming includes job readiness, personal finance, and health and nutrition classes. St Francis sponsors community greening projects and community clean ups and the Center (defined herein) provides space for yoga classes, community potlucks and meetings, and partner programs including Narcotic Anonymous, CASA, Corpus Christi Grocery Program, and more.

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

The St Francis Neighborhood Center project includes life-safety upgrades to the existing 3,000 square foot building (the “Center”) at 2405 Linden Avenue (the “Property”) and the construction of a 6,670 square foot addition. The property will be owned by St. Francis. The expansion of the Center will allow the programs currently offered by St. Francis to serve up to triple the current population.

In order to fund the full construction costs for the project of approximately \$4,878,613.00, the Borrower has obtained commitments from various funding sources to acquire the land and renovate the properties, as more fully described below.

The City has agreed to make available a deferred loan in a principal amount of \$800,000.00 funded from the City’s Community Development Block Grant funds (the “City CDBG Deferred Loan”). The proceeds of the City CDBG Deferred Loan will be used solely to finance a portion of the hard construction costs of the development.

The Department is comfortable recommending the City CDBG Deferred Loan under these circumstances.

A. Developer/Owner

St. Francis, the borrower, will own the property.

B. General Contractor/Architect

Whiting Turner Contracting Company will act as the general contractor and post a 100% Payment and Performance Bond. Architectural services will be provided by RM Sovich Architecture.

C. Participating Lender (s) City CDBG Loan- 1st Lien Construction/Permanent Loan

The City CDBG Deferred Loan will be the first-lien loan in an amount of \$800,000.00 and funded from the City’s allocation of federal Community Development Block Grant funds from the Department of Housing and Urban Development (“HUD”). The City CDBG Deferred Loan will have a 20-year term after construction completion, during which interest will accrue at 1% annually. No regular payments are required during the 20-year loan term as long as the use as a neighborhood center is maintained. At the end of the 20-year loan term, the principal and accrued interest will be forgiven, except in the case of sale, refinance, default, or change in use.

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont’d

D. Grants and other Donations

St Francis has obtained grant funding and other corporate and individual donations for the balance of the funds. These funds include:

- Two awards from the Baltimore Regional Neighborhood Initiative Program in the aggregate amount of \$500,000.00;
- Three State “bond bill” awards (grants authorized in a “bond initiative” enacted by the General Assembly and signed by Governor) in the aggregate amount of \$655,000.00;
- A grant from the Weinberg Foundation in the amount of \$1,200,000.00; and
- Other grants or gifts from a variety of individuals, corporations, and foundations, including (but not limited to) Under Armour, Royal Farms, the France-Merrick Foundation, the Marion I.& Henry J. Knott Foundation, T. Rowe Price Foundation, the Abell Foundation, and The Whiting-Turner Contracting Company, in the approximate aggregate amount of \$2,923,617.00 for all private grants including the Weinberg Foundation grant highlighted above.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women’s Business Program is fully applicable and no request for waiver or exception has been made.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$400,000.00 CDBG-41	9996-908985-9587 Housing Development Reserve	9996-912610-9593 St. Francis Neighborhood Ctr 41
400,000.00 CDBG-42	9997-909985-9587 Housing Development Reserve	9997-914612-9593 St Francis Neighborhood Ctr 42
<u>\$800,000.00</u>		

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

Account Nos. – 9996-912610-9593 (CDBG 41)

9997-914612-9593 (CDBG 42)

These transfers will fund the hard construction costs associated with the renovations of the existing St. Francis Neighborhood Center at 2405 Linden Avenue and the construction of a 9,800 square foot addition.

(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

12/23/2020

Department of Housing and Community - Land Disposition Agreement Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the following additions to the Schedule A to the Johnston Square Land Disposition Agreement previously approved on October 10, 2019:

Block	Lot	Vacant Building	Vacant Lot	Addresses
1152	010	X		408 E. Biddle St
1152	011	X		410 E. Biddle St
1152	013	X		414 E. Biddle St
1152	017		X	422 E. Biddle St
1152	018		X	424 E. Biddle St
1152	019		X	426 E. Biddle St
1152	020		X	428 E. Biddle St
1152	021	X		430 E. Biddle St
1152	022	X		432 E. Biddle St
1152	023	X		434 E. Biddle St
1152	024	X		436 E. Biddle St
1152	025	X		438 E. Biddle St
1154	021	X		600 E. Biddle St
1154	022	X		602 E. Biddle St
1154	023	X		604 E. Biddle St
1154	024	X		606 E. Biddle St
1154	025	X		608 E. Biddle St
1154	026	X		610 E. Biddle St
1154	027	X		612 E. Biddle St
1154	028	X		614 E. Biddle St
1154	029	X		616 E. Biddle St
1154	031	X		620 E. Biddle St
1152	026	X		1200 Brentwood Ave
1152	027	X		1202 Brentwood Ave
1152	029	X		1206 Brentwood Ave
1152	030	X		1208 Brentwood Ave
1152	031	X		1210 Brentwood Ave
1152	032	X		1212 Brentwood Ave
1152	033	X		1214 Brentwood Ave
1152	034	X		1216 Brentwood Ave

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

AMOUNT OF MONEY AND SOURCE:

The City will convey all of its right, title, and interest in certain properties in the Johnston Square neighborhood to Rebuild Johnston Square Partners, LLC. Each vacant lot will be sold for \$2,000.00 and each vacant building will be sold for \$6,000.00, which will be paid to the City at the time of settlement under the terms of the Johnston Square Land Disposition Agreement approved by the Board on October 19, 2019, which includes a seller take-back mortgage component. Settlements will occur incrementally in five phases over a ten-year period. If the current buildings remain standing, the purchase price should be \$164,000.00.

BACKGROUND/EXPLANATION:

On October 10, 2019 the Board approved a multi-phased Land Disposition Agreement to Rebuild Johnston Square Partners, LLC, which included a seller take-back mortgage component with a forgivable element for end-use owner occupants. The total aggregate amount of the seller take-back mortgage could potentially be \$1,446,000.00 over the anticipated ten-year length of this agreement. Section 1:05 of that Agreement allowed for properties to be added or removed from the Schedule A with a Board letter, thus eliminating the need for a full Amendment.

The Rebuild Johnston Square Partners, LLC was formed to revitalize and rebuild the Johnston Square community. The Developer will renovate and redevelop the vacant buildings and lots for both residential and commercial uses including home ownership. The purchase price and improvements to the sites will be funded through public and private funds. The City will acquire privately owned property in this transaction subject to funding availability.

On March 20, 2019 the Board approved a Land Disposition Agreement to ReBuild Metro Holdings, LLC for these same 31 City owned properties included herein. ReBuild Metro Holdings, LLC is a subsidiary of the managing member of Rebuild Johnston Square Partners, LLC, and wishes to consolidate the properties from the March 20, 2019 LDA into the October 10, 2019 phased LDA in order to further the development of the entire neighborhood. Therefore, the March 20, 2019 LDA will be terminated upon the adoption of this amendment. The addition of these properties could potentially raise the total aggregate amount of the seller take-back mortgage to \$1,610,000.00, over the anticipated ten-year length of the agreement.

AGENDA

BOARD OF ESTIMATES

12/23/2020

DHCD – cont'd

The authority to sell these properties is within Article 13, § 2-7(f) and (h) and Article 28, § 8 of the Baltimore City Code; and the Johnston Square Urban Renewal Plan.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The properties listed in the LDA are primarily comprised of either residential vacant lots or residential vacant buildings and were priced pursuant to the appraisal policy of Baltimore City via the representative waiver valuation process at \$8,300.00 per three-story vacant building; \$8,000.00 per two-story vacant building; and \$4,500.00 per vacant lot. The properties will be sold to the developer for \$6,000.00 per two- and three-story vacant building and \$2,000.00 per vacant lot.

This provides a comprehensive approach to prevent or eliminate blight by coordinating the revitalization of the Johnston Square community through a combination of rehabilitation and/or redevelopment for the benefit of low and moderate income individuals and families.

The properties are being sold to Rebuild Johnston Square Partners, LLC for a reduced negotiated price because of the following reasons:

1. The renovations will be to the specific benefit to the immediate community.
2. This transaction will eliminate blight from the blocks, and thus eliminate blight from the neighborhood
3. These sales and renovations will return currently vacant buildings and lots to the tax rolls.
4. The properties are being sold for a negotiated price due to their condition, which will require extensive remediation.

MBE/WBE PARTICIPATION:

The Developer will continue to comply with all MBE/WBE requirements.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Transportation - Developer's Agreement No. 1714

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1714 between the Department of Transportation and 417 N. Howard Properties, LLC. The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$22,509.59 – Performance Bond

BACKGROUND/EXPLANATION:

417 N. Howard Properties, LLC, would like to install a new water service and other utilities and services to improve their building at 417 North Howard 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 \$22,509.59 has been issued to 417 N. Howard Properties, LLC which, assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

(The Developer's Agreement No. 1714 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 54 to Johnson, Mirmiran & Thompson, Inc., under project No. 1217, On-Call Construction Project Management Services. The period of the task assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$324,510.38 – 9950-902315-9506-900010-705032

BACKGROUND/EXPLANATION:

This task will provide for the continued services of TR01041 Construction Project Engineer and Senior Construction Inspector services for the Edmondson Avenue Bridge Project.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has achieved a MBE goal of 23% at this time and there remains enough capacity to meet the remaining goal. The Consultant has achieved a WBE goal of 9% and there remains enough capacity to meet the goal.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 27, 2020.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 41 to STV/PB Construction Managers JV, under project No. 1217, On-Call Construction Project Management Services. The period of the task assignment is approximately twelve months.

AMOUNT OF MONEY AND SOURCE:

\$382, 892.00 – 9962-906072-900000-705032

BACKGROUND/EXPLANATION:

This task will provide the Conduit Division with two Public Works Inspector's III field services of the observation and monitoring of Conduit Capital Maintenance Contracts.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has not met the MBE goal of 27%, they achieved a goal of 19% and there remains enough capacity to meet the goal. The Consultant has achieved the WBE goal of 10%.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 27, 2020.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Baltimore City Fire Department – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Agreement from the U.S. Department of Health and Human Services CARES Provider Relief Fund. The period of the Grant Agreement is from March 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE

\$614,500.51 – 4000-445221-3191-308700-404001

BACKGROUND/EXPLANATION:

The grant will only be used to prevent, prepare for and respond to coronavirus, and the Payment will reimburse the Recipient only for healthcare-related expenses or lost revenues that are attributable to coronavirus.

The agreement is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

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

TRANSFERS OF FUNDS

* * * * *

The Board is requested to approve
the Transfer of Funds
listed on the following pages:
75 - 78

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>			
1.	\$500,000.00 2 nd Community and Economic Development Loan	9904-909047-90129 Broadband Infrastructure (Reserve)	9904-914047-9127 BCIT Broadband Infrastructure
	<p>Baltimore City Information Technology (BCIT) will work to establish a parallel fiber network for public facing broadband projects and implement two broadband pilot projects in accordance with the City's broadband strategy. BCIT commissioned a study for a set of recommendations to inform a Broadband Strategic Plan to guide the City's future broadband planning and investments and set as a priority the need to improve access to broad band planning and investments and set as a priority the need to improve access to broadband to low-income city residents with the greatest need. This initial investment will establish the infrastructure foundation needed to implement broadband pilot projects by the end of FY21.</p>		
2.	\$50,000.00 3 rd Community and Economic Development Loan	9904-910072-9129 Port Discovery Phase II Renovation	9904-904778-9127 Port Discovery Phase II Improvement
	<p>Port Discovery's Phase II capital renovations will renovate portions of the exteriors of the building and atrium, activate the atrium into an indoor park-like setting, and upgrade the aging Adventure Expeditions exhibit. These projects include but are not limited to: design, fabrication, and installation of new exhibit spaces; improvement to public spaces; exterior renovation and building system improvements.</p>		
3.	\$50,000.00 State Constr. Rev FY'20 Series	9950-956002-9515 Construction Reserve- Resurfacing JOC- Urgent Needs	9950-904006-9514 Urgent Needs TR20014

AGENDA

BOARD OF ESTIMATES

12/23/2020

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Department of Transportation

The transfer will cover the costs of advertisement, printing and other related costs for Project TR20014, "Urgent Needs."

Department of Housing & Community Development

4. \$1,500,000.00	9910-923006-9609	9910-911585-9610
Other Funds	Home Program Reserve	Aisquith/Somerset Phase II

The transfer will support a portion of hard costs for Aisquith/Somerset Phase II for new construction of 99 rental units (the "Affordable Units") within a large 127 mixed-income, rental development with retail space on the first floor.

Baltimore City Office of Information Technology

5. \$350,000.00	9903-919029-9117	9903-921029-9116
Other—BCIT Master Lease	Upgrade City Firewall Reserve	Upgrade City Firewall Active

This project will upgrade ASA firewalls providing Virtual Private Network(VPN) secure City network access for City employees from external environments. Funds should also provide enhancements to ASA firewalls that involve VPN secure City network access.

AGENDA

BOARD OF ESTIMATES

12/23/2020

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore City Office of Information Technology – cont'd</u>		
1. \$ 350,000.00 Other—BCIT Master Lease	9903-927030-9117 Upgrade Broadband Reserve	9903-929030-9116 Upgrade Broadband
\$100,000.00 General Fund Reserve	9903-927030-9117 Upgrade Broadband Reserve	9903-929030-9116 Upgrade Broadband
----- \$450,000.00		

The purpose of the project is to address the City’s enterprise broadband width limitations presented by the current systems. The current broadband width does not meet current standards.

2. \$350,000.00 Other—BCIT Master Lease	9903-919029-9117 Upgrade City Firewall Reserve	
\$550,000.00 Other--BCIT Master Lease	9903-907059-9117 Security Info/Event Management	9903-921059-9116 Security Info/Event Management
----- \$900,000.00		
\$150,000.00 3 rd Parks & Public Facilities Bond	9903-907059-9117 Security Info/Event Management	9903-921059-9116 Security Info/Event Management
----- \$1,050,000.00		

AGENDA

BOARD OF ESTIMATES

12/23/2020

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Baltimore City Office of Information Technology – cont'd

The Department is moving funds from “City Wide Cybersecurity Systems Upgrades,” to “Security Information and Event Management (SIEM)” to support procurement of the SIEM platform for a 3-year period. This SIEM Project will implement a City-owned SIEM system. Cyber warfare can be detected by SIEM with accuracy; discovering both attackers and victims, and provide risk mitigation options.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor’s Office of Children and Family Success – Maryland Community Development Block Grant Program COVID – Round 2 Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Maryland Community Development Block Grant (MD CDBG) Program COVID – Round 2 Grant Agreement with the Maryland Department of Housing and Community Development. The period of the MD CDBG Program COVID – Round 2 Grant Agreement is effective upon Board approval through December 31, 2021.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 – 5000-518521-1191-594700-405001

BACKGROUND/EXPLANATION:

The United States Department of Housing and Urban Development (HUD) has authorized the State of Maryland to distribute and administer supplemental federal MD CDBG funds. The City of Baltimore applied to the State for CDBG funds and has been selected for the MD CDBG Program in the amount of \$2,000,000.00.

The CDBG funds will be used to provide up to six months of rental assistance to those whose income has been negatively impacted by the loss of employment or reduction in hours as a result of the COVID 19 crisis. Assistance can only be provided to people in danger of losing their housing and whose total household income is at or below 80% of area median income using HUD’s income limits provided for each county.

The grant funds must be expended on or before December 31, 2021.

MWBOO GRANTED A WAIVER ON DECEMBER 17, 2020.

APPROVED FOR FUNDS BY FINANCE

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

(The Maryland Community Development Block Grant Program COVID – Round 2 Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – Amendment No. 1 to Agreement
for Contract No. BWW – 004

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) for Contract No. BWW – 004, Emergency Staff Augmentation Services with Hazen and Sawyer. The period of Amendment No. 1 is effective upon Board approval through 15 days after the Executive Order declaring a State of Emergency related to COVID-19 issued by the Mayor of Baltimore City has been lifted or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No funds are required.

BACKGROUND/EXPLANATION:

On July 29, 2020, the Board approved the original agreement, in the amount of \$200,000.00, with Hazen and Sawyer to assist in operating and maintaining water filtration plants, wastewater treatment plants, and respective pumping stations.

The DPW is requesting a no cost time extension to extend the expiration date of the agreement until 15 days after the Executive Order declaring a State of Emergency related to COVID- 19, issued by the Mayor of Baltimore City has been lifted. This extension will allow Hazen and Sawyer to continue to operate the water and wastewater plants in response to any emergency related to COVID-19 pandemic.

The DPW operates and maintains Baltimore's water filtration plants, wastewater treatment plants, and respective pumping stations and it is essential to continue the operations amidst the ongoing and rapidly evolving COVID- 19 pandemic. If staffing is reduced to levels that threaten ongoing operations, support from the Consultant will be utilized to run the facilities by their staff with requisite operational or maintenance knowledge.

MWBOO GRANTED A WAIVER ON APRIL 7, 2020.

AUDITS NOTED THE NO COST TIME EXTENSION.

(The Amendment No. 1 to Agreement for Contract No. BWW – 004, has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Parking Authority for – Sixth Amendment to Parking Facility
Baltimore City (PABC) Operations and Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Sixth Amendment to Parking Facility Operations and Management Agreement with Impark/Danas LLC for the Penn Station Garage. The sixth amendment extends the agreement through October 31, 2021.

AMOUNT OF MONEY AND SOURCE:

<u>6th Amendment</u>	<u>Original + 5 Amendments</u>	<u>Account Number</u>
\$ 523,749.00	\$3,072,732.00	2075-000000-2321-407600-603016 Maint. and Repair
\$ 3,600.00	\$ 22,500.00	2075-000000-2321-407600-603026 Mgmt. and Incentive
\$ 77,280.00	\$ 482,880.00	2075-000000-2321-407600-603038 Security
\$ 604,629.00	\$3,578,112.00	Total

BACKGROUND/EXPLANATION:

The Original Agreement was approved for a one-year term (August 1, 2013 to July 31, 2014) with a one-year renewal option that was properly exercised, and has been amended five times previously to extend the term for one year each time, with approval from the Board on November 4, 2015, July 27, 2016, July 26, 2017, August 8, 2018 and July 31, 2019. The Fourth Amendment removed the Marriott and Redwood Garages from the Original Agreement so they could be leased to MEDCO. The Fifth Amendment recognized the removal of the Arena Garage.

Under the Original Agreement, compensation to Impark was based on a monthly base management fee with reimbursement for approved operating expenses at the parking facilities. This Sixth Amendment requires additional funding to pay for anticipated operating expenses and to compensate Impark during the extended term upon the original compensation structure.

AGENDA

BOARD OF ESTIMATES

12/23/2020

PABC - cont'd

The Parking Authority requests this Sixth Amendment to extend the term for the Penn Station Garage for twelve months to allow the Parking Authority to procure an operator for a group of facilities that will include Penn Station.

Impark has provided adequate management services.

MBE/WBE PARTICIPATION:

MWBOO FOUND THE VENDOR IN COMPLIANCE ON JULY 28, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Sixth Amendment to Parking Facility Operations and Management Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office – Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Employment Agreement between City Administrator designate Christopher J. Shorter and the Mayor and City Council of Baltimore City for the latter of (a) coterminous with the term of Mayor Brandon Scott. or (b) beyond the term of the Mayor until a qualified successor is appointed and confirmed for the City Administrator according to Section 136 of Article VII of the Charter. The expected period of the agreement is January 11, 2021 through December 9, 2024,

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 – Base Salary per annum, less withholdings

1001-000000-1250-795500-601001

BACKGROUND/EXPLANATION:

On December 8, 2020, Mayor Brandon Scott introduced Austin, Texas Assistant City Manager Christopher J. Shorter as his choice to serve as City Administrator for the City of Baltimore. Mr. Shorter will serve as Acting City Administrator beginning Monday, January 11, 2021, until his nomination is approved by the Baltimore City Council.

Mr. Shorter has served as one of four Assistant City Managers for the City of Austin, Texas, since February 2019. In that role, he has focused on matters related to culture, environmental services, and health. Prior to his service on behalf of the City of Austin, Texas, Mr. Shorter served as Director of the Washington, DC, Department of Public Works, Chief Operation Officer for the Washington, DC Department of Health, and as Chief of Staff for the Washington, DC Department of Youth Rehabilitation Services.

Mr. Shorter is a graduate of Florida Agricultural and Mechanical University, one of our nation's renowned HBCUs. He holds a Master's degree from the University of Pittsburgh.

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office – cont'd

Mayor Scott wishes to employ Mr. Shorter as the City Administrator for the City of Baltimore, subject to City Council confirmation. Mr. Shorter agrees to enter into an agreement with the City to serve in this role. The agreement details the benefits to which Mr. Shorter is entitled, including potential severance payments in the event he is not confirmed by the City Council or in case of a “termination without cause.”

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Mayor's Office – Reimbursement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of reimbursement for moving expenses related to the City Administrator nominee's relocation from Austin, TX to Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$9,556.78 – 1001-000000-1250-775200-603033

BACKGROUND/EXPLANATION:

On December 8, 2020, Mayor Brandon Scott introduced Austin, Texas Assistant City Manager Christopher J. Shorter as his choice to serve as City Administrator for the City of Baltimore. Mr. Shorter will serve as Interim City Administrator beginning Monday, January 11, 2021, until his nomination is approved by the Baltimore City Council.

AM 200-3 establishes the requirements for providing financial assistance to new employees who have been approved for monies to minimize the costs of their move to start their new job. More specifically, the Policy establishes responsibility for certain moving expenses when an individual is moving personal belongings and/or family to assume a position with the City. Under no circumstances will the City consider or approve reimbursement of moving expenses unless the charges are approved by the Board in advance.

The Policy further requires the new employee to submit two (2) estimates of the move costs. Such cost estimates must detail the scope of the estimate, i.e., move is limited to the costs of personal belongings. The Board, shall, at its own discretion, stipulate the amount of moving expenses to be covered in its approval.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with O'Brien & Gere Engineers, Inc. for the assignment of S.C 955P-PAS Gwynns Falls Sewershed Powder Mill Interceptor Improvements and Stream Restoration. The period of the agreement is for three years or until upset limit is reached.

AMOUNT OF MONEY AND SOURCE:

\$ 402,892.28 – 9956-906659-9551-900020-703032
738,445.61 – 9958-905994-9525-900020-703032
\$1,141,337.89 – TOTAL

BACKGROUND/EXPLANATION:

The Department is in need of the Consultant to provide engineering services in assistance to the City during construction of the S.C 955 to oversee that the work performed by the contractor is completed in conformance with the design and as specified in the contract documents. The S.C. 955 work is within the Gwynns Falls Sewershed Area. Engineering services will include reviewing submittal, Request for Information, attending monthly progress meetings, closed circuit television inspection, reviewing redlines, change orders, stream inspections, conditional and final inspections, updating drawings and Geographic Information Systems.

The Scope of the Agreement includes O'Brien & Gere Engineers, Inc. providing the City with post award services necessary during construction of S.C. 955 to oversee that the work performed by the contractor is completed in accordance with the design and as specified in the contract documents. The project consists of three phases which includes powdermill interceptor improvements, powdermill stream restoration and construction of Dead Run access road.

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

MBE: 30%

WBE 15%

MWBOO SET THE MBE GOAL AT 30% AND THE WBE GOAL AT 28%.

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

(The Agreement with O'Brien & Gere Engineers, Inc. has been approved by the Law Department as to form and legal sufficiency.)

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$875,000.00 Stormwater Restoration	9958-906405-9526 Citywide Stream	9958-905994-9525-3 Design Revenue Bonds
\$435,124.00 Federal Infrastructure WIFIA	9956-907622-9549 Sewer System Rehab Gwynns Falls	9956-906659-9551-3 Design

The transfer will cover costs for S.C. 955P PAS Gwynns Falls Sewershed Powder Mill Interceptor Improvements and Stream Restoration.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 011, to Rummel, Klepper & Kahl, LLP under Project 1801 On Call Project and Construction Management.

AMOUNT OF MONEY AND SOURCE:

(\$10,115.18) - 9956-910533-9551-90020-705032

(10,115.18) - 9956-905527-9557-90020-705032

(\$20,230.36)

BACKGROUND/EXPLANATION:

The Department was in need of Construction Management Assistant services for various projects. However, the project did not utilize all of the funds and is requesting a credit.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 27% and WBE goal of 10% assigned to the original agreement. Current status is:

MBE: 33%

WBE 20%

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

MWBOO APPROVED THE EAR ON JULY 21, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 012, to Rummel, Klepper & Kahl, LLP under Project 1801 On Call Project and Construction Management Assistance. The period of the task is 17 months.

AMOUNT OF MONEY AND SOURCE:

\$603,903.40 – 9958-905912-9520-900020-703032

BACKGROUND/EXPLANATION:

The Department is in need of engineering services for the ongoing work on SDC 7778-Drainage Repairs and Improvement at Various Locations. The work is within the original scope of the agreement.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

The Scope of Construction Project includes Closed Circuit television inspection including videotaping before and after improvements. Construction of storm drain manholes and inlets; brick and cast-in-place or precast concrete, and any other storm drain appurtenance; cleaning storm drain pipes. Repairing and cleaning damaged storm drain structures; construction of sidewalks, curb and gutter, and asphalt and concrete paving associated with the storm drain systems. Installations of cured in place concrete pipe lining; stream channel and stream bank repair.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Current goals are:

MBE: 33%

WBE 21%

MWBOO APPROVED THE EAR ON AUGUST 20, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013, to Rummel, Klepper & Kahl, LLP under Project 1801 On Call Project and Construction Management Assistance. The period of the task is 15 months.

AMOUNT OF MONEY AND SOURCE:

\$216,358.86 – 9960-905721-9557-900020-703032

BACKGROUND/EXPLANATION:

The Department is in need of project engineering services for the ongoing work on W.C. 187-Water Main Replacement and Rehabilitation in Westgate, Hunting Ridge, and Uplands. The work requested is within the original scope of the agreement.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Current goals are:

MBE: 33%

WBE 20%

MWBOO APPROVED THE EAR ON OCTOBER 29, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 015, to Whitman, Requardt & Associates, LLP under Project 1805 On Call Project and Construction Management Assistance. The period of the task is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$482,103.06 – 9960-904971-9557-900020-703032

BACKGROUND/EXPLANATION:

The Department is requesting Whitman, Requardt & Associates, LLP to provide construction management assistance and inspection services on W.C. 1404-Urgent Need Water Infrastructure Rehabilitation and Improvement-Phase III-FY20. The work is within the original scope of the agreement.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor’s application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support.

The Scope of Construction Project includes: Urgent needs water main repairs and replacement as necessary, including but not limited to, replacement/installation of various size new ductile iron pipe, valves, fittings, and appurtenances; replacement /installation of fire hydrants, small meter settings and meter vaults.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Current goals are:

MBE: 42%

WBE 19%

MWBOO APPROVED THE EAR ON OCTOBER 29, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 016, to Whitman, Requardt & Associates, LLP under Project 1805 On Call Project and Construction Management Assistance.

AMOUNT OF MONEY AND SOURCE:

(\$107,912.87) – 9960-902950-9557-900020-705032

BACKGROUND/EXPLANATION:

The Department was in need of inspection services work on W.C. 1370R-AMI/R Metering Infrastructure Repair & Replacement, Various Locations (3" & Larger Water Services). However, the project was completed early. This request is to credit the unused amount to the contract so it can be used for future projects.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating scheduling, project engineering, constructability reviews and construction contract administrative support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Current goals are:

MBE: 42%

WBE 19%

MWBOO APPROVED THE EAR ON NOVEMBER 10, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 010, to AECOM Technical Services Inc., under Project 1803 On Call Project and Construction Management. The period of the task is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$354,077.99 – 9960-907127-9557-90020-705032

BACKGROUND/EXPLANATION:

The Department is in need of inspection services for the ongoing emergency work on W.C. 1301R On-Call Large Water Main Repairs. The work is within the original scope of the agreement.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

The Scope of Construction Project includes installation of various size Prestressed Concrete Cylinder Pipe (PCCP) and ferrous metal pipe segments, reinforcement of existing PCCP utilizing external post tension tendon systems, epoxy repairs, and installation of corrosion control and monitoring systems at various locations in the City and Baltimore County.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Currently, this task is not in compliance because only six tasks have been approved. Current goals are:

MBE: 12%

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

WBE 19%

MWBOO APPROVED THE EAR ON NOVEMBER 29, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 010, to EBA Engineering, Inc. under Project 1255 On Call Materials Testing and Inspection Services.

AMOUNT OF MONEY AND SOURCE:

(\$335,806.68) – 9960-902988-9557-900020-703032

BACKGROUND/EXPLANATION:

The Department was in need of Construction Management Assistance Services for W.C. 1388 Urgent Need Water Infrastructure Rehabilitation and Improvement-Phase III-FY20. However, the project did not utilize all of the funds and is requesting a credit.

The Scope of the Original Agreement includes Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor’s application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 27.01% and WBE goal of 11.6% assigned to the original agreement. Current goals are:

MBE: 29%

WBE 10%

MWBOO APPROVED THE EAR ON NOVEMBER 10, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to the agreement with KCI Technologies, Inc. under Project 1254K-O/C Environmental Engineering Services. The amendment extends the period of the agreement from December 12, 2020 through December 12, 2021.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00-upset fee increase
To be determined with each individual project.

BACKGROUND/EXPLANATION:

The Department is requesting additional funds in the amount of \$500,000.00 and a time extension of 12 months. Additional tasks are required including the Rapid Sludge Loading Facility.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTES THE TIME EXTENSION AND INCREASE IN UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – Amendment No. 1 to Agreement
for Contract No. BWW – 002

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) for Contract No. BWW – 002, Emergency Staff Augmentation Services with C.C Johnson and Malhotra, P.C. The period of Amendment No. 1 is effective upon Board approval through 15 days after the Executive Order declaring a State of Emergency related to COVID-19 issued by the Mayor of Baltimore City has been lifted or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No funds are required.

BACKGROUND/EXPLANATION:

On August 12, 2020, the Board approved the original agreement, in the amount of \$200,000.00, with C.C Johnson and Malhotra, P.C. to assist in operating and maintaining water filtration plants, wastewater treatment plants, and respective pumping stations.

The DPW is requesting a no cost time extension to extend the expiration date of the agreement until 15 days after the Executive Order declaring a State of Emergency related to COVID- 19, issued by the Mayor of Baltimore City has been lifted. This extension will allow C.C Johnson and Malhotra, P.C.to continue to operate the water and wastewater plants in response to any emergency related to COVID-19 pandemic.

The DPW operates and maintains Baltimore’s water filtration plants, wastewater treatment plants, and respective pumping stations and it is essential to continue the operations amidst the ongoing and rapidly evolving COVID- 19 pandemic. If staffing is reduced to levels that threaten ongoing operations, support from the Consultant will be utilized to run the facilities by their staff with requisite operational or maintenance knowledge.

MWBOO GRANTED A WAIVER ON APRIL 7, 2020.

AUDITS NOTED THE NO COST TIME EXTENSION.

(The Amendment No. 1 to Agreement for Contract No. BWW – 002, has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – Amendment No. 2 to SC No. 945R, Project No. 1196R

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to SC No. 945 (Amendment No. 2) under Project No. 1196R, Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System with Rummel, Klepper & Kahl, LLP (RK&K). Amendment No. 2 will extend the period of the agreement through January 9, 2023.

AMOUNT OF MONEY AND SOURCE:

\$554,773.99 – 9956-908655-9551-900020-703032

BACKGROUND/EXPLANATION:

On January 10, 2018, the Board approved the original agreement with RK&K, under Project No. 1196, SC 945R.

Due to the greater than anticipated number of Requests for Information (RFIs) and submittals, RK&K has exceeded the number of hours that it budgeted for its role in the project; however, SC 945R is still active. RK&K has proposed, and agrees, that it should be compensated appropriately for this continued participation in providing engineering services for the rest of the construction phase of this contract and through the warranty period. On November 20, 2019, the Board approved Amendment No. 1 to extend the period of the agreement through January 9, 2022 and an additional scope of work was added to the contract.

Amendment No. 2 will extend the period of the agreement through January 9, 2023. This Amendment No. 2 is within the original scope of work and was requested by the Agency.

The scope of the original agreement includes the Consultant providing design services in support of the Modified Consent Decree that the City of Baltimore signed with the U.S. Environmental Protection Agency. The Consultant performed reconnaissance in the form of field walks and various other investigative methods to identify shortcomings in the status of City assets such as sewer pipelines and access manholes.

With this information and the Geographic Information Systems data provided by Baltimore City, the Consultant prepared contract drawings clearly marking the deficient assets and recommending repair/replacement options. In addition, the Consultant issued guidance

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – cont'd

regarding other public utilities, maintenance of traffic, and Right-of- Entry Permits. Once construction was initiated, the Consultant agreed to provide engineering services in support of the contractor's prosecution of the work (Post Award Services). Post Award Services include responding to Request for Information (RFIs), providing guidance regarding Proposed Change Orders, review of submittals, and other miscellaneous services related to project completion.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 10% WBE goals assigned to the original agreement.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 2, 2020.

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

(The Amendment No. 2 to SC 945R, Project No. 1196R has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Public Works – cont'd

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$600,000.00 Wastewater Revenue Bonds	9956-933004-9549 Sanitary Sewer Inspection Services	9956-908655-9551-3 Design

The transfer will cover the expenses associated with Project No. 1196R, Amendment No. 2 (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System with Rummel, Klepper & Kahl, LLP.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP., under Project No. 1315, On-Call Civil Engineering Design Services. The period of the task is approximately nine months.

AMOUNT OF MONEY AND SOURCE:

\$19, 662.69 – 9938-911093-9474-900000-703032

BACKGROUND/EXPLANATION:

The task will include engineering design services for Clifton Park/Rita Church Athletic Field Developers Agreement.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 14%

The Consultant has achieved 18.23% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 15.62% of the MBE goal at this time.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 24, 2020.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$20,000.00	9938-910093-9475	9938-911093-9474
State (Program	FY 18 Clifton Park	FY18 Clifton Park
Open Space	Improvements Reserve	Improvements Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1315, Task No 4 to Rummel, Klepper & Kahl, LL.P.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Recreation & Parks – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007 to Murphy & Dittenhafer, Inc. under Project No. 1314, On-Call Architectural Design Services.

AMOUNT OF MONEY AND SOURCE:

\$ 23,001.07 – 9938-917022-9474-000000-703032

BACKGROUND/EXPLANATION:

This task will include construction administration services for Mt. Pleasant Ice Arena. The period of the task is approximately four months.

MBE/WBE PARTICIPATION:

Murphy & Dittenhafer, Inc., will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MWBOO SET THE MBE GOAL AT 28% AND THE WBE GOAL AT 20%.

The Consultant has achieved 3.36% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals. The Consultant has achieved 34.65% of the MBE goal at this time.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Department of Recreation & Parks – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$23,000.00 3rd Parks & Public Facilities	9938-908152-9475 Druid Hill Park Reptile House Reserve	9938-917022-9474 Community Center Master Active

This transfer will provide funds to cover the costs associated with construction administration services under On-Call Contract No. 1314, Task #007 to Murphy & Dittenhafer, Inc. The period of the task is approximately four months.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Bureau of the Budget and – COVID-19 Emergency Grant Agreement
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the COVID-19 Emergency Grant Agreement with the Baltimore Civic Fund to administer the COVID-19 Non-Profit Relief Fund program, under the Coronavirus Aid, Relief, and Economic Security (CARES) Act, Coronavirus Relief Fund (CRF). The period of the Grant Agreement is October 1, 2020 through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$5,000,000.00 - 1001-000000-1220-818800-607001

BACKGROUND/EXPLANATION:

The Baltimore City COVID-19 Nonprofit Relief Fund will assist local nonprofits with their general operating expenses in the wake of COVID-19. Nonprofits have shifted their operations to provide services to Baltimore residents; this program will help them combat added costs and/or make up for the economic toll.

Through an open, transparent, and competitive process, the Baltimore Civic Fund will facilitate \$5,000,000.00 in CARES Act funding to assist local nonprofits with grants of up to \$50,000.00. Eligible nonprofits will be focused on the Mayor’s priorities: growing and diversifying our economy (job training); educating or preparing our residents for the emerging new economy; and/or improving the quality of life for City residents.

The COVID-19 Emergency Grant Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

(The COVID-19 Emergency Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

12/23/2020

Bureau of the Budget and Management Research - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement with Visit Baltimore to support public safety measures targeting visitors and tourists due to the COVID-19 public health emergency. The period of the agreement is September 30, 2020 through December 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$5,000,000.00 – 1001-000000-1220-818800-607001

BACKGROUND/EXPLANATION:

The City is awarding funds to Visit Baltimore to support public safety activities targeting visitors and tourists during the COVID-19 pandemic. Activities will include purchase and distribution of personal protective equipment, production of videos with safety messaging, and media advertising.

The grant agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

12/23/2020

Bureau of the Budget and
Management Research (BBMR)

– Grant Award and Appropriation Adjustment Order
No.12

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Coronavirus Emergency Supplemental Funding Grant from the U.S. Bureau of Justice Assistance. The period of the Grant Award is January 20, 2020 through January 31, 2022.

The Board is further requested to approve Appropriation Adjustment Order No.12 to transfer funds within the Fire Department for \$2,770,154.00 from Service 600: Administration-Fire and Service 614: Fire Communications and Dispatch to Service 608: Emergency Management.

AMOUNT OF MONEY AND SOURCE:

<u>From:</u>	<u>To:</u>
\$2,000,000.00 - 6000-600021-2151-776500-600005	\$2,770,154.00 – 4000-438920-2131-228200-604009
700,154.00 – 4000-400021-2101-812400-607004	
\$ 2,770,154.00 - TOTAL	

BACKGROUND/EXPLANATION:

The Coronavirus Emergency Supplemental Funding Grant will support a broad range of activities to help the City prevent, prepare for, and respond to the coronavirus pandemic. Funded activities may include (but are not limited to) overtime, equipment, supplies, training, and travel expenses. Initially, funding was appropriated within an unallocated account in the Fiscal 2021 Ordinance of Estimates. With this appropriation adjustment order, funding will be moved from the unallocated grant source in accordance with the actual grant award.

This request is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

12/23/2020

BBMR – cont'd

APPROVED FOR FUNDS BY FINANCE

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

(The terms and conditions of Grant Award have been approved by the Law Department as to form and legal sufficiency.)

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

112 – 120

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

In connection with the Transfer of Funds,
reports have 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

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Recreation and Parks

- | | | | |
|----|--------------------------------------|---------------------|----------------|
| 1. | RP17802R Dypski
Park Improvements | DSM Properties, LLC | \$1,527,084.87 |
|----|--------------------------------------|---------------------|----------------|

MBE/WBE PARTICIPATION:

On October 28, 2020, the Board opened three bids for the subject project. Bids ranged in a low of \$1,527,084.87 to a high of \$2,926,425.00. A Tabulation has been submitted. The Department finds the bid acceptable and recommends the award of this contract to DSM Properties, LLC.

MBE: Priority Construction Corporation	\$122,166.79	8.00%
Powell's Trucking Company, Inc.	38,177.12	2.50%
Moore's System Maintenance, LLC	151,000.00	9.90%
Best Fence, LLC	<u>25,960.44</u>	<u>1.70%</u>
Total	\$337,304.35	22.09%
WBE: DSM Properties, LLC*	\$61,083.39	4.00%
Cherry Hill Fabrication Incorporation	12,000.00	0.79%
S & L Trucking, LLC	45,812.55	3.00%
Empire Landscape, LLC	<u>4,700.00</u>	<u>0.30%</u>
Total	\$123,595.94	8.09%

***Indicates self-performance**

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$306,211.00	9938-913001-9474	
Unallocated	Unallocated	
State		

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Recreation and Parks – cont'd</u>		
150,000.00 2 nd Parks & Public Facilities	9938-909102-9475 FY Park 18 Rehabilitation Program Reserve	
22,000.00 State (Program Open Space)	9938-905773-9475 Neighborhood Swim Pool Renovation Reserve	
64,000.00 26 th Series Rec & Parks	9938-905773-9475 Neighborhood Swim Pool Renovation Reserve	
<u>\$270,000.00</u> 2 nd Parks & Public Facilities	9938-903772-9475 Neighborhood Swim Pool Renovation Reserve	
\$812,211.00	-----	9938-904772-9474 Dypski Park Improvements Active

This transfer will provide funds to cover the costs associated with the award of contract no. RP17802R Dypski Park Improvements to DSM Properties, LLC.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Rec & Parks – cont'd

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$550,000.00 State Program Open Space	9938-911095-9475 FY18 GF Athletic Field Renovation	
167,000.00 27 th Series Rec & Parks	9938-911095-9475 FY18 GF Athletic Field Renovation Reserve	
33,000.00 26 th Series Rec & Parks	9938-911095-9475 FY18 GF Athletic Field Renovation Reserve	
\$750,000.00	-----	9938-912095-9474 FY18 GR Athletic Field Renovation Active

This transfer will provide funds to cover the costs associated with the award of contract no. RP17802R Dypski Park Improvements to DSM Properties, LLC.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

- 4. TR 20008, ADA Ramp Citywide M. Luis Construction Co., Inc. \$ 521,421.95

MBE/WBE PARTICIPATION:

MBE: Manuel Luis Construction Co., Inc.*	\$229,863.47	43.5%
WBE: Rowen Concrete, Inc.	\$ 60,875.00	11.52%
Powell's Trucking Co., Inc.	\$ 7,820.00	1.48%

*Indicates self-performance.

MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 02, 2020.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
5. \$ 424,114.00	9950-902465-9509	
	State Series FY'20 Construction Reserve	
	Curb Repair Citywide	
125,521.24		
<u>GF(HUR)</u>		
\$549,635.24		
\$ 521,421.95	-----	9950-903576-9508-6
		Structure & Improvements
<u>28,213.29</u>	-----	9950-903576-9508-5
\$549,635.24		Inspection
		ADA Ramp Improvement
		TR20008

This transfer will fund the costs associated with the award of project TR 20008, ADA Ramp Citywide to Manuel Luis Construction Co., Inc. in the amount of \$521,421.95.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

6.	TR 20016, Conduit System Reconstruction at Various Locations Citywide	Highlander Contracting Company, LLC	\$6,679,950.00
----	-----------------------------------------------------------------------------	----------------------------------------	----------------

MBE/WBE PARTICIPATION:

MBE: Machado Construction Co., Inc.	\$667,995.00	10%
WBE: Cuddy & Associates, LLC	\$267,198.00	4%

MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 30, 2020.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
7. \$7,681,942.50	9962-932007-9563	
Other	Construction Reserve	
\$ 6,679,950.00	-----	9962-906121-9562-6
		Structure & Improvements
667,995.00	-----	9962-906121-9562-5
		Inspection
<u>333,997.50</u>	-----	9962-906121-9562-2
		Contingencies
\$7,681,942.50		Conduit Reconstr. TR200 16

This transfer will fund the costs associated with the award of project TR20016, Conduit System Reconstruction at Various Locations Citywide to Highlander Contracting Company, LLC in the amount of \$6,679,950.00.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|----------------------------------------------|--------------------------------|----------------|
| 8. | B50006134, Ferric Chloride
for Wastewater | Kemira Water Solutions
Inc. | \$5,712,000.00 |
|----|----------------------------------------------|--------------------------------|----------------|

MBE/WBE PARTICIPATION:

On October 14, 2020, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON OCTOBER 14, 2020.

- | | | | |
|----|-----------------------------------------------------------------|-------------------------------|--------------|
| 9. | B50006094, Group #1: SUV's
Medium and Heavy-Duty
Vehicles | | \$570,995.04 |
| | | Hertrich Fleet Services, Inc. | |
| | | Specifications A: | \$ 85,974.00 |
| | | Specifications F: | \$ 38,872.00 |
| | | Beltway International, LLC | |
| | | Specifications D: | \$399,994.00 |
| | | Pacifico Ford, Inc. | |
| | | Specifications G: | \$ 46,115.04 |

The amount of \$570,995.04 will be financed through the City's master lease program administered by the Bureau of Treasury Management.

Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Eight bids, comprised of twelve responses were received and opened on September 2, 2020. Award is recommended to the lowest responsive and responsible bidders. The bid response received from Pacifico Ford, Inc. for line C is to be rejected because it is no longer needed. The vehicle will be purchased from a current contract. Terex Utilities, Inc. and Altec Industries, Inc. were deemed non-responsive on line B, and Altec Industries, Inc. was deemed non-responsive on line E.

A PROTEST WAS RECEIVED FROM TEREX UTILITIES, INC.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On May 20, 2020, MWBOO determined no goals would be set because of no opportunity to segment the contract. This award is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON MAY 20, 2020.

10.	B50006095, Group #2: SUV's Medium and Heavy-Duty Vehicles	\$1,739,076.96
	Hertrich Fleet Services, Inc.	
	Specifications A:	\$ 48,460.00
	Specifications E:	\$ 51,836.00
	Specifications F1 & F2:	\$ 224,754.00
	Specifications G:	\$ 174,705.00
	Beltway International, LLC	
	Specifications D:	\$1,186,661.00
	Pacifco Ford, Inc.	
	Specifications B:	\$ 52,660.96

The amount of \$1,739,076.96 will be financed through the City's master lease program administered by the Bureau of Treasury Management.

Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Six bids, comprised of thirteen responses were received and opened on September 2, 2020. Award is recommended to the lowest responsive and responsible bidders. Hertrich Fleet Services, Inc. was deemed non-responsive on line B. Pacifco Ford, Altec Industries, Inc., and Terex Utilities, Inc. were deemed non-responsive on line C.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On May 20, 2020, MWBOO determined no goals would be set because of no opportunity to segment the contract. This award is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON MAY 20, 2020.

A PROTEST WAS RECEIVED FROM TEREX UTILITIES, INC.

11.	B50006103, Group #4: SUV's Midsize and Medium-Duty Vehicles	\$ 232,270.00
	Hertrich Fleet Services, Inc.	
	Specifications A:	\$ 69,966.00
	Specifications D:	\$ 57,839.00
	Specifications E:	\$ 78,322.00
	Pacifico Ford, Inc.	
	Specifications B:	\$ 26,143.00

Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. The two bids received were opened on September 16, 2020. This award is recommended to the lowest responsive and responsible bidders.

MBE/WBE PARTICIPATION:

On May 20, 2020, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON MAY 20, 2020.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

12. B50006103, Group #4: SUV's
Midsize and Medium-Duty Vehicles

REJECTION: Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. The two bids received were opened on September 16, 2020. The evaluations were completed, and it was discovered that the proper specifications (Specification C) for requisition R857174 was not solicited. The agency is going to issue new specifications to solicit for the vehicle properly. For this reason, it is recommended that the Board reject all bids.

AGENDA

BOARD OF ESTIMATES

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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

On March 31, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,500.00. The award contained two renewal options. On June 19, 2020 the Board approved the first renewal in the amount of \$24,500.00. This final renewal in the amount of \$24,500.00 is for the period March 31, 2021 through March 30, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Initial award below the MWBOO threshold of \$50,000.00.

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| 3. | GAMBRILLS EQUIPMENT
COMPANY, INC. | \$ 0.00 | Renewal |
| Contract No. B50004770 – O.E.M. and Aftermarket Parts and Repair for Lawn Mowers and Landscape Equipment – Department of General Services – P.O. No.: P538037 | | | |

On December 21, 2016, the Board approved the initial award in the amount of \$299,500.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period March 18, 2021 through March 17, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 1, 2016, it was determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from the manufacturer who is requirement to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER ON SEPTEMBER 1, 2016.

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| 4. | WASTE EQUIPMENT
SALES AND SERVICE, LLC | \$ 0.00 | Renewal |
| Contract No. B50004299 – O.E.M. Parts and Services for FUSO Mitsubishi Trucks – Agency – Various – P.O. No.: P533956 | | | |

AGENDA

BOARD OF ESTIMATES

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

On December 9, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. On November 27, 2019, the Board approved the first renewal in the amount of \$2,000,000.0. This final renewal in the amount of \$0.00 is for the period February 1, 2021 through January 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 30, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON SEPTEMBER 30, 2015.

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| 5. | <u>PRAXAIR, INC.</u> | <u>\$300,000.00</u> | <u>Renewal</u> |
| | Contract No. B50005301 – Liquid Oxygen – Department of Public Works – Wastewater Facilities – P.O. No.: P543112 | | |

On March 21, 2018, the Board approved the initial award in the amount of \$60,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$300,000.00 is to provide liquid oxygen for use at the Patapsco Wastewater Treatment Plant. This third renewal is for the period March 21, 2021 through March 20, 2022, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 9, 2018, MWBOO approved a waiver due to no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JANUARY 9, 2018.

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| 6. | FLOW CONTROLS, INC.
JOBE & COMPANY, INC. | <u>\$150,000.00</u> | <u>Renewal</u> |
| | Contract B50004839 – Gauges Pressure and Level Measurement Instrumentation and Records – Department of Public Works – P.O. Nos.: P538486 and P538487 | | |

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BOARD OF ESTIMATES

12/23/2020

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

On February 8, 2017, the Board approved the initial award in the amount of \$400,000.00. The award contained two renewal options. Subsequent actions have been approved. This second renewal in the amount of \$150,000.00 is for the period February 10, 2021 through February 9, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 2, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from authorized dealers.

MWBOO GRANTED A WAIVER ON DECEMBER 2, 2016.

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| 7. JOSEPH HEIL COMPANY,
INC. | \$ 0.00 | Renewal |
| Contract No. B50004741 – Drain Cleaning Services – Departments of General Services, Public Works and Others – P.O. No.: P537436 | | |

On November 2, 2016, the Board approved the initial award in the amount of \$500,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period January 1, 2021 through December 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 26, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 26, 2016.

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BOARD OF ESTIMATES

12/23/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement – cont'd

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| 8. THE SEGAL COMPANY
(EASTERN STATES), INC. | <u>\$525,000.00</u> | Renewal |
| Contract No. B50003904 – Health Care Consultant and Actuarial Services – Department of Human Resources – P.O. No.: P533754 | | |

On November 18, 2015, the Board approved the initial award in the amount of \$1,652,655.00. The award contained three renewal options. Two renewal options have been exercised. This final renewal in the amount of \$525,000.00 is for the period November 18, 2020 through November 17, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 4, 2019, MWBOO set goals of 5% MBE and 2% WBE. The Vendor was found in compliance on December 2, 2020.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Walker Benefit Services, LLC	3%	\$11,461.25	6.24%
Financial & Realty Services, LLC	2%	7,644.00	4.16%
	5%	\$19,105.25	10.4%
 WBE: DANA Insurance Services, Inc.	 2%	 \$11,000.00	 6%

MWBOO FOUND VENDOR IN COMPLIANCE ON DECEMBER 2, 2020.

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| 9. EQ NORTHEAST, INC.
GOEL SERVICES, INC. | <u>\$1,000,000.00</u> | Renewal |
| Contract No. B50004951 – Environmental Remediation Services – Department of Housing and Community Development – P.O. Nos.: P541110 and P541111 | | |

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>		<u>AWARD BASIS</u>
<u>Bureau of Procurement – cont'd</u>			
WBE: B and M Clean, LLC	4%	\$ 6,508.85	6.18%
A2Z Environmental Group, LLC	2%	4,857.75	4.61%
	6%	\$ 11,366.60	10.79%

MWBOO determined the prime contractor utilized and exceeded its WBEs. However, the prime contractor did not fully respond to MWBOO regarding shortfall with the MBE goal. MWBOO facilitated conciliation meeting, MBE and Prime Contractor agreed to reevaluate work plans to help increase utilization for future services. MWBOO will track progress of approved plan in the future to ensure improvements with compliance.

MWBOO FOUND VENDOR IN NON-COMPLIANCE WITH AN APPROVED PLAN AND AGREEMENT WITH IMPACTED M/WBE(s).

10. CALMI ELECTRICAL
COMPANY, INC. \$3,500,000.00 Renewal
 Contract No. B50004135 – Miscellaneous Electrical Work – Departments of General Services, Public Works, Transportation, etc. – P.O. No.: P532540

On August 19, 2015, the Board approved the initial award in the amount of \$2,331,300.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$3,500,000.00 is necessary for the continuation of electrical system sustainability repairs and projects for various City owned buildings and/or facilities.

This renewal is for the period August 18, 2020 through August 17, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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12/23/2020

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

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 pumps and parts are only available from the distributor and are not available from subcontractors.

12. NEXT LIFE MEDICAL CORPORATION, dba
EMERGENT RESPIRATORY \$205,000.00 Sole Source
Contract No. 08000 – CPAP Units and Accessories – Baltimore Fire Department Headquarters – Req. No.: R863339

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently used installed equipment at the Baltimore City Fire Department.

The period of the award is December 16, 2020 through December 15, 2023, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

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.

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| 13. SHERWOOD LOGAN &
<u>ASSOCIATES</u> | \$ 29,170.00 | Sole Source |
| Contract No. 08000 – Vogelsang Replacement Products, Parts and Pumps –
Department of Public Works – Wastewater Facilities – Req. No.: R858301 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently used installed equipment at the Department of Public Works Wastewater Treatment Plants. This is a one-time procurement. 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.

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BOARD OF ESTIMATES

12/23/2020

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

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.

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| 14. <u>WESCAM INC.</u> | <u>\$350,000.00</u> | <u>Sole Source</u> |
|------------------------|---------------------|--------------------|
- Contract No. 08000 – Wescam Helicopter Camera Repairs – Baltimore Police Department – Req. No.: R860375

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The Vendor is the manufacturer’s sole authorized source of these products which must be compatible with currently used installed helicopter cameras. The period of the award is December 23, 2020 through December 22, 2025. 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.

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BOARD OF ESTIMATES

12/23/2020

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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| 15. SAFRAN HELICOPTER
ENGINES, USA, INC. | \$750,000.00 | Sole Source |
| Contract No. 08000 – Helicopter Engine Repair Parts – Baltimore Police Department
– Req. No.: R859810 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

SAFRAN Helicopter Engines USA, Inc. is the manufacturer and sole authorized provider of maintenance parts for the engines and related equipment for the Police Department's helicopter. The period of the award is December 23, 2020 through December 22, 2023 with two 1-year renewal options. 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 manufacturer and are not available from subcontractors.

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| 16. THALES DIS USA., INC. | \$ 60,000.00 | Renewal |
| Contract No. 08000 – CAFIS Workstations – Baltimore Police Department – Req. No.: R859695 | | |

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

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BOARD OF ESTIMATES

12/23/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

This procurement is for the provision of Cogent Automated Fingerprint Identification Systems (CAFIS) workstations, which are used for forensics to identify fingerprints from a crime scene and match against the local database. The CAFIS workstations are managed by the State of Maryland and Vendor is the sole provider. The period of the award is December 23, 2020 through December 22, 2024. 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.

17.	BALTIMORE GAS AND ELECTRIC COMPANY	\$ 0.00 <u>0.00</u> \$ 0.00	Ratification and Renewal
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Contract No. 08000 – Requirements for Street Lights Rehabilitation – Department of Transportation – P.O. No.: P536375

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On July 27, 2016, the Board approved the initial award in the amount of \$2,100,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This ratification is necessary due to the agency's

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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

continuous use of the Vendor. The period of the ratification is August 1, 2020 through December 31, 2020. This final renewal is for the period January 1, 2021 through July 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement.

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| 18. DMT SOLUTIONS GLOBAL CORPORATION dba BLUECREST | \$ 76,510.33 | Agreement |
| Contract No. 08000 – BlueCrest Maintenance Agreements – Municipal Post Office – Req. No.: R855495 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

The Board is requested to approve and authorize execution of an Agreement with DMT Solutions Global Corporation dba BlueCrest. The period of the agreement is May 1, 2020 through April 30, 2021, with three 1-year renewal options at the sole discretion of the City.

The Vendor is the sole source provider of the existing installed postal equipment and will provide on-call maintenance service for the equipment for the Municipal Post Office. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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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

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

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| 19. ATLANTIC EMERGENCY SOLUTIONS, INC. | \$ 50,000.00 | Cooperative Contract |
| Montgomery County Contract No. #1110661 – Fire Department Tools, Equipment, Hoses and Appliances – Baltimore Fire Department – Req. No.: R863382 | | |

Baltimore Fire Department will be purchasing specialized tools, ladders and hose from a competitively bid, cooperative contract agreement number #1110661 by Montgomery County. The period of the award is March 30, 2020 through March 30, 2021, with two 1-year renewal options remaining.

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 December 5, 2020, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER ON DECEMBER 5, 2020.

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| 20. ALTEC INDUSTRIES, INC. | \$ 0.00 | First Amendment to Agreement |
| Contract No. 08000 – O.E.M. Parts and Repair Services for Altec Bucket Trucks – Department of General Services, Fleet – P.O. No.: P546384 | | |

The Board is requested to approve and authorize execution of a First Amendment to Agreement with Altec Industries. The period of the agreement is March 31, 2019 through April 1, 2022.

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VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement – cont'd

On February 27, 2019, the Board approved the initial award in the amount of \$200,000.00. This first amendment to agreement replaces the terms of the agreement in order to clarify the charges of the Contractor.

MBE/WBE PARTICIPATION:

Not applicable.

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

- 21. FISHER SCIENTIFIC
COMPANY, LLC
VWR INTERNATIONAL,
LLC

\$ 300,000.00

Extension

Contract No. B50004256 – Laboratory Gases and Supplies – Department of Public Works, etc. – P.O. Nos.: P532977 and P532978

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

On October 7, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. The items covered by the contract are required for controlling process at plants. The user agency is updating requirements to initiate the competitive bidding process to have a new contract in place. The contract ended on October 6, 2020. The period of the extension is October 7, 2020 through April 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 17, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

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VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement – cont'd

MWBOO GRANTED A WAIVER ON AUGUST 17, 2015.

22.	ECCOVIA, INC., d/b/a CLIENTRACK, INC.	\$ 0.00	Ratification and Extension
Contract No. B50002737 – Homeless Management Information System (HMIS) – Mayor’s Office of Human Services – P.O. No.: P523147			

On April 10, 2013, the Board approved the initial award in the amount of \$215,000.00. The award contained five renewal options. Subsequent actions have been approved and five renewals have been exercised. This ratification and extension of necessary for existing software licenses, which provides custom reporting, upgrades, expansions and data storage required for the HMIS while a new software license agreement is negotiated and established. The period of the ratification is April 10, 2020 through December 22, 2020. The period of the extension is December 23, 2020 through April 9, 2021.

MBE/WBE PARTICIPATION:

On November 29, 2012, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This was a competitively bid solicitation for proprietary software and implementation services.

MWBOO GRANTED A WAIVER ON NOVEMBER 29, 2012.

23.	FIRELINE CORPORATION	\$ 0.00	Extension
Contract No. B50004301 – Repairs and Maintenance of Electronic Fire Alarm System – Department of General Services – P.O. No.: P533698			

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On June 5, 2019, the Board approved the initial award in the amount of \$300,000.00. The award contained three renewal options. Subsequent actions have been

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

approved and three renewals have been exercised. An extension is necessary to continue services forward while a new solicitation is released and awarded. The contract expired on November 18, 2020. The period of the award is November 17, 2020 through April 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 10, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract. Each call is a unique, self-contained services and is of short duration usually performed by a single technician. Fireline Corporation is a City-certified WBE.

MWBOO GRANTED A WAIVER ON SEPTEMBER 10, 2015.

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| 24. GEIGER PUMP AND EQUIPMENT COMPANY | \$100,000.00 | Increase |
| Contract No. 08000 – ITT Goulds and II Allis Chalmers OEM Pumps and Parts - DPW-Back River Waste Water Facilities – P.O. No.: P545669 | | |

On October 24, 2018, the Board approved the initial award for the amount of \$500,000.00. On January 16, 2019, the Board approved an agreement at no additional cost. The Board is requested to approve an increase for the amount of \$100,000.00. With this increase, the total contract amount will be \$600,000.00. The increase in funds will allow DPW to procure additional items needed for the operation of wastewater treatment plants.

MBE/WBE PARTICIPATION:

Not applicable.

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| 25. NATIONAL CAPITAL INDUSTRIES | \$100,000.00 | Increase |
| Contract No. B50005392 — Supply Barriers/Quadguards - Department of Transportation - P.O. No.: P544099 | | |

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BOARD OF ESTIMATES

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

On June 6, 2018, the Board approved the initial award for the amount of \$48,990.00. On August 28, 2019, the Board approved the first increase for the amount of \$74,000.00. The Board is requested to approve the second increase for the amount of \$100,000.00. With this increase, the total contract amount will be \$229,290.00. A second increase is being requested in order to purchase an additional supply of Barriers and Quadguards as needed.

MBE/WBE PARTICIPATION:

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

26. **MCAFEE ELECTION**

SERVICES, INC.	\$677,828.00	Increase
Contract No. 06000 – Election Services – Board of Elections - P.O. No.: P531956		

On February 5, 2014, the Board approved the initial award for the amount of \$1,079,530.00. On June 17, 2015, the Board approved the first increase for the amount of \$435,369.00. On March 2, 2016, the Board approved the first renewal at no additional cost. On July 27, 2016, the Board approved the second increase for the amount of \$800,000.00. On February 28, 2018, the Board approved the second renewal for the amount of \$1,200,000.00. On December 11, 2019, the Board approved an extension for the amount of \$287,462.00. The Board is requested to approved the third increase for the amount of \$677,828.00. With this extension, the total contract amount will be \$4,480,189.00. This request for an increase is to cover the pre and post-election maintenance on election equipment for the 2020 Presidential General Election and Special Elections which were held. There were four elections this year instead of the original two elections that were anticipated in the initial contract.

MBE/WBE PARTICIPATION:

On December 13, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON DECEMBER 13, 2013.

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<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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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------|-----------------|
| 27. | <u>POLYDYNE INC.</u> | <u>\$1,258,560.00</u> | <u>Increase</u> |
| Contract No. B50005156 — Polymeric Flocculent for Centrifuge Dewatering for the Back River Wastewater Treatment Plant – Department of Public Works, Wastewater Facilities - P.O. No.: P541941 | | | |

On December 13, 2017, the Board approved the initial award for the amount of \$100,000.00. On November 20, 2019, the Board approved the first renewal for the amount of \$1,000,000.00. The Board is requested to approve an increase for the amount of \$1,258,560.00. With this increase, the total contract amount will be \$3,258,560.00.

The increase of the contract is needed to cover the cost of emulsion polymer required to facilitate dewatering digested sludge for the centrifuge facility at the Back River Wastewater Treatment Plant.

MBE/WBE PARTICIPATION:

On September 21, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON SEPTEMBER 21, 2017.

- | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------------|---------------------|
| 28. | HIGHTAIL, INC. DBA
<u>OPEN TEXT</u> | <u>\$52,292.80</u> | <u>Ratification</u> |
| Contract No. 08000 – Annual Licensing and Software Support for Hightail Enterprise – State’s Attorney’s Office - P.O. No.: R858987 & R858991 | | | |

The Board is requested to ratify payment to Hightail, Inc. dba Open Text for Annual Licensing and Software Support for the period of January 16, 2020 through January 15, 2021.

The State Attorney’s Office is requesting a final payment for the annual licensing and software support for Hightail for Business Software. Hightail for Business is a secure file sharing service that includes end user functionality to securely send, share, access, and sign files, as well as providing enterprise IT administration features.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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

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

MBE/WBE PARTICIPATION:

Not Applicable.

- | | | | |
|-----|-------------------------------------------------------------------------------------------------------|--------------------|----------------|
| 29. | <u>AIRGAS USA, LLC</u> | <u>\$45,000.00</u> | <u>Low Bid</u> |
| | Contract No. B50006159 — Compressed Gases – Department of General Services, Fleet - Req. No.: R865280 | | |

Vendors were solicited by posting on CitiBuy. The sole bid received was opened on November 30, 2020 and was found to be fair and reasonable. Award is recommended to be made to the responsible bidder.

MBE/WBE PARTICIPATION:

Not applicable. Award is below MBE/WBE subcontracting threshold of \$50,000.00.

- | | | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| 30. | REALISTIC COMPUTING,
LLC.
BUSINESS INTEGRA, INC.
ARRAY INFORMATION
TECHNOLOGY
OST, INC.
BG STAFFING, LLC D/B A VISION
TECHNOLOGY SERVICES,
22 ND CENTURY TECHNOLOGIES,
INC.
APEX SYSTEMS, LLC.
SERIGOR, INC.
TRIGYN TECHNOLOGIES,
INC. | | |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|

AGENDA

BOARD OF ESTIMATES

12/23/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

BITHGROUP TECHNOLOGIES,
INC.

BG STAFFING, LLC D/B/A VISION

UVS INFOTECH, LLC.

EARLY MORNING SOFTWARE,
INC.

\$21,000,000.00

Low Bid

Contract No. B50005580 - Enterprise Support Staff – Citywide - P.O. Nos.:
P548352, P548353, P548512, P548516, P548521, P548524, P548532,
P548526, P548527, P548574, P548575, P548691, P548533

On June 12, 2019, the Board approved the initial award for the amount of \$30,000,000.00. The Board is requested to approve the first increase for the amount of \$21,000,000.00. With this increase, the total contract amount will be \$51,000,000.00. The contract expires on June 12, 2022.

MBE/WBE PARTICIPATION:

On October 17, 2018, MWBOO set goals of 15% MBE and 16% WBE. On March 13, 2019, the vendors were found compliant. On November 11, 2020, November 30, 2020 and December 9, 2020 all vendors were found compliant (good faith effort).

COMMITMENT PERFORMED

REALISTIC COMPUTING LLC

MBE: Global Services and Consulting, LLC.	15%	\$96,404.87 (22.21%)
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WBE: Sigman & Summerfield Associates, Inc.	16%	\$58,967.66 (13.58%)
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MWBOO FOUND VENDOR IN COMPLIANCE. (Good Faith Effort)

AGENDA

BOARD OF ESTIMATES

12/23/2020

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases - cont'd

WBE: PROARC, Inc.	16%	\$72,303.00 (55.94%)
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MWBOO FOUND VENDOR IN COMPLIANCE ON DECEMBER 9, 2020.

R/O Resource Solutions* added as new MBE; substitution was approved in November 2019. Array Information Technology (prime) submitted required documents when job announcements were presented but given the structure of this contract, the prime contractor was not always selected by user agency. The prime demonstrated good faith effort to utilize MBE and WBE when opportunities were rendered from user agency.

This is a requirement contract and a three-way match. Services are rendered as-needed when the agency solicits for service. Based on how scope of work is structured, the MBE/WBE participation and goal achievement will vary based on when agency segments work and how selection is made to hire the qualified vendor. MWBOO submitted a post-compliance memo to BOP and BCIT stating factors identified with the contract structure and how it impacts the standard compliance review process.

COMMITMENT PERFORMED

OST, INC.

MBE: Emergent Strategies, Inc.	5%	\$	0.00
SONA Networks, Inc.	5%	\$	0.00
Swift Staffing	5%	\$	0.00
WBE: Kennedy Personnel Service	8%	\$	0.00
Absolute Staffing & Consulting Solutions, LLC.	8%	\$	0.00

MWBOO FOUND VENDOR IN COMPLIANCE ON DECEMBER 9, 2020.

OST Inc. (prime) submitted required documents when job announcements were presented but given the structure of this contract, the prime contractor was not selected by user agency. This is a requirement contract and a three-way match.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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 Purchases - cont'd

	<u>COMMITMENT</u>	<u>PERFORMED</u>
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TRIGYN TECHNOLOGIES INC.

MBE: Absolute Staffing & Consulting Solutions	7%	\$ 0.00	LLC
Concept Solutions Inc.	<u>8%</u>	<u>\$970,725.00</u>	<u>(12.56%)</u>
	15%	\$970,725.00	(12.56%)
WBE: Williams Consulting LLC	8%	\$ 0.00	
Applied Technology Service Inc.	<u>8%</u>	<u>\$127,114.56</u>	<u>(1.64%)</u>
	16%	\$127,114.56	(1.64%)

MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 30, 2020.

This is a requirement contract and a three-way match. Services are rendered as-needed when the agency solicits for service. Based on how scope of work is structured, the MBE/WBE participation and goal achievement will vary based on when agency segments work and how selection is made to hire the qualified vendor. MWBOO submitted a post-compliance memo to BOP and BCIT stating factors identified with the contract structure and how it impacts the standard compliance review process.

BITHGROUP TECHNOLOGIES INC.

MBE: N Scott Phillips Legal & Business Consulting	15%	\$46,329.00	(0.96%)
WBE: Serigor Inc.	16%	\$96,640.00	(2.00%)

This is a requirements contract. Services are rendered as-needed when the agency solicits services. Based on how scope of work is structured, the MBE/WBE participation will be inconsistent and goal achievement will vary based on when agencies issue work to the qualified vendor selected. MWBOO will reevaluate the goals for this contract to ensure MBE/WBE participation and work segmentation is realistic and attainable.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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. Michael Dunty	Child Serious Injury and Homicide Course Tempe, AZ Sept. 3 - 7, 2019 (Reg. Fee \$550.00)	Asset Forfeiture	\$ 1,749.22

On September 3 – 7, 2019, Mr. Dunty traveled to Tempe, AZ to attend the Child Serious Injury and Homicide Course which addressed recognizing and investigation of neglect and child abuse, child sexual assault, etc. The Board is requested to retroactively approve the cost of the registration fee for the amount of \$550.00, the hotel taxes for the amount of \$496.00, the airfare for the amount of \$431.96, meals for the amount of \$123.18, and parking/light rail for the amount of \$42.00 all totaling \$1,749.22.

Registration fee:	\$ 550.00
Hotel Fees:	496.00
Hotel Taxes	106.08
Airfare	431.96
Meals	123.18
Parking /Lightrail	<u>42.00</u>
	\$1,749.22

The hotel taxes, and airfare were prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee was paid under EA000328737. The subsistence rate for this location is \$177.00 per day. Mr. Dunty is requesting the Board to approve a reimbursement in the amount of \$165.18 for the cost of meals and parking/light rail transportation.

Meals	\$ 123.18
Parking /Light rail	<u>42.00</u>
	\$ 165.18

This request is late because of delays in the administrative approval process and staffing priority changes. The agency apologizes for the delay.

AGENDA

BOARD OF ESTIMATES

12/23/2020

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>			
2. Adam Chaudry	2019 Conference on Crimes Against Women Dallas, TX April 7 – 11, 2019 (Reg. Fee \$465.00)	Asset Forfeiture	\$2,088.07

Mr. Chaudry traveled to Dallas, Texas April 7 – 11, 2019, to attend the Conference on Crimes Against Women.

The subsistence rate for this location was \$215.00 per day. The hotel rate for April 7, 2019 was \$124.00, for April 8, 2019 it was \$154.00, for April 9, 2019 it was \$174.00, and for April 10, 2019 it was \$164.00, plus \$94.00 for hotel taxes.

The airfare in the amount of \$763.59 was prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee in the amount of \$465.00, the hotel costs, and the hotel taxes were prepaid on a City-issued credit card assigned to Ms. Timi Roberts. Mr. Chaudry personally incurred the costs of meals and incidentals, ground transportation, and baggage fees. Therefore, Mr. Chaudry requests reimbursement in the amount of \$149.48.

TRAVEL REIMBURSEMENT

\$ 31.48 - Meals and Incidentals
58.00 – Ground Transportation
60.00 – Baggage fees
\$149.48 – Total Reimbursement

AGENDA

BOARD OF ESTIMATES

12/23/2020

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 - cont’d</u>			

The travel reimbursement request is late because of delays in the administrative review process. The agency apologizes for the delay.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

3. Michael Hudak	2019 Conference on Crimes Against Women Dallas, TX April 7 – 11, 2019 (Reg. Fee \$465.00)	Asset Forfeiture	\$2,017.09
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Mr. Hudak traveled to Dallas, Texas April 7 – 11, 2019, to attend the Conference on Crimes Against Women.

The subsistence rate for this location was \$215.00 per day. The hotel rate for April 7, 2019 was \$119.00, for April 8, 2019 it was \$149.00, for April 9, 2019 it was \$169.00, and for April 10, 2019 it was \$159.00, plus \$90.95 for hotel taxes.

The airfare in the amount of \$763.59 was prepaid on a City-issued credit card assigned to Ms. Robin Haskins. The registration fee in the amount of \$465.00, the hotel costs, and the hotel taxes were prepaid on a City-issued credit card assigned to Ms. Timi Roberts. Mr. Hudak personally incurred the costs of meals and incidentals. Therefore, Mr. Hudak requests reimburse-ent in the amount of \$101.55.

AGENDA

BOARD OF ESTIMATES

12/23/2020

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Office of the State’s Attorney for Baltimore City - cont’d

TRAVEL REIMBURSEMENT

\$101.55 - Meals and Incidentals

Total Reimbursement

The travel reimbursement request is late because of delays in the administrative review process. The agency apologizes for the delay.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

12/23/2020

PROPOSAL AND SPECIFICATIONS

1. Department of Transportation – TR 20303, Frederick Avenue Slope Repair
BIDS TO BE RECV'D: 02/10/2021
BIDS TO BE OPENED: 02/10/2021

2. Department of General Services – GS 19817R, Baltimore Street Garage Restoration
BIDS TO BE RECV'D: 02/03/2021
BIDS TO BE OPENED: 02/03/2021

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED