

Baltimore City Board of Estimates

August 3, 2022 | Meeting Agenda

Members: Mayor Brandon M. Scott, Council President Nick Mosby (Chair), Comptroller Bill Henry, City Solicitor James Shea, Director of Public Works Jason Mitchell

Notices

Participation

- For details on how to participate, please visit Comptroller.BaltimoreCity.gov/BOE.

Schedule

Effective January 5, 2022, the Board will meet regularly twice per month on the 1st and 3rd Wednesday of each month. There are additional meetings regularly scheduled in both June and December to accommodate traditionally higher transaction volumes at the end of the fiscal and calendar year. Some adjustments will be made throughout the year to accommodate holidays, high transaction volumes and urgent matters as they may arise. Special meetings will be called on Wednesdays at 9:00 A.M. when necessary. Please see the Comptroller.BaltimoreCity.gov/BOE for a detailed schedule of meetings and associated submission deadlines.

Bid Openings

- The Board of Estimates televises bid openings at 12:00 P.M. on Board meeting days.
- For details on how to watch, please visit Comptroller.BaltimoreCity.gov/BOE.
- Paper bids will be opened, tabulated and certified by the Clerk of the Board of Estimates.
- Bid tabulation sheets detailing bid proposals received will be publicly posted to the Comptroller's website by close of business on the date of bid opening.

Address the Board

Protests (for vendors protesting a contract award)

A person wishing to protest a proposed award must notify the Comptroller's Office and the proposed awardee.

Notice shall be in writing and delivered no later than (1) noon on the Monday immediately before the Board meeting at which the proposed award will be considered, or (2) by an alternative date and time specified in the agenda for the next scheduled meeting.

The written Protest shall include:

- the name of the person protesting or, if a spokesperson, the entity or organization protesting;
- A narrative description of the issues and facts supporting the Protest; and

- A description as to how the protestant will be harmed by the proposed Board action.

Statements of Opposition (for members of the public)

Pursuant to Code of Baltimore City Regulations 27.01.01.03.B(14), "Statement of Opposition" means a written statement by a member of the public (a) expressing opposition to an item presented on a Board of Estimates agenda for a vote; (b) by a City resident or taxpayer or a recognized spokesperson for a City resident or taxpayer; or (c) a person who is directly and specifically affected by a pending matter or decision of the Board, and (d) is distinct from a protest of a recommendation for award of a contract.

A person wishing to submit a Statement of Opposition to a proposed action of the Board at any Regular or Special meeting shall notify the Comptroller's Office in writing.

Notice of the Statement of Opposition shall be given (1) no later than noon on the Tuesday immediately before the Board meeting during which the item will be considered or (2) by an alternative date and time specified in the agenda for the next scheduled meeting.

The written Statement of Opposition shall include:

- The name of the person submitting the Statement of Opposition or, if a spokesperson, the entity or organization submitting the Statement of Opposition;
- A narrative description of the issues and facts supporting the Statement of Opposition; and
- A description as to how the person, entity, or organization submitting the Statement of Opposition will be harmed by the proposed Board action.

To submit Protests and/or a Statement of Opposition:

- E-mail: BOE.Clerk@baltimorecity.gov, cc: james.knighton@baltimorecity.gov
- US Mail or hand delivery: Attn: Clerk, Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

BOARD OF ESTIMATES' AGENDA – AUGUST 3, 2022

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 "Coverdell Forensic Science Improvement Program", Award # CFSI-2020-0005. The period of the award is April 1, 2021, through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$38,916.00 - 4000-408121-2024-212600-404001

BACKGROUND/EXPLANATION:

This grant provides funding to the Baltimore City Police Department's Crime Laboratory "Coverdell Forensic Science Improvement Program" that assists in developing and implementing strategies specifically targeted to increase productivity and efficiency within in Crime Lab. Specifically, the grant will be used for the Evidence Control Unit to preserve evidence while protecting the health and safety of workers, and the Crime Laboratory will have the equipment available to increase productivity and ultimately preserve the integrity of the forensic evidence needed to obtain convictions within the criminal justice system. Program funds will provide equipment and licensing.

This award is late due to administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Baltimore City Office of Information - Professional Services Agreement and Technology

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Emergency Non-Construction Consultant Agreement with PeerSource Partners, LLC. The amendment will extend the period of the agreement through December 31, 2022.

AMOUNT OF MONEY AND SOURCE:

Anticipated Cost: N/A - 1001-000000-1472-808000-603026

BACKGROUND/EXPLANATION:

The consultant was contracted to provide Workday professional support in implementing the financial modules to ensure a successful implementation of the Workday system. As the City plans to go live with the uniform financial system during Quarter 1 of FY23, it is imperative to continue consulting services leading up to and after the initial go-live stage to assist with ongoing support and to address potential unforeseen issues with the financial components of Workday. Without continuation of this service, the City is at risk of not being able to successfully implement the new system.

Pursuant to Article VI, § 11(e)(ii) of the Baltimore City Charter, this event is an emergency of such a nature that the public welfare would be adversely affected by awaiting the approval of the Board of Estimates prior to obtaining the supplies, materials, equipment and services that are the subject of this Agreement. Delaying the continuation of consultant services for implementation and post go-live support may significantly impact the successful rollout of Workday, which will impede services to City residents and stakeholders.

Initial emergency was reported to and approved by the Board on September 15, 2021 for emergency services from July 1, 2021 through June 30, 2022. On May 19, 2022, the Director of Finance provided written formal approval authorizing BCIT to obtain a no-cost emergency extension through December 31, 2022.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Baltimore City Office of Information – cont'd
and Technology

MBE/WBE PARTICIPATION:

A waiver was requested from MWBOO for the contract procured via emergency procurement, in accordance with Article 5, § 28-64(c) of the Baltimore City Charter:

1. An emergency exists that requires goods or services to be provided with such an immediacy that the agency is unable to comply with this Chapter; and
2. The prospective contractor will make every good faith effort to subcontract to Minority and Women's Business Enterprises if subcontracting is utilized.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Baltimore City Council

22-0216 – An Ordinance concerning City Property – Grant of Easement for the purpose of authorizing the Mayor and City Council of Baltimore to grant a Perpetual Easement to the Maryland State Highway Administration for the installation and maintenance of a traffic control device, sidewalk, and median in the vicinity of the intersection of MD 150 (Eastern Avenue) and the entrance to the East Point Mall, Baltimore County, Maryland, as shown on Plat 59795 filed in the State Highway Administration State Roads Commission; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Employees' Retirement System – Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve and authorize execution of a Subscription Agreement for its investment in BlackRock Global Infrastructure Fund IV D, L.P.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction. All funds and expenses will be expended from the Employees' Retirement System. Blackrock will be managing an initial investment of \$30,000,000.00 of Employees' Retirement System funds in BlackRock Global Infrastructure Fund IV D, L.P. a private equity fund. An average annual fee of \$510,000.00 annual fee (1.7%) will be charged to manage the funds.

BACKGROUND/EXPLANATION:

The Board of Trustees for ERS voted in to reallocate funds for an alternative investment manager and as a result selected BlackRock Global Infrastructure Fund IV D , L.P. high yield income investment manager for approximately \$30 million. The selection process was conducted with the assistance and advice of the ERS investment advisor Meketa Associates.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON JUNE 18, 2022.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Retiree Benefits Trust (OPEB) – Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees for the Employees' Retirement System Retiree Benefits Trust (OPEB) to approve and authorize execution of a Subscription Agreement for its investment in BlackRock Global Infrastructure Fund IV D, L.P.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction. All funds and expenses will be expended from the Employees' Retirement System. For the Retiree Benefit Trust (OPEB). Blackrock will be managing an initial investment of \$5,000,000.00 of Employees' Retirement System funds in BlackRock Global Infrastructure Fund IV D, L.P. a private equity fund. An average annual fee of \$68,000.00 (1.7%) will be charged to manage the funds.

BACKGROUND/EXPLANATION:

The Retiree Benefit Trust (OPEB), Board of Trustees thru ERS voted in to reallocate funds for an alternative investment manager and as a result selected BlackRock Global Infrastructure Fund IV D, L.P. high yield income investment manager for approximately \$5,000,000.00. The selection process was conducted with the assistance and advice of the ERS' investment advisor Meketa Associates.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON JUNE 18, 2022.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Homeless Services – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Associated Catholic Charities, Inc. The period of the agreement is December 1, 2021 through November 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$106,487.50 - 4000-407020-3573-757200-603051

BACKGROUND/EXPLANATION:

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a Provider, Associated Catholic Charities, Inc. will provide leasing and supportive services to six (6) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Project FRESH Start Program. The delay in submission is due to a delay at the administrative level.

MBE/WBE PARTICIPATION:

MBE/WBE participation is waived.

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

8/3/2022

Mayor's Office of Homeless Services – Grant Number Change

ACTION REQUESTED OF B/E:

The Board is requested to approve a Grant Number Change for a grant agreement with Marian House Inc. The period of the agreement is March 1, 2022 through February 28, 2023.

AMOUNT OF MONEY AND SOURCE:

NA

BACKGROUND/EXPLANATION:

On June 29, 2022 the Board approved the original Agreement between the City and Marian House Inc. in the amount \$91,831.00. The Agreement allows Marian House Inc. to provide supportive services to 24 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will off service(s) under their TAMAR 2 Permanent Housing Program.

Old Grant number: MD0060L3B012013

New Grant Number: MD0060L3B012114

The delay in submitting this correction to the Board is due to a delay in discovering the clerical error.

MBE/WBE PARTICIPATION:

MBE/WBE participation is waived.

AFFECTED COUNCIL DISTRICT: Baltimore City

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Homeless Services – Grant Number Change

ACTION REQUESTED OF B/E:

The Board is requested to approve a Grant Number Change for a grant agreement with St. Ambrose Housing Aid Center Inc. The period of the agreement is February 1, 2022 through January 31, 2023.

AMOUNT OF MONEY AND SOURCE:

NA

BACKGROUND/EXPLANATION:

On June 29, 2022 the Board approved the original Agreement between the City and Marian House Inc. in the amount \$428,261.00. The Agreement allows St. Ambrose Housing Aid Center Inc. to provide supportive services to 19 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will off service(s) under their Permanent Housing Program.

Old Grant number: MD0058L3B012013

New Grant Number: MD0058L3B012114

The delay in submitting this correction to the Board is due to a delay in discovering the clerical error.

MBE/WBE PARTICIPATION:

MBE/WBE participation is waived.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for lawsuit brought by Jamal Wilson. The lawsuit was filed solely against Baltimore Police Department (BPD) Officer Donald Gaff. Plaintiff alleges numerous claims of misconduct against the Defendant Officer under federal and state law.

AMOUNT OF MONEY AND SOURCE:

\$130,000.00 - 1001-000000-2041-716700-603070.

BACKGROUND/EXPLANATION:

On September 11, 2016, Defendant Officer Gaff was patrolling the area near the 600 Block of E. Patapsco Street when he stopped to investigate a vehicle that was double parked and blocking traffic. Plaintiff was a passenger in the vehicle. Neither the vehicle driver nor the Plaintiff passenger complied with Officer Gaff's instructions to move the vehicle and/or produce identification. The encounter became physical, and several officers were required to detain and arrest Plaintiff. During the arrest, Plaintiff was injured and subsequently treated at Mercy Medical Center.

Plaintiff was charged with resisting arrest. After a review of the Officer's body-worn camera, the charges against Plaintiff were dismissed. Charges were then filed against Officer Gaff, for Second Degree Assault and Misconduct in Office. Officer Gaff was convicted at trial of both charges, though the second degree assault conviction was overturned on appeal.

Plaintiff then filed a timely Local Government Tort Claims Act notice, alleging Defendant Gaff assaulted him using excessive force, and violated his civil rights. Plaintiff's claims include state claims of assault; false arrest; false imprisonment; violations of the Md. Declaration of Rights; and violation of the Fourth and Fourteenth Amendments to the U.S. Constitution.

In order to resolve this case, avoiding the expense, time, and uncertainties of further protracted litigation and the potential for an excess judgment, BPD and the City agreed to offer Plaintiff a settlement payment of \$130,000.00, for complete settlement of the case. In return, Plaintiff Wilson has agreed to dismiss his civil lawsuit against Defendant Officer Gaff.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law – cont'd

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

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a lawsuit against the City and former Baltimore Police Department (BPD) officer Timothy George filed by Eric Baylor as a result of a motorcycle accident in Baltimore City in October 2016.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 2044-000000-1450-703800-603070.

BACKGROUND/EXPLANATION:

On September 18, 2016, Leonard Ferguson and Eric Baylor ("Plaintiffs") sustained injuries during a collision with another motorcycle at or near the intersection of Belair Road and Parkside Drive. Plaintiffs allege that the accident was caused when former BPD officer Timothy George entered the intersection and they suffered significant injuries requiring hospitalization. Mr. George was in emergency service at the time of the incident. The settlement considers the cost of further litigation in proceeding to trial. Further, the documented medical expenses of each plaintiff are at or near the statutory cap of \$30,000.00 per plaintiff and \$60,000.00 per incident.

Through counsel, Plaintiffs agreed to settle their claims against the City and Mr. George for the amounts designated above and Plaintiff Baylor returned an executed settlement agreement. However, Mr. Ferguson has thus far refused to execute a settlement agreement. On or about March 23, 2022, the Circuit Court for Baltimore City issued an order stating that this matter is settled, pending Board of Estimates approval, and ordered that Plaintiff Ferguson execute the City's settlement agreement. According to his attorney, Plaintiff Ferguson has ceased all communications and refuses to execute the agreement.

Therefore, at this time, the Law Department is seeking settlement approval for Mr. Baylor's settlement until Mr. Ferguson executes his settlement agreement pursuant to the court's order.

Based on a review by the Settlement Committee of the Law Department, a recommendation is made to the Board of Estimates to approve the settlement of this case

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law – cont'd

to avoid a potential adverse jury verdict.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of a lawsuit brought by Derrick Anderson. The lawsuit was filed against the Mayor and City Council of Baltimore ("City"), Baltimore Police Department ("BPD"), and former Gun Trace Task Force ("GTTF") Officers Evodio Hendrix, Wayne Jenkins, Marcus Taylor, and Maurice Ward ("Defendant Officers"). Plaintiff alleges numerous claims of misconduct against the Defendant Officers under state law. The claims against the City and BPD were previously dismissed by the Court.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 - 2045-000000-1450-716700-603070.

BACKGROUND/EXPLANATION:

On May 3, 2016, the Defendant Officers were patrolling a known drug trafficking area in Baltimore City, when they heard multiple firearm discharges in the area. Shortly thereafter, BPD dispatch sent a radio call of multiple firearms discharges in the area. The Defendant Officers began to canvas the area when they observed Plaintiff running and holding his waistband in a manner indicative of firearm possession. The Officers stopped and detained Plaintiff, at which time a handgun was recovered from Plaintiff's person.

Plaintiff was charged with numerous firearm violations, including being a felon in possession of a firearm. Plaintiff ultimately pled guilty to one charge, possession of a regulated firearm, and served approximately 14 months of incarceration. In November 2017, following the GTTF Officers' federal indictments, the State's Attorney's Office moved to vacate Plaintiff's criminal charges, after which all charges were dismissed.

Plaintiff then filed a timely LGTCA notice, alleging the Defendant Officers fabricated their statements as to Plaintiff's conduct and firearm possession. Plaintiff's claims include state claims of false arrest; false imprisonment; malicious prosecution; violations of the Md. Declaration of Rights; intentional infliction of emotional distress; and placing Plaintiff in a false light.

In order to resolve this case, avoiding the expense, time, and uncertainties of further protracted litigation and the potential for an excess judgment, BPD and the City agreed to offer Plaintiff a settlement payment of \$60,000.00, for complete settlement of the case. In return, Plaintiff Anderson has agreed to dismiss his lawsuit against the remaining defendants.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Law – cont'd

Based on a review by the Settlement Committee of the Law Department, a recommendation to settle is made to the Board of Estimates to approve the settlement of this case to avoid a potential adverse jury verdict. As with the prior GTTF settlements, we believe this settlement is in the best interest of both the City and the plaintiff who may have been harmed by the misconduct of former GTTF members.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a travel for Christopher Shorter to attend the MACo 2022 Summer Conference in Ocean City, MD on August 17 - August 19, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,073.40 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Christopher Shorter, City Administrator Mayor's Office is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 17 - 19, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses

Trip Related cost:

Registration	\$ 355.00	
Per Diem	\$ 325 /day x 2	= \$ 650.00
M&I	\$ 19/day x 2	= \$ 38.00
Hotel/Local Tax 5%:	\$ 15.20/day x 2	= \$ 30.40
		<u>\$1,073.40</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Adam Abadir to attend the MACo 2022 Summer Conference in Ocean City, MD on August 16 - 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,610.55 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Adam Abadir, Mayor's Office of Government Relations is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 16 -20, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." Adam and the Government Relations Team will be arriving a day early to setup Exhibit Booth. The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses

Trip Related cost:

Per Diem	\$325 /day x 4	= \$1,300.00
M&I	\$ 19 / day x 4	= \$ 76.00
Hotel/Local Tax 5%:	\$ 15.20/day x 4	= \$ 60.80
Mileage Reimbursement: 278 miles x .625		= \$ 173.75
		<u>\$1,610.55</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Lauron Perez to attend the MACo 2022 Summer Conference in Ocean City, MD on August 16 - 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,610.55 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Lauron Perez, Mayor's Office of Government Relations is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 16 -20, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." Lauron and the Government Relations Team will be arriving a day early to setup Exhibit Booth. The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses

Trip related cost:

Per Diem	\$325 /day x 4	= \$1,300.00
M&I	\$ 19 / day x 4	= \$ 76.00
Hotel/Local Tax 5%:	\$ 15.20/day x 4	= \$ 60.80
Mileage Reimbursement:	278 miles x .625	= \$ 173.75
Total:		<u>\$1,610.55</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Sophia Gebrehiwot to attend the MACo 2022 Summer Conference in Ocean City, MD on August 16 - 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,610.55 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Sophia Gebrehiwot, Mayor's Office of Government Relations is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 16 -20, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." Sophia and the Government Relations Team will be arriving a day early to setup Exhibit Booth. The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses

Trip related cost:

Per Diem	\$325 /day x 4	= \$1,300.00
M&I	\$ 19 /day x 4	= \$ 76.00
Hotel/Local Tax 5%:	\$ 15.20/day x 4	= \$ 60.80
Mileage Reimbursement: 278 miles x .625		= \$ 173.75
Total:		<u>\$1,610.55</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Nina Themelis to attend the MACo 2022 Summer Conference in Ocean City, MD on August 16 -August 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,610.55 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Nina Themelis, Mayor's Office of Government Relations is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 16 - 20, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." Nina and the Government Relations Team will be arriving a day early to setup Exhibit Booth. The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses.

Trip related cost:

Per Diem	\$325/day x 4	= \$1,300.00
M&I	\$ 19/day x 4	= \$ 76.00
Hotel/Local Tax 5%:	\$ 15.20/day x 4	= \$ 60.80
Mileage Reimbursement: 278 miles x .625		= \$ 173.75
		<u>\$1,610.55</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Natasha Mehu to attend the MACo 2022 Summer Conference in Ocean City, MD on August 16 - 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,910.55 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Natasha Mehu, Director Mayor's Office of Government Relations, is traveling to Ocean City, Worcester County, MD for MACO's 2022 Summer Conference on August 16 - 20, 2022. The conference provides the opportunity to exchange information with colleagues. At this conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." Director Mehu and the Government Relations Team will be arriving a day early to setup Exhibit Booth. The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses.

Trip related cost:

Registration:		= \$ 300.00
Per Diem	\$325 /day x 4	= \$1,300.00
M&I	\$19 / day x 4	= \$ 76.00
Hotel/Local Tax 5%:	\$15.20/day x 4 =	\$ 60.80
Mileage Reimbursement:	278 miles x .625	= \$ 173.75
		<u>\$1,910.55</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Simone Johnson to attend the MACo 2022 Summer Conference in Ocean City, MD on August 18 - August 20, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,247.15 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Simone Johnson, Interim Deputy City Administrator Mayor's Office is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 18 -19, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving." The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$304) we are requesting an additional \$19/night for meals and incidental expenses

Trip related cost:

Registration		= \$	355.00
Per Diem	\$325 /day x 2	= \$	650.00
M&I	\$ 19 / day x 2	= \$	38.00
Hotel/Local Tax 5%:	\$ 15.20/day x 2	= \$	30.40
Mileage Reimbursement:	278 miles x .625	= \$	173.75
Total:		= \$	<u>1,247.15</u>

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize travel for Leslie Carter to attend the MACo 2022 Summer Conference in Ocean City, MD on August 17 - August 19, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,583.33 - 1001-000000-1250-775200-603001

BACKGROUND/EXPLANATION:

Leslie Carter, Deputy Chief of Staff/Director Administration Mayor's Administration Office is traveling to Ocean City, Worcester MACo 2022 Summer Conference on August 17 -19, 2022. The conference provides the opportunity to exchange information with colleagues. At the conference, MACo and county leaders will explore resources available for recovering and struggling business, creative ways to achieve common goals and partnerships available to take our communities from "surviving" to "thriving". The per diem rate for this location is \$325/day as per GSA's Per Diem rates for FY 2022. Due to the cost of the hotel (\$439) we are requesting an additional \$114/ day x 2 for the hotel and \$40 /day x 2 for meals and incidental expenses.

Trip related cost:

Registration		= \$	355.00
Per Diem	\$325 /day x 2	= \$	650.00
M & I	\$ 40/day x2	= \$	80.00
Additional for Hotel	\$114 /day x 2	= \$	228.00
Hotel /Local Tax	\$39.50 /day x 2	= \$	79.02
Convention Tourism Fee	\$8.78 /day x 2	= \$	17.56
Mileage Reimbursement: 278 miles x .625		= \$	173.75
Total:			\$ 1,583.33

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Consultant, Armyn Gazdar for the Baltimore Infants & Toddlers Program. The period of the agreement is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$77,600.00 - 6000-622123-3080-292300-603051

BACKGROUND/EXPLANATION:

Ms. Gazdar will perform services in the area of Early Intervention Special Instruction and Evaluations for the Baltimore Infants and Toddlers Program. She will provide educational assessments of assigned children, complete standardized testing and interpret the results, direct special instruction services of the assigned children, and complete and submit written eligibility and progress reports, as required. In addition, Ms. Gazdar will identify children at risk for developmental delays as well as children that present with a high probability for a delay and assist in developing goals, outcomes, and completion of the Individual Family Service Plan (IFSP).

The agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON MAY 28, 2022.

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State funded resources.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and approve and authorize execution of an Agreement with Sisters Together and Reaching, Inc. The period of the agreement was July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$165,823.00 - 5000-569722-3023-273301-603051

BACKGROUND/EXPLANATION:

STAR conducted Early Intervention Services (EIS) to help the unaware learn of their HIV Status and receive referral to HIV care and treatment services if found to be HIV infected. The organization provided street outreach, education, pop up blood pressure clinics, and events which will lead to increased testing, awareness of status, education, and referrals to housing, substance abuse clinics, ID providers and support groups.

The agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State funded resources.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and approve and authorize execution of a Provider Agreement with Project PLASE, Inc. The period of the Agreement was July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$8,000.00 - 5000-569722-3023-273367-603051

BACKGROUND/EXPLANATION:

Project PLASE, Inc. provided non-emergency medical transportation services that enabled an eligible client to access or be retained in core medical or support services. Medical transportation may be provided through the use of a company vehicle to provide transportation services, and the purchase and distribution of MTA tokens or monthly bus passes to the client as needed.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White 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.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the Baltimore City Health Department (BCHD) grant programs, technical agreements, and community health services are obtained through the Federal Government and State of Maryland. Through this fiduciary alliance, BCHD serves as a liaison and oversight agency to ensure funding is appropriated to the designated Citywide public health programs and services. Due to the restricted allocation of Federal and State funds, the Baltimore City MBE/WBE goals and MWBOO compliance monitoring are not applicable. For this reason, waivers are granted to warrant the appropriate approval for all Federal and State funded resources.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – Emergency Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an Emergency COVID-19 Agreement with University of Maryland, Center of Health and Homeland Security. The period of the agreement was July 1, 2021 through December 31, 2021.

AMOUNT OF MONEY AND SOURCE:

\$103,415.00 – 1001-000000-3150-811501-603051

BACKGROUND/EXPLANATION:

University Maryland Center for Health and Homeland Security (UMB-CHHS) supported BHCD's COVID vaccination efforts to replenish and reorganize supplies from the BCHD mass vaccination site in order to prepare for future vaccination clinics. UMB-CHHS supported emergency preparedness and organizing activities of Office Public Health Preparedness and Response (OPHPR), including emergency planning, developing policy and written agreements that outlined the response relationship with partners, organizing engagement of government agency and private entities and their involvement in emergency training, exercises and drills, responding to real-world public health emergencies including COVID-19 mass vaccination operations, and documenting response actions.

Pursuant to Article VI, §II (e) (ii) of the Charter, this event was an emergency of such a nature that the public welfare would be adversely affected by awaiting approval of the Board of Estimates prior to obtaining the supplies, material, services, or public work.

MBE/WBE PARTICIPATION:

It was determined that an emergency exists that requires goods or services to be provided with such immediacy, that no advantage will result in seeking, nor would it be practicable to obtain competitive bids.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Intergovernmental Agreement (IGA) with Maryland Department of Public Safety and Correctional Services, Maryland Correctional Enterprises (MCE). The period of the IGA is January 1, 2022 through December 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$485,720.38 - 4000-499022-3023-718000-603026

BACKGROUND/EXPLANATION:

The Baltimore City Health Department (BCHD) and Maryland Department of Public Safety and Correctional Services through its Maryland Correctional Enterprises (MCE) has successfully collaborated with the Maryland Department of Health to handle monthly condoms and STD/HIC test kits distribution for BCHD's STD/HIV Prevention Program.

MCE's Mailing and Distribution Plant in Jessup, Maryland stores and receives supplies for BCHD for distribution to the Public.

Since 2018, BCHD's STD/HIV Prevention Program through MCE distributed over 20,000 condoms and STD/HIV test kits to two City STD clinics, community-based organizations, faith-based organizations, mailing distribution centers, emergency department, and to other vendors.

The MCE Mail and Distribution Plant will provide timely, reliable and cost-effective services for all mailing and distribution needs. The distribution center will handle the monthly condom and STD/HIV test kit distribution of BCHD's, Bureau of HIV/STD Services materials. This will include: 1). Monthly distribution to customers, 2). inventory reports, 3). shipping report to orders sent to customers, and 4). monthly billing reports. Approval of this IGA will allow BCHD to reimburse MCE for services provided.

The Memorandum of Understanding is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Health Department – cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Neighborhood Safety – Governmental/Charitable Solicitation and Engagement (MONSE)

ACTION REQUESTED OF B/E:

The Board is requested to approve a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow MONSE staff to solicit donations from local individuals, business leaders, and the general public that will go towards B-360 and support its capital campaign to build Baltimore's first dirt bike park. The period of the campaign will be effective upon Board approval through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

Solicitation will be made through direct contact. Donations will vary between monetary and in-kind. There will be no direct exchange of funds; all payments will be made payable directly to the Job Opportunities Task Force on behalf of B-360. The following entities will be solicited: corporations and individuals.

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

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

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Employment Development – Ratification of First Amendment to
Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of the First Amendment to Agreement with Associated Catholic Charities, Inc. The amendment extends the period of the agreement retroactively from October 1, 2021 through September 30, 2022 and increases the funding by \$150,000.00.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - 4000-806422-6313-817705-603051

BACKGROUND/EXPLANATION:

On May 19, 2021, the Board approved the Original Agreement with Associated Catholic Charities, Inc. with an initial term of October 1, 2020 to September 30, 2021. The purpose of this Agreement is to secure the services of the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for Baltimore City out-of-school youth ages 18 to 24 years old. This Agreement included an option to renew the Agreement for an additional one-year term.

The purpose of this First Amendment is to exercise the renewal option and extend the term of the Agreement for an additional year (October 1, 2021 to September 30, 2022). In addition, the Amendment would increase funding by \$150,000.00 for the renewal term. The initial award amount was \$90,000.00 and the amendment increases the funding by \$150,000.00 making the total award amount \$240,000.00.

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

MBE/WBE PARTICIPATION:

N/A- This is a Professional Services Contract

AGENDA

BOARD OF ESTIMATES

8/3/2022

MOED – cont'd

LOCAL HIRING:

The amount of the Agreement is not over \$300,000.00 and the City subsidy is not more than \$5,000,000.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Planning – Subgrant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the American Rescue Plan Act (ARPA) Subgrant Agreement with the Baltimore Civic Fund, Inc. The period of the agreement is effective upon Board approval through January 31, 2025, unless terminated earlier pursuant to the terms of the agreement.

AMOUNT OF MONEY AND SOURCE:

\$13,442,258.00 - 4001-442217-1110-192800-603040

BACKGROUND/EXPLANATION:

The purpose of this subgrant agreement is to secure the services of the Baltimore Civic Fund to support the Clean Corps program, through which community organizations will hire Baltimore residents, who are unemployed and underemployed, to supplement DPW services by cleaning and mowing vacant lots, cleaning alleys and emptying public trash cans in targeted Baltimore neighborhoods.

This program is being funded from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 (ARPA). The Baltimore Department of Planning will enter into an inter-agency agreement with the Mayor's Office of Recovery Programs (MORP) for this program on the date that the inter-agency agreement is approved by the Board for \$14,660,000.00. Funding from this MORP grant award will support this sub-grant to the Baltimore Civic Fund.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the State's Attorney for Baltimore City – Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve Grant Adjustment Notice (GAN) No. 6 from the State of Maryland – Governor's Office of Crime Control and Prevention (GOCCP) to reallocate funds under a Coronavirus Emergency Assistance grant.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

On May 5, 2021, GAN No. 1 decreased the Personnel line item by \$3,000.00 from \$138,125.00 to \$135,125.00 and increased the Teletherapy Platform line item by \$3,000.00 from \$0.00 to \$3,000.00.

On August 17, 2021, GAN No. 2 decreased the Personnel line item by \$52,100.00 from \$135,125.00 to \$83,025.00 and increased the Other line items as follows: Cellphones for Therapists from \$0.00 to \$3,000.00, Client Assistance Funds from \$0.00 to \$30,000.00, Parking Vouchers from \$0.00 to \$5,000.00, Postage from \$0.00 to \$1,500.00, Program supplies from \$0.00 to \$12,300.00, and Subject Matter Textbooks from \$0.00 to \$300.00.

On December 3, 2021, GAN No. 3 extended the award period ending date from December 31, 2021 to January 31, 2022.

On January 24, 2022, GAN No. 4 extended the period of the grant award from January 31, 2022 to September 30, 2022.

On February 25, 2022, GAN No. 5 decreased the Personnel line item by \$45,100.00 from \$83,025.00 to \$37,925.00 and the Cellphones for Therapists line item by \$3,000.00 from \$3,000.00 to \$0.00. The following line items were increased: Client Assistance Funds from \$30,000.00 to \$70,000.00, Postage from \$1,500.00 to \$1,600.00, Program Supplies from \$12,300.00 to \$15,300.00, and a new IPADS line item was added in the amount of \$2,000.00.

On June 3, 2022, GAN No. 6 was issued by GOCCP which decreased the Client Assistance Funds line item by \$8,112.00 from \$70,000.00 to \$61,888.00, the Parking Vouchers line item by \$200.00 from \$5,000.00 to \$4,800.00, the Subject Matter

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the State's Attorney for Baltimore City – cont'd

Textbooks line item by \$88.00 from \$300.00 to \$212.00, and the Teletherapy Platform line item by \$1,800.00 from \$3,000.00 to \$1,200.00. A new Space for Community Event-Youth and Families line item was added in the amount of \$10,200.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the State's Attorney for Baltimore City – Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve Grant Adjustment Notice (GAN) No. 1 from the State of Maryland – Governor's Office of Crime Control and Prevention (GOCCP) to reallocate funds under a Comprehensive Violence Prosecution grant.

AMOUNT AND SOURCE OF FUNDS:

\$0.00 - 5000-501522-1150-118000-601001

BACKGROUND/EXPLANATION:

On November 24, 2021, the Board approved acceptance of the award from GOCCP for the grant entitled Comprehensive Violence Prosecution in the amount of \$1,760,355.00, for the period of period July 1, 2021 through June 30, 2022.

On May 25, 2022 GOCCP issued GAN #1 which decreases the Personnel line item by \$15,220.00 from \$1,760,355.00 to \$1,745,135.00 and increases the Other line items as follows: Crime Prevention Event Activity Rentals from \$0.00 to \$8,100.00, Crime Prevention Event Location Rental from \$0.00 to \$4,100.00, and Crime Prevention Event Supplies from \$0.00 to \$3,000.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

PERSONNEL MATTERS

* * * * *

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

38 – 73

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

8/3/2022

PERSONNEL

1. Adjust the salary of the following salary ranges:

FROM:

Classification: Service Assistant, Library
Job Code: 00635
Grade: 980 (\$12.50 - \$18.70)

TO:

Classification: Service Assistant, Library
Job Code: 00635
Grade: 980 (\$12.50 - \$20.00)

FROM:

Classification: Professional Assistant, Library
Job Code: 00637
Grade: 988 (\$24,960 - \$41,600)

TO:

Classification: Professional Assistant, Library
Job Code: 00637
Grade: 988 (\$31,200 - \$62,400)

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with these actions.

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Enoch Pratt Free Library to adjust the above salary ranges. The agency has received budgetary approval to adjust the following ranges for their temporary classifications effective July 1, 2022.

Environmental Control Board

2. Adjust the salary of the following salary ranges:

LAYLA SAID

\$90.00

\$76,950.00

Account: 1001-000000-1170-138600-601009

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Environmental Control Board – cont'd

The Environmental Control Board (ECB) has requested approval of an employment contract renewal for Layla Said, Esquire, for one-year beginning the date of Board of Estimates approval at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. This is the same hourly rate as in the previous contract period. Layla Said will continue to work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128. et seq. of the Building, Fire and related codes of Baltimore City which permits the Commissioner of Housing to designate a hearing officer for administrative review of certain agency decision. In addition to the foregoing services the Hearing Officer may, from time to time at the request of DPW and ECB, conduct water bill dispute hearings in strict accordance with the "Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing" ("Regulations") adopted by the Department of Public Works ("DPW"). The Hearing Officer shall report his/her recommendations in writing to the Director of DPW who shall have the final decision-making authority regarding abatement of any water bills.

3.	MICHAEL TAYLOR	\$90.00	\$76,950.00
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Account: 1001-000000-1170-138600-601009

The Environmental Control Board (ECB) has requested approval of an employment contract renewal for Michael Taylor, Esquire, beginning the date of Board of Estimates approval or August 26, 2022 through August 25, 2023, whichever one comes later at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. This is the same hourly rate as in the previous contract period. Michael Taylor will continue to work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. ("Code"); conducting hearings for the Department of Housing and Community Development for the Formal Administrative Appeals Committee for Housing Code Enforcement under Section 128. et seq. of the Building, Fire and related codes of Baltimore City which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Environmental Control Board – cont'd

foregoing services as a Hearing Officer, this position may from time to time at the request of DPW and ECB, conduct water bill dispute hearings in strict accordance with the “Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing” (“Regulations”) adopted by the Department of Public Works (“DPW”). The Hearing Officer shall report his/her recommendations in writing to the Director of DPW who shall have the final decision-making authority regarding abatement of any water bills.

4.	TARA BARNES	\$90.00	\$25,650.00
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Account: 1001-000000-1170-138600-601009

The Environmental Control Board (ECB) has requested approval of an employment contract renewal for Tara Barnes, Esquire, beginning the date of Board of Estimates approval or August 26, 2022 through August 25, 2023, whichever one comes later at a rate of \$90.00 per hour, for a maximum of 285 hours, not to exceed \$25,650.00. This is the same hourly rate as in the previous contract period. Tara. Barnes will continue to work as a **Contract Services Specialist II**. This position is responsible for conducting hearings pursuant to the requirements and rules of ECB, the Baltimore City Code, Art. 1 §40, et. Seq. (“Code”); conducting hearings for the Department of Housing and Community Development for the Formal Administrative Appeals Committee for Housing Code Enforcement under Section 128. et seq. of the Building, Fire and related codes of Baltimore City which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the foregoing services as a Hearing Officer, this position may from time to time at the request of DPW and ECB, conduct water bill dispute hearings in strict accordance with the “Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing” (“Regulations”) adopted by the Department of Public Works (“DPW”). The Hearing Officer shall report his/her recommendations in writing to the Director of DPW who shall have the final decision-making authority regarding abatement of any water bills.

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Department of Finance

5. Reclassify the following vacant position:

FROM:

Classification: Graphic Print Operator
Job Code: 52551
Grade: 079 (\$33,757 - \$39,410)
Position #: 12251

TO:

Classification: Printer Planner Estimator II
Job Code: 52591
Grade: 087 (\$44,263 - \$53,504)
Position #: same

AMOUNT OF MONEY AND SOURCE:

Cost: \$14,487.00 - 2031-000000-1443-161800-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Finance to reclassify the above vacant position. The scope of work for this position has expanded. The position is now responsible for calculating cost estimates of printing jobs, mocking up pages and page arrangements, advising City agencies on alternative printing production methods and materials, and reviewing status of printing jobs throughout the production process.

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

Fire Department

6. Adjust the salary grade for the following classifications:

Classification: Deputy Fire Chief
Job Code: 10213
FROM Grade: 84F (\$149,917)
TO Grade: 84F (\$162,938)

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Fire Department – cont'd

Classification: Assistant Fire Chief
Job Code: 10214
FROM Grade: 85F (\$162,953)
TO Grade: 85F (\$177,106)

Classification: Fire Commander
Job Code: 00110
FROM Grade: 80F (\$139,488)
TO Grade: 80F (\$155,853)

AMOUNT OF MONEY AND SOURCE:

\$11,028.00 - 1001-000000-2101-225900-601001
\$31,316.00 - 1001-000000-2121-226400-601001
\$ 5,072.00 - 1001-000000-2112-226000-601001
\$ 9,791.00 - 1001-000000-2132-228200-601001
\$ 5,072.00 - 1001-000000-3191-308700-601001
\$62,279.00

BACKGROUND/EXPLANATION:

On July 22, 2010, the Board of Estimates approved an established fixed salary relationship between the Battalion Fire Chief Suppression ALS classification and the Deputy and Assistant Chief classifications. This salary relationship was based on the Battalion Fire Chief Suppression, ALS maximum salary, plus longevities. The Fire Commander was to be maintained at 110%, the Deputy Fire Chief's salary was to be maintained at 115% and the Assistant Fire Chief's Salary at 125% of the Battalion Fire Chief's maximum salary. Local 964's approved contract gave their members a 4% COLA effective July 1, 2022, so this action will align the established fixed salary between the Battalion Fire Chief, Fire Commander, Deputy Fire Chief and Assistant Fire Chief positions. We are requesting approval to be retro as of July 1, 2022.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Fire and Police Employee Retirement System

7. Reclassify the following vacant position:

FROM:

Classification: Accounting System Analyst
Job Code: 34151
Grade: 923 (\$66,300 - \$106,331)
Position #: 46308

TO:

Classification: Accounting Supervisor
Job Code: 34145
Grade: 927 (\$70,509 - \$112,814)
Position #: 46308

AMOUNT OF MONEY AND SOURCE:

Cost: \$1,823.00 - 6000-604122-1540-171400-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from the Fire and Police Employee Retirement System to reclassify the above vacant position. The position will be responsible for supervising accounting personnel; overseeing the maintenance and processing of accounts and the preparation of statistical, payroll, and accounting reports; developing and monitoring accounting systems for third-party payments; preparing, analyzing, verifying, and reconciling complex financial transactions, and preparing the payroll summary.

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

Health Department

8. **FLORA CALDWELL-DAUGHTRY** **\$16.00** **\$19,200.00**

Account: 6000-607622-3110-306700-601009

The Baltimore City Health Department has requested approval of an employment

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Health Department – cont'd

contract renewal for Flora Caldwell-Daughtry, retiree, for one-year retroactive to July 1, 2022 through June 30, 2023, upon Board of Estimates approval, at a rate of \$16.00 per hour, for 1,200 hours, not to exceed \$19,200.00. This agreement is late due to delays in the approval process. This is the same hourly rate as in the previous contract period and it's in compliance with AM 212-1, Part I. Ms. Caldwell-Daughtry will continue to work as a **Contract Services Specialist I**. This position is responsible for providing administrative assistance to the Director of Adult Evaluation and Review Services (AERS); designing and maintaining the AERS database and the billing information database; tracking and recording incoming revenue; collecting and compiling data for statistical reports; assisting with the identification of funding sources to support program initiatives and assisting with the development of grant applications.

9. Reclassify the following vacant position:

FROM:

Classification: Operations Officer II

Job Code: 31110

Grade: 927 (\$70,509 - \$112,814)

Position #: 52848

TO:

Classification: Operations Officer IV

Job Code: 31112

Grade: 931 (\$80,743 - \$129,075)

Position #: Same

AMOUNT OF MONEY AND SOURCE:

Cost: \$13,708.00 - 1001-000000-3001-262400-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Health Department to reclassify the above vacant position. The position is being reclassified in order to support the scope of duties and responsibilities associated with the growth and

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PERSONNEL

Health Department – cont'd

the increase volume of work within the Health Department's Bureau of Finance and Administration. The position is responsible for directing the day to day accounting operations related to fiscal, audits, grant management, and the billing revenue cycle to ensure financial information is compliant with GAAP, Federal, State, and Local guidelines.

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

10. Create the following position:

Classification:	Operations Officer V
Job Code:	31113
Grade:	936 (\$88,248 - \$141,131)
Position #:	TBA

AMOUNT OF MONEY AND SOURCE:

Cost: \$121,964.00 - 6000-624922-3100-295900-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Health to create the above position. The position will assist the Assistant Commissioner in the administrative oversight of the Bureau of School Health, assists with the preparation, reviews, and administration of the division's budget, recommends and monitors expenditures, oversees the analysis of program data to make recommendations for improvement, and identifies potential sources of funds and submits grant applications.

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

Mayor's Office of Employment Development

11. Reclassify the following filled positions:

FROM:

Classification:	Human Services
Job Code:	01223
Grade:	918 (\$37,085 - \$64,616)
Position #'s:	16338, 16395, and 34099

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PERSONNEL

Mayor's Office of Employment Development – cont'd

TO:

Classification: Human Service Worker I
Job Code: 84321
Grade: 556 (\$45,931 - \$52,873)
Position #'s: Same

AMOUNT OF MONEY AND SOURCE:

Cost: \$14,706.00 - 5000-501222-6391-559700-601001 (Grant funds)
\$ 4,751.00 - 4000-806422-6313-817600-601001 (Federal Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Mayor's Office of Employment Development (MOED) to reclassify the above referenced positions. The action is part of the restructuring to align MOED's agency specific classifications with the City of Baltimore classifications. These positions will be responsible for managing and ensuring compliance with the Baltimore City Local Hiring Law enacted on October 18, 2021, managing the daily operations of the Local Hiring Team, reporting on employment plans and outcomes and communicating and marketing employment related services of MOED to public and private employers.

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

Office of Equity and Civil Rights

12. Reclassify the following vacant position:

FROM:

Classification: Operations Officer I
Job Code: 31109
Grade: 923 (\$66,300 - \$106,331)
Position #: 10099

PERSONNEL

Office of Equity and Civil Rights – cont'd

TO:

Classification: Fiscal Officer
Job Code: 34424
Grade: 923 (\$66,300 - \$106,331)
Position #: Same

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of Equity and Civil Rights to reclassify the above vacant position. The position will be responsible for overseeing the annual budget and planning process, preparing purchasing requisitions and receipts, and preparing cash flow projections and determining budgetary impacts.

The 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

13. Reclassify the following filled two positions:

FROM:

Classification: Grant Services Specialist II
Job Code: 10216
Grade: 919 (\$38,254 - \$60,682)
Position #'s: 49611 and 49642

TO:

Classification: Grant Services Specialist II
Job Code: 10217
Grade: 941 (\$60,728 - \$104,398)
Position #'s: Same

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PERSONNEL

Baltimore Police Department – cont'd

AMOUNT OF MONEY AND SOURCE:

Cost: \$17,766.82 - 4000-412722-2041-196000-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from the Baltimore City Police Department to reclassify the above filled positions. These positions duties and responsibilities have expanded for the Survivors Advocacy Program to not only include Victims Advocacy work for Homicides and Family Crimes, but now, Non-Fatal Shootings, District Detectives Unit (DDU), City-Wide Robbery, Commercial Robbery and Carjacking's Units.

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

14.	TAROLYN THRASHER	\$20.19	\$42,000.00
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Account: 1001-000000-2041-796100-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for Tarolyn Thrasher, retiree, for one-year retroactive to July 14, 2022 through July 13, 2023, upon Board of Estimates approval at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. Tarolyn C. Thrasher will continue to work as a Contract Services Specialist I. The duties of Ms. Thrasher will include conducting local, state and national record and warrant checks, investigating references and conducting neighborhood canvasses, interviewing applicants, gathering all vital documents and summarizing into pre-employment file also including work history summaries. The position also includes data entry and updates to the InPursuit-RMS system, maintaining electronic and physical records.

Department of Public Works

15. Reclassify the following vacant position:

FROM:

Classification:	Pumping Technician Supervisor
Job Code:	54320
Grade:	088 (\$46,074 - \$ 55,823)
Position #:	33695

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PERSONNEL

Department of Public Works – cont'd

TO:

Classification: Water Treatment Technician Supervisor
Job Code: 54315
Grade: 088 (\$46,074 - \$55,823)
Position #: Same

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above vacant position. The position is being reclassified in order to oversee the 24/7 operation of the Water Treatment Section. The position will oversee the technicians during their daily operational duties including, assisting and giving additional direction as needed. The Water Treatment Section is currently working below the standards of shift coverage; which is causing extensive overtime and fatigue on the current supervisory staff. This position is needed to prevent the failures of under staffing in the Water Treatment Section.

16. Reclassify the following vacant position:

FROM:

Classification: Mechanical Maintenance Technician Supervisor I
Job Code: 54365
Grade: 088 (\$46,074 - \$55,823)
Position #: 23573

TO:

Classification: Electrical Maintenance Technician Supervisor I
Job Code: 54355
Grade: 088 (\$46,074 - \$55,823)
Position #: Same

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

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PERSONNEL

Department of Public Works – cont'd

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above vacant position. The position is being reclassified in order to provide technical guidance to subordinate maintenance technicians engaged in the installation, maintenance, testing and repair of electrical equipment and systems. This position will also provide in-service training to subordinate technicians and schedules overtime, directs and institutes callback procedures for emergencies.

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

17. Abolish the following filled position:

Classification: Utility Meter Technician I
Job Code: 34310
Grade: 078 (\$33,082 - \$38,149)
Position #: 50005

Reclassify the following filled position

FROM:

Classification: Superintendent Utilities Maintenance and Repair
Job Code: 53521
Grade: 923 (\$66,300 - \$106,331)
Position #: 22491

TO:

Classification: Operations Officer IV
Job Code: 00088
Grade: 931 (\$80,743 - \$129,075)
Position #: same

AMOUNT OF MONEY AND SOURCE:

Cost: \$85,444.00 - 2071-000000-5471-609100-601001

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PERSONNEL

Department of Public Works – cont'd

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Public Works to abolish and reclassify the above positions. The scope of work for this position has expanded. The position is now responsible for managing the work dispatched from the supervisor to the field technicians, reviewing and ensuring data is correct from the Abatement Team, and providing guidance on the annual Outcome Budgeting process.

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

18. Create the following filled position:

Classification:	Paralegal
Job Code:	84241
Grade:	090 (\$50,013 - \$60,785)
Position #:	TBA

AMOUNT OF MONEY AND SOURCE:

Cost: \$76,041.00 - 1001-000000-1901-749500-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Public Works to create the above position. The position will be responsible for serving as the point of contact for all claims, litigation and Public Information Act Requests (PIA), collecting, reviewing, analyzing, researching, investigating records relevant to PIA, and preparing responses to records interrogatories and records affidavits.

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

PERSONNEL

Department of Recreation and Parks

19. Adjust the salary of the following salary range:

FROM:

Classification: Recreation Arts Instructor
Job Code: 00061
Grade: 985 (\$12.50 - \$24.60)

TO:

Classification: Recreation Arts Instructor
Job Code: 00061
Grade: 985 (\$12.50 - \$54.60)

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Recreation and Parks to adjust the above salary range. Adjusting the salary range will allow flexibility with hiring specialized instructors.

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

20. Department of Transportation

I. Abolish the following vacant position:

Classification: Laborer
Job Code: 52941
Grade: 426 (\$33,905 - \$36,327)
Position #: 21617

PERSONNEL

Department of Transportation – cont'd

II. Reclassify the following filled position:**FROM:**

Classification: Liaison Officer I
Job Code: 31420
Grade: 090 (\$33,905 - \$36,327)
Position #: 21621

TO:

Classification: Liaison Officer II
Job Code: 31422
Grade: 093 (\$33,905 - \$36,327)
Position #: 21621

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a submission from the Department of Transportation to reclassify the aforementioned position in order to support the agency's Equity & Inclusion Program. The position will partner with the Baltimore City Police (BCP) in its crime reduction, through Outreach and Engagement. The position serves as a Subject Matter Expert (SME) for the Liaison Office; serves as the primary lead for three council districts; schedules and attends all district public meetings as well as provides recommendations for solutions to the appropriate Agency Manager.

Health Department

21. Reclassify the following filled position:**FROM:**

Classification: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$33,082 - \$38,149)
Position #: 47760

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PERSONNEL

Health Department – cont'd

TO:

Classification: Administrative Coordinator

Job Code: 31100

Grade: 087 (\$44,263 - \$53,504)

Position #: Same

AMOUNT OF MONEY AND SOURCE:

Cost: \$12,036.00 - 4000-499622-3080-294213-601001

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Health Department to reclassify the above filled position. The position is being reclassified in order to support the scope of duties and responsibilities associated with the newly established data management office. The position will provide support to the program director, administrator and nurse supervisor with the needed help to compile, retrieve and analyze data. This position will also orientate new employees, assist with personnel administration, and research, collect, and compile grant information for submission to the Maryland State Health Department.

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

Department of Human Resources

22. Upgrade and/or Change the following classifications:

FROM:

Classification: Assistant Park District Manager

Job Code: 53622

Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Assistant Park District Manager

Job Code: 53622

Grade: 087 (\$44,263 - \$53,504)

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PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Automotive Maintenance Supervisor I
Job Code: 52115
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Automotive Maintenance Supervisor I
Job Code: 52115
Grade: 091 (\$52,164 - \$63,467)

FROM:

Classification: Building Maintenance General Supervisor
Job Code: 52991
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Building Maintenance General Supervisor
Job Code: 52991
Grade: 088 (\$46,074 - \$55,823)

FROM:

Classification: Building Repairer Supervisor
Job Code: 53115
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Building Repairer Supervisor
Job Code: 53115
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Cable Inspection Supervisor
Job Code: 42325
Grade: 088 (\$46,074 - \$55,823)

AGENDA

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PERSONNEL

Department of Human Resources – cont'd

TO:

Classification: Cable Inspection Supervisor
Job Code: 42325
Grade: 089 (\$47,971 - \$58,241)

FROM:

Classification: Conduit Maintenance Supervisor I
Job Code: 53555
Grade: 085 (\$40,896 - \$49,277)

TO:

Classification: Conduit Maintenance Supervisor I
Job Code: 53555
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Construction Building Inspector I
Job Code: 42261
Grade: 088 (\$46,074 - \$55,823)

TO:

Classification: Construction Building Inspector I
Job Code: 42261
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Construction Building Inspector II
Job Code: 42262
Grade: 091 (\$52,164 - \$63,467)

TO:

Classification: Construction Building Inspector II
Job Code: 42262
Grade: 092 (\$54,421 - \$66,266)

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BOARD OF ESTIMATES

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PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Construction Building Inspector I DGS
Job Code: 42263
Grade: 085 (\$40,896 - \$49,277)

TO:

Classification: Construction Building Inspector I DGS
Job Code: 42263
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Construction Building Inspector II DGS
Job Code: 42264
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Construction Building Inspector II DGS
Job Code: 42264
Grade: 091 (\$52,164 - \$63,467)

FROM:

Classification: Construction Electrical Inspector I
Job Code: 42271
Grade: 088 (\$46,074 - \$55,823)

TO:

Classification: Construction Electrical Inspector I
Job Code: 42271
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Construction Electrical Inspector II
Job Code: 42272
Grade: 091 (\$52,164 - \$63,467)

AGENDA

BOARD OF ESTIMATES

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PERSONNEL

Department of Human Resources – cont'd

TO:

Classification: Construction Electrical Inspector II
Job Code: 42272
Grade: 092 (\$54,421 - \$66,266)

FROM:

Classification: Construction Electrical Inspector I DGS
Job Code: 42273
Grade: 085 (\$40,896 - \$49,277)

TO:

Classification: Construction Electrical Inspector I DGS
Job Code: 42273
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Construction Electrical Inspector II DGS
Job Code: 42274
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Construction Electrical Inspector II DGS
Job Code: 42274
Grade: 091 (\$52,164 - \$63,467)

FROM:

Classification: Construction Mechanical Inspector I
Job Code: 42281
Grade: 088 (\$46,074 - \$55,823)

TO:

Classification: Construction Mechanical Inspector I
Job Code: 42281
Grade: 090 (\$50,013 - \$60,785)

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BOARD OF ESTIMATES

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PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Construction Mechanical Inspector II
Job Code: 42282
Grade: 091 (\$52,164 - \$63,467)

TO:

Classification: Construction Mechanical Inspector II
Job Code: 42282
Grade: 092 (\$54,421 - \$66,266)

FROM:

Classification: Construction Mechanical Inspector I DGS
Job Code: 42283
Grade: 085 (\$40,896 - \$49,277)

TO:

Classification: Construction Mechanical Inspector I DGS
Job Code: 42283
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Construction Mechanical Inspector II DGS
Job Code: 42284
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Construction Mechanical Inspector II DGS
Job Code: 42284
Grade: 091 (\$52,164 - \$63,467)

FROM:

Classification: Electrical Maintenance Technical Supervisor I
Job Code: 54355
Grade: 088 (\$46,074 - \$55,823)

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PERSONNEL

Department of Human Resources – cont'd

TO:

Classification: Electrical Maintenance Technical Supervisor I
Job Code: 54355
Grade: 093 (\$56,778 - \$69,231)

FROM:

Classification: Electrical Mechanical Supervisor
Job Code: 52215
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Electrical Mechanical Supervisor
Job Code: 52215
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Emergency Dispatcher
Job Code: 33330
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Emergency Dispatcher
Job Code: 33330
Grade: 088 (\$46,074 - \$55,823)

FROM:

Classification: Emergency Dispatcher Supervisor
Job Code: 33335
Grade: 089 (\$47,971 - \$58,241)

TO:

Classification: Emergency Dispatcher Supervisor
Job Code: 33335
Grade: 090 (\$50,013 - \$60,785)

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PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Grounds Maintenance Supervisor
Job Code: 53675
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Grounds Maintenance Supervisor
Job Code: 53675
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Heating & Air Conditioning Technician Supervisor I
Job Code: 54215
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Heating & Air Conditioning Technician Supervisor I
Job Code: 54215
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Highway Maintenance Supervisor
Job Code: 53331
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Highway Maintenance Supervisor
Job Code: 53331
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Office Assistant I
Job Code: 00709
Grade: 071 (\$29,234-\$32,679)

TO:

Classification: Office Support Specialist I
Job Code: 02419
Grade: 074 (\$30,615 - \$34,621)

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PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Office Assistant II
Job Code: 00707
Grade: 075 (\$31,138 - \$35,394)

TO:

Classification: Office Support Specialist II
Job Code: 00703
Grade: 077 (\$32,353 - \$37,084)

FROM:

Classification: Office Assistant III
Job Code: 00708
Grade: 078 (\$33,082 - \$38,149)

TO:

Classification: Office Support Specialist III
Job Code: 00704
Grade: 080 (\$34,720 - \$40,843)

FROM:

Classification: Office Services Assistant I SAO
Job Code: 01971
Grade: 076 (\$31,708 - \$36,098)

TO:

Classification: Office Services Assistant I SAO
Job Code: 01971
Grade: 078 (\$33,082 - \$38,149)

FROM:

Classification: Office Services Assistant II SAO
Job Code: 01972
Grade: 080 (\$34,720 - \$40,843)

TO:

Classification: Office Services Assistant II SAO
Job Code: 01972
Grade: 082 (\$36,947 - \$43,703)

PERSONNELDepartment of Human Resources – cont'd**FROM:**

Classification: Office Supervisor
Job Code: 33215
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Office Supervisor
Job Code: 33215
Grade: 085 (\$40,896 - \$49,277)

FROM:

Classification: Office Support Specialist I
Job Code: 33211
Grade: 071 (\$29,234 - \$32,679)

TO:

Classification: Office Support Specialist I
Job Code: 33211
Grade: 074 (\$30,615 - \$34,621)

FROM:

Classification: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$31,138 - \$35,394)

TO:

Classification: Office Support Specialist II
Job Code: 33212
Grade: 077 (\$32,353 - \$37,084)

FROM:

Classification: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$33,082 - \$38,149)

PERSONNEL

Department of Human Resources – cont'd

TO:

Classification: Office Support Specialist III
 Job Code: 33213
 Grade: 080 (\$34,720 - \$40,843)

FROM:

Classification: Office Support Specialist I
 Job Code: 02419
 Grade: 071 (\$29,234 - \$32,679)

TO:

Classification: Office Support Specialist I
 Job Code: 02419
 Grade: 074 (\$30,615 - \$34,621)

FROM:

Classification: Office Support Specialist II
 Job Code: 00703
 Grade: 075 (\$31,138 - \$35,394)

TO:

Classification: Office Support Specialist II
 Job Code: 00703
 Grade: 077 (\$32,353 - \$37,084)

FROM:

Classification: Office Support Specialist III
 Job Code: 00704
 Grade: 078 (\$33,082 - \$38,149)

TO:

Classification: Office Support Specialist III
 Job Code: 00704
 Grade: 080 (\$34,720 - \$40,843)

PERSONNEL**Department of Human Resources – cont'd****FROM:**

Classification: Painter Supervisor
Job Code: 52275
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Painter Supervisor
Job Code: 52275
Grade: 089 (\$47,971 - \$58,241)

FROM:

Classification: Park Maintenance Supervisor
Job Code: 53621
Grade: 078 (\$33,082 - \$38,149)

TO:

Classification: Park Maintenance Supervisor
Job Code: 53621
Grade: 086 (\$42,536 - \$51,307)

FROM:

Classification: Pipefitter Supervisor
Job Code: 52285
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Pipefitter Supervisor
Job Code: 52285
Grade: 086 (\$42,536 - \$51,307)

FROM:

Classification: Public Health Representative I
Job Code: 42560
Grade: 085 (\$40,896 - \$49,277)

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PERSONNEL

Department of Human Resources – cont'd

TO:

Classification: Public Health Representative I
Job Code: 42560
Grade: 087 (\$44,263 - \$53,504)

FROM:

Classification: Public Health Representative II
Job Code: 42561
Grade: 087 (\$44,263 - \$53,504)

TO:

Classification: Public Health Representative II
Job Code: 42561
Grade: 090 (\$50,013 - \$60,785)

FROM:

Classification: Public Health Representative III
Job Code: 42562
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Public Health Representative III
Job Code: 42562
Grade: 092 (\$54,421 - \$66,266)

FROM:

Classification: Safety Enforcement Officer I
Job Code: 33641
Grade: 085 (\$40,896 - \$49,277)

TO:

Classification: Safety Enforcement Officer I
Job Code: 33641
Grade: 088 (\$46,074 - \$55,823)

PERSONNEL**Department of Human Resources – cont'd****FROM:**

Classification: Safety Enforcement Officer II
Job Code: 33642
Grade: 088 (\$46,074 - \$55,823)

TO:

Classification: Safety Enforcement Officer II
Job Code: 33642
Grade: 092 (\$54,421 - \$66,266)

FROM:

Classification: Safety Enforcement Officer III
Job Code: 33643
Grade: 090 (\$50,013 - \$60,785)

TO:

Classification: Safety Enforcement Officer III
Job Code: 33643
Grade: 093 (\$56,778 - \$69,231)

FROM:

Classification: Secretary I
Job Code: 33231
Grade: 075 (\$31,138 - \$35,394)

TO:

Classification: Secretary I
Job Code: 33231
Grade: 077 (\$32,353 - \$37,084)

FROM:

Classification: Secretary II
Job Code: 33232
Grade: 078 (\$33,082 - \$38,149)

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PERSONNELDepartment of Human Resources – cont'd**TO:**

Classification: Secretary II
Job Code: 33232
Grade: 080 (\$34,720 - \$40,843)

FROM:

Classification: Secretary III
Job Code: 33233
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Secretary III
Job Code: 33233
Grade: 085 (\$40,896 - \$49,277)

FROM:

Classification: Secretary, SAO
Job Code: 01970
Grade: 082 (\$36,947 - \$43,703)

TO:

Classification: Secretary, SAO
Job Code: 01970
Grade: 084 (\$39,651 - \$47,323)

FROM:

Classification: Tree Service Supervisor I
Job Code: 53655
Grade: 081 (\$35,761 - \$42,368)

TO:

Classification: Tree Service Supervisor I
Job Code: 53655
Grade: 086 (\$42,536 - \$51,307)

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Department of Human Resources – cont'd

FROM:

Classification: Building Operations Supervisor
Job Code: 53221
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Building Operations Supervisor
Job Code: 53221
Grade: 089 (\$47,971 - \$58,241)

FROM:

Classification: Carpenter Supervisor
Job Code: 52245
Grade: 084 (\$39,651 - \$47,323)

TO:

Classification: Carpenter Supervisor
Job Code: 52245
Grade: 089 (\$47,971 - \$58,241)

AMOUNT OF MONEY AND SOURCE:

The Bureau of Budget and Management Research will establish the costs after the Board of Estimates Noted.

BACKGROUND/EXPLANATION:

The Department of Human Resources (DHR) conducted a competitive market analysis for classifications in response to an agreement between the City of Baltimore and the City Union of Baltimore (CUB). DHR was tasked with reviewing classifications for salary competitiveness and to identify any positions out-of-line with the external marketplace. DHR confirmed that the salary planning for these classifications lagged the market, i.e., other Maryland jurisdictions. As a result of the study, DHR recommended to upgrade some of the classifications and consolidate classes that had a similar skill set. The recommended changes will allow Baltimore City to competitively attract and retain talent.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

PERSONNEL

Health Department

23. **ANGELA BURDEN** **\$43.53** **\$16,845.50**

Account: 4000-499922-3080-294200-603051

Angela Burden, retiree, will continue to work as a **Contract Services Specialist I**. This position is responsible for collecting data from medical records related to fetal and infant deaths housed at area delivery hospitals and prenatal care providers; preparing this data for review and analysis by the Fetal-Infant Mortality Review (FIMR) team to better understand fetal and infant death in Baltimore City; and making recommendations for change. The period of the agreement is retroactive to July 1, 2022 through June 30, 2023.

The agreement is late due to delays in the approval process.

24. **CHARLOTTE HAGER** **\$55.00** **\$14,300.00**

Account: 4000-422723-3080-292300-601009

Charlotte Hager will work as a **Contract Services Specialist II**. This position is responsible for overseeing the development, implementation, and evaluation of the Family Planning Toolkit and subsequent trainings for B'more Healthy Babies partnering agencies and health outreach staff; developing and administering a training in collaboration with the Maryland Institute College of Art (MICA) Center for Social Design, for B'more Healthy Babies staff, surrounding family planning and referrals to reproductive health care; developing, administering, implementing and evaluating protocol in collaboration with the Johns Hopkins University Center for Communication Programs, for the implementation and evaluation of the Family Planning Toolkit with B'more Healthy Babies, partnering agencies and health outreach staff; preparing program reports and presentations on progress of efforts, major findings and key performance indicators; assisting in the preparation and implementation of the annual Baltimore City Sexual Health Strategic Roundtable; and serving as a liaison in program and policy support for Title X clinical services. The period of the agreement is retroactive to July 1, 2022 through December 31, 2022.

The agreement is late due to delays in the approval process.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Human Resources – cont'd

Health Department – cont'd

25. **ANJU GURUNG** **\$17.86** **\$37,148.00**

Account: 6000-624923-3100-295900-601009

Anju Gurung will continue to work as a **Contract Services Specialist II**. This is the same hourly rate from the previous contract period. This position is responsible for establishing, retrieving and maintaining files; assisting with payroll functions; ordering and maintaining office materials; ordering clinical supplies and equipment; creating, formatting, copying, editing, retrieving and printing forms, letters and memos; answering telephone calls and providing information and guidance regarding office functions, operations and procedures; greeting visitors and answering complaints; reviewing vendor invoices for accuracy and completion prior to administrative approval; assisting the Bureau of School Health (BSH) and the Department with temperature taking for employees, visitors and entering Health buildings in accordance with established procedures; assisting with Fit Testing of N95s and coordinating the annual calibration of Spot Machines and Auto Meters used by the BSH Hearing and Vision Program. The period of the agreement is retroactive to July 1, 2022 through June 30, 2023.

The agreement is late due to delays in the approval process.

26. **RAVEN WILLOUGHBY** **\$20.00** **\$ 2,500.00**
(for 125 hours)

Account: 4000-427122-3080-292300-601001

Raven Willoughby will work as a **Contract Services Specialist II**. The position will be responsible for coordinating and serving as a parent liaison for the parents and families of children in the Baltimore Infants and Toddlers Program. The Department of Human Resources recommends granting this employment contract. The period of the agreement is retroactive to July 1, 2022 through June 20, 2023.

The agreement is late due to delays in the approval process.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Human Resources

Health Department – cont'd

27. **MARY ELIZABETH MURPHY** **\$12.50** **\$ 28,080.00**

Account: 6000-607623-3110-307600-603018

Ms. Murphy will continue to work as a **Contract Services Specialist II**. This position is responsible for assisting with Intake and Referrals, answering telephones, referring calls to proper stations; distributing documents to program staff; filing invoices and client records; monitoring incoming and outgoing faxes.

This is the same hourly rate from the previous contract period and is in compliance with AM 212-1, Part 1. The period of the agreement is retroactive to July 1, 2022 through June 30, 2023.

The agreement is late due to delays in the approval process.

Department of Law

28. **AVERY MULLER** **\$105.32** **\$126,387.36**

Account: 2046-000000-1764-803300-601009

Avery Muller, retiree, will work as a **Contract Services Specialist I**. The position will be responsible for assisting the Law Department by preparing and trying cases on behalf of the City of Baltimore before the Worker's Compensation Commission, in the Circuit Court, and/or other jurisdictions, performing legal research, rendering legal opinions, preparing legal documents and negotiating settlements on behalf of the City. This salary is in compliance with AM 212-1, Part I, Retiree. The period of the agreement is retroactive to July 1, 2022 through June 30, 2023.

The agreement is late due to delays in the approval process.

8/3/2022

Law Department – cont'd

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Human Resources – Group Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a Group Sales Agreement with OTO DEVELOPMENT, LLC, DBA Hampton Inn & Suites Baltimore Inner Harbor for the Battalion Fire Chief Suppression promotional assessments. The events are scheduled for August 29 – September 2, 2022.

The Board is also requested to approve payment by expenditure authorization for airfare, per diem, and ancillary expenses for 11 subject matter experts who will administer the examination.

AMOUNT OF MONEY AND SOURCE:

\$23,425.11- 1001-000000-1603-172500-603026

Hotel Expenses	\$9,070.11
Examiner Expenses	\$14,355.00

BACKGROUND/EXPLANATION:

The Battalion Fire Chief Suppression assessments occur once every two years. The assessments include written multiple-choice and oral components which will take place from August 29, through September 2nd, 2022.

Seventeen rooms will be necessary to administer the assessment. Nine rooms will be necessary for the examiners' overnight accommodations. Five rooms will be rented for the administration of the exam. The rooms will be utilized as candidate interview preparation rooms, for candidates to prepare responses to interview questions and to conduct panel interviews. One room, overnight accommodations for 11 examiners, and One Test Administrator, 12 rooms.

A testing schedule for the oral test will be created after August 29, 2022, and the number of testing days will be confirmed. Room reservations for this function must be arranged in advance. The Sales Agreement is based upon the maximum usage requirements and may be reduced. Approval for other expenses such as travel (personal vehicle reimbursement, airfare, etc.) and meal allowance (per diem checks) for examiners is also sought.

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHR – cont'd

The examiners will arrive in Baltimore on Monday, August 29th. The written component will be administered on Monday, August 29th. at Public Safety Facility at no cost.

Examiner training will be conducted on Tuesday, August 30th and the Oral component will be administered from Wednesday, September 31st through Thursday, September 1st. The examiners will depart the hotel on Friday, September 2nd due to the length of testing on Thursday and the distance back to their respective jurisdictions.

Estimated costs for hotel parking for the examiners (at the hotel) are also included as some examiners will have vehicles.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHR – cont'd

Exhibit A

Detailed Breakdown of Expenses	
Battalion Fire Chief Suppression Promotional Assessment	
Mon. Aug 29 – Fri. Sept. 2, 2022	
\$5,232.00	Guestrooms: \$5,232.00 Mon. Aug 29 – Fri. Sept. 2, 2022 12 rooms x 4 nights' x \$109.00 net rate = \$5,232.00
\$1,635.00	Business/Interview Rooms (converted guestrooms) - \$1,635.00 Tue. Aug. 30 – Thur. Sept. 1, 2022 5 rooms x 3 days' x \$109 net rate = \$1,635.00
\$1,440.00	Valet - \$1,440.00 Valet - (One (1) test administrator, and Eleven (11) examiners that might be renting cars) Mon. Aug. 29 – Fri. Sep. 2, 2022 12 cars x 4 nights' x \$30 per day = \$1,440.00
\$120.78	Coffee Service - \$120.78 Tue. Aug. 30, 2022 20 attendees' x \$4.95 per person x 1 day + 22% (service fee) = \$120.78
\$387.96	Hospitality Suite/Break Room - \$387.96 Wed. Sept. 1 – Thur. Sept. 2, 2020 (Fidelity) – 11 attendees \$159.00 rental x 2 days = \$318.00 \$318.00 + 22% service fee = \$387.96
\$254.37	Coffee Service Beverage/Snack Break - \$254.37 Wed. Sept. – Thur. Sept. 2, 2022 Coffee Service: 15 attendees' x \$6.95 per person x 2 days + 22% (service fee) = \$254.37
Hotel Expenses: \$9,070.11	
\$8,250.00	Examiners' Airfare (Roundtrip): Eleven (11) examiners traveling from various locations @ \$750.00 = 11 x \$750 = \$8,250.00

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHR – cont'd

\$3,905.00	Per Diem Meal Allowance Per Diem Rate - \$71.00 per day x 5 days = \$355.00 11 Examiners - \$355.00 x 11= \$3,905.00
\$2,200.00	Ancillary expenses \$200.00 per examiner (reimbursement of travel expenses, luggage fees, cab/shuttle fees, to and from the airport, parking) 11 Examiners x \$200.00 Each = \$2,200.00
	Examiner Expenses: \$14,355.00
	Total Estimated Expenses: \$ 23,425.11

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Human Resources – Travel Requests

ACTION REQUESTED OF B/E:

The Board is requested to approve travel and related expenses for Quinton M. Herbert, Director & Chief Human Capital Officer; Tonya Brinkley, Deputy Director; Lauren Walker, Chief HRIS. They will be attending the Workday Rising conference, scheduled for September 12 - 15, 2022, in Orlando, Florida. The subsistence rate for this location is \$198.00 per day.

Conference registration fees for Director Herbert and Chief Walker were provided by the event organizer, Workday. Deputy Director Brinkley's conference registration fee has been prepaid by the DHR procurement card assigned to Julie Colucci.

AMOUNT OF MONEY AND SOURCE:

\$4,018.80 - 1001-000000-1601-172500-603001 – Travel related expenses

\$1,695.00 - 1001-000000-1601-172500-603026 – Registration Fees

\$5,713.80

BACKGROUND/EXPLANATION:

The City of Baltimore is currently in the process of implementing the 2nd and 3rd phases of Workday, with phase 2 going live in the very near future. Attending the conference is an opportunity for key partners to network with other organizations who utilize the system and gain knowledge and best practices on how best to utilize the Workday system to fully benefit the City's goals.

These DHR employees have reservations for the Wyndham Orlando Resort International Drive Hotel, located in Orlando, Florida.

Prepaid expenses include airfare (\$325.96 each for Director Herbert and Chief Walker) and conference registration fee f (\$1,695.00 for Deputy Director Brinkley). Employees are requesting reimbursement for meals and incidental expenses of \$239.00 each, ground transportation of \$60.00 (Herbert and Walker). Tonya Brinkley will be driving her personal vehicle and is requesting \$325.96 for mileage which is equivalent to the roundtrip airfare.

The cost of roundtrip flights for Director Quinton Herbert and Chief Lauren Walker were paid for using the procurement card assigned to Chief Joanne Ashton. The hotel costs will be charged to the travel card assigned to Director Herbert.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Grant – Amendment 7 – HUD – Uplands (1)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Seventh Amendment to HUD Uplands A Upfront Grant Agreement with the Department of Housing and Urban Development. The amendment extends the expiration date of the agreement from December 31, 2022 to December 31, 2024.

AMOUNT AND SOURCE OF FUNDS:

\$0.00

BACKGROUND/EXPLANATION:

In January 2004, the Board approved two Grant Agreements with the Department of Housing and Urban Development (HUD) 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 six prior 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 approved on July 23, 2012, revised the total number of Affordable and Market Rate Units and revised the Area Median Income restrictions in Grant A. The Third Amendment approved on December 2, 2014 extended the periods of Grant A and Grant B. The Fourth Amendment approved on June 8, 2016 revised the number of Affordable and Market Rate Units to be constructed and revised the Area Median Income restrictions in Grant B. The Fifth Amendment, approved on December 1 2017, extended the term of Grant B and the term of Grant A to expire on December 31, 2020. On December 23, 2020, the Sixth Amendment was approved and extended the term of the agreement by two years causing it to expire on December 31, 2022.

Upon Board approval, this Seventh Amendment will extend the term of Grant A to expire on December 31, 2024, increase the highest tier of the Area Median Income Restrictions from 115% to 120% of AMI, and increase the total unit count to be constructed on Site A from 329 units to 368 units.

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – cont'd

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 8

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Grant – CCG – Black Women Build (2)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Black Women Build–Baltimore, Inc. The period of the agreement is effective upon Board approval for 24 months.

AMOUNT AND SOURCE OF FUNDS:

\$150,000.00 - 1001-000000-5930-599700-607001

BACKGROUND/EXPLANATION:

DHCD's community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and additional investment. DHCD created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led efforts that are essential to a neighborhood's viability.

On November 6, 2020, DHCD released the CCG Operating Grant Guidelines and Application. On June 14, 2021 the Mayor awarded 23 organizations.

Through the CCG Operating program, Black Woman Build–Baltimore, Inc. was awarded \$150,000.00 to be used solely to support their Operating projects. The award also included \$485,000.00 to be used solely to support their Capital Project. The Capital project grant agreement will be submitted to the Board at a later date.

Grantee agrees to provide a match of funds or in-kind services in the amount of \$22,500.00 (the "Matching Fund Requirement").

Grantee may submit a written request to DHCD asking for: a one-year extension to the term of this Agreement; and/or a budget reallocation not to exceed 20 percent of the Grant Funds.

MBE/WBE PARTICIPATION: Waiver granted on December 31, 2021

COUNCIL DISTRICT: 11

EMPLOY BALTIMORE: Applicable

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Grant – HABC – Somerset Advance (3)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Housing Authority of Baltimore City (HABC). The period of the agreement is effective upon Board approval for 24 months.

AMOUNT AND SOURCE OF FUNDS:

\$4,600,000.00 - 1001-000000-1240-607900-608034

BACKGROUND/EXPLANATION:

In 2017, the City and the HABC were co-applicants for a \$30,000,000.00 HUD Choice Neighborhoods Implementation Grant for the redevelopment of the Perkins Homes and the former Somerset Homes (PSO) site. Later that year, the Board approved the Application, Partnership Certification and Letter of Commitment, in which the City agreed to make certain funds available, including funds provided by the City and the Department to support the overall PSO Transformation Plan including funds for the design and construction of new public infrastructure.

In July 2018, HUD awarded the City and HABC \$30,000,000.00 in Choice Neighborhood funds for the redevelopment of Perkins Homes and the former Somerset Housing site. When complete, these sites will provide 1,345 units of mixed-income housing, including 652 units of replacement public housing for Perkins and Somerset residents. In August 2018, the Board approved the HUD Grant Agreement, which requires that the 1,345 units described above are complete by September 30, 2025.

In July 2019, HABC and the PSO Housing Company, LLC consisting of Beatty Development Group, The Henson Development Company, Mission First Housing Development Company, and MBS entered into a Master Development Agreement (MDA) outlining the redevelopment plan. The Henson Development Company and Mission First Housing Development Company are the Somerset developers where Phases 2 and 3 consisting of 264 units of rental housing are underway with a projected completion date of spring 2023. These units are part of the City and HABC's obligations under the terms of the Choice Neighborhoods Grant Agreement.

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – cont'd

Somerset public infrastructure costs are included as part of the PSO TIF bonds, which were approved by the City Council in 2020. The first tranche of bonds, which will fund the Somerset public infrastructure costs are currently scheduled to be sold in late 2022. So that construction can proceed, and the units can open as scheduled HABC requested and the City has agreed to advance this \$4,600,000.00 so that the housing construction is not delayed.

Under this agreement, the City is advancing \$4,600,000.00 to cover public infrastructure costs required to construct approximately 264 affordable rental units at the former Somerset Housing site as part of the Perkins Somerset Oldtown Transformation (PSO)/Choice Neighborhoods grant. City funds will be reimbursed with the proceeds of the Perkins Somerset Oldtown Tax Increment Financing (TIF) Bonds later this year.

HABC has executed an Additional Services Agreement making funds available to the Somerset developer who is undertaking the construction of public infrastructure through a Public Works Developers Agreement. Before disbursing funds to the developer, HABC will follow the procedures outlined in the Grant Agreement, which include submitting the costs to be financed by Grant funds for review by the City's Verification Agent, Municap, Inc.

This Grant Agreement does not replace the standard TIF Funding Agreement that will be executed between the City and the developer and will be approved at a later date.

MBE/WBE PARTICIPATION:

MWBOO has determined that \$6,954,279.00 is subject to the following goals*:

MBE Goal 27%:	\$1,877,655.33
WBE Goal 10%:	\$695,427.9

Participation Rates are based on a total project cost of \$8.6 million. In addition to the \$4.6 million being made available through this Agreement, HABC has been awarded \$4 million in ARPA Funds that will be provided directly to them.

COUNCIL DISTRICT: 12

LOCAL HIRING: Developer has signed certification

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

8/3/2022

DHCD – Property Acquisition – Donation – 714 Brune Street (4)

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the leasehold interest in 714 Brune Street (Block – 0452 Lot - 008) as a gift from Stewart Silva Jr.

AMOUNT AND SOURCE OF FUNDS:

\$0.00 Stewart Silva Jr., owner of the property located at 714 Brune Street agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended

BACKGROUND/EXPLANATION:

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

Stewart Silva Jr. has offered to donate to the City title to the property, a vacant building located at 714 Brune Street in the Upton Community. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

DHCD Land Resources seeks approval to acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 27 2022, other than water bills, follows.

Tax Sale	373477	\$2,117.55
Real Property Taxes	2021-2022	\$682.16
Real Property Taxes	2020-2021	\$831.83
Miscellaneous	9127150	\$254.00
Miscellaneous	9214305	\$465.92
Miscellaneous	9422734	\$237.99
Registration	923989	\$148.20
Water		\$37.63
Total Taxes Owed:		\$4,775.28

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Property Acquisition – Condemnation – 2320 Etting Street Leasehold (5)

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 2320 Etting Street.

AMOUNT AND SOURCE OF FUNDS:

\$4,600.00 9910-904177-9588-900000-704040
Acquisition & Relocation Account - Bakersview Project

BACKGROUND/EXPLANATION:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 2320 Etting Street. The owner is Michelle Lyons Baker. It is necessary that the City deposit with the Clerk of the Court of Baltimore City the fair market value of the property interest and comply with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. This property will be redeveloped.

The fair market value is substantiated in appraisal reports made by independent appraisers.

The provisions of Article 13, § 2-7 of the Baltimore City Code and/or the provisions of the Baltimore City Public Local Law, § 21-16 and 21-17, and/or the provisions of the Druid Heights Urban Renewal Plan established by City Ordinance No. 376 and approved June 28, 1977, as amended, authorize the Department of Housing and Community Development to acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment, subject to the approval of the Board of Estimates. The Commissioner of Housing has made the required determination regarding this property.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 7

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Property Acquisition – Condemnation – 540 Baker Street Leasehold (6)

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 540 Baker Street.

AMOUNT AND SOURCE OF FUNDS:

\$4,633.34 - 9910-904177-9588-900000-704040

Acquisition & Relocation Account – Bakersview Project

BACKGROUND/EXPLANATION:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 540 Baker Street. The owner is Louis Beverly. It is necessary that the City deposit with the Clerk of the Court of Baltimore City the fair market value of the property interest and comply with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. This property will be redeveloped.

The fair market value is substantiated in appraisal reports made by independent appraisers.

The provisions of Article 13, § 2-7 of the Baltimore City Code and/or the provisions of the Baltimore City Public Local Law, § 21-16 and 21-17, and/or the provisions of the Druid Heights Urban Renewal Plan established by City Ordinance No. 376 and approved June 28, 1977, as amended, authorize the Department of Housing and Community Development to acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment, subject to the approval of the Board of Estimates. The Commissioner of Housing has made the required determination regarding this property.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 7

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Property Acquisition – Option – 558 Baker Street Ground Rent (7)

ACTION REQUESTED OF B/E:

The Board is requested to approve an Option to purchase the \$60.00 ground rent interest in 558 Baker Street and purchase of the property interest by condemnation if the Option fails.

AMOUNT AND SOURCE OF FUNDS:

\$440.00	9910-904177-9588-900000-704040	Purchase Price
\$180.00	9910-904177-9588-900000-704044	3 Years Ground Rent
<u>\$529.00</u>	9910-904177-9588-900000-704044	Settlement Fee
\$1,149.00	Total	Acquisition & Relocation Account - Bakersview Project

BACKGROUND/EXPLANATION:

The Board is requested to approve an Option to purchase the \$60.00 ground rent interest in 558 Baker Street between the owner, AN Ground Rents, LLC, and the Department of Housing and Community Development. This Department has secured appraisals, negotiated with the owner of said interest, and the attached Option has been signed by the owner. This property will be redeveloped.

In the alternative, should there be a failure to fully execute the Option, DHCD requests approval to purchase the property interest by condemnation for an amount equal to or lesser than the Option amount. The fair market value is substantiated in appraisal reports made by independent appraisers contracted by the City.

The provisions of Article 13, § 2-7 of the Baltimore City Code and/or the provisions of the Baltimore City Public Local Law, § 21-16 and 21-17, and/or the provisions of the Druid Heights Urban Renewal Plan established by City Ordinance No. 376 and approved June 28, 1977, as amended, authorize the Department of Housing and Community Development to acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment, subject to the approval of the Board of Estimates. The Commissioner of Housing has made the required determination regarding this property.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 7

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Property Disposition – LDA - 1500, 1506, & 1508 N. Broadway (8)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of three City owned vacant lots located at 1500, 1506, & 1508 N. Broadway (Block 1127 Lots 057,056,055), in the Oliver community, to Tadesse & Associates Inc.

AMOUNT AND SOURCE OF FUNDS:

The City will convey all of its rights, title and interest to 1500, 1506, & 1508 N. Broadway for \$11,000.00 each to Tadesse & Associates Inc. The total sale price is \$33,000.00 which will be paid to the City of Baltimore at settlement. The purchase and improvements to the site will be financed through private sources.

BACKGROUND/EXPLANATION:

The developer proposes to purchase and construct three single family homes for sale to homeowners on the vacant lots at 1500, 1506, & 1508 N. Broadway.

The City may dispose of the lots by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

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

The lots are valued pursuant to the Appraisal Policy of Baltimore City via the Waiver Valuation Process as follows:

Property Address	Waiver Valuation Value	Purchase Price
1500 N. Broadway	\$18,200.00	\$11,000.00
1506 N. Broadway	\$18,200.00	\$11,000.00
1508 N. Broadway	\$18,200.00	\$11,000.00

The lots will sell for \$33,000.00 (total), which is below the determined value, to serve a specific benefit to the immediate community, help to eliminate blight, and return the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

DHCD – Land Disposition – LDA - 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave to New Broadway East Community Development Corporation (9)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of six City-owned vacant lots located at 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave (Block 1450 Lots 031, 032, 034, 035, 036, 037) in the Broadway East Community to New Broadway East CDC.

AMOUNT AND SOURCE OF FUNDS:

The City will convey all of its rights, title, and interest to 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave to New Broadway East Community for the total price of \$600.00 which will be paid to the City of Baltimore at the time of settlement. The purchase and improvements to the site will be financed through private sources.

BACKGROUND/EXPLANATION:

The developer wishes to purchase the vacant lots located at 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave to create a playground space and greenspace for adults and children to play and gather safely.

The authority to sell the vacant lots located at 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave comes by virtue of Article II, Section 15 of the Baltimore City Charter and Article 28, Subtitle 8 of the Baltimore City Code. The property was journalized and approved for sale on December 6, 2012.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

N/A - Pursuant to Baltimore City's Appraisal policy, unimproved real property with an assessed value of \$2,500.00 or less will not require an appraisal. 2111, 2113, 2117, 2119, 2121 and 2123 E. North Ave are vacant lots assessed at \$1,000.00 each and are being sold for \$600.00 total.

The lots will sell for \$100.00 each, which is below the assessed value, to serve a specific benefit to the immediate community, help to eliminate blight from the neighborhood, and return the lots to productive use.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 12

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Office of the Comptroller – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Bill Henry who will attend the MACo 2022 Summer Conference on August 17- 20, 2022 in Ocean City, Maryland.

AMOUNT OF MONEY AND SOURCE:

\$1,407.21 - 1001-000000-1300-157300-603001

BACKGROUND/EXPLANATION:

Bill Henry is traveling to Ocean City, MD on City related business. The purpose of the trip is to network with fellow leaders in local and state government and to discuss governance challenges and solutions. The estimated value of the hotel stay is \$779.09. The per diem rate for this location is \$325/ day as per GSA's Per Diem rates for FY 2022. The hotel and registration were paid using employee personal credit card. The Comptroller will drive the City's electric vehicle and does not qualify for mileage reimbursement.

Comptroller Henry is requesting advance funds for meals and incidental expenses, and reimbursement.

Trip related cost:

Registration:	= \$355.00
Subsistence	= \$975.00
Hotel Tax	= \$ 77.21

Total:	\$1,407.21
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APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Real Estate – Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the properties known as 1002 Poplar Grove Street (Block 2446b, Lot 018).

AMOUNT OF MONEY AND SOURCE:

PROPERTY ADDRESS	ASSESSED VALUE	FLAT TAXES	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
1002 Poplar Grove St.	\$11,333.00	\$13,783.50	\$268,355.62	\$13,783.50

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate on May 17, 2021 for 1002 Poplar Grove Street (Block 2446b, Lot 018) in the amount of \$268,355.52.

National Empowerment For Minorities Active In Community, Inc. has offered to purchase the Tax Sale Certificate for 1002 Poplar Grove Street for \$13,783.50, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$13,783.50 will cover the outstanding flat taxes and water for the property at the time of the tax sale auction. Other charges include liens of \$9,407.94 for miscellaneous billing.

MBE/WBE PARTICIPATION:

N/A

COUNCIL DISTRICT:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Real Estate – Second Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Second Amendment to Lease Agreement with Park Heights Renaissance, Inc., Tenant, for the rental of a portion of the building at 3939 Reisterstown Road, consisting of approximately 1,817 square feet. The period of the agreement is July 1, 2022 through June 30, 2023 with an option to renew for three 1-year terms.

AMOUNT OF MONEY AND SOURCE:

The annual rent will be \$11,011.02 payable in equal monthly installments of \$917.59.

BACKGROUND/EXPLANATION:

The Board approved the original Lease Agreement on November 22, 2017. The term of the lease was for one year commencing July 1, 2017 and terminating June 30, 2018 with the right to renew.

On January 30, 2019 the Board approved a one-year renewal and an amendment to the lease providing the right to renew for three additional one-year terms. The first, second and third renewals under the amended lease were approved by the Board of Estimates on October 16, 2019, June 10, 2020, and August 11, 2021, respectively.

This Second Amendment to Lease Agreement reduces the Leased Premises to 1,817 square feet. All other terms and conditions of the original Lease approved by the Board on November 22, 2017, remain in full force and effect. This Second Amendment to Lease Agreement was approved by the Space Utilization Committee on June 24, 2022.

MBE/WBE PARTICIPATION:

N/A

COUNCIL DISTRICT: 10

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Real Estate – Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Redwood Tower Limited Partnership, Landlord and the City Department of Telecommunications, Tenant, for a portion of the property known as 217 E Redwood Street, consisting of 7,243 rentable square feet, but the Tenant's rental obligations pursuant to this Lease will be based solely upon Tenant's use of 4,986 rentable square feet. The period of the Lease is August 15, 2022 through August 31, 2023.

AMOUNT OF MONEY AND SOURCE:

<u>LEASE TERM</u>	<u>ANNUAL RENT</u>	<u>MONTHLY RENTAL</u>
August 15, 2022 – August 31, 2022		\$4,329.22 (17 days)
September 1, 2022 – August 31, 2023	\$94,734.00	\$7,894.50

Account Number: 2039-000000-1330-158400-603013.

BACKGROUND/EXPLANATION:

The Leased Premises will be used for administrative offices and storage space for the Department of Telecommunications. Landlord will furnish heat, ventilation and air conditioning and janitorial services, provide hot and cold water for drinking, lavatory, toilet and ordinary cleaning purposes, furnish electricity to the leased premises for normal office use including fluorescent and incandescent lighting and normal office equipment. provide security for the building and maintain a directory in each lobby area of the building. In addition to rent, the Tenant shall be responsible for 2.44% of yearly operating expenses and taxes of the building.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 11

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Real Estate – Second Renewal Option of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the second renewal option of Lease Agreement with Baltimore Brothers, Inc., Tenant, for the rental of a portion of the property known as 1400 E. Federal Street, Space 116 and 116A, being on the 1st floor, containing 492 square feet. The period of the renewal option is October 7, 2022 through October 6, 2023.

AMOUNT OF MONEY AND SOURCE:

The rent for the second renewal term will be \$3,889.93 annually.

BACKGROUND/EXPLANATION:

On October 7, 2020, the Board approved the Lease Agreement for one year, commencing upon the Board approval date and terminating one year thereafter, with the right to renew for two, one-year periods. On October 27, 2021 the Board approved the first renewal option. Baltimore Brothers, Inc., has exercised its second renewal option. All other rentals, conditions and provisions of the Lease Agreement dated October 7, 2020 and first renewal will remain in full force and effect.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: 12

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Municipal Post Office – TRANSFER OF LIFE-TO-DATE SICK LEAVE

ACTION REQUIRED OF B/E:

The Board is requested to approve a transfer of a total of 30 leave days from City employees of this agency to Thomas Bailey.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Employees of the City of Baltimore have volunteered to transfer their sick leave in order for this employee to remain in pay status and maintain health care coverage during the period of illness/injury. The requirement of AM-203-3, Sick Leave Donation Program, have been followed.

Sick leave donations will be transferred from each donor's life to date sick leave balance to the requesting employee's sick leave account. The transfers will occur after the Central Payroll Division receives the following information from the agency personnel office: a copy of this memo approved by the Board of Estimates and a list of donors with their social security numbers, department/payroll locations codes, and number of sick leave days to be donated.

TRANSFER OF SICK LEAVE:

The employees listed below have asked to be permitted to transfer sick leave days to: Thomas Bailey:

Donor's Name	# of Days to be Donated
Charmaine Callahan	5
Ellouise Johnson	2
Clinton Emonds	4
Simon Etta	5
Ronald Gross	3
Sonam Tashi	3
Justis Hayes	2
Darryl McNiell	3
Perin Tinsley	3

THE LABOR COMMISSIONER RECOMMENDS APPROVAL.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – FY23 Howard County Water Rates & Charges

ACTION REQUESTED OF B/E:

The Board is requested to approve the updated monthly service charge for wholesale water services for Howard County effective July 1, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

N/A

BACKGROUND/EXPLANATION:

These rates are submitted to the Board for acceptance in accordance with the terms of the Wholesale Water Agreement By and Between the Mayor and City Council of Baltimore and Howard County ("County"), Maryland dated September 2017 (the "Agreement"). Under the Agreement, the County obtains from the City a supply of potable water at a reasonable rate. City billings to the County are in the form of a Monthly Service Charge which consists of a fixed component and a volume component. The volume charge is calculated to recover operating and maintenance costs. The fixed charge is calculated to recover capital costs.

The proposed rates and charges are the following:

Billing Component	Effective July 1, 2022
Account Management Fee (per bill, based on City charge)	\$4.46
Infrastructure Charge (monthly fixed amount)	\$1,492,237.39
Volumetric Rate (per Ccf)	\$0.644

In a letter dated July 8, 2022, Howard County acknowledges completion of the review of the updated Monthly Service Charge and concurs with the City's Fiscal 2023 proposal.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT:

N/A

EMPLOY BALTIMORE:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – cont'd

LIVING WAGE:

N/A

LOCAL HIRING:

N/A

1% FOR PUBLIC ART:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – 4th Amendment for Project 1502 On Call Project and Construction Management Assistance

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment 4 with Hazen and Sawyer, PC under Project No. 1502. The amendment will increase the period of the contract by one year for a total contract period of eight years. The current expiration date is December 9, 2022 and the new expiration date is December 8, 2023.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of Amend.4 to the original agreement with Hazen and Sawyer, PC so that they may continue to perform the following work: assisting the City 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 (RFI) reviews and responses; and construction contract administrative support.

This request is late because of administrative delays.

MBE/WBE PARTICIPATION:

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

MBE Goal: 27% and \$1,080,000.00

Current Attainment: 30.07% and \$1,072,792.33

Compliant During Monitoring Period [Y/N]: Yes

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – cont'd

WBE Goal: 10.% and \$400,000.00
Current Attainment: 14.08% and \$502,372.96
Compliant During Monitoring Period [Y/N]: Yes

Date of most recent MWBOO Compliance Review: dated October 20, 2015.

AFFECTED COUNCIL DISTRICT:

N/A

EMPLOY BALTIMORE:

N/A

LIVING WAGE:

N/A

LOCAL HIRING:

Applies

1% FOR PUBLIC ART:

N/A

AUDITS NOTED THE TIME EXTENSION

(The 4th Amendment for Project 1502 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – 3rd Amendment for Project 1805 On Call Project and Construction Management Assistance

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment 3 with Whitman Requardt & Associates, LLP under Project. 1805 to increase the upset limit of the contract. The current expiration date is September 25, 2026.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 No funds are required at this time.

This request increases the upset limit by \$1,500,000.00 for a new upset limit of \$8,000,000.00.

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of an amendment to the original agreement with the Vendor to assist the 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 (RFI) reviews and responses; and construction contract administrative support.

MBE/WBE PARTICIPATION:

The vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 27% WBE: 10%. Current attainment is MBE: 32% and WBE: 15%.

AFFECTED COUNCIL DISTRICT:

N/A

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Public Works – cont'd

EMPLOY BALTIMORE:

N/A

LIVING WAGE:

N/A

LOCAL HIRING:

Applies to the overall contract

1% FOR PUBLIC ART:

N/A

AUDITS HAS NOTED THE INCREASE IN UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.

(The 3rd Amendment for Project 1805 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

8/3/2022

BOARD 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:

Aaron Enterprises, Inc.	\$8,000,000.00
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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:

Baker Engineering Services, Inc.	Engineer
CBRE Heery, Inc.	Architect Engineer
Chesapeake Environmental Management, Inc. (WBE)	Engineer Land Survey
Chyke Maurice & Associates, Inc.	Architect
Exp U.S. Services Inc.	Engineer
Greeley and Hansen LLC	Engineer
Harris-Kupfer Architects, Inc. (WBE)	Architect
Ross Technical Services, Inc.	Engineer
Zest LLC (MBE)	Engineer

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Recreation and Parks – Task Assignment

ACTION REQUEST OF THE B/E:

The Board is requested to approve a Task Assignment to Pawpaw Design, LLC DBA Jonathan Ceci, Landscape Architect, as Task No. 6 under Project No. 1317, On-Call Landscape Architectural Design Services, to provide design services in accordance with their proposal dated May 7, 2022.

AMOUNT OF MONEY AND SOURCE:

\$382,929.13 - 9938-911087-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include design services for North Harford Park Phase II Plan. The period of the task is approximately 2 years.

MBE/WBE PARTICIPATION:

Pawpaw Design, LLC (DBA Jonathan Ceci, Landscape Architect) will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE: 19%

WBE: 14%

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

The Consultant has achieved 31.73% of the WBE goal at this time.

This task is subject to the Local Hiring Law 27-1.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Recreation and Parks – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a Transfer of Funds in the amount of \$400,000.00.

AMOUNT OF MONEY AND SOURCE:

FROM ACCOUNT:

9938-910087-9475	\$300,000.00	State (Program Open Space)
9938-910087-9475	<u>\$100,000.00</u>	3 rd Park & Public Facilities
North Harford Park Improvements—Reserve	\$400,000.00	

TO ACCOUNT:

9938-911087-9474	\$400,000.00
North Harford Park Improvements—Active	

BACKGROUND/EXPLANATION:

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No.1317, Task #6 to Pawpaw Design, LLC (DBA Johnathan Ceci, Landscape Architect). The period of the task is approximately 2 years.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Recreation and Parks – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve a Task Assignment to Pawpaw Design, LLC DBA Jonathan Ceci, Landscape Architect, as Task No.7 under Project No. 1317, On-Call Landscape Architectural Design Services. to provide design services in accordance with their proposal dated May 13, 2022.

AMOUNT OF MONEY AND SOURCE:

\$129,759.50 - 9938-922023-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include extended design services for Cab Calloway Legends Park. The period of the task is approximately 18 months.

MBE/WBE PARTICIPATION:

Pawpaw Design, LLC (DBA Jonathan Ceci, Landscape Architect) will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE: 19%

WBE: 14%

The Consultant has achieved 21.66% of the MBE and 30.95% of the WBE goals at this time.

This task is subject to the Local Hiring Law 27-1.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Recreation and Parks – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a Transfer of Funds in the amount of \$150,000.00.

AMOUNT OF MONEY AND SOURCE:

FROM ACCOUNT:

9938-907163-9475

Cab Calloway Legends

Sq. Park—Reserve

\$150,000.00 State (Program Open Space)

TO ACCOUNT:

9938-922023-9474

Cab Calloway Legends

Sq. Park—Active

\$150,000.00

BACKGROUND/EXPLANATION:

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No.1317, Task #7 to Pawpaw Design, LLC (DBA Johnathan Ceci, Landscape Architect). The period of the task is approximately 18 Months.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Neighborhood Safety & Engagement – Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an Agreement with the Center for Hope. The period of the agreement was January 1, 2022 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 2025-000000-2255-802500-603026

BACKGROUND/EXPLANATION:

Sinai Hospital is the parent company of The City of Hope that operates the Kujichagulia (Kuji) Center. The Kuji Center is a hospital-based youth development program that trains young people in Baltimore City to become peer educators and community organizers on issues of violence prevention and community building. The purpose of this Agreement was for the Provider to plan and launch a comprehensive internship program that supplements the existing Sinai Hospital hospital-based violence intervention program that complements existing violence prevention efforts of the Safe Streets Programs ("Project").

The Agreement is late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Payment of Invoice

ACTION REQUESTED OF B/E:

The Board is requested to approve payment of an outstanding invoice in connection with services rendered by Century Engineering, Inc. under Project No. 799, Improvements to TR00073 - Hawkins Point Road Bridge - B/D 37527 – Supplemental Agreement No. 2.

AMOUNT OF MONEY AND SOURCE:

\$218,635.28 - 9950-902416-9506-900010-703032

BACKGROUND/EXPLANATION:

On June 29, 2016, the Board approved the award of Project No. 799, Improvements to TR00073 - Hawkins Point Road Bridge - B/D 37527 – Supplemental Agreement No. 2 for engineering design services in connection with a widened proposed roadway structure to run along the south side of the Hawkins Point Road Bridge. Century Engineering, Inc. provided final design services for the bridge and other related engineering services. The contract expired on July 9, 2021 and now the Department is seeking approval to pay for work performed by the consultant for professional services from April 1, 2017 to February 15, 2022. During the time of services Century Engineering failed to include all payroll cost for services rendered. The billing amounts have been verified by the Department's Bridge Section.

DBE PARTICIPATION:

The Contractor exceeded the established 23% DBE goal, by achieving 33.00% which was verified by the Department.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Project No. 799, TR00073 Improvement to Hawkins Point Road Bridge with Century Engineering, Inc., in the amount of \$218,635.28.

AMOUNT OF MONEY AND SOURCE:

From Account:

9950-903416-9507	\$ 174,908.22 Fed
9950-903416-9507	\$ 43,727.06 MVR
Hawkins Point Road Bridge— Construction Reserve	\$ 218,635.28

To Account:

9950-902416-9506	\$ 218,635.28
Hawkins Point Road	

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with project #799 TR00073 (B/D No.37527) "Improvement to Hawkins Point Road Bridge" with Century Engineering, Inc., in the amount of \$218,635.28.

(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

8/3/2022

Department of Transportation – Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$10,500.00 - 9950-907074-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform additional Scope of Work for Harbor Logistics Center, Phase IV at 1600 E. Patapsco Avenue, constructing an industrial office/warehouse with a revision of usage for 152,000 square feet from the previously executed agreement for 1600 & 1701 E. Patapsco Avenue which had totaled 705,000 square feet.

The Developer agrees to make a one-time contribution in the amount of \$10,500.00 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

MBE/WBE PARTICIPATION:

Not Applicable: The Developer is paying for all costs.

AFFECTED COUNCIL DISTRICT: 10th

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with 901 Ellwood, LLC. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$6,020.75 - 9950-905088-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for 901 S. Ellwood Avenue, constructing Nine (9) single-family residential townhomes and the renovation of an existing rectory building into Six (6) multi-family units. The Developer agrees to make a one-time contribution in the amount of \$6,020.75 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

MBE/WBE PARTICIPATION:

Not Applicable: The Developer is paying for all costs.

AFFECTED COUNCIL DISTRICT: 1st

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – First Amendment to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Grant Agreement with the Maryland Department of Transportation, Maryland Transit Administration. The amendment extends the period of the agreement through February 28, 2023.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 7, 2020, the Board approved a Grant Agreement in connection with the Statewide Transit Innovation Grant Program for Bus Bulbs Along Priority Corridors Project in which the Maryland Department of Transportation, Maryland Transit Administration granted the Department of Transportation \$112,000.00 for installations of curb extensions at bus stops (known as bus bulbs) in Baltimore City. The matching funds commitment from the City was \$28,000.00, totaling \$140,000.00.

The parties now desire to amend the term of the original agreement as follows:
Section 10 of the Agreement is amended as that the Agreement shall be in effect no later than February 28, 2023.

MBE/WBE PARTICIPATION:

As this First Amendment to the Grant Agreement is to establish the framework for roles and responsibilities for the subject project, any future procurement as a result of the funding outlined above will be considered for minority participation.

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Department of Transportation and Friends of 26th Street Corridor, Inc (“Friends”). The MOU is effective upon Board approval for ten years, renewable at the request of either Friends or the City for an additional ten years unless terminated earlier in accordance with this MOU.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOU establishes the framework for Friends of 26th Street Corridor, Inc. to perform ongoing maintenance of all aspects of the Project during the term of the MOU.

The Friends of 26th Street Corridor has requested that the City re-purpose one block of East 26th Street (between Hunter Street and Guilford Avenue) into a plaza that will be closed to through automotive traffic and will instead provide passage for pedestrians and bicyclists as well as street furniture, decking, landscaping, benches, and artwork (collectively, the “26th Street Green Project” or “Project”) to be owned by the City and maintained by Friends.

Friends shall maintain, at its sole cost, all aspects of the Project during the term of the MOU.

MBE/WBE PARTICIPATION:

Not applicable: The Organization is paying for all costs.

AFFECTED COUNCIL DISTRICT: 12

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Developer’s Agreement 1804

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1084 with Schoolhouse Development, LLC. The period of the agreement is effective upon Board approval and will terminate upon final acceptance by the City.

AMOUNT OF MONEY AND SOURCE:

A Performance Bond in the amount of \$13,915.00 has been issued to Schoolhouse Development, LLC, who assumes 100% of the financial responsibility.

BACKGROUND/EXPLANATION:

Schoolhouse Development, LLC, would like to construct a new water service to its property located at 923 South East Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 1

(The Developer’s Agreement No. 1804 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the Board on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code.

LOCATION

APPLICANT

PRIVILEGE SIZE

3206 Foster Avenue

Brewers Hill
Associates II, LLC

Egress Window
Well 20.2 sq. ft.

AMOUNT OF MONEY AND SOURCE:

\$84.84 Annual Charge

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

AFFECTED COUNCIL DISTRICT: 11

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation - Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the Board on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code.

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE SIZE</u>
1001 Fleet Street	Harbor East Parcel C- Commercial, LLC	2 Awnings 23' 9" x 3' 4" each

AMOUNT OF MONEY AND SOURCE:

\$3,412.92 Flat Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 11

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation - Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the Board on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code.

LOCATION

APPLICANT

PRIVILEGE SIZE

2401 E. Monument Street

2401 E. Monument
Street, LLC

1 Double Face
Electric Sign 9 sq. ft.
1 Awning 21' x 30"

AMOUNT OF MONEY AND SOURCE:

\$834.75 Flat Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 11

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for project “Citywide Pavement Marking” in the amount of \$240,000.00.

AMOUNT OF MONEY AND SOURCE:

From Account:

9950-906009-9513 Communication Upgrades— Construction Reserve	\$ 50,000.00 GF (HUR)
9950-911077-9513 Traffic Signal Reconst. RES	\$ 190,000.00 GF (HUR)
	\$ 240,000.00

To Account:

9950-906099-9512 Traffic Safety Project	\$ 240,000.00
---	----------------------

BACKGROUND/EXPLANATION:

This transfer will cover the costs of pavement marking citywide and other related costs for project “Citywide Pavement Marking” in the amount of \$240,000.00.

(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

8/3/2022

Department of Transportation – Ratification and Outstanding Payments

ACTION REQUESTED OF B/E:

The Board is requested to ratify and approve authorization for payment of outstanding amounts under Contract No. TR18009, Resurfacing Highways @ Various Locations Southeast Sector IV with P. Flanigan & Sons, Inc. The ratification extends the period of the contract from June 29, 2021 to December 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$1,048,217.50 - 1001-000000-5011-777200-604011

BACKGROUND/ EXPLANATION:

The Notice to Proceed was issued on October 1, 2018 with a contract completion date of September 30, 2019. The Board approved three previous time extensions totaling 638 days with a completion date of June 29, 2021.

This Authorization is requested on behalf of the Department of Transportation and provides for a 184 day non-compensable time extension. This memo serves to add the extra time needed to the expired contract and to pay P. Flanigan & Sons, Inc. for work performed. The work consisted of the installation of new ADA ramps in order to meet the federal mandated requirements. for compliance at the DOT in order to avoid violations, fines and sanctions. This project is approximately at 100% completed.

MBE/WBE PARTICIPATION:

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

MBE - 23%; achievement – 31.00%

WBE – 9%; achievement – 6.12%

P. Flanigan sought a waiver of the WBE goals for the reason that the scope of work for the WBE subcontractors (hauling for asphalt milling & asphalt paving) versus the scope of work for the MBE subcontractors (concrete hardship and roadway structures – repair & replacement) was not being utilized for the additional ADA work. As a remedy, the Department of Transportation identified two additional WBE's to perform other work. The request was denied by the Minority and Women's Business Opportunity Office (MWBOO) because P. Flanigan did not show a good faith effort.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Transportation – cont'd

AFFECTED COUNCIL DISTRICT: Various

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following pages:
122 – 127
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.
In accordance with Charter provisions
reports have been requested from the
Planning Commission, the Director
of Finance having reported
favorably thereon.

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|--|----------------------------|---------------|
| 1. | B50006400, Reflective Sign
Sheeting | Osborn Associates,
Inc. | \$ 178,721.25 |
|----|--|----------------------------|---------------|

(Dept. of Transportation)

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. The two bids received were opened on December 8, 2021, Osburn Associates, Inc was found to be fair and reasonable. Award is recommended to be made to the responsive, responsible bidder.

Req. No. R882845 Agency: Dept. of Transportation

MBE/WBE PARTICIPATION:

On July 6, 2022, MBWOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | |
|----|--|--|
| 2. | B50006484, Copper Cable
Installation Maintenance and
Repair Services | Technical Specialties, Inc.
SCD Information Technology, Inc.
Plexus Installations, Inc.
Highlander Contracting, Co.,
LLC |
|----|--|--|
- (BCIT, Health, Rec. & Parks,
DGS, etc.)

\$4,815,000.00

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. The six bids received were opened on March 2, 2022. Two bids were found non-compliant by MWBOO. The Board is requested to approve an award to the four responsive and responsible bidders.

The above amount is the City's estimated requirement; however, the vendors shall supply the City's entire requirement, be it more or less.

Req. No.: R891584 - BCIT, HEALTH, Rec & Parks, DGS, etc.

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On January 14, 2022, MWBOO set goals of 14% MBE and 2% WBE. MWBOO found SCD Information Technology LLC and Plexus Installations, Inc. compliant on April 21, 2022. MWBOO found Technical Specialties Inc. and Highlander Contracting Co., LLC compliant on June 15, 2022.

Technical Specialties Inc.

MBE: Rightway Cable Solutions, LLC 14%

WBE: Realistic Computing, Inc. 2%

SCD Information Technology LLC

MBE: Tecknomic 14%

WBE: McEnroe Voice and Data 2%

WBE: *SCD Information Technology 1%

Plexus Installations Inc.

MBE: Paniagua Enterprises, Inc. 7%

MBE: *Plexus Installations, Inc. 7%

WBE: Letke Security Contractors, Inc. 2%

Highlander Contracting Co. LLC

MBE: Paniagua Enterprises, Inc. 14%

WBE: Fleet Electric, Inc. 2%

*Indicates self-performance

- | | | | |
|----|--|-----------------------------------|---------------|
| 3. | B50006467, Revolution Traffic
Cones | District Safety
Products, Inc. | \$ 160,700.00 |
|----|--|-----------------------------------|---------------|

(Dept. of Transportation)

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. The four bids received were opened on February 16, 2022, District Safety Products was found to be fair and reasonable. Award is recommended to be made to the responsive, responsible bidder.

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

Req. No. R882845 - Dept. of Transportation

MBE/WBE PARTICIPATION:

On June 29, 2022, MBWOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | | |
|----|--|--|--------------|
| 4. | B50006689, Vehicle Glass
Repair and Replacement
Services | Clearview Auto Glass
and Repair LLC | \$338,770.00 |
|----|--|--|--------------|

(Dept. of General Services –
Fleet)

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. Two bids were received and opened on June 15, 2022. Award is recommended to the lowest responsive responsible, bidder.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement be it more or less.

Req. No.: R897172 - Dept. of General Services - Fleet

MBE/WBE PARTICIPATION:

On May 9, 2022, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | | |
|----|---|---|----------------|
| 5. | B50006456, Outside Printing
Services | Alpha Graphics, Inc.
Ridge Printing
Corporation | \$1,500,000.00 |
|----|---|---|----------------|
- (Bureau of Procurement-
Digital Document Division)

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. The eight bids received were opened on April 20, 2022. Print jobs will be informally bid among the recommended awardees on a case by case basis. Award is recommended to be made to the two responsive and responsible bidders.

The above amount is the City's estimated requirement; however, the vendors shall supply the City's entire requirement, be it more or less.

Req. No.: R887855
Division

Agency: Bureau of Procurement – Digital Document

MBE/WBE PARTICIPATION:

On February 28, 2022, MWBOO set goals at 27% MBE and 10% WBE and found Alpha Graphics Inc. and Ridge Printing Corporation compliant on July 7, 2022. Creative Print Group, Doyle Printing & Offset, Image Design Group, LLC, Omniform, Inc., Tray, Inc. and Uptown Press, Inc. were found non-compliant on July 7, 2022.

Alpha Graphics, Inc., MBE: CC Press Net, Inc. 27%, WBE: Alpha Graphics, Inc. 10%

Ridge Printing Corporation, MBE: Britt's Industries, Inc. 27%, WBE: Curry Printing & Copy Center 10%

- | | | | |
|----|--|---|--------------|
| 6. | B50006387, Lab Services:
Specimen Collection,
Processing and Resulting | Laboratory Corporation
of America Holdings | \$450,000.00 |
|----|--|---|--------------|

(Health Department)

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. The sole bid received was opened on February 16, 2022 and was

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

found to be fair and reasonable. Award is recommended to be made to the responsive, responsible bidder.

Req. No.: R884132 - Health Department

MBE/WBE PARTICIPATION:

On November 23, 2021, goals were set at 10% MBE and 3% WBE. On July 11, 2022, a waiver of the goals was approved by MWBOO due to the inability to segment the contract services and the need for the prime to perform the transportation to maintain the chain of custody of the specimens.

Department of Recreation and Parks

- | | |
|---|--|
| 7. RP 18810R, Druid Hill
Park Reptile House
Renovations | REJECTION: On May 18, 2022, the Board Opened two bids for RP18810R Druid Hill Park Reptile House Renovations. Bids ranged from a low of \$2,399,900.00 to a high of \$2,408,500.00. The bidder's bid greatly exceeds the agency's budget. It is recommended of the Department of Recreation and Parks to reject the bids, and re-advertise this project in the near future. |
|---|--|

Department of General Services

- | | | |
|---|------------------------|----------------|
| 8. GS 20808, Southeast
Community Action Center
Roof Improvement | Trionfo Builders, Inc. | \$1,554,954.00 |
|---|------------------------|----------------|

BACKGROUND/EXPLANATION:

On Wednesday, March 2, 2022, the Board opened three bids for the subject project. Bids ranged from a low of \$1,554,954 to a high of \$3,870,000. The low responsive bidder is 49% above the Engineer's estimate due to the highest increases across the construction industry due to supply chain issues related to COVID-19 pandemic restrictions and shutdowns.

AGENDA

BOARD OF ESTIMATES

8/3/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

MBE/WBE PARTICIPATION:

The Chief of MWBOO recommends Trionfo Builders as being in full compliance with Article 5 Section 28 of the Baltimore City Code. As part of their bid, Trionfo Builders has committed to utilize the following:

MBE: Master Builders Construction Company, Inc.	\$233,838.00	14.40%
Ironshore Contracting, LLC	<u>\$196,000.00</u>	<u>12.60%</u>
Total	\$419,838.00	27.00%
 WBE: Genesis Corporation	 \$124,397.00	 8.00%

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Planning – Renewal & Extension of Non-Construction Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an extension and renewal of the Non-Construction Consultant Agreement between the City and South Baltimore Gateway Partnership (collectively, the “Clients”) and James Corner Field Operations, LLC (the “Consultant”) for Professional Services related to the Middle Branch Master Plan. The agreement expired on June 9, 2022 and provided an option for renewal of six additional months on the same terms and conditions, to be exercised at the sole discretion of the Clients; the extension will result in a new expiration date of December 9, 2022.

AMOUNT OF MONEY AND SOURCE:

This is a time-only extension and involves no additional allocation of funding.

- 1) \$543,925.00 -- 2026-000000-1873-732500-603018 (FY20 Casino Local Impact Grant)
- 2) \$500,000.00 -- 9904-913093-9127 (Re: Middle Branch Master Plan -- State of Maryland Enabling Act, DGS Item 242, Chapter 537 of the Laws of Maryland 2020)

Plus:

- 3) \$1,432,817.00 – non-City funds Source: South Baltimore Gateway Partnership (“SBGP”)

\$2,476,742.00 in combined City and SBGP funds for contracted services related to Tasks 2, 3 & 4.

BACKGROUND/EXPLANATION:

The Department of Planning and South Baltimore Gateway Partnership (SBGP) engaged James Corner Field Operations as the Consultant to lead an updated “Middle Branch Master Plan,” under an Agreement approved by the Board on June 9, 2021. The City and SBGP identified funding for all Tasks (Tasks 2, 3 and 4) and related expenses outlined in the Scope of Work and Budget contained in the Agreement, which was executed in Fiscal Year 2021 (FY 2021). Given that some funds for this work were appropriated for fiscal year 2022, the City and SBGP authorized only work on Task 2 in the Agreement, for a total cost not to exceed \$851,451.00. The sources of funding for Task 2 were: \$311,425.00 in City-controlled Casino Local Impact Grant (LIG) funds appropriated for this purpose in FY20 and FY21, and \$540,026.00 in community-directed LIG funds managed by SBGP.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Planning – cont'd

On September 22, 2021, the Board approved the First Amendment to the Agreement, which (i) authorized the Consultant to perform the services of Task 3, (ii) increased the amount of compensation and funding for Task 3, and (iii) modified language within the Scope of Services (Exhibit A) to include the work of Task 3. The amount of City-controlled LIG funding (\$232,500.00) for Task 3 work was added to the original Agreement's allocation by the City of \$311,425.00 for Task 2, resulting in an amended allocation of \$543,925.00 in City-controlled LIG funds. This was matched by an additional \$645,204.00 in SBGP-controlled LIG funds allocated to Task 3 work, which was added to the original Agreement's allocation by SBGP of \$540,026.00, for a total amended allocation of \$1,185,230.00 in SBGP-controlled LIG funds.

On April 6, 2022, the Board approved the Second Amendment to the Agreement, which (i) authorized the Consultant to perform the services of Task 4 of the Project, (ii) increased the total amount of compensation and funding for Task 4, and (iii) modified language within the Scope of Services (Exhibit A) to include Task 4. The amount of new City funding (\$500,000.00 from a 2020 Maryland Capital Grant) for Task 4 work was added to the prior allocations by the City, resulting in a new, total allocation of \$1,043,925.00 in City funds. The amount of new SBGP funding (\$247,587.00) for Task 4 work was also added to the prior allocation by SBGP for Tasks 2 and 3, resulting in a total allocation of \$1,432,817.00 in LIG funds from SBGP. This resulted in new a total of \$2,476,742.00 in all funding for services for Tasks 2, 3 and 4.

The Department and SBGP (the Clients) request approval to retroactively exercise the right to renew and extend the Term of the Agreement in order to allow additional time for the Clients to review all deliverables for completion and to enable community review and feedback before submitting the project for adoption by the Planning Commission, which is expected in August or September. The Department's intent to renew and extend the term through a "time-only extension" was previously communicated to the Consultant. Due to administrative oversight, the Clients missed the deadline for requesting approval by the Board prior to the end of the Term and hence seek to provide such notification retroactively.

MBE/WBE PARTICIPATION:

The goals were established at 15.9% MBE and 10%WBE participation.

AUDITS HAS NOTED THE NO COST TIME EXTENSION.

AGENDA

BOARD OF ESTIMATES

8/3/2022

Fire and Police Employees' Retirement System – Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Fire and Police Employees' Retirement System (F&P) to approve and authorize execution of a Subscription Agreement for its investment in IPI Partners III-A, L.P. The period of the agreement is 12 years with two 1-year extensions, as necessary.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies will be involved in this transaction. F&P will pay IPI Partners, LLC an average \$300,000.00 annual fee (2%) to manage its initial investment of approximately \$20 million. The investment fee, along with all other management fees and expenses, will be netted out of investment proceeds.

BACKGROUND/EXPLANATION:

This Subscription Agreement between the F&P Board of Trustees and IPI Partners, LLC, a value-added, real estate investment manager, is required to enable F&P to invest in the IPI Partners III-A, L.P., a real estate investment fund. The F&P Board selected IPI Partners, LLC after conducting a search for a real estate fund with the assistance and advice of F&P's investment advisor, New England Pension Consulting.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this contract. Please see the attached Agency Pre-Solicitation MBE/WBE Waiver Request, signed by the MWBOO.

AFFECTED COUNCIL DISTRICT: Citywide

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

INFORMAL AWARDS

* * * * *

The Board is requested to approve
the Renewals, Increases to Contracts,
Sole Source, Selected Source and Extensions
listed on the following pages:

132 - 144

The Board is also requested to approve and authorize
execution of the Agreements as to form and legal
sufficiency.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement

1. The Board is requested to approve a renewal of **Contract Number B50005353 - Testing and Repair of Backflow Preventer Devices** to J.F. Fischer, Inc., 7909 Philadelphia Road, Baltimore, MD 21237. Period covered is September 1, 2022 through August 31, 2023. No renewal options remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$100,000.00 - Various

BACKGROUND/EXPLANATION:

On August 29, 2018, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the final renewal option available on this contract. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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.

P.O. No.: P545011- DPW-Waste Water Facilities Division

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on August 29, 2018	\$ 150,000.00
2. First Renewal approved by the Board on July 28, 2021	\$ 0.00
3. Second Renewal pending by the Board	<u>\$ 100,000.00</u>
Total Contract Value	\$ 250,000.00

MBE/WBE PARTICIPATION:

On March 8, 2018, MWBOO set goals of 8% MBE and 0% WBE and found the vendor in compliance on June 23, 2022.

MBE: Horton Mechanical Contracting, Inc. 8%.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

2. The Board is requested to approve a renewal of **Contract Number B50006230 – 8 Point Hats** with Keystone Uniform Caps located at 2251 Fraley Street, Philadelphia, PA 19137. Period covered is July 21, 2022 through July 20, 2023, with three, one-year renewal options remaining. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$20,000.00 - Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On July 28, 2021, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the first renewal option to continue to supply the Police department with uniform caps.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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.

P.O. No.: P555054 - Baltimore Police Department

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONSBureau of Procurement – cont'd**CONTRACT VALUE SUMMARY:**

1. Initial Award approved by the Board on July 28, 2021	\$32,735.35
2. 1 st Renewal pending Board approval	<u>\$20,000.00</u>
Total Contract Value	\$52,735.35

MBE/WBE PARTICIPATION:

Not applicable. Initial award below MWBOO threshold.

LOCAL HIRING:

Not applicable.

LIVING WAGE:

Not applicable.

3. The Board is requested to approve a renewal of **Contract Number 08000 - SourceLink Software Maintenance** to University of Missouri – HBRRC located at P.O. Box 805111 Kansas City, MO 64180. Period covered is July 1, 2022 through June 30 2023, with three, one-year renewal options remaining. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$12,000.00 - Various

BACKGROUND/EXPLANATION:

On May 21, 2020, the City Purchasing Agent approved an initial award and subsequent action as shown in the Contract Value Summary below. This software is used by the office of Small, Minority and Women Owned Business to collect client data, provide a one-stop resource for small businesses and provide a wide selection of business resource providers and their calendar of activities. The Board is requested to approve the second renewal option to continue annual maintenance on software currently installed and in use at the agency.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement – cont'd**

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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.

P.O. No.: P555762 Agency: Mayor's Office

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the CPA on May 21, 2020	\$12,000.00
2. 1 st Renewal approved by the CPA on November 4, 2021	\$12,000.00
3. 2 nd Renewal pending Board approval	<u>\$12,000.00</u>
Total Contract Value	\$36,000.00

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.

4. The Board is requested to approve a renewal of **Contract Number B50006014 – Badges – Names Plates** to the vendors listed below. Period covered is September 16, 2022 through September 15, 2023 with one, one-year renewal option remaining. This request meets the condition that there is no advantage in seeking competitive responses.

The Irvin Hahn Co., Inc.
1830 R Worcester Street
Baltimore, MD 21230
Items: 24-26, 29, 31-34,
40, 42-45, 56-71, 73-75

Metis, Inc.
2712 Dorchester Drive
OKC, OK 73120
Items: 2-23, 27 & 28, 30,36-
35, 41, 46-55, 72, 76 &77

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE FUNDS:

\$100,000.00 - Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On September 16, 2020, the Board approved an initial award and subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the first renewal option.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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.

P.O. No.: P552726 & P552727 - Fire, BPD, etc.

CONTRACT VALUE SUMMARY:

Initial Award approved by the Board on September 16, 2020	\$ 49,394.00
Increase approved by the Board on December 8, 2021	\$ 22,000.00
Increase approved by Board on February 2, 2022	\$ 22,000.00
Increase pending Board approval June 1, 2022	\$ 30,000.00
1 st Renewal pending Board approval	<u>\$ 100,000.00</u>
Total Contract Value	\$ 222,394.00

MBE/WBE PARTICIPATION:

Not applicable. Award is below MBE/WBE subcontracting threshold of \$50,000.

LOCAL HIRING:

Not applicable.

LIVING WAGE:

Not applicable.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

5. The Board is requested to approve an increase of **Contract Number 08000 – Childhood Lead Poisoning Bus Shelter Ads** to Vector Media Holding Corporation, located at 560 Lexington Avenue 14th Floor – New York, New York 10022. Contract expires December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$67,400.00 - 1001-000000-3031-271500-603026

BACKGROUND/EXPLANATION:

On July 28, 2021, the Board approved an initial award as shown in the Contract Value Summary below. The vendor was awarded the MDOT MTA Transit Advertising Contract #AGY-19-014-SR, and holds the exclusive rights to sell advertising on MDOT MTA vehicles (Local Bus, Light Rail Link, Metro Subway Link, and MARC Train), on MDOT MTA bus shelters as well as Metro Subway Link stations, and MARC train stations.

The Baltimore City Health Department is requesting an increase to continue utilizing this contract to place childhood lead poisoning ads on bus shelters.

The requested action is for an increase of a sole source requirements contract. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P555070 - Health Department

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 28, 2021	\$ 31,950.00
2. Increase pending Board approval	<u>\$ 67,400.00</u>
Total contract value	\$ 99,350.00

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as the vendor holds exclusive rights for advertising.

LOCAL HIRING:

Not applicable.

6. The Board is requested to approve an extension and increase of **Contract Number- B50004896 – Office Moving Services** with Walter Relocations Inc. 2001 Elgin Ave., Baltimore, Maryland 21217. Period covered is July 30, 2022 through December 30, 2022 with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$60,000.00 - Various

BACKGROUND/EXPLANATION:

On July 26, 2017, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the extension and increase to enable Citywide Agencies to provide critical City services while a new solicitation is being prepared

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P540352 - Bureau of Procurement/City-Wide

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 26, 2017	\$ 100,000.00
2. Increase approved by CPA on September 13, 2018	\$ 40,000.00
3. Increase approved by the Board on November 14, 2018	\$ 300,000.00
4. 1 st Renewal approved by the Board on Sept. 23, 2020	\$ 149,000.00
5. Increase approved by the Board on July 20, 2000	\$ 30,000.00
6. Increase pending Board approval	\$ 60,000.00
	\$ 679,000.00

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement****MBE/WBE PARTICIPATION:**

\\MBE: Edwards Staffing & Hill Furniture 9% \$19,483.00 (19%) WBE: Xquisite Catering 1% \$3,116.67 (3%).

On June 28, 2022, MBWOO reviewed MBE & WBE Participation Goals achieved and Walter Relocations was found compliant during this review.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

7. The Board is requested to approve an extension of **Contract Number B50004606 – Janitorial Services for Service Area D** with No Opportunity Wasted, LLC, at 9103 Woodmore Center Drive Suite #200, Lanham, MD 20706. Contract expires July 31, 2022. The extension period covered is August 1, 2022 through January 31, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$360,000.00 - Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On November 2, 2016, the Board approved an initial award as shown in the Contract Value Summary below. An extension is being requested to continue to get services covered by the expired contract while bids on new Solicitation B50006418 are received and reviewed and contract is awarded.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P537826

Agency: Department of General Services

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement****CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on November 2, 2016	\$ 739,980.00
2. Increase approved by the CPA on July 24, 2018	\$ 5,000.00
3. Increase approved by the Board on August 29, 2018	\$ 924,750.00
4. Increase approved by the CPA on January 3, 2020	\$ 50,000.00
5. Renewal approved by the Board January 15, 2020	\$ 1,272,000.00
6. Increase approved by the Board on July 14, 2021	\$ 736,260.00
7. Extension approved by the Board on February 16, 2022	\$ 0.00
8. Extension pending approval by the Board	\$ 360,000.00
Total contract Value	\$ 4,087,990.00

MBE/WBE PARTICIPATION:

MWBOO set goals of MBE 20% and WBE 10%. On January 24, 2022, MWBOO found the vendor compliant.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

8. The Board is requested to approve an extension of **Houston Galveston Area Council Contract Number FS12-19 – Fire Service Apparatus** to Seagrave Fire Apparatus, LLC at 1209 Orange Street, Wilmington, DE 19801. Contract expired on May 31, 2022. The extension period covered is June 1, 2022 through May 31, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$4,000,000.00 - Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On December 2, 2020, the Board approved the initial award with subsequent

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

actions as shown in the Contract Value Summary below. The requested action is an extension of an awarded cooperative contract which is extended by the lead agency through May 31, 2023, the City qualifies accordingly to extend the awarded cooperative contract.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P556294 - Agency: Dept. of General Service - Fleet

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on December 2, 2020	\$ 2,340,792.00
2. Award needed correction approved by BOE on 1/19/2022	\$ 3,756,885.00
3. Increase approved by the Board on April 20, 2022	\$ 4,940,000.00
4. Extension pending Board approval	\$ 4,000,000.00
Total Contract Value	\$ 15,037,677.00

MBE/WBE PARTICIPATION:

This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the Contract requires the vendor to make every good faith effort to utilize minority and women's business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used. On June 22, 2021, MWBOO issued a waiver for vehicles and equipment

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

9. The Board is requested to approve extension of **Contract Number B50004828 - Incontinence Supplies & Durable Equipment** with 1st Needs Medical, LLC, 7003 located at Glenn Dale Road #151, Glenn Dale, MD 20769. Contract expires August 31, 2022. Extension period covered is September 1, 2022 through February 28, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$120,000.00 - Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On August 23, 2017, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to continue moving services forward while a new solicitation is advertised and awarded upon receipt of request from agency.

The requested action is an extension of a competitively bid requirements contract. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

P.O. No.: P541219 & P541220

Agency: Dept. of Health

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on August 23, 2017	\$ 800,000.00
2. 1 st Renewal approved by the Board on July 1, 2020	\$ 0.00
3. 2 nd Renewal approved by the Board on September 1, 2021	\$ 0.00
4. Extension pending Board approval	<u>\$ 120,000.00</u>
Total Contract Value	\$ 920,000.00

MBE/WBE PARTICIPATION:

On November 18, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement – cont'd**

10. The Board is requested to approve an award of **Solicitation Number B50006304 – Armed Security Guard Services** to C.I.E.R. Security & Protection Agency, LLC., at 9932 Liberty Road, Randallstown, MD 21133. Period covered is August 3, 2022 through August 2, 2025 with two, one-year renewals at the City's option.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$2,377,680.00 - Various

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Eleven bids received were opened on February 16, 2022. Award is recommended to be made to the lowest responsive and responsible bidder meeting specifications.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

Req. No.: R862824 - Citywide

MBE/WBE PARTICIPATION:

On August 5, 2021, MWBOO set a goal of 27% MBE and 10% WBE. On April 8, 2022, MWBOO found C.I.E.R. Security & Protection Agency, LLC., compliant.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement**

11. The Board is requested to approve an award of **Solicitation Number B50006265 – Structural Maintenance and Dredging of Inner Harbor** to McLean Contracting Company, at 6700 McLean Way, Glen Burnie, MD 21060. Period covered August 4, 2022 through August 2, 2025 with two, one-year renewals at the City's option.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$272,675.00 - Various

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Two bids received were opened on February 16, 2022. Award is recommended to be made to the lowest responsive and responsible bidder meeting specifications.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

Req. No.: R859545 - Dept. of Transportation

MBE/WBE PARTICIPATION:

On October 26, 2021, MWBOO set a goal of 9% MBE and 5% WBE. On March 3, 2022 McLean Contracting Company was found to be compliant.

McLean Contracting Company

MBE: GE Frisco 9.1%

WBE: A2Z Environmental Group 5.1 %

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

Department of Finance – Payment in Lieu of Taxes (PILOT) Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a PILOT Agreement with Rosemont LP. The PILOT Agreement will remain in place only as long as the Rosemont is used as low-income housing under the Tax Covenant Agreement from the development's Low-Income Housing Tax Credit financing, a period of not less than 40 years, pursuant to the other requirements of the PILOT Agreement.

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time and the PILOT will have no impact on City revenue for the reasons discussed below.

BACKGROUND/EXPLANATION:

The Rosemont, formerly known as Rosemont Homes, is located at 1121 North Ellamont Street in the Winchester neighborhood of West Baltimore, just east of the southern portion of Leakin Park. The Property consists of 106 rental townhouses featuring 3, 4, or 5-bedroom layouts for families. The Property was built in 1974 by the Housing Authority of Baltimore City ("HABC"). The property is planned for renovations using the HUD Rental Assistance Demonstration ("RAD") program. The Project is eligible for a PILOT under Section 12-104 of the State statute because of the participation of HABC in the ownership structure. Telesis Corporation (the "Developer") was selected through a competitive Request for Proposal process by HABC as the developer partner in 2018.

Telesis will acquire the site through a long-term ground lease and complete a substantial rehabilitation consisting of kitchen and bathroom replacement, energy efficiency upgrades (including insulation in the walls and roofs), heating and ventilation upgrades, electrical upgrades, installation of new roofing and exterior paneling, floor replacement, and re-paving parking lots. The acquisition and rehabilitation will also include a Recreation Center, which will be used as a community amenity for residents and includes a basketball court and community space.

The project is being financed using 4% LIHTC syndicated by PNC Multifamily Capital, a Section 221(d)(4) first mortgage, a MEEHA grant and a Rental Housing Works loan from the State. HABC is providing a Seller's Note for 90% of the \$10,750,000.00 acquisition price and the developer is deferring a portion of their fee. All units are anticipated to benefit from Housing Assistance Payments Contract which will allow families earning up to 60% of area median income adjusted by family size to pay only 30% of their gross income towards rent. The income targeting at 60% AMI will allow residents whose incomes have grown above 30% AMI since entering the HABC system to remain in their homes.

Department of Finance – cont'd

In the proposed PILOT Agreement, the Developer has agreed to pay the City, in lieu of the ordinary Baltimore City and State of Maryland ordinary real estate taxes upon the date the owner acquires the property, an annual amount determined as 10% of the tenant-paid portion of the rent excluding the public subsidy and owner-paid utilities, for an approximate total of \$27,522.00 per year based on the current rent schedule.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BLEOW THE WAIVER VALUATION VALUE:

N/A

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Recovery Programs – Inter-agency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Inter-agency Agreement with the Department of Planning. The period of the agreement is effective upon Board approval through January 31, 2025 unless terminated earlier pursuant to the terms of the agreement.

AMOUNT AND SOURCE OF FUNDS:

\$14,660,000.00 - 4001-442217-1110-192800-601002

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$14,660,000.00 to the Baltimore City Department of Planning to create the Clean Corps, a program to help the Department of Public Works build capacity by working with community-based organizations and citywide nonprofit groups who will recruit, hire and train Baltimore residents to work to reduce the number of overflowing public trash cans, dirty alleys/streets, and unmaintained vacant lots.

The purpose of the agreement is to provide funding for the following: 1) \$359,076.00 to pay staffing costs for program coordination; 2) \$8,310,000.00 to pay hourly wages to residents and resident supervisors hired as part of Clean Corps; 3) \$2,981,250.00 for hauling services; 4) \$206,250.00 for equipment and supplies; 5) \$554,343.00 for social service support for workers including costs for a social worker and career navigator; 6) \$1,918,508.00 to go to the Baltimore Civic Fund and lead organizations for program administration; and 7) \$330,573.00 for project contingency.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Recovery Programs – Inter-agency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Inter-agency Agreement with the Department of Housing and Community Development. The period of the agreement is effective upon Board approval through June 30, 2026, unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$15,000,000.00 - 4001-442218-1110-212702-601001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$15,000,000.00 to provide critical funding for the acquisition and stabilization of vacant properties, provide development incentives and support new and existing Homeowners in the Department of Housing and Urban Development's 7 Impact Investment Areas (IIAs).

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Mayor's Office of Recovery Programs – Inter-agency Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Inter-agency Agreement with the Mayor's Office of Homeless Services for Housing Navigation and Landlord Engagement. The period of the agreement is effective upon Board approval through June 30, 2025, unless terminated earlier in accordance with this Agreement.

AMOUNT AND SOURCE OF FUNDS:

\$6,120,000.00 - 4001-442219-1110-251818-601001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$6,120,000.00 to provide additional funding to meet the demand for housing navigation and identification services for individuals experiencing homelessness and decrease the length of time people remain in crisis waiting to return to permanent housing.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

8/3/2022

Department of Human Resources – Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consultant Agreement with SearchWide Global Inc. The period of the agreement is effective upon Board approval and will terminate upon the hiring date of the Director of the Baltimore Convention Center, unless terminated sooner in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$87,275.00 - 1001-000000-5311-391300-601001

BACKGROUND/EXPLANATION:

The City of Baltimore seeks a new Executive Director for the Baltimore Convention Center and desires to engage with SearchWide Global Inc. to conduct a national search for candidates. SearchWide Global Inc. specializes in sourcing executive level candidates in the travel, tourism, hospitality, convention, trade association, venue management, experiential marketing, sports and entertainment industries.

Services to be provided include the following:

- Needs Assessment interviews
- Prospecting and qualifying candidates
- Reference and background checks
- Job postings
- DISC assessments

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

BOARD OF ESTIMATES

AGENDA

8/3/2022

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED