

## **NOTICES:**

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

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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

c. Procurement Lobbyist

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

d. Required Posting

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

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

**NOTICES** - cont'd:

1. **SPECIAL NOTICE FOR JULY 28, 2021, 9:00 A.M. BOARD OF ESTIMATES' MEETING**

**MEMBERS OF THE PUBLIC CAN CALL IN TO LISTEN LIVE BY CALLING 1 (408) 418-9388 (ACCESS CODE: 179 478 0446.) AND/OR STREAM IT LIVE USING THE FOLLOWING LINK:**

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

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

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

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

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

## **BOARD OF ESTIMATES' AGENDA – JULY 28, 2021**

### **BOARDS AND COMMISSIONS**

#### 1. Prequalification of Contractors

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

Alliance Exterior Construction, Inc.	\$ 8,000,000.00
Benfield Electric Co., Inc.	\$ 8,000,000.00
Bradshaw Construction Corporation	\$ 93,650,000.00
Brightfields, Inc.	\$ 26,960,000.00
Insituform Technologies, LLC	\$ 296,840,000.00
Lee Foundation Company, Inc.	\$ 8,000,000.00
Paul J. Rach, Inc.	\$ 1,500,000.00
The Six M Company, Inc.	\$ 8,000,000.00

#### 2. Prequalification of Architects and Engineers

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

Columbia Engineering, Inc.	Engineer
Schnabel Engineering, LLC	Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Department of Real Estate – Antennae Lease

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Antennae Lease between the Mayor and City Council of Baltimore, Lessee, and The Good Samaritan Hospital of Maryland, Inc. d/b/a MedStar Good Samaritan Hospital, Lessor, for the rental of a portion of the property known as 5601 Loch Raven Boulevard, consisting of approximately 1,005 square feet on and all space above the roof of the building.

**AMOUNT OF MONEY AND SOURCE:**

Annual rent for the initial five-year term

- October 1, 2017 – September 30, 2018 - \$27,000.00
- October 1, 2018 – September 30, 2019 - \$27,540.00
- October 1, 2019 – September 30, 2020 - \$28,090.00
- October 1, 2020 – September 30, 2021 - \$28,652.62
- October 1, 2021 – September 30, 2022 - \$29,225.67

Account - 1001-000000-1471-165700-603013

**BACKGROUND/EXPLANATION:**

The demised premises are used for the operation and maintenance of four transmit antennas and one receiver antenna and equipment storage in conjunction with the 800-Megahertz system for the Fire and Police Departments of Baltimore City. On September 30, 1997, the Board approved the original Lease with Good Samaritan Hospital for five years with the option to renew for three additional five-year periods. On March 20, 2013, the Board approved the fifth and final renewal for the period October 1, 2012 through September 30, 2017.

The Antennae Lease is for an initial period of five years, retroactive to the commencement date of October 1, 2017 through September 30, 2022, with an option to automatically renew for four additional five-year periods, provided the Lessee is not in default.

The Lessor will be responsible for all mechanical systems of the building and will promptly repair any damage to the leased premises. The Lessee will be responsible for liability insurance, maintenance, and repairs to equipment, and keeping the leased premises in

## AGENDA

**BOARD OF ESTIMATES**

**7/28/2021**

Department of Real Estate – con'td

good order and condition. In addition, the Lessee will pay quarterly utility fees in the amount of \$932.25.

The Space Utilization Committee approved the Antennae Lease on July 2, 2021.

### **APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Space Utilization Committee/Mayor's - Amendment to Interdepartmental  
Office of Children and Family Success Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to the Interdepartmental Lease Agreement (Amendment) between the Department of General Services, Landlord, and the Mayor's Office of Children and Family Success, Tenant, for the rental of a portion of the property located at 3939 Reisterstown Road. The period of the Amendment is July 1, 2021 through June 30, 2025.

**AMOUNT OF MONEY AND SOURCE:**

\$8,805.01 - 5000-585919-1191-719000-603013

**BACKGROUND/EXPLANATION:**

The monthly rent for the leased premises for the remainder of the term will be \$8,805.01.

On June 23, 2020, the Board approved the Interdepartmental Lease Agreement for the period July 1, 2020 through June 30, 2025, with the option to renew for two additional five-year periods.

This Amendment modifies the original Interdepartmental Lease Agreement to reflect the addition of approximately 1,414 square feet to the leased premises and a change in the amount of rent, as stated above. All other conditions, provisions, and terms of the Interdepartmental Lease Agreement remain in full force and effect.

The Space Utilization Committee approved this Amendment on July 16, 2021.

**APPROVED FOR FUNDS BY FINANCE**

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

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**BOARD OF ESTIMATES**

**7/28/2021**

Department of Real Estate/Department of Transportation - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Deed with Mother Seton Academy, Inc. for the sale of all interests in a certain parcel known as the former bed of a variable width alley located between two 10- foot alleys bounded by Boone Street, East 22<sup>nd</sup> Street, Greenmount Avenue, and East 23<sup>rd</sup> Street. The parcel is no longer needed for public use.

**AMOUNT OF MONEY AND SOURCE:**

\$1,200.00

**BACKGROUND/EXPLANATION:**

On October 31, 2018, the City approved the Closing Agreement with Mother Seton Academy, Inc. In order to sell the parcel, City Council Ordinance 20-436 was enacted by the City Council on December 2, 2020.

The sale of this property, along with the accompanying opening and closing Bills No. 20-434 and No. 20-435, will allow for Mother Seton Academy's plans to build a new gymnasium moving forward. Mother Seton Academy owns all abutting properties.

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



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to IPB Management Group LLC, for an amount that is less than the lien amount, for the property known as Block 5695f, Lot 156.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
Block 5695f Lot 156	\$2,000.00	\$665.38	\$3,641.45	\$2,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate on July 20, 2020, for Block 5695f, Lot 156, in the total amount of \$3,641.45.

IPB Management Group LLC has offered to purchase the Tax Sale Certificate for Block 5695f, Lot 156, for \$2,000.00, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price of \$2,000.00 covers the flat taxes and water for the property. Other charges include \$114.25 for others, \$777.56 for tax sale interest, \$1,895.93 for miscellaneous billing, and \$556.50 for property registration.

**EXTRA WORK ORDERS**

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

8 - 9

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**EXTRA WORK ORDERS**

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

**Department of General Services (DGS)**

- |    |  |             |                   |       |
|----|--|-------------|-------------------|-------|
| 1. | EWO # 006, \$141,369.50 – GS 18815, City Hall Exterior Wall Repairs, Phase 1, 2 & Alternate Phases |             |                   |       |
|    | \$6,092,561.00   | \$60,674.00 | Lorton Stone, LLC | - 35% |

During the Phase 3 and 7 stone repair assessment, it was discovered that water was infiltrating and exiting the building between the upper gutter and lower pan gutter systems. The water is entering the building substructure due to a combination of failed joint sealants and misaligned stone slabs. The Contractor will remove and replace all failed joint sealants and perform water testing. NOTE: This issue appears to be a systemic problem that will be evaluated on a Phase by Phase basis (Field Conditions).

**MBE/WBE PARTICIPATION:**

MWBOO has approved a waiver of Minority goals on this project because the scope of work for this project involves specialized masonry repair on the exterior walls of City Hall, which is a historic building. The specialized work cannot be segmented.

**THE EAR WAS APPROVED BY MWBOO ON MAY 10, 2021.**

- |    |  |              |                   |         |
|----|--|--------------|-------------------|---------|
| 2. | EWO # 008, \$1,847,040.00 – GS 18815, City Hall Exterior Wall Repairs, Phase 1, 2 & Alternate Phases |              |                   |         |
|    | \$6,092,561.00   | \$205,514.50 | Lorton Stone, LLC | 217 36% |

Due to the recent availability of funds, it is the intent of the DGS to award the Contractor all work associated with Bid Alternate No. 3 (Phase 5) of the project in order to continue building restoration efforts and mitigation of safety risks due to existing

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**EXTRA WORK ORDERS**

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

DGS – cont'd

conditions (Owner Request). The new completion date for this project is December 31, 2022.

**MBE/WBE PARTICIPATION:**

MWBOO has approved a waiver of Minority goals on this project because the scope of work for this project involves specialized masonry repair on the exterior walls of City Hall, which is a historic building. The specialized work cannot be segmented.

**THE EAR WAS APPROVED BY MWBOO ON JUNE 10, 2021.**

## AGENDA

BOARD OF ESTIMATES

7/28/2021

Department of Transportation – Developer’s Agreement No. 959

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer’s Agreement No. 959 – F (Agreement) with FRP Hollander, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

### **AMOUNT OF MONEY AND SOURCE:**

\$58,184.00 – Letter of Credit

### **BACKGROUND/EXPLANATION:**

FRP Hollander, LLC desires to install new water services to its proposed new building located at 1941 62<sup>nd</sup> Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$58,184.00 has been issued to FRP Hollander, LLC, which assumes 100% of the financial responsibility.

### **MBE/WBE PARTICIPATION:**

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

(The Developer’s Agreement No. 959-F has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

BOARD OF ESTIMATES

7/28/2021

Department of Transportation – Developer’s Agreement No.1759

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1759 (Agreement) with CSL Associates, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

### **AMOUNT OF MONEY AND SOURCE:**

\$268,797.00 – Performance Bond

### **BACKGROUND/EXPLANATION:**

CSL Associates, LLC desires to construct various utilities, including water, conduit, street lighting, and storm drain to its property located at 3025 W. Coldspring Lane. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$268,797.00 has been issued to CSL Associates, LLC, which assumes 100% of the financial responsibility.

### **MBE/WBE PARTICIPATION:**

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

(The Developer’s Agreement No. 1759 has been approved by the Law Department as to form and legal sufficiency.)

**TRANSFERS OF FUNDS**

\* \* \* \* \*

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

13 - 17

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

7/28/2021

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Department of Housing and Community Development (DHCD)

- |    |   |   |  |
|----|---|---|--|
| 1. | <b>\$500,000.00</b><br>3 <sup>rd</sup> Community<br>& Economic De-<br>velopment Bonds | 9910-949002-9587<br>Urgent Need Stabili-<br>zation Prog (Reserve) | 9910-905176-9588<br>Urgent Needs Stabilize -<br>Demo |
|----|---|---|--|

This fund transfer will be used to demolish or stabilize buildings selected by the DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in the DHCD target areas. With a large backlog of vacant buildings in near-emergency conditions throughout the City, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore. The DHCD demolitions funded will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.

- |    |   |  |   |
|----|---|--|---|
| 2. | <b>\$1,000,000.00</b><br>3 <sup>rd</sup> Community<br>& Economic De-<br>velopment Bonds | 9910-930004-9587<br>Urgent Demolition<br>RES | 9910-905261-9588<br>Urgent Demolition<br>ACT2 |
|----|---|--|---|

This fund transfer will be used to demolish or stabilize buildings selected by the DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in the DHCD target areas. With a large backlog of vacant buildings in near-emergency conditions throughout the City, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore. The DHCD demolitions funded will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.

- |    |  |   |  |
|----|--|---|--|
| 3. | \$ 978,714.00<br>3 <sup>rd</sup> Community<br>& Economic<br>Development<br>Bonds | 9910-922012-9587<br>Whole Block Demo<br>RES |  |
|----|--|---|--|



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**TRANSFERS OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>DHCD</u> – cont'd		
650,726.00	"	"
<u>General Funds</u>		
<b>\$1,629,440.00</b>	-----	9910-903390-9588 Whole Block Demo - FY 19 – 25

This fund transfer will be used to demolish or stabilize buildings selected by the DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in the DHCD target areas. With a large backlog of vacant buildings in near-emergency conditions throughout the City, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore. The DHCD demolitions funded will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.

4.	\$ 37,690.00	9910-908997-9587	
	2 <sup>nd</sup> Community	Bailey Consent Decree	
	& Economic	(Reserve)	
	Development		
	Bonds		
	30,134.39	9910-906042-9588	
	General Funds	VTV Marketing	
	803.14	9910-905489-9588	
	General Funds	Prisoner's Aid	
	50,000.00	9910-906984-9588	
	<u>M &amp; CC Funds</u>	Cherry Hill Early	
		Head Start	
	<b>\$ 118,627.53</b>	-----	9910-903999-9588 Bailey Consent Decree

This funding transfer will reconcile the Capital Account, Bailey Consent Decree.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**TRANSFERS OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Enoch Pratt Free Library</u>			
5.	<b>\$ 305,460.00</b>	9936-939004-9458 Walbrook Library Renovation	9936-933012-9457 Dundalk Roof Replacement
	3 <sup>rd</sup> Parks & Public Facilities Loan		
<p>The Dundalk library building needs a roof replacement in order to protect the building's assets and to avoid internal damage to the facility. This facility is utilized as a facility maintenance workshop and storage building. This transfer from the reserve to the project account will facilitate the completion of the needed work. The Walbrook Branch renovation will be deferred in order to complete this urgent roof replacement. This will not have a significant impact at Walbrook due to recent improvements to the branch, including new carpeting, painting, and an updated children's department.</p>			
6.	\$200,000.00	9936-907017-9458 Brooklyn Library HVAC Upgrade	
	278,790.00	9936-939004-9458 Walbrook Library Renovation	
	3 <sup>rd</sup> Parks & Public Facilities <u>Loan</u>		
	<b>\$478,790.00</b>	-----	9936-960003-9457 Brooklyn Branch Roof Replacement

The Brooklyn Branch library building needs a roof replacement in order to protect the building's assets and to avoid internal damage to the facility. This branch is well utilized by the community, and roof replacement will help avoid interruption of public services. The Walbrook renovation will be deferred to support this urgent need. This transfer from the reserve to the project account will facilitate the completion of the needed work. This will not significantly impact Walbrook due to recent improvements to the branch, including new carpeting, painting, and an updated children's department.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**TRANSFERS OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Enoch Pratt Free Library – cont'd</u>			
7.	\$200,000.00	9936-914008-9458	
	3 <sup>rd</sup> Parks & Public Facilities Loan	Hamilton Library Renovation	
	276,250.00	9936-939004-9458	
	3 <sup>rd</sup> Parks & Public Facilities <u>Loan</u>	Walbrook Library Renovation	
	<b>\$476,250.00</b>	-----	9936-908122-9457 Hamilton Branch Roof Replacement

The Hamilton Branch library building needs a roof replacement in order to protect the building's assets and to avoid internal damage to the facility. This branch is well utilized by the community, and roof replacement will help avoid interruption of public services. The Walbrook renovation will be deferred to support this urgent need. This transfer from the reserve to the project account will facilitate the completion of the needed work. This will not have a significant impact at Walbrook due to recent improvements to the branch, including new carpeting, painting, and an updated children's department.

8.	\$200,000.00	9936-908020-9458	
	3 <sup>rd</sup> Parks & Public Facilities Loan	Northwood Branch HVAC	
	204,368.00	9936-939004-9458	
	3 <sup>rd</sup> Parks & Public Facilities <u>Loan</u>	Walbrook Library Renovation	
	<b>\$404,368.00</b>	-----	9936-950005-9457 Northwood Roof Replacement

AGENDA

BOARD OF ESTIMATES

7/28/2021

TRANSFERS OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

Enoch Pratt Free Library – cont'd

The Northwood Branch library building needs a roof replacement in order to protect the building's assets and to avoid internal damage to the facility. This facility is well utilized by the community, and roof replacement is needed to avoid an interruption of public services. This transfer from the reserve to the project account will facilitate the completion of the needed work. The Walbrook Branch renovation and the Northwood HVAC replacement will be deferred in order to complete this urgent roof replacement. This will not have a significant impact at Walbrook due to recent improvements to the branch, including new carpeting, painting, and an updated children's department.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Mayor's Office of Homeless Services (MOHS) – Provider Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the following Provider Agreements.

1. **HEALTH CARE FOR THE HOMELESS INC.** **\$ 1,245,279.00**

5000-507022-3573-757900-603051

The Provider will offer tenancy-based case management services for up to 200 Medicaid eligible homeless clients under its ACIS Medicaid Pilot Program. The period of the Agreement is July 1, 2021 through June 30, 2022.

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

2. **SPRINGBOARD COMMUNITY SERVICES, INC.** **\$ 986,296.00**

Account: 4000-438320-3573-789200-603051

The City has received a grant from the U.S. Department of Housing and Urban Development under the CARES Act Emergency Solution Grant-CV Program. The Provider will utilize the funds to operate a rapid rehousing program serving COVID vulnerable households and to provide rental assistance and supportive services to 30 households experiencing homelessness. The period of the Agreement is June 1, 2021 through September 30, 2022.

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

3. **BARBARA POPPE AND ASSOCIATES, LLC** **\$ 175,000.00**

Account: 4000-438320-3572-327200-603026

The Provider will serve as consultants for the Mayor's Office of Homeless Services to help create a strategic plan for responding to the COVID-19 pandemic as well as conduct a community stakeholder engagement process to develop recommendations for strategic investments. The period of the Agreement is June 1, 2021 through January 30, 2022.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

MOHS – cont'd

The Provider Agreements are late because of delays in the administrative process.

**MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.**

**MBE/WBE PARTICIPATION:**

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the BCHD grant programs, technical agreements, and community health services are obtained through the Federal Government and the State of Maryland. Through this fiduciary alliance, the 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.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

7/28/2021

Mayor's Office of Minority and Women-Owned – Request for Transfer of Funds  
Business Development

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the transfer of funds to the Baltimore Civic Fund, Inc. ("BCF") for the City's General Fund in support of the Baltimore Main Streets Coordinating Program (the "Program").

#### **AMOUNT OF MONEY AND SOURCE:**

From: 1001-000000-1250-775600-603051 - \$225,000.00  
1001-000000-1250-775600-603022 - \$ 7,700.00

To: 221-00 MOWBD-Baltimore Main Street - \$232,700.00

#### **BACKGROUND/EXPLANATION:**

The Mayor's Office of Minority and Women-Owned Business Development requests approval to transfer funds from the City's General Fund to BCF on behalf of the Program. This funding is to support transactions related to the operations of the Program. The Baltimore Development Corporation previously administered the Program. On July 1, 2017, the Mayor's Office of Minority and Women-Owned Business Development became the administrator of the Program. As part of the transition to the Mayor's Office of Minority and Women-Owned Business Development, BCF was selected to serve as the fiscal agent for the Program.

The funds will be dispersed by BCF to provide:

- i. Each designated 501(c)3 organization on a quarterly basis, following the receipt and review of a quarterly report which details Baltimore Main Streets related work performed by the organization, for the period which commenced on July 1, 2021 and ends on June 30, 2022.
- ii. Payment towards any dues and/or miscellaneous fees associated with being a member of the National Main Streets Program.
- iii. Staffing, web-hosting, Main Street district training, and technical assistance services.

## AGENDA

**BOARD OF ESTIMATES**

**7/28/2021**

Mayor's Office of Minority and Women-Owned – cont'd  
Business Development

The funding was previously transferred to BCF as fiscal agent for the Program for fiscal years 2018, 2019, and 2020. The Mayor's Office of Minority and Women-Owned Business Development now seeks to transfer funds to the BCF to serve as fiscal agent for the Program for Fiscal Year 2022.

**APPROVED FOR FUNDS BY FINANCE**



## AGENDA

BOARD OF ESTIMATES

7/28/2021

Department of Recreation and Parks – Donation Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement between Pigtown Mainstreet, Inc., (“Donor”), and Rodney Carroll the Artist, (Artist). The period of this Agreement is effective upon Board approval and will end upon Final Acceptance of the Project by the City unless earlier terminated pursuant to the terms of the agreement. Final Acceptance is defined as the acceptance of the Project by the City after Donor, and the City has verified that the Artist has fulfilled its contract obligations.

### **AMOUNT OF MONEY AND SOURCE:**

No City funds will be used in association with this agreement. The Donor’s cost of commissioning the Sculpture was \$84,000.00, and it anticipates the total cost of the installation of the Project to be approximately \$14,500.00.

### **BACKGROUND/EXPLANATION:**

This Donation Agreement was developed to memorialize the commissioning and installation of an entrance sculpture at Carroll Park at the corner of Bayard Street and Washington Boulevard. This 30-foot stainless steel and bronze sculpture was designed and fabricated by renowned Baltimore artist Rodney Carroll. This sculpture will commemorate the iconic legacy of “Pigtown” and will beautify one of Baltimore’s best public parks. The Artist will have the sculpture professionally installed.

### **AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

**BOARD OF ESTIMATES**

**7/28/2021**

Department of Law – Settlement Agreement and Release

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for an action brought by former employee Shaaron Phillips (Plaintiff) against the Mayor and City Council of Baltimore for alleged violations of the City Whistleblower Statute (Baltimore City Code, Art. 1, Subtitle 8) and race and age claims pursuant to federal fair employment practice laws.

### **AMOUNT OF MONEY AND SOURCE:**

\$158,298.00 - 2044-000000-1450-703800-603070

### **BACKGROUND/EXPLANATION:**

The Plaintiff, a former female employee, complained that after promotion, her salary was not in line with the salaries of men who also had been promoted. Separately, she claimed that the reason for her subsequent termination was because she reported fraud and abuse to the Office of Inspector General. The facts of the case are hotly disputed, and unfortunately, several of the City's fact witnesses are no longer employed by the City. In addition, the uncertainty of success at trial favors severing the employment relationship, eliminating the potential of reinstatement or an aberrant verdict.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation is made to the Board of Estimates to approve the settlement of this case as set forth above to avoid the uncertainty and expense of further litigation and potential appeals.

### **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**

**7/28/2021**

Baltimore City Office of Information – Expenditure of Funds  
and Technology

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay TEKSystems invoices. The period of the expenditure is March 1, 2021 through April 6, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$22,557.00 – 1001-000000-1474-807900-605003

**BACKGROUND/EXPLANATION:**

On December 16, 2020, the Board approved an Emergency Professional Services Agreement in the amount of \$154,000.00 with TEKSystems, Inc., as a result of the Coronavirus pandemic. The period of the emergency agreement was from June 10, 2020 through June 30, 2021. As the services under the emergency agreement continued, the approved funds were exhausted, resulting in a deficit of \$22,557.00. The agency did not obtain prior authority to exercise additional funding due to the urgency and importance of the service to continue. The Board is requested to approve payment of the final invoices for services provided within the contractual period, in the amount of \$22,557.00.

This request is late because of the administrative process and resolution of inter-agency discrepancies.

**MBE/WBE PARTICIPATION:**

No goals were set because of no opportunity to segment the contract.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Baltimore City Fire Department/ - Grant Adjustment Notice  
Office of Emergency Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice from the Maryland Emergency Management Agency (MEMA) of the FY19 State Homeland Security Program grant, Award # EMW-2019-SS-00064 SHSP. The grant adjustment notice extends the period of performance from September 1, 2019 through April 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$950,615.38 – 4000-482020-2131-228200-600000

**BACKGROUND/EXPLANATION:**

On March 18, 2020, the Board approved and authorized execution of the grant award agreement for the period September 1, 2019 through August 1, 2021. On October 14, 2020, the Board of Estimates approved an account code change.

The FY19 State Homeland Security Program grant provides support for the development and sustainment of core capabilities to fulfill the goal of National Preparedness. Funding will be used for costs related to planning, organization, equipment, and training and exercise needs associated with acts of terrorism.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Health Department – Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with PACT: Helping Children with Special Needs, Inc. The period of the agreement is July 1, 2020 through June 30, 2021, with an option to renewal for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$2,830.00 – 4000-427121-3080-292300-603051

**BACKGROUND/EXPLANATION:**

The PACT: Helping Children with Special Needs, World of Care (WOC) specialized childcare center will provide therapy and evaluation services. PACT's WOC will coordinate services with Baltimore Infants and Toddlers Program Staff in compliance with the local early intervention systems and the Individualized Family Service Plan.

The agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**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**

**7/28/2021**

Health Department – Ratification to Agreement

The Board is requested to ratify the various agreements with the listed organizations.

1. **JOHNS HOPKINS UNIVERSITY** **\$ 25,963.00**

Account: 4000-427721-3023-273307-603051

The Johns Hopkins University will provide the services of a Policy Analyst to coordinate the development of annual goals and objectives and annual plan for the HIV Planning Council and its committees. The period of the agreement is March 1, 2021 through February 28, 2022.

The agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

2. **BALTIMORE ANIMAL RESCUE AND CARE SHELTER (BARCS)** **\$1,307,726.00**

Account: 1001-000000-2401-271300-603051

On July 10, 2019, the Board approved the original agreement in the amount of \$1,260,836.00 for the period July 1, 2019 through June 30, 2020, with nine 1-year renewal options. The Operating Agreement included a Lease Agreement for the property located at 301 Stockholm Street.

On May 27, 2020, the Board approved a new Lease Agreement with BARCS for the property located at 2490 Giles Road. On August 26, 2020, the Board approved an amendment that extended the original Animal Shelter Operating Agreement through June 30, 2021, in the amount of \$1,260,836.00. The Department is exercising the one-year renewal option for the period of July 1, 2021 through June 30, 2022, with seven 1-year renewal options remaining.

The agreement is late because of administrative delays.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Health Department - cont'd

**MWBOO GRANTED A WAIVER ON JULY 8, 2021.**

**MBE/WBE PARTICIPATION:**

The Minority and Women's Business Opportunity Office (MWBOO) confirms the funding sources associated with the BCHD grant programs, technical agreements, and community health services are obtained through the Federal Government and the State of Maryland. Through this fiduciary alliance, the 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.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Mayor's Office of Children and Family Success (MOCFS) – Two-Month Advance of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a two-month advance of funds to Union Baptist Church-School, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$267,520.00 – 4000-486322-1772-516000-603051

**BACKGROUND/EXPLANATION:**

The MOCFS was awarded a grant for its Head Start Program from the U.S. Department of Health and Human Services (HHS) in the amount of \$8,204,134.00. Union Baptist Church-School, Inc. will operate a Head Start Program for 175 children and their families in the City of Baltimore for the period July 1, 2021 through June 30, 2022.

The total amount of the Union Baptist Church-School, Inc. budget is \$1,605,119.00. Due to funding needs and a delay in receiving the grant award notice from the HHS, the MOCFS is requesting the Board to approve a two-month advance of funds in the amount of \$267,520.00, leaving the remaining balance of \$1,337,599.00.

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

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Mayor's Office of Children and Family Success (MOCFS) – Two-Month Advance of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a two-month advance of funds to Dayspring Programs, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$911,958.00 – 4000-486322-1772-515600-603051

**BACKGROUND/EXPLANATION:**

The MOCFS was awarded a grant for its Head Start Program from the U.S. Department of Health and Human Services (HHS) in the amount of \$8,204,134.00. Dayspring Programs, Inc. will operate a Head Start Program for 584 children and their families in the City of Baltimore for the period July 1, 2021 through June 30, 2022.

The total amount of the Dayspring Programs, Inc. budget is \$5,471,751.00. Due to funding needs and a delay in receiving the grant award notice from the HHS, the MOCFS is requesting the Board to approve a two-month advance of funds in the amount of \$911,958.00, leaving the remaining balance of \$4,559,793.00.

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

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

## AGENDA

### BOARD OF ESTIMATES

7/28/2021

#### Bureau of Solid Waste – Renewal of Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the Agreement with the Downtown Partnership of Baltimore, Inc. This is the 2nd renewal option and will increase the duration of the contract by one year for a total contract duration of three years. The current agreement expires on June 30, 2021 and the new expiration date is June 30, 2022

#### **AMOUNT OF MONEY AND SOURCE:**

\$386,428.00 - 1001-000000-5152-386200-603026

#### **BACKGROUND/EXPLANATION:**

On July 17, 2019, the Board approved the original agreement with a budget of \$371,423.00. On July 1, 2020, the Board approved the first of two one-year renewal options under the same terms and conditions with a budget of \$378,851.00. The Department of Public Works, Bureau of Solid Waste now desires to renew the agreement with the Downtown Partnership of Baltimore, Inc., to continue providing cleaning services in the Downtown Management District for an additional one-year period under the same terms and conditions as the original agreement. The agency is utilizing the remaining one-year renewal option per the contract.

#### **MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON MAY 24, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

BOARD OF ESTIMATES

7/28/2021

Parking Authority of Baltimore City (PABC) – Parking Meter Upgrade Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Parking Meter Upgrade Agreement (Agreement) with IPS Group, Inc. (IPS). The period of the Agreement is effective upon Board approval for two years.

### **AMOUNT OF MONEY AND SOURCE:**

\$332,100.00 - 1,620 Meter upgrades @ \$205.00 each

15,390.00 - 162 Meter repairs @ \$95.00 each  
**\$347,490.00** - 2076-000000-2321-253300-607001

### **BACKGROUND/EXPLANATION:**

The PABC has purchased and installed more than 1,700 IPS M5 single-space parking meters from the IPS (the Meters) during the past eight years, pursuant to agreements approved by the Board on September 25, 2013 and May 1, 2019. The Meters currently communicate wirelessly via 2G and 3G modems for credit card processing and to notify the PABC of Meter malfunctions. 2G and 3G wireless communications will no longer be offered by any wireless communication providers within the next two years, making the Meters' current communication technology unusable.

The PABC desires to have the IPS perform 4G modem upgrades on 1,620 Meters to allow for the continued communication functions of the Meters that will remain on-street. The PABC is reducing the number of single-space meters on-street by installing more multi-space meters, so the number of Meters requiring upgrades is less than the total number of meters purchased.

This meter modem upgrade is required for the Meters to maintain functionality and continue to perform as needed for the PABC and the City.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

PABC – cont'd

**MBE/WBE PARTICIPATION:**

The upgrade must be performed by the manufacturer and distributor of the meters.

**MWBOO GRANTED A WAIVER ON JUNE 3, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Parking Meter Upgrade Agreement 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:

35 - 58

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**

**7/28/2021**

**PERSONNEL**

Comptroller's Office

1. A. Abolish the following two vacant positions:

Classification: Board of Estimates Technician I  
Job Code: 10070  
Grade: 088 (\$46,074.00 - \$55,823.00)  
Position Nos.: 10115 and 51931

B. Create the following position:

Classification: Operations Officer II  
Job Code: 00086  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position No.: To be determined

C. Reclassify the following position:

From:

Classification: Deputy City Auditor  
Job Code: 10243  
Grade: 969 (\$118,972.00 - \$196,315.00)  
Position No.: 10151

To:

Classification: Executive Director II  
Job Code: 00096  
Grade: 991 (\$135,979.00 - \$224,407.00)

D. Reclassify the following position:

From:

Classification: Assistant for Public Affairs Comptroller  
Job Code: 10143  
Grade: 927 (\$67,771.00 - \$108,443.00)  
Position No.: 46796

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Comptroller's Office – cont'd

To:

Classification: Operations Officer II  
Job Code: 00086  
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost Savings: (\$27,207.00) – 1001-000000-1300-157400-601001

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

Department of Finance

2. Reclassify the following vacant position:

From:

Classification: Accounting Assistant III  
Job Code: 34133  
Grade: 084 (\$39,651.00 - \$47,323.00)  
Position No.: 53622

To:

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

Cost: \$14,971.00 – 1001-000000-1480-166400-601001

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**

**7/28/2021**

**PERSONNEL**

Fire Department/Office of Emergency Management (MOEM)

	<u>Hourly Rate</u>	<u>Amount</u>
3. <b>CHRISTOPHER HILES</b>	\$39.75 for 2,080 hours	<b>\$82,680.00</b> (not to exceed)

Account: 1001-000000-2131-228200-601009

Mr. Hiles will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to managing the planning process for MOEM regarding Emergency Operations Plans, continuity of operations plans, recovery plans and evacuation plans; and participating in planning committees in the City and in the Baltimore Urban Areas Security Initiative. He will also be responsible for managing a team of planners within MOEM and serving as Planning Section Chief during activations of the Emergency Operations Center, managing the blackboard implementation and management programs; executing multi-year exercise schedules; managing office-wide training calendar, recruiting MOEM members to participate in exercises; providing or coordinating regular scheduled meetings and serving as representative on training and exercise planning committees. The period of the agreement is effective upon Board approval for one year.

Department of General Services

4. Reclassify the following vacant position:

From:

Classification: Building Repairer I  
Job Code: 00082  
Grade: 429 (\$35,804.00 - \$39,442.00)  
Position No.: 24999

To:

Classification: Operations Manager I  
Job Code: 00090  
Grade: 939 (\$89,741.00 - \$147,892.00)



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Department of General Services – cont'd

Cost \$117,889.00 – 1001-000000-1981-194700-601001

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

5. Reclassify the following vacant position:

From:

Classification: Purchasing Assistant  
Job Code: 33501  
Grade: 081 (\$35,761.00 - \$42,368.00)  
Position No.: 33400

To:

Classification: Accounting Assistant III  
Job Code: 34133  
Grade: 084 (\$39,651.00 - \$47,323.00)

Cost: \$5,791.04 - 1001-000000-3001-262300-601001

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

6. Reclassify the following vacant position:

From:

Classification: Social Service Coordinator  
Job Code: 81171  
Grade: 084 (\$39,651.00 - \$47,323.00)  
Position No.: 47781

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Health Department

To:

Classification: Medical Claims Examiner

Job Code: 33663

Grade: 080 (\$34,720.00 - \$40,843.00)

Cost Savings: \$7,340.80 - 6000-622121-3080-292300-601001

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

Department of Human Resources

7. A. Upgrade the following classifications:

From:

Classification: Employee Assistance Counselor I

Job Code: 33691

Grade: 088 (\$46,074.00 - \$55,823.00)

To:

Classification: Same

Job Code: Same

Grade: 903 (\$47,439.00 - \$75,859.00)

B. Upgrade the following classifications:

From:

Classification: Employee Assistance Counselor II

Job Code: 33696

Grade: 092 (\$54,421.00 - \$66,266.00)

Position No.: 10032 and 10033

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Department of Human Resources

To:

Classification: Same

Job Code: Same

Grade: 906 (\$54,326.00 - \$86,799.00)

C. Create the following classification:

Classification: Employee Assistance Counselor III

Job Code: 33697

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

Costs: There are no costs associated with these actions.

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

Mayor's Office of Children and Family Success (MOCFS)

8. Reclassify the following three vacant positions:

From:

Classification: Grant Services Specialist II

Job Code: 10216

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

Position Nos.: 50160, 50164 and 50166

Cost: \$96,526.46 – 4000-446021-1191-494700-601009

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

**MOCFS – cont'd**

**To:**

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

Cost: \$96,526.46 - 4000-446021-1191-494700-601009

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

**Mayor's Office of Employment Development**

**9. Create the following position:**

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

Cost: \$66,000.00 – 5000-521221-6312-458305-601002

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

**Mayor's Office of Performance and Innovation**

**10. Reclassify the following position:**

**From:**

Classification: Associate Counsel  
Job Code: 10074  
Grade: 929 (\$72,033.00 - \$115,100.00)  
Position No.: 48334

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Mayor's Office of Performance and Innovation

To:

Classification: Operations Officer III  
Job Code: 00087  
Grade: 929 (\$72,033.00 - \$115,100.00)  
Position: Same

Cost: There are no costs associated with this action.

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

11. A. Create the following position:

Classification: Data Project Manager  
Job Code: 10268  
Grade: 936 (\$84,822.00 - \$135,651.00)

B. Reclassify the following position:

From:

Classification: Operations Officer I  
Job Code: 00085  
Grade: 923 (\$63,725.00 - \$102,202.00)  
Position No.: 54134

To:

Classification: Data Project Manager  
Job Code: 10268  
Grade: 936 (\$84,822.00 - \$135,651.00)  
Position: Same

Cost: \$31,920.00 – 4001-442200-1110-842200-601001

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**

**7/28/2021**

**PERSONNEL**

Mayor's Office of Neighborhood Safety and Engagement

12. Reclassify the following vacant position:

From:

Classification: Health Program Administrator II  
Job Code: 61113  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position No.: 46133

To:

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

Cost: There are no costs associated with this action.

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

Mayor's Office of Recovery Programs (MORP)

13. A. Reclassify the following vacant position:

From:

Classification: Operations Manager II  
Job Code: 00091  
Grade: 942 (\$95,206.00 - \$156,964.00)  
Position No.: 54132

To:

Classification: Operations Director I  
Job Code: 00093  
Grade: 967 (\$108,870.00 - \$179,483.00)

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

MORP – cont'd

B. Reclassify the following two vacant positions:

From:

Classification: Program Compliance Officer II  
Job Code: 00417  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position Nos.: 54133 and 54139

To:

Classification: Operations Manager III  
Job Code: 00092  
Grade: 960 (\$100,999.00 - \$166,584.00)

Cost: \$118,924.00 – 4001-442200-1110-842200-601001

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

Department of Planning - Amendment

	<u>Hourly Rate</u>	<u>Amount</u>
14. <b>ANIKA RICHTER</b>	\$25.50 for 100 hours	<b>\$2,550.00</b> not to exceed

Account: 1001-000000-1875-187400-601009

On July 29, 2020, the Board approved an employment contract for Ms. Richter at a rate of \$25.50 per hour for 1,833 hours, not to exceed \$46,741.50. Ms. Richter continued to work as a Contract Services Specialist II with the Office of Sustainability to implement the Cities Connecting Children to Nature Initiative and the Green & Healthy Smart Challenge with Baltimore City Schools by engaging stakeholders, organizing trainings, peer learnings and cross-sector communications to increase trauma-informed care practices and nature-based experience. Ms. Richter will also work with teachers to adjust grant applications

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Department of Planning – cont'd

Hourly Rate

Amount

during COVID-19 and connect teachers and students to each other for networking, training, and resource sharing.

This Amendment increases the number of hours worked by an additional 100 hours at a rate of \$25.50 per hour not to exceed \$2,250.00 to be paid before the end of the contract term. The period of the agreement is effective upon Board approval for one year.

Police Department

- |     |                           |         |                     |
|-----|---------------------------|---------|---------------------|
| 15. | <b>DAVID A. HARE, JR.</b> | \$20.19 | <b>\$ 42,000.00</b> |
|-----|---------------------------|---------|---------------------|

Account: 1001-000000-8070-820000-601009

Mr. Hare, retiree, will continue to work as a Contract Services Specialist I in the Body Worn Camera Unit. He will be responsible for creating electronic case folders of arrests and traffic violations conducted by the Police Department members to prepare as evidence for criminal prosecution, reviewing body worn camera footage for policy compliance, and categorizing body worn camera videos. In addition, Mr. Hare will respond to Maryland Public Information Act requests, respond to the Assistant State’s Attorney’s Office requests for missing and required videos for criminal and civil cases, submit audit reports of body worn camera footage review to supervisory staff reporting potential misconduct to supervisory staff, report potential misconduct to supervisory staff from body worn camera footage for further review, and maintain statistics on job performance. This is the same hourly rate as in the previous contract period. The period of the agreement is September 26, 2021 through September 25, 2022.

- |     |                       |         |                     |
|-----|-----------------------|---------|---------------------|
| 16. | <b>KAREEN A. HILL</b> | \$20.19 | <b>\$ 42,000.00</b> |
|-----|-----------------------|---------|---------------------|

Account: 1001-000000-2024-795600-601009

Ms. Hill, retiree, will continue to work as a Contract Services Specialist I in the Evidence Control Unit (ECU). She will be responsible for the entry and accurate retention of all property retained by the Police Department and several surrounding agencies, receiving property and evidence submissions from police officers and



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

Hourly Rate

Amount

laboratory personnel, and ensuring the accuracy and completeness of paperwork, and entering data into the evidence tracking system. In addition, Ms. Hill will release property to personnel for further examination or as evidence for Court, update the evidence tracking system with appropriate changes of location of the property for chain of custody and documentation of location, release property to the public and document the same in the evidence tracking system, and lift and handle evidence submitted to the ECU. This is the same hourly rate as in the previous contract period. The period of the agreement is September 4, 2021 through September 3, 2022.

17. **LINDA E. BALLINGER**                      \$20.19                      **\$ 42,000.00**

Account: 1001-000000-2002-195500-601009

Ms. Ballinger, retiree, will continue to work as a Contract Services Specialist I in the Internal Affairs Division. She will be responsible for handling requests from Legal Affairs, the State’s Attorney’s Office and the U.S. Attorney’s Office, the Civilian Review Board and other agencies for copies of case books, documents and reports. Ms. Ballinger will prepare multiple copies of sustained case books including reproduction of case related CDs and DVDs for the Office of Administrative Hearings (OAH), complete, maintain and track receipts and database entries for cases requested by Department members and both the State’s and US Attorney’s Offices, and proof read case books and summaries to ensure accurate and professional documents. In addition, she will input all sustained cases into the Assistant State’s Attorney’s database, index, scan, and file completed case booklets, link case books and summaries of each case into the database, conduct research, and handle special projects. This is the same hourly rate as in the previous contract period. The period of the agreement is October 23, 2021 through October 22, 2022.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
18. <b>LLOYD G. BERNARD</b>	\$20.19	<b>\$ 42,000.00</b>

Account: 1001-000000-2041-796100-601009

Mr. Bernard, retiree, will continue to work as a Contract Services Specialist I in the Human Resources Section. He will be responsible for conducting pre-employment investigations for civilian applicants, conducting Local, State and National record and warrant checks, investigating references, conducting neighborhood canvasses, and interviewing applicants. In addition, Mr. Bernard will gather vital documents for summarization into pre-employment files, complete assigned cases within a defined timeframe, conduct background investigations for promotional candidates including record checks, and gather data of current and previous work history summaries. This is the same hourly rate as in the previous contract period. The period of the agreement is October 27, 2021 through October 26, 2022.

19. <b>CLARISSA E. FIELDS</b>	\$20.19	<b>\$ 42,000.00</b>
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Account: 1001-000000-2042-198100-601009

Ms. Fields, retiree, will continue to work as a Contract Services Specialist I in the Court Liaison Unit. She will be responsible for ensuring officers are notified to appear in Court, ensuring the accuracy and completeness of all paperwork, entering information into the Failure to Appear (FTA) system, and retrieving police department documents including operation and analysis reports for the State's Attorney's Office. Ms. Fields will advise the State's Attorney's Office of officers' vacations, details, medical, military or FMLA status, acquire Court documents and undeliverable summonses from Court building, and maintain files of undeliverable summonses to assist with possible FTA investigations. In addition, she will contact officers requested by the State's Attorney's Office, provide contact phone numbers to the States' Attorney's Office, and assist the State's Attorney's Office with any officer contact problems. This is the same hourly rate as in the previous contract

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
period. The period of the agreement is September 24, 2021 through September 23, 2022.		

20. <b>LAWANG HYMAN</b>	\$20.19	<b>\$ 42,000.00</b>
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Account: 1001-000000-2041-796200-601009

LaWang Hyman, retiree, will continue to work as a Contract Services Specialist I in the Office of Officer Safety and Wellness. The Retiree will be responsible for assisting with and coordinating the total well-being program to reduce health risks, medical costs, and encourage healthy lifestyles, and working with Vendors and Human Resources staff to administer lasting health and wellness programming into the Police Department. LaWang Hyman will also review alerts in the Early Intervention System, schedule interventions and guidance, assist with the implementation of the Peer Support Program, and assist in monitoring Peer Support members' performance to ensure they meet team standards of training, performance and behavior. In addition, the Retiree will act as a critical component to Consent Decree mandates under the section entitled, "Officer Assistance and Support", and assist with the daily operations of the Early Intervention, Health and Wellness and Peer Support Programs. This is the same hourly rate as in the previous contract period. The period of the agreement is September 30, 2021 through September 29, 2022.

21. <b>TIESHA J. SCRIVNER</b>	\$21.63	<b>\$ 45,000.00</b>
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Account: 1001-000000-2021-667600-601009

Ms. Scrivner, retiree, will continue to work as a Contract Services Specialist I for the Family Crimes Unit. She will be responsible for providing crisis counseling, safety and resource identification to adult victims of domestic violence, assisting victims by obtaining protective orders, accompanying detectives to the homes of victims, and assisting victims with proceeding through the court system. In addition, Ms. Scrivner will maintain information in the domestic violence database, serve as a liaison between victims and law enforcement, conduct telephone communications with victims of misdemeanor domestic violence cases that have

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

Hourly Rate

Amount

been referred to the Family Crimes Unit, assist victims through the Protective Order process, as well as obtaining emergency shelter and housing. She will also provide community outreach by speaking to local agencies about domestic violence and the services provided, speak with juvenile offenders on how to identify healthy versus non-healthy relationships and the cycle of domestic violence, and list and update shelter names, contact information, policies and procedures. This is the same hourly rate as in the previous contract period. The period of the agreement is September 26, 2021 through September 25, 2022.

22. **BARBARA MCCLAIRN**                      \$20.19                      **\$ 42,000.00**

Account: 1001-000000-8160-820200-601009

Ms. McClairn, retiree, will continue to work as a Contract Services Specialist I for the Special Operations Section. She will be responsible for scheduling and ensuring the staffing of sworn members at various events and businesses, which have contracts with Baltimore City, to provide uniformed police security services, and overseeing the billing of the uniformed police security services. This is the same hourly rate as in the previous contract period. The period of the agreement is September 24, 2021 through September 23, 2022.

23. **THERESA A. ANDERSON**                      \$20.19                      **\$ 42,000.00**

Account: 1001-000000-2042-796500-601009

Ms. Anderson, retiree, will continue to work as a Contract Services Specialist I in the Evidence Control Unit. She will be responsible for the entry and accurate retention of all property retained by the Police Department and several surrounding agencies, receiving property and evidence submissions from police officers and laboratory personnel and ensuring the accuracy and completeness of the paperwork, and entering this data into the evidence tracking system. In addition, Ms. Hill will release property to personnel for further examination or as evidence for Court, update the evidence tracking system with appropriate changes of location of the property for chain of custody and documentation of the location, release property to the public and document evidence in the tracking system,

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

Hourly Rate

Amount

and lift and handle evidence submitted to the ECU. This is the same hourly rate as in the previous contract period. The period of the agreement is September 28, 2021 through September 27, 2022.

- 24. **CHARLENE WATKINS**                      \$20.19                      **\$ 42,000.00**

Account: 1001-000000-2041-796100-601009

Ms. Watkins, retiree, will continue to work as a Contract Services Specialist I in the Human Resources Section. She will be responsible for conducting the final processing and hiring for new applicants, scheduling applicants' testing appointments, conducting applicants' fingerprinting, and gathering all vital documents for the hire date of the applicant. In addition, Ms. Watkins will review case folders to determine the validity of the required documents for local, state and national records, inform the applicants of all position requirements for which they have applied, and conduct interviews. This is the same hourly rate as in the previous contract period. The period of the agreement is September 26, 2021 through September 25, 2022.

- 25. **DOROTHIA PARKER-JOHNSON**                      \$20.19                      **\$ 42,000.00**

Account: 1001-000000-2021-212600-601009

Ms. Parker-Johnson, retiree, will continue to work as a Contract Services Specialist I assigned to the Court Liaison Unit. Her duties will include but are not limited to ensuring officers are notified to appear in court, ensuring accuracy and completeness of all paperwork, entering information in Failure to Appear (FTA) system, and retrieving police department documents including operation and analysis reports for the State's Attorney's Office. She will also be responsible for advising the State's Attorney's Office regarding officers' vacation, details, medical or military status, acquiring court documents and undeliverable summonses from court buildings, maintaining files of undeliverable summonses from buildings and maintaining undeliverable summonses to assist with possible FTA investigations. The period of the agreement is effective upon Board approval or September 28, 2021 through September 27, 2022, whichever comes later.



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Police Department – cont'd

Costs: \$16,031.00 – 1001-000000-2002-195500-601001

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

28. Change the funding source for two vacant positions:

Position Nos.: 52425 & 52427

Classification: Forensic Scientist II  
Job Code: 71132  
Grade: 927 (\$67,771.00 - \$ 108,433.00)

Costs: There are no costs associated with this action.

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

29. Create the following position:

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

Costs: \$113,582.75 – 4000-446221-2021-212800-404001.

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

Department of Public Works

30. Create the following new classification:

Classification: DPW YH20 Intern  
Job Code: 01005  
Grade: 856 (\$12.75) FLAT

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Department of Public Works – cont'd

Costs: There are no costs associated with this action.

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

Department of Recreation and Parks

31. Create the following two positions:

Classification: Naturalist  
Job Code: 71491  
Grade: 084 (\$39,651.00 - \$47,323.00)  
Position Nos.: To be determined by BBMR

Costs: \$129,024.00 – 5000-577721-4781-363900-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
32. <b>MELISSA NEILL</b>	\$22.00	<b>\$ 33,880.00</b>

Account: 6000-680522-4792-656200-601009

Ms. Neill will work as a Contract Services Specialist II. She will be responsible for implementing the Forest Immersion Program for children and families, evaluating teachers and the program through observation, documentation, and dialogue with teachers and families, and providing critical feedback for teachers regarding methodology with and strategies employed with young children. Ms. Neill will also administer registration and online payments through the Civic Rec platform, provide support to volunteers and interns responsible for the program, perform on-site specific programs and volunteer evaluations, manage program supplies and resources, and evaluate the success of the program and goals. In addition, she will produce documentation and materials (child artifacts, and work samples) that document child learning, produce materials that describe and promote the program, communicate with current families about the children’s progress and/or



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Department of Recreation and Parks – cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
individualized needs, communicate with prospective families about the developmental benefits of the program, help to develop and evaluate extended events for the program, and partner with other community organizations. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.		
<b>33. NICOLE K. MCDANIELS</b>	<b>\$28.56</b>	<b>\$ 54,435.36</b>

Account: 5000-577721-4781-363900-601009

Ms. McDaniels will work as a Contract Services Specialist II/Workforce Development Coordinator. She will be responsible for planning, developing, and implementing in-service training programs for park maintenance staff, coordinating trainings with subject-matter experts, updating the Park Maintenance Technician Handbook, and collaborating with the Department of Natural Resources, Maryland Park Service to create, develop, and implement green jobs training programs for youth. In addition, Ms. McDaniels will collaborate with supplemental workforce groups, develop educational activities, design work assignments, supervise team leaders, oversee daily programs, develop and oversee collaboration with various supplemental workforce groups including the CJC, the ROCA, and the Green Cadets. She will also write proposals, coordinate work assignments, and supervise work projects. The period of the agreement is effective upon Board approval for one year.

<b>34. HANSBERRY R. MOORE</b>	<b>\$12.00</b>	<b>\$ 12,480.36</b>
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Account: 5000-577721-4781-363900-601009

Mr. Moore will work as a Contract Service Specialist I. He will be responsible for supervising the recreation center and gym during the Mayor's Violence Reduction Initiative extended evening and weekend program hours for teens and young adults. Mr. Moore will also serve as the front desk liaison during senior programming hours. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Office of the State's Attorney

	<u>Hourly Rate</u>	<u>Amount</u>
35. <b>RACHEL DILLION</b>	\$20.06 for 1,907 hours	<b>\$38,248.00</b> (not to exceed)

Account: 1001-000000-1150-118000-601009

Ms. Dillion will work as a Contract Services Specialist II. She will be responsible for receiving incoming phone calls, assisting visitors doing business with the State's Attorney's Office, receiving and verifying motions and other legal documents for routing to the appropriate Assistant State's Attorney and performing general office assistant duties. The period of the agreement is August 9, 2022 through August 8, 2022.

36. <b>ALBERT MARCUS, SR.</b>	\$28.86 for 1,907 hours	<b>\$55,026.00</b> (not to exceed)
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Account: 1001-000000-1151-117900-601009

This is a 2% increase in the hourly rate from the previous contract. The period of the agreement is July 28, 2021 through July 27, 2022.

37. <b>MARIA KEITH</b>	\$28.86 for 1,907 hours	<b>\$55,026.00</b> (not to exceed)
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Account: 1001-000000-1150-715200-601009

This is a 2% increase in the hourly rate from the previous contract. The period of the August 13, 2021 through August 12, 2022.

38. <b>ANGELA WILLIAMS</b>	\$26.23 for 1,907 hours	<b>\$50,013.00</b> (not to exceed)
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**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Office of the State’s Attorney – cont’d

Hourly Rate

Amount

Account: 1001-000000-1151-117900-601009

The period of the agreement is July 28, 2021 through July 27, 2022.

These individuals will continue to work as a Contract Specialist I. They will investigate felony, domestic violence, and violent crime cases, locate and interview witnesses, and act as a liaison with police agencies. The period of the agreement is effective upon Board approval for one year or July 28, 2021, whichever comes later.

In March 1999, the Board approved a waiver of AM 212-1 to hire retired Police Officers as Investigators for the Office of the State’s Attorney with no restrictions on the number of work hours and rate of pay.

39. <b>KELVIN SEWELL</b>	\$34.87 for 1,907 hours	<b>\$66,485.00</b> (not to exceed)
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Account: 1001-000000-1151-117900-601009

Mr. Sewell will continue to work as a Contract Services Specialist I. His duties will include but are not limited to investigating felony, homicide, and violent crime cases, locating and interviewing witnesses, acting as liaison with law enforcement agencies, researching the whereabouts of and locating parties relevant to prosecution of cases, providing location information to attorneys and forwarding to Warrant Apprehension Task Force so that arrests can be made. He will also be responsible for communication with witnesses and victims to provide case status and trial date information, preparing subpoenas, ascertaining and verifying respondent’s legal identity through fingerprint identification and verifying such documents as birth certificates. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 28, 2021 through July 27, 2022.

40. <b>DOUGLAS LUDWIG</b>	\$39.00 for 1,200 hours	<b>\$46,805.00</b> (not to exceed)
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**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Office of the State’s Attorney

Hourly Rate

Amount

Account: 1001-000000-1150-117900-601009

Mr. Ludwig will continue to work as a Contract Services Specialist II. His duties will include but are not limited to reviewing arrests made by police officers, making decisions to release or charge offenders based on principles of law, and producing and providing bail recommendations to court commissioners for all cases involving violent felonies and firearm charges, screening all offenders for eligibility for Early Resolution court, Quality Case Review dockets and Repeat Violent Offender status. He will also follow-up with notifications of arrests to the Division of Parole and Probation, Department of Juvenile Services, trial units of the State’s Attorney Office and other law enforcement partners. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 28, 2021 through July 27, 2022.

41. <b>CHANEAL SIMPSON</b>	\$25.47 for 1,907 hours	<b>\$48,562.00</b> (not to exceed)
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Account: 1001-000000-1150-117900-601009

Ms. Simpson will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to assisting the Assistant State’s Attorney in the investigations and movement of cases, inputting of charges, finalizing of charging documents, finding open warrants and communicating with Public Safety staff and members of the Baltimore City Police Department. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 28, 2021, through July 27, 2022.

42. <b>TRACEY SNOWDEN</b>	\$27.05 for 1,248 hours	<b>\$33,758.00</b> (not to exceed)
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Account: 1001-000000-1150-715200-601009

Ms. Snowden will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to assuring the prosecutors throughout the office know the status of each request in preparing for trial, tracking lab results for every trial,

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PERSONNEL**

Office of the State's Attorney – cont'd

Hourly Rate

Amount

post-conviction petition, DNA post-conviction petition, actual innocence petition, motions to reopen petitions, and various new trial motions. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 28, 2021 through July 27, 2022.

## AGENDA

BOARD OF ESTIMATES

7/28/2021

Department of Public Works (DPW) – Access Agreement

### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Access Agreement with Erasmus Properties (Reservoir Road) Business Trust, (“Erasmus”) to allow the City use of an easement through Erasmus’ property to access infrastructure on Sparrows Point designed to route treated effluent through the property to the Sparrows Point Outfall. The period of the agreement is effective upon Board approval until terminated by either party under the terms thereof.

### **AMOUNT OF MONEY AND SOURCE:**

No funds are required.

### **BACKGROUND/EXPLANATION:**

The City owns and operates the Back River Wastewater Treatment Plant, which discharges treated effluent through two outfalls pursuant to a permit issued by Maryland Department of the Environment. Although most of the treated effluent is discharged into Back River, historically a portion has been pumped to Sparrows Point to provide industrial process water for the steel industry. The steel plant is now closed; however, the City’s discharge permit limits the amount of effluent that may be released into Back River in order to preserve water quality.

Effluent is discharged from Back River Wastewater Treatment Plant and conveyed through pipes to infrastructure on Sparrows Point. The infrastructure the City is seeking to access consists of an industrial water conveyance system consisting of pipes and a pumping station that pushes treated effluent to the outfall on Sparrows Point. Erasmus owns property where ingress/egress to the infrastructure on Sparrows Point is located (between Reservoir Road and Sparrows Point) and Erasmus has agreed to allow the City to use this easement to ensure the pipes and pumping station are functioning properly and to conduct its activities.

The Agreement will allow the City, its employees, contractors, and other representatives, to travel to the infrastructure on Sparrows Point through an area of Erasmus’ property identified as the vicinity and the transit/access route. There is no cost to the City for use of the easement; however, the City will indemnify Erasmus, its employees, officers, and other representatives against willful or negligent acts committed by the City and its representatives that arise from the Agreement. The City will not be obligated to indemnify Erasmus and its representatives against acts of gross negligence or willful misconduct.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

DPW – cont'd

**MBE/WBE PARTICIPATION:**

N/A

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

## AGENDA

### BOARD OF ESTIMATES

7/28/2021

Department of Public Works/Office – Amendment No. 3 to Agreement of Engineering and Construction

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with Pure Technologies U.S., Inc. DBA Wachs Water Services, under Project No. 1251, Valve and Fire Hydrant Assessment, Operation and Maintenance Throughout the Baltimore Metropolitan Water System. The current expiration date is July 25, 2021. The Amendment will extend the period of the agreement through January 25, 2022.

#### **AMOUNT OF MONEY AND SOURCE:**

\$0.00

#### **BACKGROUND/EXPLANATION:**

On January 25, 2017, the Board approved a 30-month agreement with Pure Technologies U.S., Inc. DBA Wachs Services to perform an assessment, operation, and maintenance of valves between 2-inches and 120-inches in sizes; assessment, operation, and maintenance of fire hydrants; in-situ assessment and repair of large valves; executing planned shutdowns in support of water main renewal, replacement and assessment; the electronic collection of associated field data; facility improvements and water meter replacements; and assist with reactive response associated with system emergencies and customer complaints.

This Amendment No 3. will allow the Consultant will continue to provide the above-mentioned services. The consultant will also perform quality assurance of all field data and follow data management procedures set forth by the City. All work will be performed throughout Baltimore City and Baltimore County. All other terms and conditions of the agreement will remain unchanged.

#### **MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%.



## AGENDA

### BOARD OF ESTIMATES

7/28/2021

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

**THE EAR WAS APPROVED BY MWBOO ON MAY 28, 2021.**

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 3 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task 012 with AECOM Technical Services, Inc. under Project No. 1803 (WC 1291) On-Call Project and Construction Management. The original contract will expire on October 2, 2022. The period of the task is 24 months.

**AMOUNT OF MONEY AND SOURCE:**

\$802,696.48 – 9960-907744-95557-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is in need of Project Inspection Services for the ongoing construction work on W.C. 1291-Wilkins Avenue/Frederick Avenue Water Main Replacements.

The scope of work includes abandonment and/or removal of existing water mains and installation of various sized new ductile iron pipes, valves, fittings and appurtenances, replacement/installation of fire hydrants, corrosion control if applicable, small residential meter setting and meter valves, renewal and replacement of existing water services, sidewalk restoration, curb and gutter, and roadway paving as required. The work requested is within the original scope of the agreement.

**MBE/WBE PARTICIPATION:**

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement:

**MBE:** 29%

**WBE:** 10%

Currently, this On-Call is not in compliance because 11 tasks have been approved. Consultant anticipates to meet goals before contract ends. Current goals are: MBE: 19% and WBE: 16%.

**THE EAR WAS APPROVED BY MWBOO ON APRIL 21, 2021.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 566,652.37 County Revenue	9960-903198-9558 Water Infrastructure Rehabilitation	
\$ 673,015.91 <u>Revenue Bond</u>	9960-936001-9558 Construction Reserve	
<b>\$1,239,668.28</b>	-----	9960-907744-9557-5 Inspection

The transfer will cover inspection costs for Project 1803 – (WC 1291) On-Call Project and Construction Management Task 012.

(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

7/28/2021

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

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Side Yard Land Disposition Agreement for the sale of a City-owned property located at 1502 W. Franklin Street to Ms. Louise Brown Anderson.

#### **AMOUNT OF MONEY AND SOURCE:**

\$500.00 - Purchase Price

#### **BACKGROUND / EXPLANATION:**

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

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

The City has agreed to convey the property known as 1502 W. Franklin Street to the adjacent property owner, Ms. Anderson. As a condition of the conveyance, Ms. Anderson has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits the development of the parcel for a minimum of ten years.

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

The property is being sold for \$500.00, as the Developer holds title on the adjacent property as non-owner-occupied. The rationale for the conveyance is as follows:

- the sale will serve a specific benefit to the immediate community,
- the sale will help to eliminate blight from the neighborhood, and
- the sale will return the property to the City's tax rolls.

## AGENDA

BOARD OF ESTIMATES

7/28/2021

DHCD – cont'd

### **MBE/WBE PARTICIPATION:**

The Purchaser will purchase these properties for a price that is less than \$50,000 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

Department of Human Resources – 2022 Actives and Retiree Health Insurance Rates

**ACTION REQUESTED OF B/E:**

The Board is requested to review and approve the 2022 Actives and Retiree Healthcare rates. The rates will go into effect on January 1, 2022.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The healthcare rates include the premium for active employees, retirees, and COBRA participants. The rates are broken down by pay frequency (including monthly, biweekly, weekly, and 21-pay).

The rates will be communicated to employees and retirees during the annual Open Enrollment period from October 18, 2021 – November 1, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

- |  |                           |              |         |
|--|---------------------------|--------------|---------|
| 1.   | GOTTLIEB &<br>WERTZ, INC. | \$ 30,000.00 | Renewal |
| Contract No. 08000 – Provide Annual Maintenance and Support for Juvenile Case Management System – Circuit Court for Baltimore City P.O. No.: P552067 |                           |              |         |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On August 5, 2020, the Board approved the initial award in the amount of \$30,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$30,000.00 is for the period July 1, 2021 through June 30, 2022, with one 1-year renewal option remaining. The above amount is the City’s estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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

- |   |                       |         |         |
|---|-----------------------|---------|---------|
| 2.  | J.F. FISCHER,<br>INC. | \$ 0.00 | Renewal |
| Contract No. B50005353 – Testing and Repair of Backflow Preventer Devices – Department of Public Works – Wastewater Facilities Division – P.O. No.: P545011 |                       |         |         |

On August 28, 2018, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. This first renewal

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

in the amount of \$0.00 is for the period September 1, 2021 through August 31, 2022, with one 1-year renewal option remaining. The above amount is the City’s estimated requirement.

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

**MBE/WBE PARTICIPATION:**

On March 8, 2018, MWBOO set goals of 8% MBE and 0% WBE. MWBOO found Vendor in compliance on June 1, 2021.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Horton Mechanical Contracting	8%	\$36,869.57	80.4%
<b>WBE:</b> Upper Management LLC	0%		

**MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 1, 2021.**

3. HONEYWELL,  
INTERNATIONAL INC. \$1,240,000.00 Increase  
Contract No. 08000 – Provide Annual Service and Repairs for the Fire, Life Safety and Facilities Management System at the Baltimore Convention Center – P.O. No.: P550975

On April 8, 2020, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. This increase in the amount of \$1,240,000.00 is necessary to cover current funding needs and anticipated expenses for the second and third year of the contract term. This increase will make the award amount \$1,740,000.00. The contract expires on March 31, 2023 with two 1-year renewal options remaining. The above amount is the City’s estimated requirement.



AGENDA

BOARD OF ESTIMATES

7/28/2021

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

**MBE/WBE PARTICIPATION:**

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

- |  |              |             |
|--|--------------|-------------|
| 4. VECTOR MEDIA HOLDING CORPORATION  | \$ 31,950.00 | Sole Source |
| Contract No. 08000 – Childhood Lead Poisoning Bus Shelter Ads – Baltimore City Health Department – Req. No.: R869230 |              |             |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

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 wishes to utilize this contract to place childhood lead poisoning ads on bus shelters. The period of the award is February 1, 2021 through December 31, 2022. The above amount is the City’s estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

MDH protocol states, “All air ambulance transport cost for Maryland Medicaid recipient will be paid by the Baltimore City Health Department, through the Transportation Grant Program.” Service Providers may submit invoices as late as two years after services have been rendered prior to the review and verification process, which takes approximately one year. The requested amount is required for payment of outstanding invoices and new invoices from the above time period.

The State of Maryland must license all ambulance service companies. The company name above is licensed by the State of Maryland. The MDH protocol further states, “This unit [City Health Department] will screen all calls as to eligibility and medical necessity, and the appropriate transportation will be arranged when approved.”

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

**MBE/WBE PARTICIPATION:**

Not applicable.

**MWBOO GRANTED A WAIVER ON JUNE 10, 2021.**

- |    |  |                      |                     |
|----|--|----------------------|---------------------|
| 7. | <u>CIANBRO CORPORATION</u>   | <u>\$ 141,930.21</u> | <u>Ratification</u> |
|    | Contract No. 06000 – Drawbridge Mechanical and Electrical Systems Repairs – Department of Transportation – Req. No.: R869307 |                      |                     |

The requested action is approval for ratification for additional funds required to make a final payment for work completed outside of Contract number B50002089 – Drawbridge Operations, which expired on July 31, 2020. The Vendor completed urgent work, consisting of mechanical and electrical repairs from July 1, 2020 through August 31, 2020. Authority is requested to pay the outstanding invoices.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practical to obtain competitive bids.





**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

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

**MBE/WBE PARTICIPATION:**

Not applicable. This is a purchase of proprietary software from a cooperative contract.

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

- |   |                       |                  |
|---|-----------------------|------------------|
| 11. <u>AZTECA SYSTEMS, INC.</u>   | <u>\$4,904,900.00</u> | <u>Agreement</u> |
| <u>Contract No. 08000 – Cityworks Master License and Maintenance Agreement – Department of Public Works – Waste and Water – IT Division – Req. No.: R867919</u> |                       |                  |

The Board is requested to approve and authorize execution of Cityworks Master License and Maintenance Agreement with Azteca Systems, Inc. The period of the agreement is effective upon Board approval for one year with four 1-year renewals option through June 30, 2026.

The Vendor is the original software developer and sole provider of license and software maintenance for Cityworks Asset Management Software, which is the primary application that the Department of Public Works uses for work order management of repairs and maintenance throughout the City. Previously, the software licensing was acquired indirectly through a hosting agreement with Motorola Solutions, Inc. Since the City is moving toward self-hosted implementation, it was determined that the licensing and maintenance should be obtained from Azteca directly, which is a standard practice used by other local municipalities.

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.

AGENDA

BOARD OF ESTIMATES

7/28/2021

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

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

- |   |                     |                  |
|---|---------------------|------------------|
| 12. <b>ADVANT-EDGE SOLUTIONS<br/>OF MIDDLE ATLANTIC, INC.</b>   | <b>\$ 12,500,00</b> | <b>Extension</b> |
| Contract No. B50004443 – Biomedical Waste Pickup and Disposal – Health Department, Baltimore Police Department, Baltimore Fire Department – P.O. No.: P535400 |                     |                  |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On May 4, 2016, the Board approved the initial award in the amount of \$96,795.00. The award contained two renewal options. Subsequent actions have been approved, and two renewals have been exercised. This extension is necessary to continue the removal of biohazard waste from various City agencies until a new solicitation is advertised, evaluated, and awarded. The contract expired on May 31, 2021. The period of the extension is June 1, 2021 through December 31, 2021. The above amount is the City’s estimated requirement.

**MBE/WBE PARTICIPATION:**

On December 14, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON DECEMBER 14, 2015.**

- |   |                |                  |
|---|----------------|------------------|
| 13. <b>SOLENIS, LLC</b>   | <b>\$ 0.00</b> | <b>Extension</b> |
| Contract No. B50004656 – Polymeric Flocculants for GBT for the Back-River Wastewater Treatment Plant – Department of Public Works – Wastewater Facilities – P.O. No.: P548490 |                |                  |

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







**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

16. IDEXX DISTRIBUTION, INC.	\$ 34,804.77	Extension
Contract No. 08000 – Analysis of Drinking Water for Montebello, Ashburton & Patapsco Labs – Department of Public Works, Bureau of Water and Wastewater - P.O. No.: P544813		

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On August 15, 2018, the Board approved the initial award in the amount of \$225,000.00. This extension is necessary to continue to get services covered by the existing contract for the agency to update the detailed specifications and research possibilities to initiate a competitive bidding process for awarding the new contract. The contract expires on August 14, 2021. The period of the extension is August 15, 2021 through February 28, 2022. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement as this vendor is the only supplier in the Water Testing Market.

17. CITIZENS PHARMACY SERVICES BOUND TREE MEDICAL LLC	\$ 0.00	Extension
Contract No. B50004394 – Pharmaceuticals for the Baltimore City Fire Department – Baltimore Fire Department – P.O. Nos.: P535140 and P535141		

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





AGENDA

BOARD OF ESTIMATES

7/28/2021

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

**VENDOR** **AMOUNT OF AWARD** **AWARD BASIS**

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On June 6, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 31, 2017.**

20.	REPUBLIC PARKING SYSTEM, LLC	\$176,400.00 <u>147,000.00</u> <b>\$323,400.00</b>	Ratification and Extension
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Contract No. B50001251 – Parking Meter Coin Collection Services – Department of Finance – P.O. No.: P529769

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On December 9, 2009, the Board approved the initial award in the amount of \$705,600.00. The award contained eight renewal options. Subsequent actions have been approved, and all renewals have been exercised. This extension is necessary to continue services covered by an expired contract while Solicitation B50006261 is advertised for bids and a new contract is awarded. The contract expired on January 31, 2021. The period of the ratification is February 1, 2021 through July 28, 2021. The period of the extension is July 29, 2021 through December 31, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 8, 2009, MWBOO determined that no goals would be set because of no opportunity to segment the contract due to the handling of substantial amounts of City funds. Security and liability issues leave no opportunity for segmentation of the contract.



**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

City's network infrastructure. This eighth renewal is for the period August 1, 2021 through July 31, 2022, with one-year renewals at the sole discretion of the City. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement. The proprietary database library is only available from the Vendor and is not available from subcontractors.

- |     |  |                     |                |
|-----|--|---------------------|----------------|
| 23. | <b>MARYLAND ENVIRONMENTAL SERVICE</b>  | <b>\$ 25,000.00</b> | <b>Renewal</b> |
|     | Contract No. 06000 – Chlorofluorocarbon Removal – Department of Public Works – P.O. No.: P548496 |                     |                |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

On December 21, 2018, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three renewal options. Maryland Environmental Service provides cleaning of all Chlorofluorocarbon contained residential and commercial air conditioners, dehumidifiers, freezers, refrigerators, and household central air conditioning units, as well as removal of capacitors from the appliances. This final renewal is for the period July 1, 2021 through June 30, 2022. The above amount is the City's estimated requirement

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award under threshold.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

24. INTERGRAPH CORPORATION t/a HEXAGON SAFETY AND INFRASTRUCTURE	<u>\$239,328.36</u>	<u>Increase</u>
Contract No. 08000 – RMS Premium Annual Support – Baltimore Police Department – P.O. No.: P544635		

On August 30, 2017, the Board approved the initial award in the amount of \$129,101.64. Subsequent actions have been approved. The Board is requested to approve funding on an annual basis. This increase in the amount of \$239,328.36 is for the period July 1, 2021 through December 31, 2022. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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

25. AVOLVE SOFTWARE CORPORATION	<u>\$893,854.10</u>	<u>Agreement</u>
Contract No. 06000 – Project Dox Electronic Plan Review Solution – Department of Public Works – Req. No.: R862720		

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT**

The Board is requested to approve and authorize execution of an Agreement with Avolve Software Corporation. The period of the agreement is August 1, 2021 through July 31, 2026.



AGENDA

BOARD OF ESTIMATES

7/28/2021

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

The Department of Housing and Community Development currently uses this software to manage electronic plan solutions. Expanding this service to the Department of Public Works will fulfill the goals of providing further automation, integration, transparency, and expediency in the development of the system. The period of the agreement is August 1, 2021 through July 31, 2026.

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

**MBE/WBE PARTICIPATION:**

Not applicable.

**MWBOO GRANTED A WAIVER ON JUNE 9, 2021.**

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

- |     |  |                     |              |
|-----|--|---------------------|--------------|
| 26. | <u>GOODE COMPANIES, INC.</u>   | <u>\$ 40,000.00</u> | <u>Award</u> |
|     | Solicitation No. B50006245 – Weekly Trash Removal for Non Department of General Services Sites – Health Department – P.O. No.: To be determined. |                     |              |

Vendors were solicited by posting on CityBuy, local newspaper and e-Maryland marketplace. On June 8, 2021, a single bid was received and opened and was found to be fair and reasonable. Award is recommended to the lowest responsive and responsible bidder. The period of the award is July 1, 2021 through June 30, 2024. There are two 1-year renewal options available. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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







**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**

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

<b>MBE:</b> CC Press Net Inc.	2.75%	\$ 917.19	4.15%
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**MWBOO FOUND VENDOR IN COMPLIANCE (GOOD FAITH EFFORT) ON JULY 6, 2021.**

Despite the prime being paid only \$22,000.00 during the compliance period, the amount Frankford Towing, Inc. was able to pay its MBE and WBE exceeded the amount it was even paid by the City. In addition, Frankford Inc. exceeded the overall goal to both MBE's, JJ Adams and Chaudry as well as CC Press (WBE) for the compliance review period. The previous review on October 2, 2020 recommended this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services.

Mel's Service Center & Towing

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> JJ Adams Fuel Oil	2.5%	\$ 544.50	46.5%
Chaudry Towing Company	<u>7.5%</u>	<u>960.00</u>	<u>82.1%</u>
	<b>10%</b>	<b>\$1,504.50</b>	<b>128.6%</b>
<b>WBE:</b> CC Press Net Inc.	2.75%	\$ 42.66	3.65%

**MWBOO FOUND VENDOR IN COMPLIANCE (GOOD FAITH EFFORT) ON JULY 6, 2021.**

Despite the prime being paid only \$1,170.00 during the compliance period, Mel's Service Center & Towing was able demonstrate a good faith effort by exceeding the amount it paid its MBE/WBE's beyond the amount it was even paid by the City. As a result, Mel's overachieved the overall goal to both MBE's, JJ Adams and Chaudry as well as CC Press (WBE) for the compliance review period. The previous review on October 2, 2020, recommended this contract be re-bid with consideration of departmentalizing the bid process based on the target need for each agency that utilizes towing services.





## AGENDA

**BOARD OF ESTIMATES**

**7/28/2021**

Bureau of Procurement – Open Price Proposals for B50005926

### **ACTION REQUESTED OF B/E:**

The Board is requested to accept the technical proposals submitted in response to Solicitation Number B50005926, Police and Fire Exam Consultant from the Vendors listed below and open each Vendor's envelope "B" containing the price submittals:

- 1) Industrial/Organizational Solutions, 1520 Kensington Road, Oak Brook, IL 60523
- 2) Morris & McDaniel, Inc., 117 Saint Asaph St., Alexandria, VA 22314, and
- 3) National Testing Network., 2122 164th St. SW, Lynnwood, WA 98087

### **AMOUNT OF MONEY AND SOURCE:**

No award is recommended at this time

### **BACKGROUND/EXPLANATION:**

Vendors were solicited by posting on CityBuy, eMaryland Marketplace, and in local newspapers, three proposals were received on April 14, 2021. The proposals were found responsive and subsequently reviewed by the evaluation committee for technical scoring. The technical proposals scored by the evaluation committee met the City's minimum technical requirements for price opening.

### **MBE/WBE PARTICIPATION:**

No award is recommended at this time.



**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

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

95

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

**Bureau of Procurement**

- |    |   |                         |              |
|----|---|-------------------------|--------------|
| 1. | Contract No. 08000,<br>Portable Walk-Through<br>Magnetometers and<br>Five Smart Scan<br>Temperature<br>Scanners | Garrett Metal Detectors | \$ 46,774.80 |
|----|---|-------------------------|--------------|

(Fire Dept.)

**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.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Police Department (BCPD)</u>			
1. Donald Diehl, III	Senior Management Institute for Police Session 78 Orlando, FL July 31 – Aug. 19, 2021 (Reg. Fee \$9,950.00)	Private Grant General Fund	\$10,357.96

The registration fee was prepaid by EA No. 000353587. Mr. Diehl will be reimbursed \$407.96, which includes airfare in the amount of \$347.96 and \$60.00 for ground transportation.

2. Jodie McFadden	Senior Management Institute for Police Session 78 Orlando, FL July 31 – Aug. 20, 2021 (Reg. Fee \$9,950.00)	Private Grant General Fund	\$10,177.00
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The registration fee was prepaid by EA No. 000353588. Ms. McFadden will be driving a BCPD vehicle because of COVID-19 concerns. Ms. McFadden will be reimbursed \$227.00 for mileage.

3. Derek Loeffler	Senior Management Institute for Police Session 79 Orlando, FL Aug. 1 - 20, 2021 (Reg. Fee \$9,950.00)	Private Grant General Fund	\$10,266.96
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The registration fee was prepaid by EA No. 000353585. Mr. Loeffler will be reimbursed \$316.96, which includes airfare in the amount of \$256.96 and \$60.00 for ground transportation.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>BCPD</u> – cont'd			
4. Anthony Smith	Senior Management Institute for Police Session 79 Orlando, FL Aug. 1 - 20, 2021 (Reg. Fee \$9,950.00)	Private Grant General Fund	\$10,325.95

The registration fee was prepaid by EA No. 000353586. Mr. Smith will be reimbursed \$375.95, which includes airfare in the amount of \$315.95 and \$60.00 for ground transportation.

**AGENDA**

**BOARD OF ESTIMATES**

**7/28/2021**

**PROPOSAL AND SPECIFICATIONS**

1. Department of Public Works - WC 1241R, Water Main Replacements in Aisquith Street and Old York Road Vicinity  
**BIDS TO BE RECV'D: 09/15/2021**  
**BIDS TO BE OPENED: 09/15/2021**

**12:00 NOON**

**ANNOUNCEMENT OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**