

## **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- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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 DECEMBER 22, 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' RECESS**

4. **THE BOARD OF ESTIMATES IS SCHEDULED TO BE IN RECESS AT 9:00 A.M. AND 12:00 NOON ON DECEMBER 29, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON DECEMBER 29, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON JANUARY 5, 2022.**
5. **THE DEADLINE FOR THE JANUARY 5, 2022, BOARD OF ESTIMATES AGENDA IS TUESDAY, DECEMBER 21, 2021, AT 11:00 A.M.**

## **BOARD OF ESTIMATES' AGENDA – DECEMBER 22, 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:

|  |                  |
|--|------------------|
| American Construct, LLC                        | \$ 1,500,000.00  |
| Barco Enterprises, Inc.                        | \$ 8,000,000.00  |
| Bryant Concrete Construction, Inc.             | \$ 1,500,000.00  |
| Contracting Specialists Incorporated-DC        | \$ 1,500,000.00  |
| Covington Machine and Welding, Inc.            | \$ 8,000,000.00  |
| Johnson Bros. Corporation, A Southland Company | \$857,330,000.00 |
| M&R Contracting Services, Inc.                 | \$ 1,500,000.00  |
| Manuel Luis Construction Co., Inc.             | \$ 36,010,000.00 |
| Rommel Infrastructure Inc.                     | \$ 1,500,000.00  |
| TFE Resources, Ltd.                            | \$ 1,500,000.00  |

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**BOARDS AND COMMISSIONS** – cont'd

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:

|                                    |          |
|------------------------------------|----------|
| Johnson Consulting Engineers, Inc. | Engineer |
| MD2 Technical Services, Inc.       | Engineer |
| Traffic Planning and Design, Inc.  | Engineer |

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Department of Transportation – Developer’s Agreement No. 1734

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

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1734 with Ingram Manor Partnership, LLP, Developer. The period of the agreement is effective upon Board approval.

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

\$215,070.00 – Letter of Credit

### **BACKGROUND/EXPLANATION:**

Ingram Manor Partnership, LLP would like to install water services to its proposed new building located at 7301 Park Heights Avenue. 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 \$215,070.00 has been issued to Ingram Manor Partnership, LLP, which assumes 100% of the financial responsibility.

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

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

(The Developer’s Agreement No. 1734 has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Transportation – Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with the State of Maryland, acting through the Department of Natural Resources. The period of the agreement is effective upon Board approval for three years.

**AMOUNT OF MONEY AND SOURCE:**

This Right of Entry Agreement is being granted at no charge to the City.

**BACKGROUND/EXPLANATION:**

In the Department of Transportation project to perform reconstruction and improvements to the Phoenix Road Bridge in Baltimore County, when chosen, the City Contractor will need access on the existing Torrey C. Brown Trail, located in the Gunpowder Falls State Park. This right of entry agreement will allow the City contractor access to a portion of the trail to perform the necessary work.

**MBE/WBE PARTICIPATION:**

N/A

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Transportation – Minor Privilege Permit Applications

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

|    | <b><u>LOCATION</u></b>  | <b><u>APPLICANT</u></b>         | <b><u>PRIVILEGE/SIZE</u></b>                     |
|----|-------------------------|---------------------------------|--|
| 1. | 419 Saint Paul Place    | Gardens Reproductive Arts, Inc. | One canopy 22 sq. ft.<br>One ADA ramp 36 sq. ft. |
|    | Annual Charge: \$61.60  |                                 |  |
| 2. | 1539 N. Calvert Street  | Bell Foundry, LLC               | Egress Stairway<br>11'8" x 3'                    |
|    | Annual Charge: \$234.40 |                                 |  |
| 3. | 507 S. Durham Street    | Klein Family Trust              | One entry step<br>4'8" x 1'                      |
|    | Flat Charge: \$35.20    |                                 |  |

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Mayor’s Office of Employment Development (MOED) – Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Baltimore Civic Fund, Inc. The term of the agreement is November 1, 2021 through June 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$1,303,800.00 - 4001-442208-6312-457700-607001  
\$286,200.00 - 4000-447522-6312-458305-607001  
**\$1,590,000.00**

**BACKGROUND/EXPLANATION:**

The purpose of this agreement is to engage the Baltimore Civic Fund, Inc. (BCF) to act as fiscal sponsor for MOED’s program to provide wage subsidies for small, minority-owned, and woman-owned businesses. The BCF will hold funding and disburse wage subsidies at the City’s direction for eligible businesses to hire individuals negatively impacted by the COVID-19 economic crisis.

The total amount of this agreement will not exceed \$1,590,000.00. On August 11, 2021, the Board approved MOED’s acceptance of an American Rescue Plan Grant Award in the amount of \$6,825,000.00. On November 24, 2021, the Board approved MOED’s acceptance of an American Rescue Plan Grant Award of \$30,000,000.00. Funding from these two grant awards will support this agreement.

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

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON DECEMBER 6, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Real Estate – Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement of Sale for the sale of City-owned property located at 3401 Ingleside Avenue (Block 4532, Lot 015) (the Property) to Maceo R. Price (Purchaser).

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

In 1979, the City acquired 3401 Ingleside Avenue (Block 4532, Lot 015) through tax sale. The Property is a vacant and unimproved lot that has been in the City's inventory for many years. After seeing the Property being used as a dump and collecting trash, the Purchaser began transforming the property into a well-maintained green space for the community. Since the early 1980s, the Purchaser has maintained the lot by cutting grass, removing trash and cleaning the lot as needed. The Purchaser's estimated annual expense for cleaning and maintaining the lot is approximately \$2,500.00.

Upon acquiring the lot, the Purchaser will continue to maintain an urban farm on the Property. The assessed value for the Property is \$4,000.00. A reduction of the sales price is granted in consideration of the continuous lot maintenance and cleaning performed over the years by the Purchaser. Under the terms of the Agreement of Sale, the City will convey its rights, title and interest in the Property to Maceo R. Price for \$2,500.00. The Purchaser may landscape, plant, or otherwise maintain the Property as an urban farm, garden, or lawn.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Mayor's Office of Recovery Programs – Emergency Non-Construction  
Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Emergency Non-Construction Consultant Agreement with Morgan State University. The period of the agreement is December 8, 2021 through August 31, 2022, with an option to renewal for one 1-year term on the same terms and conditions, to be exercised at the sole discretion of the City.

**AMOUNT OF MONEY AND SOURCE:**

\$162,000.00 - 4001-442204-1110-843200-603018

**BACKGROUND/EXPLANATION:**

The Mayor's Office of Recovery Programs would like to engage Morgan State University to support program evaluation, research, and evidence-based decision-making about programs and services created or expanded with the federal funds related to the American Rescue Plan Act of 2021.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Mayor's Office of Homeless Services – Provider Agreements

The Board is requested to approve and authorize execution of the various Provider Agreements. The period of the agreement is October 1, 2021 through September 30, 2022, unless otherwise indicated.

- 1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$1,037,515.00**

Account: 5000-521822-3572-327200-603051

The City has received a Maryland Department of Housing and Community Development grant under the Emergency Housing Program (the "Program"). The Program provides funds for emergency housing and related administrative costs for services for the homeless population within the State of Maryland. As a sub-recipient, St. Vincent de Paul of Baltimore, Inc will provide emergency shelter services for individuals experiencing homelessness in the City of Baltimore. St. Vincent de Paul will provide services through the Greenspring's Program. The period of the agreement is July 1, 2021 through June 30, 2022.

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

The agreement is late because of a delay at the administrative level.

- 2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 509,702.00**

Account: 4000-407020-3573-529200-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a sub-recipient St. Vincent de Paul of Baltimore, Inc. will provide rental assistance and supportive services to 32 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer services under their Home Connections II - Samaritan Project Program.

The agreement is late because of a delay in receiving the grant agreement from HUD.

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

- 3. **PROJECT PLASE, INC.** **\$ 70,478.00**

Account: 4000-407020-3573-758900-603051

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

MOHS – cont'd

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a sub-recipient Project Plase, Inc. will provide supportive services to 10 individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer services under their Medically Fragile SRO Program.

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

4. **PROJECT PLASE, INC.** **\$1,223,667.00**

Account: 4000-407020-3573-789100-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a sub-recipient Project Plase, Inc. will provide rental assistance and supportive services to 60 individuals and/or families experiencing homelessness in the City of Baltimore. Ten of the sixty 60 clients serviced under this Agreement will be veteran individuals and/or families. The Provider will offer services under their Veteran PSH Program.

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

5. **HOUSE OF RUTH MARYLAND, INC.** **\$ 335,158.00**

Account: 4000-407020-3573-761100-603051

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a Provider, House of Ruth Maryland, Inc. will provide supportive services to 500 women made homeless as a result to domestic violence in the City of Baltimore. The Provider will offer services under their Coordinated Entry SSO Project.

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

6. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC .** **\$ 225,000.00**

Account: 4000-407122-3572-811800-603051

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

MOHS – cont'd

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Emergency Solutions Grant (ESG) Program. As a sub-recipient, Historic East Baltimore Community Action Coalition, Inc. will provide emergency shelter and supportive services to approximately 60 to 70 youth, ages 18 to 24, in Baltimore City experiencing homelessness. The Provider will offer services under their Youth Opportunity Emergency Shelter Program. The period of the agreement is September 1, 2021 through June 30, 2023.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Mayor’s Office of Homeless Services – Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the renewal of the Continuum of Care Grant Award Agreement from the U.S. Department of Housing and Urban Development.

**AMOUNT OF MONEY AND SOURCE:**

\$1,151,714.00 - 4000-407021-3574-754700-603051

| <b>Grant #</b>  | <b>Start</b> | <b>End</b> | <b>Amount</b> |
|-----------------|--------------|------------|---------------|
| MD0021L3B012013 | 5/1/2021     | 4/30/2022  | \$493,012.00  |
| MD0462L3B012000 | 9/1/2021     | 8/31/2022  | \$658,702.00  |

**BACKGROUND/EXPLANATION:**

The Mayor’s Office of Homeless Services, on behalf of the City of Baltimore, submitted renewal applications for existing Continuum of Care grants. The U.S. Department of Housing and Urban Development agreement states that the use of funds provided under this Agreement, and the operation of projects assisted with Grant Funds are governed by Title IV of the McKinney-Vento Homeless Assistance Act, the Continuum of Care rule, as amended from time to time, and the Fiscal Year 2020 Continuum of Care Program Non-competitive Funding Notice.

The delay in submission is due to a delay at the administrative level.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Health Department – Agreements

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

1. **BRUCE SHAPIRO, M.D.** **\$ 11,132.00**

Account: 6000-622122-3080-292300-603051

Under the terms of this Non-Construction Consultant Agreement, Mr. Shapiro will provide Consultant Services for the Baltimore Infants & Toddlers Program. He will coordinate and lead the evaluation team of professionals from varied backgrounds; provide medical input; provide family debriefing; identify children at risk for developmental delays; review the health status of referred children; serve as the official signatory for children that present with medical concerns at birth, and assist in developing goals, outcomes and completion of the Individualized Family Services Plan. The period of the agreement is July 1, 2021 through June 30, 2022.

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

2. **HEALTH CARE ACCESS MARYLAND, INC.** **\$672,842.00**  
**(HCAM)**

Account: 4000-403321-3001-568000-603051

Under the terms of this Provider Agreement, the HCAM will continue to serve as the navigation hub for the Accountable Health Communities (AHC) program. The HCAM will provide outreach, education, and linkages to necessary community supports to serve Medicare/Medicaid patients in Baltimore City.

The HCAM will support the Department’s clinical sites to screen and refer at least 12,000 high risk Medicare/Medicaid Baltimore City residents for health-related social needs by participating in clinical site meetings and regular communication with clinical staff. The period of the agreement is May 1, 2021 through April 30, 2022.

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

**MWBOO GRANTED A WAIVER ON OCTOBER 4, 2021.**



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Health Department – cont'd

3. **THE LEAGUE FOR PEOPLE WITH DISABILITIES, INC.** **\$ 7,985.73**

Account: 5000-533322-3254-316200-603051

The Department will enter into an Agreement with The League for People with Disabilities, Inc., to provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City.

The City will pay the Provider the set rate of \$39.73 per Day of Service provided to an individual Recipient, not to exceed 201 Days of Service provided to Recipients per year, for all combined. This rate includes transportation services for the Recipient.

The League for People with Disabilities, Inc., will develop an appropriate care plan for each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program. The period of the Agreement is July 1, 2021 through June 30, 2022.

The agreement is late because of administrative delays.

4. **TODAY'S CARE & FAMILY, INC.** **\$ 47,676.00**

Account: 5000-533322-3254-316200-603051

The Department will enter into an Agreement with Today's Care & Family, Inc., to provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City.

The City will pay the Provider the set rate of \$39.73 per Day of Service provided to an individual Recipient, not to exceed 1,200 Days of Service provided to Recipients per year, for all combined. This rate includes transportation services for the Recipient.

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Health Department – cont'd

Today's Care & Family, Inc., will develop an appropriate care plan to each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

The agreement is late because of administrative delays.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

Baltimore Children & Youth Fund – Board of Directors of the Baltimore  
Children & Youth Fund

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

The Board is requested to approve the initial permanent Board of Directors of the Baltimore Children and Youth Fund, Inc.

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

N/A

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

The Transition Board of Directors of the Baltimore Children and Youth Fund, Inc. developed the process for application and selection of the permanent Board of Directors and the required staggering of Board terms per City Ordinance 20-363. The Ordinance also requires the initial permanent slate of the Baltimore Children and Youth Fund, Inc. Board of Directors to be approved by the Board of Estimates prior to their terms beginning.

The list of the Board of Directors with their corresponding calendar-year terms is as follows:

- Dion Cartwright, 1 year (2022)
- Kirsten Allen, 1 year (2022)
- Jacqueline Caldwell, 1 year (2022)
- Catherine Benton-Jones, 2 years (2022-2023)
- John Morris, Jr., 2 years (2022-2023)
- Keiona Gorham, 3 years (2022-2024)
- Lisa Molock, 3 years (2022-2024)
- Marcus Pollock, 3 years (2022-2024)
- Larry Simmons, Jr., 3 years (2022-2024).

City Ordinance 20-363 requires a City Council hearing for the public to have an opportunity to engage the initial permanent Board of Directors, and that hearing is scheduled for December 16, 2021 at 2:00 p.m. in the Rules and Legislative Oversight Committee.

The approval of the Board of Directors will have no budgetary impact. It is recommended that the Board approve the initial permanent Board of Directors for the Baltimore Children and Youth Fund, Inc.

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

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Human Resources – Personnel Matter

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Personnel matter below:

Department of Planning

Create the following position:

Classification: Floodplain Manager

Job Code: 74138

Grade: 927 (\$69,126.00 - \$110,602.00)

Position #: To Be Determined by BBMR

**AMOUNT OF MONEY AND SOURCE:**

\$123,493.00 - 1001-000000-1875-187400-601001

**BACKGROUND/EXPLANATION:**

The Department of Human Resources has reviewed a submission from the Department of Planning to create the above position. The position will be responsible for: managing and coordinating the Floodplain Management Program for the City's floodplain areas in accordance with Federal, State, and Local laws and policies; managing the City's CRS Program and ensuring compliance in accordance with the National Flood Insurance Program (NFIP), Federal Emergency Management Agency, and Maryland Emergency Management Agency's (MEMA) rules and regulations; conducting complex planning studies and analyses of floodplain areas; reviewing and enforcing ordinances and permits, and providing technical guidance and education on various flood mitigation and resilience methods for the stakeholders and community.

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

**THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Office of the Comptroller – Status Report Presentation/Department of Law Biennial Performance Audit Findings

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

The Board is requested to **NOTE** a status report presentation by the Department of Law on its FY2018-2019 Biennial Performance Audit.

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

N/A

### **BACKGROUND/EXPLANATION:**

Over the course of 2020, the City Auditor presented nine biennial performance audits to the Board for Fiscal Years Ended June 30, 2019 and 2018. These Audit Reports were noted by the Board after discussion, as part of the non-routine agenda at its regular meetings.

The Department of Law's Biennial Performance Audit Report for Fiscal Years Ended June 30, 2019 and 2018 contained two Findings and four Repeat Findings as well as Recommendations to address each Finding or Repeat Finding. In its "Management's Response to the Audit Report," the Department committed to implementing corrective actions for each of the Findings and Repeat Findings by a certain date.

Under the City Charter, Article VI, Section 2, "To exercise its powers and perform its duties, the Board may promulgate rules and regulations and summon before it the heads of departments, bureaus or divisions, municipal officers, and members of commissions and boards."

The goal of these status reports is to inform Board members of the corrective actions taken since the release of the Audit Report. Agency heads are requested to present on the implementation status of each finding, share any changes to their recommended plans, or any obstacles they have encountered.

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

N/A

## AGENDA

**BOARD OF ESTIMATES**

**12/22/2021**

Office of the Comptroller – Status Report Presentation/Department of Recreation and Parks Biennial Performance Audit Findings

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

The Board is requested to **NOTE** a status report presentation by the Department of Recreation and Parks on its FY2018-2019 Biennial Performance Audit.

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

N/A

### **BACKGROUND/EXPLANATION:**

Over the course of 2020, the City Auditor presented nine biennial performance audits to the Board for Fiscal Years Ended June 30, 2019 and 2018. These Audit Reports were noted by the Board after discussion, as part of the non-routine agenda at its regular meetings.

The Department of Recreation and Parks' Biennial Performance Audit Report for Fiscal Years Ended June 30, 2019 and 2018 contained five Findings and four Repeat Findings as well as Recommendations to address each Finding or Repeat Finding. In its "Management's Response to the Audit Report," the Department committed to implementing corrective actions for each of the Findings and Repeat Findings by a certain date.

Under the City Charter, Article VI, Section 2, "To exercise its powers and perform its duties, the Board may promulgate rules and regulations and summon before it the heads of departments, bureaus or divisions, municipal officers, and members of commissions and boards."

The goal of these status reports is to inform Board members of the corrective actions taken since the release of the Audit Report. Agency heads are requested to present on the implementation status of each finding, share any changes to their recommended plans, or any obstacles they have encountered.

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

N/A

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Department of Public Works – Assignment and Consent to Assignment Agreement

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

The Board is requested to approve and authorize execution of an Assignment and Consent to Assignment Agreement between ARM Group Enterprises, LLC A/K/A ARM Group, Inc. (currently known as ARM Group Enterprises, Inc.)

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

No funding is needed for this request.

### **BACKGROUND/EXPLANATION:**

On December 18, 2019, ARM Group Inc. changed its legal name to ARM Group Enterprises, Inc., and as part of a restructuring of the ARM Group companies, assigned all its assets and liabilities to ARM Group, LLC, including all rights and obligations pursuant to one contract with the City, Project 1272A, On Call Solid Waste Engineering Services, that was approved by the Board on September 12, 2018. ARM Group, LLC a duly registered Pennsylvania limited liability company, attempted to register in Maryland but the name, “ARM Group, LLC”, was already in use in Maryland so the company elected to register under the name, “ARM Group Enterprises LLC A/K/A ARM Group”.

Through inadvertence, ARM Group, Inc., did not notify the City of the name change nor of the assignment of ARM Group, Inc., assets to ARM Group, LLC nor did ARM Group, LLC notify the City of the name it had used to register to conduct business in Maryland.

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

Although the assignment of goals does not apply to this request, the Assignor is obligated to meet the MBE/WBE goals assigned to the original contract Project 1272A-On Call Solid Waste Engineering Services as approved by the Board on September 12, 20218. The goals for this project are 27.2% MBE and 10.2% WBE.

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Public Works – Annual Membership Renewal for National Association of Clean Water Agencies

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the annual membership for National Association of Clean Water Agencies (NACWA). The period of the membership is October 1, 2021 through September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$29,662.50 - 2070-000000-5541-399300-603022  
\$16,331.00 - 2071-000000-5541-398600-603022  
\$ 3,066.25 - 2072-000000-5181-613400-603022  
\$ 9,985.25 - 1001-000000-1901-190300-603022  
**\$59,045.00**

**BACKGROUND/EXPLANATION:**

NACWA provides a viable option for public agencies as Clean Water Act regulations and enforcement continues to expand, making the case for a new approach that lets municipalities act as the drivers for prioritizing compliance with existing and new Clean Water Act regulations.

**MBE/WBE PARTICIPATION:**

This request does not require goals for M/WBE participation.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Public Works - Annual Membership Renewal for Water  
Research Foundation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve renewal of the annual membership for Water Research Foundation (WRF). The period of the renewal is January 1, 2022 through December 31, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$12,092.85 - 2070-000000-5531-398600-603022  
\$ 8,794.80 - 2071-000000-5541-398600-603022  
\$ 1,099.35 - 2072-000000-5181-613400-603022  
**\$21,987.00**

**BACKGROUND/EXPLANATION:**

The WRF is a non-profit organization that provides published research on the technology and management of drinking water, wastewater, reuse, and storm water systems. Water Research Foundation provides research, innovation resources, and gained input to research planning, while making the case for a new approach, ensuring water quality, and improving water services to the public.

**MBE/WBE PARTICIPATION:**

This request does not require goals for M/WBE participation.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Public Works – Collaborative Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Collaborative Agreement with the United States Geological Survey (USGS). The period of the agreement is October 1, 2021 through September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

|   |
|---|
| \$135,742.75 – 2071-000000-5181-399800-603026     |
| 60,562.15 – 2072-000000-5181-613200-603026        |
| <u>12,530.10 - 2071-000000-5521-632620-603026</u> |
| <b>\$208,835.00</b>                               |

**BACKGROUND/EXPLANATION:**

The USGS has been under contract to operate the City’s Reservoir Stream Gauging Network since 1982. The data collected is used to estimate pollutant loadings and flow to the reservoirs and is vital to the City’s Reservoir Management Program. The Moores Run station is required under the National Pollution Discharge Elimination System Permit program and has been in service since 1995.

For this agreement there will be a shared cost. The total operating cost for this contract is \$254,840.00. The City’s cost is \$208,835.00 and the USGS cost is \$46,005.00. The matching funds from USGS are going directly to the project and not to the City.

This submission is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Public Works – Full Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Full Release of Retainage Agreement to Allied Contractors, Inc., for ER 4097, Watershed 263 – Phase 3 & 4 Slope Repair at Biddison Run and Western Run (SC 263) (ER 4097).

**AMOUNT OF MONEY AND SOURCE:**

\$21,448.85 – 9958-903993-9525-000000-200001

**BACKGROUND/EXPLANATION:**

As of July 17, 2019, Allied Contractors, Inc. completed 100% of all work for ER 4097. The Contractor has accordingly requested a Release of Retainage for \$21,448.85. Currently, the City is holding \$21,448.85 in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$0.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Baltimore City Fire Department/ – Ratify FY 2018 Grant Adjustment Notice  
Office of Emergency Management

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify and authorize acceptance of the 2018 Grant Adjustment Notice (GAN) from the Maryland Emergency Management Agency for the FY18 State Homeland Security Program grant, Award No. EMW-2018-SS-00023SHSP. The period of the GAN is September 1, 2018, through February 28, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 – 4000-482119-2023-212600-601001

**BACKGROUND/EXPLANATION:**

On February 27, 2019, the Board approved acceptance of the Grant Award Agreement. On August 25, 2021, the Board ratified a no-cost time extension to November 30, 2021.

The FY18 State Homeland Security Program grant provides support of 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. The previous period of the award was September 1, 2018, through November 30, 2021. The GAN extends the period of the award through February 28, 2022.

The GAN is late because of the late receipt of award documents.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Baltimore City Fire Department/ – Ratify First Amendment to  
Office of Emergency Management Emergency Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify and authorize execution of the First Amendment (Amendment) to the Emergency Provider Agreement with Mercy Medical Center, Inc. to perform COVID-19 testing of employees. The period of the Amendment is April 19, 2021 through December 31, 2021, with an option to renew for one additional six-month period at the sole discretion of the City. Notwithstanding anything in this Amendment to the contrary, the Provider may terminate this Amendment without penalty and without cause by providing the City with at least 45-days advance written notice.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 – 1001-000000-3150-811500-603051

**BACKGROUND/EXPLANATION:**

On November 17, 2021, the Board ratified the Emergency Provider Agreement with the Mercy Medical Center, Inc. for the amount of \$233,498.00.

The agreement allows for Baltimore City HR practitioners to call a triage call-line to schedule eligible employees. Eligible participants are those experiencing COVID-19 symptoms and their occupational first-degree close contacts.

Eligible participants will be regular and contractual employees on City payroll. Tests available are COVID-19 Rapid Antigen (Veritor COVID antigen), Cepheid 4plex (COVID-PCR, Flu A, Flu B, RSV) or Cepheid SARS-Cov-2 PCR. The City has the option to renew the agreement for one additional six-month period under the same terms and conditions. All other terms and conditions of the original Provider Agreement remain in full force and effect.

The Amendment is late because of the late receipt of initial documents.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE NO COST TIME EXTENSION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

Baltimore City Fire Department/ – Amendment to Emergency Triage Treat and  
Office of Emergency Management Transport Model Participation Agreement

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

The Board is requested to approve and authorize execution of the Amendment to the 2021 Emergency Triage Treat and Transport Model Participation Agreement (ET3 PA) with the Center for Medicare and Medicaid Services (CMS).

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

To be determined – 6000-612121-3191-308700-406001

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

On November 18, 2020, the Board approved the original ET3 agreement with the CMS. The ET3 model is a voluntary five-year payment model that provides greater flexibility to ambulance care teams to address emergency health care needs of Medicare beneficiaries following a 911 call. Under the ET3 model, the CMS pays participating ambulance suppliers and providers to 1) transport an individual to a hospital emergency department (ED) or other destination covered under the regulations, 2) transport to an alternative destination (such as a Primary Care Doctor's office or an Urgent Care Clinic), or 3) provide treatment in place with a qualified health care provider, either on the scene or connected using telehealth. As a result, the ET3 model aims to improve quality and lower costs by reducing avoidable transports to the ED and unnecessary hospitalizations after those transports.

The Amendment to the ET3 PA has been issued by the CMS in response to concerns regarding timely implementation while facing unique difficulties as a result of the COVID-19 public health emergency. It provides the Participant with more time and flexibility to implement the ET3 Model interventions. It also provides for amendments to the implementation plan requirements and updates the timeframe for ET3 model interventions by delaying the required start date for Transport to an Alternative Destination (TAD) interventions until July 1, 2022 and providing 24/7 access until July 1, 2022, amending the access plan requirements by outlining a process for instances where an ET3 Partner may terminate its arrangement with a Participant, and providing new optional treatment in place (TIP) intervention flexibilities to allow ET3 Model Participants to offer the optional TIP intervention before being able to offer TAD and 24/7 access.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Baltimore City Fire Department/ – cont'd  
Office of Emergency Management

This request is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

(The Amendment to the Emergency Treat Triage and Transport Model Participation Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and – Ratification of CDBG-46 Agreements  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify and authorize execution of the various CDBG-46 Agreements.

Pursuant to guidance from the Department of Housing and Urban Development, an agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations.

|    |  |                    |
|----|--|--------------------|
| 1. | <b>COLDSTREAM HOMESTEAD MONTEBELLO<br/>COMMUNITY CORPORATION, INC.</b> | <b>\$83,535.00</b> |
|    | Accounts: 2089-208921-5930-818226-607001                               | \$ 4,026.00        |
|    | 2089-208921-5930-818235-607001   | \$ 12,077.00       |
|    | 2089-208921-5930-818283-607001   | \$ 8,052.00        |
|    | 2089-208921-5930-818281-607001   | \$ 59,380.00       |

The funds were utilized to carry out eligible community development activities that aided in the improvement and betterment of the Coldstream-Homestead-Montebello community. The period of the agreement was July 1, 2020 through June 30, 2021.

**MWBOO GRANTED A WAIVER ON OCTOBER 29, 2021.**

|    |   |                     |
|----|---|---------------------|
| 2. | <b>I'M STILL STANDING COMMUNITY CORPORATION</b> | <b>\$100,000.00</b> |
|    | Account: 2089-208921-5930-818234-607001         |                     |

Under the terms of this Agreement, CDBG funds will subsidize the Subgrantee's operating costs. The Subgrantee provides an education, career-training and placement program for unemployed and under-employed persons that reside in Baltimore City. Upon program completion, Subgrantee assists each program completer with job placement, retention, and support services. The period of the agreement is September 1, 2021 through August 31, 2022.



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

DHCD – cont'd

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

The grant agreements are late due to subrecipient and administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Ratification of CDBG-46 Agreements have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and  
Community Development (DHCD)

– Amendment to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to Grant Agreement with the Housing Authority of Baltimore City (HABC). The amendment will retroactively extend the term of the Agreement from September 30, 2021 to June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

NA

**BACKGROUND/EXPLANATION:**

On November 1, 2017, the City and the HABC were co-applicants to the Department of Housing and Urban Development for a \$30,000,000.00 Choice Neighborhoods grant for the Perkins-Somerset-Oldtown (PSO) Choice Transformation Plan. The proposed transformation would redevelop 629 units of public housing at the Perkins Homes and former Somerset Homes site as well as new educational facilities and community facilities, recreational centers, open space, commercial and retail, and mixed-income housing. The HABC was the applicant, and the City was the co-applicant.

On November 8, 2017, Board approved the Choice Neighborhoods application. On July 6, 2018, HUD notified the HABC and the City that they were the recipients of a \$30,000,000.00 Choice Neighborhoods Grant Award. On August 29, 2018 the Board approved the Grant Agreement with HUD.

The PSO Transformation Plan calls for new housing to be built at the Perkins site. On May 12, 2021 the Board approved a Grant Agreement in the amount of \$681,199.00 to support the demolition of the first phase of Perkins Homes. The Grantee has requested and DHCD has agreed to extend the term of the Agreement to June 30, 2022 to complete the project.

**MBE/WBE PARTICIPATION:**

The Grantee has signed a Commitment to Comply and the following participation rates have been established:

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

DHCD – cont'd

**MBE:** 27% \$183,923.73

**WBE:** 10% \$68,119.90

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and  
Community Development (DHCD)

– Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of the City-owned vacant property located at 1224 N. Caroline Street (Block 1162, Lot 032) to Mr. Daniel Chatters, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 – Purchase Price

**BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title and interest in 1224 N. Caroline Street for \$5,000.00 to Mr. Chatters. The total sale price is \$5,000.00, which will be paid to the City of Baltimore at settlement. The purchase and improvements to the site will be financed through private sources.

The Developer proposes to purchase the vacant building at 1224 N. Caroline Street to rehabilitate for sale.

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

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

---

The Waiver Valuation determined the value of the property located at 1224 N. Caroline Street to be \$10,100.00 and it will be sold to Mr. Chatters for \$5,000.00 because of the following reasons:

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

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### DHCD - cont'd

- the sale will help to eliminate blight from the neighborhood, and
- the sale will return the properties to the City's tax rolls.

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and  
Community Development (DHCD)

– Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of the City-owned vacant properties located at 3004 Oakley Avenue (Block 4613, Lot 001B) and 3010 Oakley Avenue (Block 4613, Lot 002) to Moore2Lyfe Enterprises, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$4,000.00 - 3004 Oakley Avenue  
4,000.00 - 3010 Oakley Avenue  
**\$8,000.00** – Purchase Price

**BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title, and interest in 3004 Oakley Avenue and 3010 Oakley Avenue to Moore2Lyfe Enterprises, LLC, for the price of \$4,000.00 each for a total sale price of \$8,000.00, which will be paid to the City of Baltimore at the time of settlement.

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

The authority to sell the properties located at 3004 and 3010 Oakley Avenue comes from Article 28, § 8-3 of the Baltimore City Code.

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

The Waiver Valuation determined the value of the properties located at 3004 Oakley Avenue and 3010 Oakley Avenue to be \$6,000.00 each and they will be sold to Moore2Lyfe Enterprises, LLC for \$4,000.00 each because of the following reasons:

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

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### DHCD - cont'd

- the sale will eliminate blight from the neighborhood,
- the sale will return the properties to the City's tax rolls, and
- the sale will provide economic development.

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and  
Community Development (DHCD)

– Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of the City-owned vacant properties located at 303 and 324 N. Stricker Street (Block 0152 Lots 002 and 031) and 1423 and 1425 W. Mulberry Street (Block 0152, Lots 026 & 025), in the Franklin community, to Kouture Enterprises, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,000.00 - 303 N. Stricker Street  
5,000.00 - 324 N. Stricker Street  
5,000.00 - 1423 W. Mulberry Street  
5,000.00 - 1425 W. Mulberry Street  
**\$20,000.00**

**BACKGROUND/EXPLANATION:**

The City will convey all of its rights, title, and interest to 303 and 324 N. Stricker Street and 1423 and 1425 W. Mulberry Street to Kouture Enterprises, LLC for the total sale price of \$20,000.00, which will be paid to the City of Baltimore at the time of settlement. The purchase and improvements to the site will be financed through private sources.

The Developer wishes to purchase the vacant properties located at 303 and 324 N. Stricker Street and 1423 and 1425 W. Mulberry Street to fully rehabilitate as single-family residences for resale to a homeowner, at market rate.

The authority to sell the vacant properties located at 303 and 324 N. Stricker Street and 1423 and 1425 W. Mulberry Street comes by virtue of Article II, Section 15 of the Baltimore City Charter and Article 13, § 2-7 (h) of the Baltimore City Code.



DHCD – cont'd

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

The Waiver Valuation determined the value of the properties located at 303 and 324 N. Stricker Street and 1423 and 1425 W. Mulberry Street to be \$10,000.00 each and they will be sold to Kouture Enterprises, LLC for \$5,000.00 each because of the following reasons:

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

**MBE/WBE PARTICIPATION :**

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

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

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Department of Housing and Community Development (DHCD) – Lien Release

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

The Board is requested to approve the Release of Liens on the property located at 542 E. 22<sup>nd</sup> Street (Block 4039, Lot 010), in the East Baltimore Midway community, for O'Hara Development Partners CDC, Inc., Purchaser.

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

N/A

### **BACKGROUND/EXPLANATION:**

The Annotated Code of Maryland, Tax Property Article §14-806 gives the Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens exceed the value of the property. In accordance with the Code, the Department requests the release of liens associated with 542 E 22nd Street.

O'Hara Development Partners CDC, Inc., will pay the City the amount of \$10,333.00, (the assessed value), which is higher than the combination of the flat tax and water charges (\$1,036.06). The amount paid will be applied to satisfy the water bill, real estate taxes, and flat taxes first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabilitated as a single-family home.

The approval to release the liens in excess of the \$10,333.00 paid to the City will make redevelopment financially feasible, prevent tax abandonment, and ultimately return the property to productive use, and to the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval will be released prior to settlement. Failure to record the Deed and pay the purchase price listed in the Agreement of Sale in the amount of \$10,333.00 within 120 days from the date of approval by the Board will void this release.

DHCD – cont'd

**MBE/WBE PARTICIPATION**

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

## AGENDA

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Housing and Community Development (DHCD) – Lien Release

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

The Board is requested to approve the Release of Liens on the property located at 2818 W. North Avenue (Block 3005, Lot 007) in the Walbrook Community for Neighborhood Housing Services of Baltimore, Purchaser.

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

N/A

### **BACKGROUND/EXPLANATION:**

The Annotated Code of Maryland, Tax Property Article §14-806 gives this Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens (Exhibit A) exceed the value of the property. In accordance with the code, the Department requests for release of liens associated with 2818 W. North Avenue.

Neighborhood Housing Services of Baltimore will pay the City the amount of \$6,026.16, (the combination of flat tax and water charges), which is higher than the assessed value (\$5,667.00). The amount paid will be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabilitated as a single-family home.

The approval to release the liens in excess of the \$6,026.16 paid to the City will make redevelopment financially feasible, prevent tax abandonment and ultimately return the property to productive use and to the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval will be released prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$6,026.16 within 120 days from the date of approval by the Board will void this release.

### **MBE/WBE PARTICIPATION**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Planning – 2022 Loan Authorization Program FY 2024-2025  
General Obligation Bonds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the 2022 Loan Authorization Program, which includes \$80,000,000.00 for appropriation in FY 2024 and \$80,000,000.00 for appropriation in FY 2025.

**AMOUNT OF MONEY AND SOURCE:**

\$80,000,000.00 – FY 2024 (General Obligation Bonds)

\$80,000,000.00 – FY 2025 (General Obligation Bonds)

**BACKGROUND/EXPLANATION:**

General Obligation Bonds are borrowed funds that must be reviewed and approved by the Planning Commission, the Board of Finance, the Board of Estimates, the City Delegation to the Maryland General Assembly, the City Council, and the voters of Baltimore. This loan package will go to referendum in November 2022 and must be approved by a majority of the voters before funds can be appropriated and expended. This fund source is secured by the full faith and credit of the City and, therefore, comprises a portion of the City’s annual debt.

On November 18, 2021, the Planning Commission recommended approval of the 2022 Loan Authorization Program in the following allocations:

- \$ 14,000,000.00 - Affordable Housing
- 38,000,000.00 - Schools
- 36,000,000.00 - Community and Economic Development
- 72,000,000.00 - Public Infrastructure
- \$160,000,000.00 - Total authorization (over two years)**

The Board of Finance recommended approval of the Loan Authorization on November 22, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Finance – Report of the 2022 Loan Authorizations

The Board is requested to **NOTE** receipt of the review schedule for the 2022 Loan Authorizations which includes an endorsement by the City of Baltimore Board of Finance.

On November 22, 2021, at a scheduled meeting of the Board of Finance, the 2022 Loan Authorizations totaling \$160,000,000.00 were presented to a quorum of the Board of Finance. Following the presentation, the Board of Finance endorsed the Loan Authorization program as summarized below:

Board of Finance Recommended 2022 Loan Authorizations

|                                      |                         |
|--------------------------------------|-------------------------|
| • Public Infrastructure              | \$ 72,000,000.00        |
| • Community and Economic Development | 36,000,000.00           |
| • Schools                            | 38,000,000.00           |
| • Affordable Housing                 | <u>14,000,000.00</u>    |
| Total (CIP FY24 and FY25)            | <b>\$160,000,000.00</b> |

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

Elected Official's Retirement System – Independent Auditors' Report and Employee's Retirement System

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

The Board is requested to **NOTE** receipt of the Independent Auditor CliftonLarsonAllen (CLA) Auditors' Report, Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matter, Governance Communication Letter, and the 2021 Elected Official's Retirement System and Employees' Retirement System of the City of Baltimore's Annual Comprehensive Financial Reports (ACFR). These reports were based on audits of the Systems' fiscal year 2021 financial statements performed in accordance with *Government Auditing Standards*.

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

On March 12, 2014, the Board retained CLA to conduct an independent audit of the Systems' fiscal year 2021 financial statements. CLA issued an Independent Auditors' Report dated November 24, 2021 that included an unmodified "clean" opinion that the financial statements are presented fairly, in all material respects, in conformity with U.S. Generally Accepted Accounting Principles (GAAP). CLA issued an unmodified "clean" opinion that the schedules of administrative expenses, investment expenses and payments to consultants are fairly stated, in all material respects, in relation to the financial statements as a whole. Additionally, CLA performed limited procedures, and rendered no opinion on the management's discussion and analysis, required supplemental schedules and the introductory, investment, actuarial and statistical sections of the comprehensive annual financial report.

A Report on Internal Control over Financial Reporting and on Compliance and Other Matters was issued which is required during an audit of financial statements performed in accordance with *Government Auditing Standards*. The results of CLA's tests disclosed no material weaknesses and no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Baltimore City Fire and Police Employees' – Independent Auditor's Report Retirement System

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

The Board is requested to **NOTE** receipt of the Independent Auditor CliftonLarsonAllen LLP (CLA), of the Baltimore City Fire and Police Employees' Retirement System (Fire and Police) Independent Auditors' Report, Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matter, and the 2021 Baltimore City Fire and Police Employees' Retirement System's Comprehensive Annual Financial Report (CAFR). These reports were based on an audit of the Fire and Police's fiscal year 2021 financial statements performed in accordance with *Government Auditing Standards*.

### **BACKGROUND/EXPLANATION:**

On May 12, 2021, the Board retained CLA to conduct an independent audit of the fiscal year 2021 Fire and Police's financial statements. CLA issued an Independent Auditors' Report dated November 16, 2021 that included an unmodified "clean" opinion that the financial statements are presented fairly, in all material respects, in conformity with U.S. Generally Accepted Accounting Principles (GAAP). CLA issued an unmodified "clean" opinion that the schedules of administrative expenses, investment expenses and payments to consultants are fairly stated, in all material respects, in relation to the financial statements as a whole. Additionally, CLA performed limited procedures, and rendered no opinion on the management's discussion and analysis, required supplemental schedules and the introductory, investment, actuarial and statistical sections of the comprehensive annual financial report.

CLA also issued a Report on Internal Control over Financial Reporting and on Compliance and Other Matters which is required during an audit of financial statements performed in accordance with *Government Auditing Standards*. The results of our tests disclosed no material weaknesses and no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Fire & Police Employees' Retirement System – Subscription Agreement

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

The Board is requested by the Board of Trustees of the Fire and Police Employees' Retirement System (F&P) to approve the Subscription Agreement for its investment in BIG Real Estate Fund II, L.P.

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

No General Fund monies are involved in this transaction. F&P will pay BIG Investment Group an average \$300,000.00 annual fee (1.5%) to manage its initial investment of approximately \$20,000,000.00. The investment fee, along with all other management fees and expenses, will be netted out of investment proceeds.

##### **BACKGROUND AND EXPLANATION:**

The F&P Board of Trustees conducted a search for a value-added real estate manager and, as a result of that search, selected BIG Investment Group, to accept an initial investment of \$20,000,000.00 to be placed with BIG Real Estate Fund II, L.P., a real estate fund. The search and selection process was conducted with the assistance and advice of F&P's investment advisor, New England Pension Consulting.

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

##### **MWBOO GRANTED A WAIVER ON DECEMBER 6, 2021.**

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

**TRANSFERS OF FUNDS**

\* \* \* \* \*

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

48

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**

**12/22/2021**

**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> |                       |   |  |
| 1.                              | <b>\$1,500,000.00</b> | 9936-919089-9458<br>Forest Park Library<br>Renovation | 99636-923089-9457<br>Forest Park Library<br>Renovation |

The Forest Park Library, built in 1910, has had little improvement over the years with the exception of wing additions added in 1954. Significant building code and ADA deficiencies must be corrected and other improvements need to be made to improve services to the public and conditions for the staff. This project will protect the investments in collections, furnishings, and equipment, and will help provide a safe, welcoming 21<sup>st</sup> century library. This transfer will allow for the awarding of a contract to begin the planning for this renovation project which will ultimately improve services in the Forest Park community.

Department of Public Works (DPW)

|    |                               |  |                           |
|----|-------------------------------|--|---------------------------|
| 2. | \$ 50,000.00                  | 9965-933001-9549<br>Constr. Res. – Waste Water       | 9956-911703-9-3<br>Design |
|    | 50,000.00                     | 9958-906405-9525<br>Citywide Stream Res-<br>toration | 9958-911501-9-3<br>Design |
|    | 50,000.00                     | 9960-936001-9558<br>Construction Reserve             | 9960-907754-9-3<br>Design |
|    | <u>Water Revenue<br/>Bond</u> |  |                           |
|    | <b>\$ 150,000.00</b>          |  |                           |

The transfer will cover miscellaneous start-up costs for Oracle Unifier Implementation at DPW, in coordination with Baltimore City Information and Technology.

**EXTRA WORK ORDERS**

\* \* \* \* \*

The Board is requested to approve  
the Extra Work Orders  
as listed on the following pages:

50 - 52

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**EXTRA WORK ORDERS**

| Contract<br>Awd. Amt. | Prev. Apprvd.<br>Extra Work | Contractor | Time<br>Ext. | %<br>Compl. |
|-----------------------|-----------------------------|------------|--------------|-------------|
|-----------------------|-----------------------------|------------|--------------|-------------|

Department of Public Works/Office of Engineering  
& Construction (Office of Eng. & Constr.)

1. EWO #008, \$39,998.17, WC 1190, Montebello Filtration Plant 1 Improvements – Electrical Distribution  
\$12,083,000.00    \$960,105.00    The Whiting-Turner Contracting Company    -    -

This contract started on November 2, 2017 and the construction completion date was July 23, 2020. This extra work order is within the original scope of work and was requested by the Agency.

The Office of Eng. & Constr. requests approval of Proposed Change Order 20R3 on WC 1190, Electrical Improvement at Montebello I. During construction of the ductbank system for the electrical equipment, The Whiting Turner Contracting Company encountered the existing abandoned Round House foundation structure. Due to the sensitivity of the Round House structure, the Office of Eng. & Constr. directed The Whiting Turner Contracting Company to relocate the electrical equipment.

The Whiting Turner Contracting Company fabricated the generator, load bank, and switchgear, but were unable to install the equipment until the ductbank system was redesigned and a substantial portion of the relocated ductbanks was installed. This change order is to compensate The Whiting Turner Contracting Company for storage of the electrical equipment during this period. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**EXTRA WORK ORDERS**

| Contract<br>Awd. Amt. | Prev. Apprvd.<br>Extra Work | Contractor | Time<br>Ext. | %<br>Compl. |
|-----------------------|-----------------------------|------------|--------------|-------------|
|-----------------------|-----------------------------|------------|--------------|-------------|

Department of Public Works/Office of Engineering  
& Construction (Office of Eng. & Constr.)

**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 which are:

**MBE:** 27%

**WBE:** 8%

The current goals are:

**MBE:** 12.53%

**WBE:** 3.06%

**THIS EAR WAS APPROVED BY MWBOO ON OCTOBER 19, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

Department of Recreation and Parks

|  |             |                                    |     |     |
|--|-------------|------------------------------------|-----|-----|
| 2. EWO #003, \$0.00, RP 17820, Gwynns Falls Division Maintenance Yard Renovations and Addition |             |                                    |     |     |
| \$1,424,000.00   | \$43,644.30 | E. Pikounis Construction Co., Inc. | 180 | 60% |

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**EXTRA WORK ORDERS**

| Contract<br>Awd. Amt. | Prev. Apprvd.<br>Extra Work | Contractor | Time<br>Ext. | %<br>Compl. |
|-----------------------|-----------------------------|------------|--------------|-------------|
|-----------------------|-----------------------------|------------|--------------|-------------|

**Department of Recreation and Parks**

This request is for a 180-day, non-compensatory time extension in order to extend the contract. Subsequent to the award of this contract, there have been numerous Change Orders and the additions of EWOs that have impacted the schedule for the Contractor. The BCRP Engineers and Project Supervisor have reviewed this request from the Contractor and found it acceptable. This item is within the original scope of the advertised contract. The Notice to Proceed was effective March 1, 2021 with a completion date of November 25, 2021. This request will extend the contract through May 24, 2022. There was no previous time extension.

**MBE/WBE PARTICIPATION:**

E. Pikounis Construction Co., Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement, which are:

**MBE: 20%**

**WBE: 7%**

The current attainment is 16.69% of the 20% MBE goal and 0.50% of the 7% WBE goal.

**APPROVED FOR FUNDS BY FINANCE**

**THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 30, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Recreation and Parks – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task 005 with Cannon Washington, Inc. DBA Cannon Design, under Project No. 1314, On-Call Architectural Design Services. The duration of this task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$490,184.90 – 9938-912079-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for the Bocek Gym addition.

**MBE/WBE PARTICIPATION:**

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

**MBE: 28%**

**WBE: 20%**

The Consultant has achieved 18.34% of the MBE goal and 29.77% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

**THE EAR WAS APPROVED BY MWBOO ON DECEMBER 1, 2021.**

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



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Recreation and Parks – cont'd

**TRANSFER OF FUNDS**

| <b><u>AMOUNT</u></b>  | <b><u>FROM ACCOUNT/S</u></b>                                   | <b><u>TO ACCOUNT/S</u></b>                                  |
|---|--|---|
| \$375,000.00<br>State (Program<br>Open Space)                       | 9938-911079-9475<br>Bocek Park Athletic<br>Complex—<br>Reserve |   |
| 125,000.00<br>3 <sup>rd</sup> Parks and<br><u>Public Facilities</u> | " "  |   |
| <b>\$500,000.00</b>   | -----  | 9938-912079-9474<br>Bocek Park Athletic<br>Complex - Active |

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1314, Task No. 005 to Cannon Washington, Inc. DBA Cannon Design.

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

## AGENDA

BOARD OF ESTIMATES

12/22/2021

Department of Recreation and Parks – Memorandum of Understanding

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

The Board is requested to approve and authorize acceptance of the Family League of Baltimore Grant for the period of July 1, 2021 to June 30, 2022 (RE- Family League of Baltimore City, Inc.- State of Maryland's Governor's Office of Crime Prevention, Youth, and Victim Services Award Number CCIF-2022-0001/Expanded Youth Program).

The Board is also requested to approve and authorize execution of the "Expanded Youth Program" Memorandum of Understanding (MOU) between The Family League of Baltimore City, Inc., a corporation formed and in good standing with the State of Maryland ("Family League"), the Department of Recreation and Parks (the "Department"), and Baltimore Civic Fund, Inc., a non-profit corporation formed and in good standing in the State of Maryland ("BCF") for the period of July 1, 2021 through June 30, 2022.

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

\$1,000,000.00 – Family League's contribution of the State Grant (the "Funds") to BCF. The City of Baltimore will not receive or expend funds.

### **BACKGROUND/EXPLANATION:**

The Family League received \$3,500,000.00 from the State of Maryland's Governor's Office of Crime Prevention, Youth, and Victim Services (Award Number CCIF-2022-0001) for the period of July 1, 2021 to June 30, 2022, and subsequently on July 1, 2021, Family League has awarded \$1,000,000.00 of that State Grant to Baltimore City towards funding community based out-of-school time programming to be used to fund the "Expanded Youth Program."

The City has selected the BCF as a party to the MOU to serve as the City's fiscal sponsor to fund the activities and contracts related to the Expanded Youth Program in accordance with this Agreement, as well as the Policies and Procedures Governing Solicitation, Receipt, and Use of Funds by Baltimore City Government. The grant award will be used to fund program delivery service contracts (ex. health and wellness,

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Department of Recreation and Parks – cont'd

mentoring, cultural and creative arts, media arts, personal development), as well as professional development training for staff, program supplies, and administrative costs. Vendors will be chosen using information collected from a year-long solicitation process including a public call for proposals and comprehensive program proposal process. Each vendor contract will be unique in terms of the scope of service to offer a wide variety of programming to satisfy the contract and positively impact the youth of our City. All programs are for youth and will be offered equitably at multiple sites throughout the City, per the terms of this contract.

The Memorandum of Understanding is late because the Family League of Baltimore did not provide the grant award letter and draft of the MOU until October 2021. Subsequently, the revision process by the legal teams of the City, Family League, and Baltimore Civic Fund was over one month in duration.

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

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

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Department of Finance – Payment in Lieu of Taxes Agreement

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

The Board is requested to approve and authorize execution of the Payment in Lieu of Taxes (PILOT) Agreement with Hudson Valley Property Group Sharp-Leadenhall Apartments, L.P. (HVPG) for the Sharp Leadenhall Apartments located at 911 Leadenhall Street. The period of the PILOT Agreement is not-to-exceed 40 years and will only remain in place if the property is used for affordable housing.

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

No City funds are requested at this time.

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

The Sharp Leadenhall Apartments (the Property) are located at 911 Leadenhall Street. The Property was originally developed using the HUD 236 Program which restricts the Property's use to affordable housing through 2028. The Property has an existing PILOT Agreement which was approved by the Board on February 6, 2008.

The Property consists of one, six-story midrise building and 13 three-story townhome buildings with 191 family apartments featuring a mix of one- to four-bedroom units. The Project was originally developed in 1980 with the HUD 236 Program and recapitalized in 2008 with Low Income Housing Tax Credits (LIHTC). A partial Housing Assistance Payment (HAP) contract benefits 37 of the units, with 88 tenants receiving Tenant-Based Vouchers, and the remaining 66 units receiving no rental subsidy. Rent levels for the property are accordingly determined by HUD.

HVPG, a New York City based owner and developer of affordable and workforce housing, and its not-for-profit partner, Hearthstone Housing Foundation (collectively referred to as the Developer) have the Property currently under contract. The Developer has requested a modification to the existing PILOT to facilitate the acquisition and preservation of the Property as affordable housing. The existing PILOT for Sharp Leadenhall Apartments calculates the PILOT payment as 10% of gross rents receipts, or an amount of \$236,107.00 in Fiscal Year 2021.

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Department of Finance – cont'd

The proposed transaction employs a creative public-private partnership model that makes affordable housing preservation feasible despite public fund allocation limitations. The debt financing at closing will be provided through Freddie Mac. The \$16,608,000.00 first mortgage has a term of seven years with amortization on a 30-year schedule at a rate of 3.20% interest. An Interest Reduction Payment (IRP) has a remaining term of 19 months and is self-amortizing with an interest rate of 1.95%, with payments coming directly from HUD rather than from operations. The property has current physical vacancy of approximately 7.5% with many of the unsubsidized units accruing bad debts due to the impacts of the pandemic, with economic vacancy of approximately 20%. This limits the ability to leverage debt as part of the initial transaction. It is anticipated that additional subordinate debt will be leveraged in year three once the operations have stabilized post pandemic, in an approximate amount of \$990,000.00 raised based on an interest rate of 3.95% and 30-year amortization schedule. This debt will be used to recapitalize \$100,000.00 of the capital needs reserve, with the remaining debt used to pay down a portion of the buyer's equity in the transaction. The Developer is also investing over \$4,000,000.00 of equity into the transaction, a portion of which would be paid down by the anticipated additional subordinate debt in year three.

The Developer is planning an immediate \$1,770,000.00 renovation of the Property, including security system upgrades, common area and exterior lighting, in-unit water saving upgrades, new AC units as needed, new landscaping, community room upgrades, and elevator system updates. The overall transaction is almost \$22,000,000.00, including the \$18,000,000.00 purchase price, transaction costs, and the planned immediate renovations. The Developer will apply for a new 20-year project-based Section 8 HAP contract to lock in the long-term affordability of the Property when the current HUD use restrictions expire in 2028. To date, HVPG has preserved approximately 7,000 units of affordable housing, with 525 units in Maryland and 431 units of those in Baltimore City, including the successful preservation of the Westminster House Apartments.

#### **PILOT REQUEST**

The requested modification to the existing PILOT proposed a payment of 5.82% of the "shelter rent" defined as: a) for the Section 8 HAP Contract units, 5.82% of the tenant-

## AGENDA

### BOARD OF ESTIMATES

12/22/2021

#### Department of Finance – cont'd

paid portion of the rent excluding the public subsidy and owner-paid utilities, and (b) for all other units, 5.82% of the rent excluding owner-paid utilities. Water, sewer, and common area gas/electric utilities for the Property are paid by the owner. The proposed PILOT is estimated at \$102,493.00 per year, with the actual calculation varying depending on factors such as vacancy and changes to the rental rates.

#### **RECOMMENDATION**

The Developer has agreed to pay the City, in lieu of the ordinary Baltimore City and State of Maryland ordinary real estate taxes upon the date the owner acquires the property, which date the owner will document by a letter sent to the City (the Commencement Date) through June 30, 2022; and for the fiscal year beginning July 1, 2022 and for each year thereafter, until the obligations of the City to accept negotiated payments provided in the PILOT Agreement will cease, an annual amount determined as follows: a) for the Section 8 HAP Contract units, 5.82% of the tenant-paid portion of the rent excluding the public subsidy and owner-paid utilities, and (b) for all other units, 5.82% of the rent excluding owner-paid utilities, for an approximate total of \$102,493.00 per year based on the rent schedule beginning on the Commencement Date and continuing until the obligations of the City to accept negotiated payments.

Sharp Leadenhall Apartments qualifies for a PILOT under Section 7-503 of the Housing and Community Development Article of the Annotated Code of Maryland since the general partner of the ownership entity is wholly owned by a nonprofit. The modified PILOT is necessary for the preservation of the Sharp Leadenhall Apartments for affordable housing to be feasible. Absent the modified PILOT, Sharp Leadenhall Apartments generates insufficient net operating income to support a permanent loan to finance the acquisition and rehabilitation costs when combined with other funding sources.

## AGENDA

**BOARD OF ESTIMATES**

**12/22/2021**

Department of Finance – cont'd

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

HVPG Sharp-Leadenhall Apartments, L.P. has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

(The Payment in Lieu of Taxes Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

Baltimore City Sherriff's Office – Travel Request

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Travel Request for subsistence, related to Ms. Eness Brown's attendance at the NITV Federal Services, LLC CVSA II Advance Examiners Certification Conference on January 3 – 7, 2022 in Orlando, Florida.

The registration fee of \$570.00 has been paid using EA No. 000356617. The allowed subsistence amount for travel is \$222.00 per day. The hotel accommodations are \$157.00 per night, plus taxes of \$84.78.

**AMOUNT OF MONEY AND SOURCE:**

\$1,864.75 – 1001-000000-1181-138800-603026

Amount to be disbursed to Ms. Brown.

**BACKGROUND/EXPLANATION:**

Ms. Brown will be attending the CVSA II Advance Examiner Certification Conference as the overseer, examiner, and representative of the Sheriff's Office Voice Stress Analysis Examiners. She will receive updated information and techniques for Interviews and interrogations for Pre-employment Background and/or criminal investigations.

**APPROVED FOR FUNDS BY FINANCE**



**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contract  
listed on the following pages:  
63 - 64  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

**Bureau of Procurement**

- 1. B50006235, Restoration – Grade Nursery Stock
 

**REJECTION:** Suppliers were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Four bids were received and opened on September 1, 2021. Three bids were non-responsive for not bidding on all the requested items. The only responsive bidder, SiteOne Landscape Supply’s total bid cost was significantly higher than the Agency’s budget. It is recommended that the Board reject all bids, in the best interest of the City. A new solicitation will be issued upon Board approval of this action.

(Recreation & Parks – Forestry Division)

- 2. B50006206, Procurement Assessment and Transformation
 

|  |                        |               |
|--|------------------------|---------------|
|  | Civic Initiatives, LLC | \$ 356,180.00 |
|--|------------------------|---------------|

(Dept. of Finance)

**MBE/WBE PARTICIPATION:**

On March 11, 2021, MWBOO set goals of 10% MBE and 5% WBE. Civic Initiatives, LLC was found compliant on November 17, 2021.

**MBE:** Maryland Washington Minority Companies Assoc. 11%

**WBE:** Aspen of DC, Inc. dba ADC Management Solutions 20%

**MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 17, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement

- |    |  |                                    |               |
|----|--|------------------------------------|---------------|
| 3. | B50006308, Provide<br>Various Cuts, Paper<br>Sizes | B.W. Wilson Paper<br>Company, Inc. | \$ 300,000.00 |
|----|--|------------------------------------|---------------|

(Dept. of Finance/Digital  
Document Division)

**MWBOO GRANTED A WAIVER ON MARCH 14, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

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

| <b>VENDOR</b> | <b>AMOUNT OF AWARD</b> | <b>AWARD BASIS</b> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement

1. The Board is requested to approve a renewal of **Contract Number B50006130 – Hydrofluorosilicic Acid for Water Treatment** with Pencco, Inc. at P.O. Box 600, San Felipe, TX, 77473. The renewal period covered is December 2, 2021 through December 1, 2022 with three, one-year renewal options remaining.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$730,000.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

On December 2, 2020, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the first of four, one-year renewal options. This renewal will provide continuation of providing Hydrofluorosilicic Acid supplies at the Ashburton and Montebello Water Treatment Plants.

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

**P.O. No.: P553200 Agency: DPW – Bureau of Water and Wastewater  
Ashburton Water Filtration Plant**

**CONTRACT VALUE SUMMARY:**

|   |                              |
|---|------------------------------|
| 1. Initial award approved by the Board on<br>December 2, 2020 | \$ 726,000.00                |
| 2. 1 <sup>st</sup> Renewal pending Board approval             | <u>\$ 730,000.00</u>         |
| Contract Value Total  | <b><u>\$1,456,000.00</u></b> |

**MBE/WBE PARTICIPATION:**

On October 12, 2020, it was determined that no goals would be set because of no opportunity to segment the contract.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

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

| <b>VENDOR</b> | <b>AMOUNT OF AWARD</b> | <b>AWARD BASIS</b> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement – cont'd

2. The Board is requested to approve a renewal of **Contract 06000-Montebello Lab Giardia & Cryptosporidium Compliance Testing** with Analytical Services, Inc. 130 Allen Brook Lane, Williston, VT 05495. Period covered is December 16, 2021 through December 15, 2022, with one, one-year renewal option remaining. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$19,059.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

On December 10, 2020, the CPA approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the first renewal option.

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

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

**P.O. No.: P553174 Agency:** DPW - Office of Compliance & Laboratories

**CONTRACT VALUE SUMMARY:**

|  |                     |
|--|---------------------|
| 1. Initial award approved by the CPA on<br>December 10, 2020 | \$ 15,210.00        |
| 2. Increase approved by CPA on April 23, 2021                | \$ 2,850.00         |
| 3. 1st renewal pending Board Approval                        | <u>\$ 19,059.00</u> |
| Total Contract Value   | <b>\$ 37,119.00</b> |

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

Not Applicable. The award amount was below the MBE/WBE subcontracting threshold of \$50,000.00.

- The Board is requested to approve an extension of **Contract Number B50005612 – Aluminum Sulfate** with USALCO, LLC, at 2601 Cannery Avenue, Baltimore, MD 21226. Contract expires on January 8, 2022. The extension period covered is January 9, 2022 through July 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$100,000.00 - Account Nos: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On January 9, 2019, the Board approved the initial award with subsequent actions as shown below in the Contract Value Summary below. This is an important chemical required for Water Treatment Plants, a competitive bidding process is being initiated to award the new contract. An extension is being requested to continue to source this chemical while a new solicitation is released and awarded.

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

**P.O. No.: P546412 Agency: DPW- Water & Wastewater**

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**CONTRACT VALUE SUMMARY:**

|  |                        |
|--|------------------------|
| 1. Initial award approved by the Board on January 9, 2019                | \$ 3,000,000.00        |
| 2. 1 <sup>st</sup> Renewal approved by the Board on<br>November 13, 2019 | \$ 3,000,000.00        |
| 3. 2 <sup>nd</sup> Renewal approval by the Board on<br>November 18, 2020 | \$ 2,000,000.00        |
| 4. Increase pending Board approval                                       | \$ 100,000.00          |
| Total Contract Value   | <b>\$ 8,100,000.00</b> |

**MBE/WBE PARTICIPATION:**

On November 16, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- The Board is requested to approve an increase of **Contract Number B50006122 – Ford Hybrid and Non-Hybrid Pursuit Utility Vehicles** with Hertrich Fleet Services, Inc. at 1427 Bay Road, Milford, DE 19963. Current contract period ends January 12, 2026 with no renewal options.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$22,680,000.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

On January 13, 2021, the Board approved an initial award with subsequent actions as shown in the Contract Value below. The Board is requested to approve an increase for procuring more police vehicles.

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

**P.O. No.: P553452 Agency: Dept. of General Services - Fleet**





AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

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.

**Req. No.: R866592 Agency: Department of Transportation**

**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.

- 6. The Board is requested to approve an increase and renewal of **Contract Number 06000 – YouthWorks System Software Enhancement and Hosting Agreement** with Digicon Corporation, at 7361 Calhoun Place Suite 430, Rockville, MD 20855. Contract period is December 1, 2021 through November 30, 2023 with no renewal options remaining.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$150,000.00 - Account No.: 1001-000000-6397-707615-605008

**BACKGROUND/EXPLANATION:**

On August 13, 2014, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The increase is needed to cover the cost of additional software enhancement customizations. This is the fourth of four, two-year renewal options. This renewal will provide continuation of the annual hosting fee for the YouthWorks application system required by the Mayor’s Office of Employment Development.

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**BOARD OF ESTIMATES**

**12/22/2021**

**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> |
|----------------------|-------------------------------|---------------------------|
|----------------------|-------------------------------|---------------------------|

Bureau of Procurement – cont'd

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

**P.O. No.: P527034 Agency: Mayor's Office of Employment Development**

**CONTRACT VALUE SUMMARY:**

|   |                     |
|---|---------------------|
| 1. Initial award approved by the Board on August 13, 2014                           | \$ 41,214.10        |
| 2. 1 <sup>st</sup> Renewal and Amendment approved by the Board on November 18, 2015 | \$ 36,020.48        |
| 3. 1 <sup>st</sup> Increase approved by the City Purchasing Agent on April 29, 2016 | \$ 686.91           |
| 4. 2 <sup>nd</sup> Renewal approved by the Board on January 10, 2018                | \$ 37,454.40        |
| 5. 2 <sup>nd</sup> Increase approved by the Board on March 13, 2019                 | \$ 62,000.00        |
| 6. 3 <sup>rd</sup> Renewal approved by the Board on January 8, 2020                 | \$ 38,250.48        |
| 7. Increase approved by the Board on June 30, 2021                                  | \$115,000.00        |
| 8. Increase and 4 <sup>th</sup> Renewal pending Board approval                      | <u>\$150,000.00</u> |
| Total contract Value  | <b>\$480,626.37</b> |

**MBE/WBE PARTICIPATION:**

Not Applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.

7. The Board is requested to approve an increase of **Contract Number B50005580 – Enterprise Support Staff** to the vendors listed below. The contract expires on June 12, 2022.

Realistic Computing, LLC.  
10461 Mills Run Circle Suite 700  
Owings Mills, MD 21117

Serigor, Inc.  
400 E. Pratt Street, Suite 800  
Baltimore, MD 21202



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**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> |
|----------------------|-------------------------------|---------------------------|
|----------------------|-------------------------------|---------------------------|

Bureau of Procurement – cont'd

**BACKGROUND/EXPLANATION:**

On June 12, 2019, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve an increase of this contract to continue support to BCIT and other City agencies as well as the implementation of the Workday ERP.

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

**P.O. No.: P548352, P548353, P548512, P548516, P548521, P548524, P548532, P548526, P548527, P548574, P548575, P548691, PP48533 Agency: Citywide**

**CONTRACT VALUE SUMMARY:**

|   |                         |
|---|-------------------------|
| 1. Initial award approved by the Board on June 12, 2019       | \$ 30,000,000.00        |
| 2. 1 <sup>st</sup> Increase approved by the Board on 12/23/20 | \$ 21,000,000.00        |
| 3. 2 <sup>nd</sup> Increases pending Board approval           | <u>\$ 15,000,000.00</u> |
| Total Contract value  | <b>\$ 66,000,000.00</b> |

**MBE/WBE PARTICIPATION:**

On October 17, 2018, MWBOO set goals of 15% MBE and 16% WBE. On November 5, 2021, MWBOO found Realistic Computing, LLC., had achieved the MBE/WBE goals on the contract and was compliant. Trigyn Technologies, Inc., had achieved the MBE/WBE goals on the contract and Non-compliant during the review period. Early Morning Software, Inc., OST, Inc., Serigor, Inc, UVS Infotech, LLC, were found Non-Compliant with a conciliation recommendation from MWBOO to ensure MBE/WBE utilization. Bithgroup Technologies was found Non-Compliant during this review period due to lack of work issued by agency for this compliance review period. Business Integra, Apex Systems, LLC., Vision Technology Services (BG Staffing), v-Tech Solutions, Array Information Technology were found non-compliant with a conciliation recommendation from

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BOARD OF ESTIMATES

12/22/2021

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

| <b>VENDOR</b> | <b>AMOUNT OF AWARD</b> | <b>AWARD BASIS</b> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement – cont'd

MWBOO to ensure MBE/WBE utilization. 22nd Century Technologies, Inc., was found Non-Compliant with an approved plan and agreement with impacted M/WBE(s).

- 8. The Board is requested to approve payment of outstanding invoice to **Lytx, Inc.** at 9785 Towne Centre Drive, San Diego, CA 92121.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$30,080.80 - Account No.: 1001-000000-2142-229400-604009

**BACKGROUND/EXPLANATION:**

The requested action is an approval to pay an outstanding invoice for shipment received without a valid contract. The vendor provided Lytx DriveCam equipment used in BCFD vehicles to monitor driving. Units are required in all suppression and EMS units as a safety feature. The contract #08000 – Drive Cam System Services, Supplies, Repairs, and Equipment for the drive cam system – PO 545033 expired on 6/30/21. Authority is requested to pay the outstanding invoice incurred without a valid contract. Agency was advised to use the blanket contract prior to expiration and the agency failed to request a release purchase order.

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

**Req. No. R876022 Agency: Fire Department**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

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

| <b>VENDOR</b> | <b>AMOUNT OF AWARD</b> | <b>AWARD BASIS</b> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

Not Applicable. Confirming invoice.

9. The Board is requested to approve an increase of **Contract Number B50006178 – Relocation Services for SAO Clients** with R&A Movers, Inc. at P.O. Box 545 Columbia, MD 21045. Contract expires April 8, 2022.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$20,000.00 - Account No.: 1001-000000-1151-117900-603026

**BACKGROUND/EXPLANATION:**

On April 9, 2021, the City Purchasing Agent approved an initial award as shown in the Contract Value Summary below. The Office of the State’s Attorney is seeking an increase to continue to provide moving and relocation services for victims and witnesses (clients) who meet the established program criteria.

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

**P.O. No.: P554164 Agency: Office of State’s Attorney**

**CONTRACT VALUE SUMMARY:**

|   |                     |
|---|---------------------|
| 1. Initial award approved by the CPA on April 9, 2021 | \$ 20,000.00        |
| 2. Increase pending Board approval                    | <u>\$ 20,000.00</u> |
| Total contract value                                  | <b>\$ 40,000.00</b> |

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award below MWBOO threshold.

AGENDA

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement – cont'd

- 10. The Board is requested to approve a ratification and renewal of **Contract Number B50005060 – Supply and Delivery of Medical Grade Oxygen** with Airgas USA, LLC, at 6990A Snowdrift Road, Allentown, PA 18106. Ratification period covered is August 14, 2021 through December 22, 2021. The renewal period is December 23, 2021 through August 13, 2023, with no renewal options remaining.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

|                 |                    |                      |
|-----------------|--------------------|----------------------|
| Ratification    | \$ 4,793.00        |                      |
| Renewal         | \$ 0.00            |                      |
| Total Requested | <b>\$ 4,793.00</b> | Account No.: Various |

**BACKGROUND/EXPLANATION**

On August 9, 2017, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to ratify the contract to process outstanding invoices and to exercise the final renewal.

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

**P.O. No.: P540598 Agency: Fire Department**

**CONTRACT VALUE SUMMARY:**

|   |                     |
|---|---------------------|
| 1. Initial award approved by the Board on August 9, 2017                  | \$130,935.00        |
| 2. 1 <sup>st</sup> Renewal approved by the Board on September 11, 2019    | \$130,000.00        |
| 3. Ratification and 2 <sup>nd</sup> /Final Renewal pending Board approval | \$ 4,793.00         |
| Total Contract Value  | <b>\$265,728.00</b> |

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BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On March 17, 2017, it was determined that no goals would be set because there is no opportunity to segment the contract.

- 11. The Board is requested to approve an increase of **Contract Number #B50005822 – Provide Water Bill Envelopes** to Husky Envelope Products at 1225 E. West Maple Road, Walled Lake MI 48390. Contract expires September 30, 2022.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$129,750.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

Vendors were solicited by posting on CitiBuy, eMaryland, and in local newspapers. The sole bid received was opened on August 28, 2019 and was found to be responsive and responsible. On September 25, 2019 Husky Envelope Products was awarded the contract.

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

**P.O. No.: P549182 Agency: Dept. of Public Works**

**CONTRACT VALUE SUMMARY:**

|  |                     |
|--|---------------------|
| 1. Initial award approved by the Board on September 25, 2019 | \$163,782.00        |
| 2. Increase pending Board approval                           | <u>\$129,750.00</u> |
| Total contract value   | <b>\$293,532.00</b> |



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BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On June 4, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- The Board is requested to approve an award of **Contract Number 06000–HVAC Maintenance Agreement** with Mechanical Engineering & Construction Corp. at 6159 Edmondson Ave. Suite A - Catonsville, MD 21228. Period covered December 22, 2021 through December 21, 2022, with three, one-year renewal options.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$25,924.00 - Account No.: 1001-000000-2401-258300-604010

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

BARCS has a Proprietary Variable Refrigerant Flow (VRF) system that requires specialized technicians for installation and maintenance. Mechanical Engineering & Construction Corporation (MEC<sup>2</sup>) is a factory trained VRF installer and service provider for VRF systems. Therefore, the Health Department wishes to purchase inspection and preventative maintenance services for the HVAC system located at 2490 Giles Road, Baltimore, MD 21225.

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

It is hereby certified that the above procurement is of such a nature neither 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.

**Req. No.: R873689 Agency: Health Department**

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BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

Not Applicable. The initial award was below MBE/WBE subcontracting threshold.

- 13. The Board is requested to execute an extension amendment of **Contract Number 06000 – Master Services Agreement Number U6051173** with Microsoft Corporation at One Microsoft Way, Redmond, WA, 98052. The agreement period is retroactively from July 31, 2021 through September 22, 2022.

**AMOUNT OF MONEY AND SOURCE OF FUNDS:**

\$0.00 - Account No.: 9903-952002-9116-900000-708096

**BACKGROUND/EXPLANATION:**

On July 30, 2014, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. The contract period extension was approved by the Board on October 27, 2021 but the associated extension amendment was inadvertently omitted. The Board is requested to execute extension agreement to ensure continuation of software maintenance, and technical support services required through the Premier Support option is provided while a new agreement with Microsoft is established.

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

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

**P.O. No.: P528315 Agency: BCIT**

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

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

| <b>VENDOR</b> | <b>AMOUNT OF AWARD</b> | <b>AWARD BASIS</b> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement – cont'd

**CONTRACT VALUE SUMMARY:**

|   |                              |
|---|------------------------------|
| 1. Initial award approved by the Board on July 30, 2014                     | \$ 690,252.00                |
| 2. Extension approved by the Board on August 26, 2020                       | \$ 125,000.00                |
| 3. Agreement pending Board approval   | \$ 0.00                      |
| 4. Emergency increase approved by the Director of Finance on April 12, 2021 | \$1,336,500.00               |
| 5. Extension approved by the Board on October 27, 2021                      | \$ 175,840.00                |
| 6. Extension amendment pending Board approval                               | \$ 0.00                      |
| Contract value total  | <b><u>\$2,327,592.00</u></b> |

**MBE/WBE PARTICIPATION:**

On April 10, 2014, MWBOO set goals of 6% MBE and 2% WBE. Microsoft Corporation was found non-compliant on September 7, 2021. Due to a miscommunication between Microsoft and BCIT, the previous extension accidentally removed the support agreement which allowed for the segmentation of services. With removal of the support agreement, there was no MBE or WBE participation during the current review period. Because the services rendered were proprietary. Moving forward, MWBOO seeks to set MBE and WBE goals on the next contract that is inclusive of consulting services.

14. The Board is requested to accept a report of an emergency procurement for the City during the COVID-19 pandemic.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$5,800.02 - Account No.: Various













**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

|  |  |              |
|--|--|--------------|
| 1st Choice Staffing , LLC  | Covid IZ-Medical Office Assistant 9/27-12/30   | \$16,128.00  |
| Alliance Material Handling   | COVID-19 Forklift RentalMLK  | \$6,042.00   |
| Associated Catholic Charities                                      | Emergency Procurement Covid 19- The Associated Catholic Charities /Esperanza                   | \$150,172.00 |
| Northern Pharmacy & Medical Equipment                              | COVID-19 Emergency Procurement - Prof. Service Agreement                                       | \$299,616.24 |
| Rudolph's Office & Computer Supply Inc.                            | COVID: Rudolph's-Clipboards-Pens-Mobile Teams-OCT 2021 ly Inc.                                 | \$155.02     |
| Jeenie   | COVID-19 Remote Language Interpreting at Vaccination Sites - August (2021) -C                  | \$11,475.00  |
| Jeenie   | COVID-19 Remote Language Interpreting at Vaccination Sites Jeenie- October 2021 Invoice        | \$11,475.00  |
| staples contract and commercial                                    | COVID: Crackers for Mobile Clinic Event-OCT 2021   | \$66.99      |
| Independent Marylanders Achieving Growth Through Empowerment, Inc. | COVID19 - Emergency Procurement - Image Center   | \$215,380.00 |
| Culinary Services Group, LLC.                                      | COVID-19 Emergency ETIB Meals - CSG - October through December 2021                            | \$138,400.00 |
| Meals on Wheels of Central Maryland, Inc.                          | COVID-19 Emergency ETIB Meal Services - MoW - October - December 2021                          | \$254,250.00 |
| Gen-Probe Sales & Service  | COVID Testing Supplies   | \$228,575.00 |
| Apex Systems, LLC.   | Release to cover the cost for continuation of technical support staff for COVID testing - APEX | \$162,449.12 |
| Apex Systems, LLC.   | COVID: Staffing-APEX Employee-Rakesh Ponnekanti-3/8/21-6/30-2021                               | \$90,000.00  |
| The Associated: Jewish Community Federation of Baltimore           | Emergency Procurement Covid 19-The Associated Jewish Community Federation of Baltimore         | \$69,827.60  |
| Integrify  | Integrify Overages COVID-19  | \$29,750.00  |
| Points North   | Emergency Procurement COVID-19 Point   | \$30,000.00  |

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

|   |   |                       |
|---|---|-----------------------|
| Design Studio                                       | North Ads Campaign  |                       |
| Jhpiego Corporation                                 | COVID-19 Amendment to Emergency Agreement for Contract Tracing and COVID-19 Vaccination | \$3,806,127.00        |
| 1st Choice Staffing , LLC                           | COVID Staffing  | \$34,631.89           |
| Rudolph's Office & Computer Supply Inc.             | COVID: Rudolph's-Envelopes-Laminating Film-NOV 4-2021 supply Inc.                       | \$154.63              |
| DC Dental   | COVID-19 Fit Testing  | \$974.85              |
| Civic Works, Inc.                                   | COVID-19 Community Outreach and Education for COVID-19 Vaccination                      | \$198,220.00          |
| Catering By Yaffa                                   | COVID Emergency Meals - Yaffa - Kosher Meals - October thru December 2021               | \$220,500.00          |
| Civic Works, Inc.                                   | COVID-19 Community Outreach and Education for COVID-19 Vaccination -                    | \$272,749.51          |
| MJ Management Services, LLC                         | COVID Transportation Services - October through December 2021                           | \$107,636.00          |
| 1st Choice Staffing , LLC                           | COVID staffing Agency   | \$52,106.92           |
| SHI International Corp.                             | COVID-19: shi-Microsoft-NOV 9-2021  | \$3,818.05            |
| Language Services, Inc. DBA Language Line Solutions | COVID-19 Confirming Purchase req. - do not duplicate Language Line                      | \$102.28              |
|   |   | <b>\$7,846,101.35</b> |



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BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement – cont'd

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020, the Director of Finance approved the procurement of these emergency services. This declaration was reissued on September 1, 2020.

**Req. No.: N/A**

**Agency: Mayor**

**MBE/WBE PARTICIPATION:**

Not Applicable. This is a report is of an emergency procurement.

- 19. The Board is requested to accept a report of an emergency procurement for the City during the COVID-19 pandemic.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$4,374,632.30 - Account No.: Various

**BACKGROUND/EXPLANATION:**

The requested action is a report on an emergency procurement. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. Current Mayor, Brandon Scott also agrees with this measure. The vendor listed below provided emergency services, under emergency authority:

| <b>Vendor</b>              | <b>Service Description</b>                                     | <b>Costs</b> |
|----------------------------|--|--------------|
| Whitehead Enterprises, LLC | COVID-19 Whitehead Hotel Services Inv# 1033 07/16/21- 07/31/21 | \$138,908.00 |
| Whitehead Enterprises, LLC | COVID-19 Whitehead Hotel Service Inv# 1032 07/1/21- 07/15/21   | \$134,471.00 |
| Whitehead                  | COVID-19 Whitehead Inv#  | \$138,235.00 |

**AGENDA**

**BOARD OF ESTIMATES**

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|                                 |  |              |
|---------------------------------|--|--------------|
| Enterprises, LLC                | 1031 06/16/21- 06/30/21  |              |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Hotel Service Inv# 1030 06/1/21- 06/15/21       | \$138,477.00 |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Room Service Inv# 1029 05/16/21- 05/31/21       | \$142,060.00 |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Room Service Inv# 1027 04/16/21- 04/30/21       | \$134,207.00 |
| Franciscan Center, Inc.         | COVID-19 Emergency Outreach April 2021 meals for Outreach Services | \$16,155.30  |
| Franciscan Center, Inc.         | Franciscan Center Covid -19  | \$26,094.00  |
| Holiday Inn Express             | COVID-19 HIE- Gay St Emergency Services February 16-28 2021        | \$26,009.00  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9019 8/16/21-8/22/21             | \$86,426.75  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9047- 5/17/21-5/23/21            | \$85,906.50  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Sheltering Russell St                         | \$85,483.25  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Sheltering at Holiday Inn Russell St                      | \$85,433.75  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Sheltering at Holiday Inn Russell St Invoice              | \$86,251.50  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210906                              | \$28,785.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210913                              | \$27,190.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality   | \$26,750.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv# 2021092                              | \$25,895.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210614 for wk 6/7/21- 6/13/2021     | \$49,230.00  |
| Franciscan Center, Inc.         | COVID-19 Emergency Outreach Services Meals -                       | \$11,319.00  |
| The Fairfield Inn               | COVID-19 Fairfield Inn confirming invoice #9282021                 | \$167,540.00 |

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

|                                    |   |  |  |  |              |
|------------------------------------|---|--|--|--|--------------|
|                                    | 9/14/21-9/27/21   |  |  |  |              |
| Shree Sai Siddhi<br>Baltimore, LLC | COVID-19 Holiday Inn Russell<br>St PM9043- 7/12/21-7/18/21            |  |  |  | \$86,514.50  |
| Shree Sai Siddhi<br>Baltimore, LLC | COVID-19 Holiday Inn Russell<br>St PM9024- 7/26/21-8/1/21             |  |  |  | \$85,582.75  |
| Shree Sai Siddhi<br>Baltimore, LLC | COVID-19 Holiday Inn Russell<br>St PM9026- 10/4/21-10/10/21           |  |  |  | \$85,393.25  |
| Shree Sai Siddhi<br>Baltimore, LLC | COVID-19 Holiday Inn Russell<br>St PM9038- 9/27/21-10/3/21            |  |  |  | \$85,633.25  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210817 for wk 8/12/21-<br>7/10/2021 |  |  |  | \$193,500.00 |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210830 for wk 8/23/21-<br>8/29/2021 |  |  |  | \$29,795.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210823 for wk 8/16/21-<br>8/22/2021 |  |  |  | \$30,415.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210816 for wk 8/9/21-<br>8/15/2021  |  |  |  | \$30,975.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210802 for wk 7/26/21-<br>8/1/2021  |  |  |  | \$32,085.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210809 for wk 8/2/21-<br>8/8/2021   |  |  |  | \$31,310.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210726 for wk 7/19/21-<br>7/25/2021 |  |  |  | \$33,520.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210719 for wk 7/12/21-<br>7/19/2021 |  |  |  | \$35,980.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210712 for wk 7/5/21-<br>7/11/2021  |  |  |  | \$40,055.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210705 for wk 6/28/21-<br>7/4/2021  |  |  |  | \$40,055.00  |
| Net Hospitality<br>Management, LLC | Covid-19 Net Hospitality<br>Inv#20210621 for wk 6/14/21-<br>6/20/2021 |  |  |  | \$50,720.00  |
| Net Hospitality                    | Covid-19 Net Hospitality  |  |  |  | \$51,455.00  |

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

|                                 |  |              |
|---------------------------------|--|--------------|
| Management, LLC                 | Inv#20210607 for wk 5/31/21-6/6/2021                             |              |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210531 for wk 5/24/21-5/30/2021   | \$51,670.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210628 for wk 6/21/21-6/27/2021   | \$43,205.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210617 for wk 6/13/21-7/12/2021   | \$193,500.00 |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20211017 for wk 10/11/21-11/9/2021  | \$193,500.00 |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20211018 for wk 10/11/21-10/17/2021 | \$23,675.00  |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#20210717 for wk 7/13/21-8/11/2021   | \$193,500.00 |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9048- 10/18/21-10/24/21        | \$85,573.25  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9036- 10/11/21-10/17/21        | \$85,363.25  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9045- 3/29/21- 4/4/21          | \$85,966.50  |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9009- 7/13/21- 7/19/21         | \$80,835.00  |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Inv# 1037 09/16/21- 09/30/21                  | \$114,380.00 |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9015- 11/1/21-11/7/21          | \$85,363.25  |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Inv# 1036 09/1/21- 09/15/21                   | \$118,657.00 |
| Shree Sai Siddhi Baltimore, LLC | COVID-19 Holiday Inn Russell St PM9010- 10/25/21-10/31/21        | \$85,903.25  |
| Whitehead Enterprises, LLC      | COVID-19 Whitehead Inv# 1039 10/16/21- 10/31/21                  | \$122,762.00 |
| Whitehead Enterprises, LLC      | COVID-19 Sheltering at Whitehead Inv# 1038 10/1/21- 10/15/21     | \$114,213.00 |
| Net Hospitality Management, LLC | Covid-19 Net Hospitality Inv#2021101 for wk 10/25/21-            | \$22,505.00  |



**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

| 10/31/2021                      |          |     |             |                                      |             |
|---------------------------------|----------|-----|-------------|--------------------------------------|-------------|
| Net Hospitality Management, LLC | Covid-19 | Net | Hospitality | Inv#2021108 for wk 11/1/21-11/7/2021 | \$22,310.00 |
| Net Hospitality Management, LLC | Covid-19 | Net | Hospitality | Inv#20211025                         | \$23,220.00 |
| Net Hospitality Management, LLC | Covid-19 | Net | Hospitality | Inv#20211011                         | \$24,715.00 |
| <b>\$4,374,632.30</b>           |          |     |             |                                      |             |

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020, the Director of Finance approved the procurement of these emergency services. This declaration was reissued on September 1, 2020.

**Req. No.: N/A**

**Agency: Human Service MOHSS**

**MBE/WBE PARTICIPATION:**

Not Applicable. This is a report is of an emergency procurement.

- 20. The Board is requested to accept a report of an emergency procurement for the City during the COVID-19 pandemic.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$1,930,817.73 - Account No.: Various

**BACKGROUND/EXPLANATION:**

The requested action is a report on an emergency procurement. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. Current Mayor, Brandon Scott also agrees with this measure. The vendor listed below provided emergency services, under emergency authority:





**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

|            |                    |                   |           |                       |
|------------|--------------------|-------------------|-----------|-----------------------|
| e          |                    |                   |           |                       |
| Saval      |                    |                   |           |                       |
| Foodservic | Invoice 1042       | Emergency COVID   | Food      | \$150,000.00          |
| e          |                    |                   |           |                       |
| Saval      |                    |                   |           |                       |
| Foodservic | Emergency COVID    | Food Invoice      |           | \$18,000.00           |
| e          |                    |                   |           |                       |
| Corbett    | COVID-19           | Phoebe B. Stanton | Boardroom |                       |
| Technology | Audio/Video (A/V). | V. Remote meeting |           | \$81,472.93           |
|            | Total              |                   |           | <b>\$1,930,817.73</b> |

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020, the Director of Finance approved the procurement of these emergency services. This declaration was reissued on September 1, 2020.

**Req. No.: N/A      Agency: Planning**

**MBE/WBE PARTICIPATION:**

Not Applicable. This is a report is of an emergency procurement.

**AGENDA**

**BOARD OF ESTIMATES**

**12/22/2021**

**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> |
|----------------------|-------------------------------|---------------------------|
|----------------------|-------------------------------|---------------------------|

Bureau of Procurement – cont'd

21. The Board is requested to approve a renewal of **Contract Number B50006133 – Quick Lime for Water Treatment** with Greer Industries, Inc., at PO Box 1900, Morgantown, WV 26507. Period covered is December 16, 2021 through December 15, 2022 with three, one-year renewal options.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$500,000.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

On December 16, 2020, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the first of four, one-year renewal options. This renewal will provide continuation of Quick Lime supplies required for the water filtration process at the Ashburton Filtration Plant. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

**P.O. No.: P553429 Agency: Dept. of Public Works - Water and Wastewater-Ashburton Water Filtration Plant**

**CONTRACT VALUE SUMMARY:**

|   |                     |
|---|---------------------|
| 1. Initial award approved by the Board on December 16, 2020 | \$465,360.00        |
| 2. 1 <sup>st</sup> Renewal pending Board approval           | <u>\$500,000.00</u> |
| Contract Value Total  | <b>\$965,360.00</b> |

**MBE/WBE PARTICIPATION:**

On October 22, 2020, it was determined that no goals would be set because of no opportunity to segment the contract.

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

- 22. The Board is requested to approve an award and execute an agreement of **Contract Number 06000 – emocha License and Services Agreement** to emocha Mobile Health Inc. at 1812 Ashland Avenue, Suite 100, Baltimore, MD 21205. The award period is retroactively from November 1, 2021 through June 30, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$471,900.00 - Account No.: 1001-000000-1474-842800-605008

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

Execution of this agreement will provide a continuation of a Health screening app for City employees and web kiosk portal for visitors to screen at City of Baltimore facilities (with the exception of BCFD and BPD facilities). This initiative is part of the City's COVID-19 safety protocols. The emocha health screening app and portal was originally implemented June 2020 under emergency authorization. The Supplier is the sole provider of the proprietary software and support.

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

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

**Req. No.: R885300 Agency: Baltimore City Office of Information & Technology**

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On December 8, 2021, MWBOO determined no goals could be set due to the software being proprietary, the contract being limited to software, and services being required to be performed by emocha developers and/or data scientists. Additionally, emocha is a MWBOO certified MBE, 18-375151.

- 23. The Board is requested to approve an award of **Federal General Services Administration Contract Number GS-07F-139DA – Police Helicopters** to Davenport Aviation, Inc. at 2300 Marilyn Lane, Columbus, OH 43219. Period covered is December 22, 2021 through June 30, 2026.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$17,926,923.23 - Account No.: 1001-000000-8160-820700-606004

**BACKGROUND/EXPLANATION:**

Three police helicopters will be purchased from a competitively bid, cooperative contract agreement #GS-07F-139DA between the Federal General Services Administration (FGSA) and Davenport Aviation, Inc. The helicopters will replace the older units in the City’s aviation fleet, as part of Aviation Fleet Management’s planned replacement program.

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.

**Req. No.: R889584 Agency: Baltimore Police Department**

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

**MBE/WBE PARTICIPATION:**

On November 22,2021, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

- 24. The Board is requested to approve an award and execute an agreement of **Contract Number 08000 – Master Purchase Agreement** to Environmental Systems Research Institute, Inc., at 380 New York Street, Redlands, CA 92373. Period covered is from January 1, 2022 through December 31, 2027 upon Board approval. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$3,000,000.00 - Account No.: 1001-000000-1472-777900-606008

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

The Supplier is the proprietary software developer for the City’s ArcGIS mapping system for the City’s utilities and network infrastructure. The vendor is the sole provider of proprietary ESRI Geographical Information System (GIS) software licenses, maintenance, and technical support. Execution of this agreement will provide continuation of the software subscription and support for the existing licenses required by City’s GIS utility and network infrastructure mapping operations.

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

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

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.

**Req. No.: R879798 Agencies: BCIT, BCFD, DGS, DOT, DPW, etc.**

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole proprietary software as these proprietary licenses are unavailable from subcontractors.

25. **ACTION REQUESTED OF B/E:**

The Board is requested to approve an award of **Sourcewell contract 013020-SNP-Vehicle Lifts**, with Garage and Fleet Maintenance Equipment to Snap-on Industrial, A Division of IDSC Holdings LLC, at 2801 80<sup>th</sup> Street, Kenosha, WI 53143. Period covered is December 22, 2021 to April 13, 2024 with one, one-year renewal option available if approved by the lead agency. This request meets the condition that there is no advantage in seeking competitive responses.

**AMOUNT OF MONEY AND SOURCE FUNDS:**

\$500,000.00 - Account No.: Various

**BACKGROUND/EXPLANATION:**

The Department of General Services, Fleet Management Division desires to initially use a cooperative contract awarded by Sourcewell to Snap-on Industrial to purchase Automotive Specialty tools on an as needed basis for their requirements. The award of proposed cooperative contract will provide source for initially getting Dual AC machines to service Air Conditioning units on existing city vehicles and equipment.

AGENDA

BOARD OF ESTIMATES

12/22/2021

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

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

Bureau of Procurement – cont'd

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.

**Req. No.: R879497**

**Agency: DGS – Fleet Management**

**MBE/WBE PARTICIPATION:**

Not applicable. This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the Contract requires the vendor to make every good faith effort to utilize minority and women’s business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

26. **ACTION REQUESTED OF B/E:**

The Board is requested to accept a report of an emergency procurement for the City during the COVID-19 pandemic.

**AMOUNT OF MONEY AND SOURCE OF FUNDS:**

\$840.44 - Account No.: Various

**BACKGROUND/EXPLANATION:**

The requested action is a report on an emergency procurement. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of







## AGENDA

### BOARD OF ESTIMATES

12/22/2021

Department of Law – Settlement Agreement and Release

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

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a lawsuit against the City filed by Audrey Davies, arising out of a trip and fall that occurred at or near the southwest corner of S. Ann and Aliceanna Streets on or about October 8, 2017.

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

\$240,000.00 - 2044-000000-1450-703800-603070.

#### **BACKGROUND/EXPLANATION**

Plaintiff, Audrey Davies, claims that she was walking in the 700 block of S. Ann St. near its intersection with Aliceanna St., with her infant child in a carrier on her chest, when she stepped down into the crosswalk at the southwest corner of S. Ann and Aliceanna Streets. There was a storm inlet located in this crosswalk. The elevation of the roadway at the inlet was steep, and the inlet was depressed more than the allowable standard. Consequently, Plaintiff fell forward and attempted to break the fall with her arm, causing debilitating injuries to her right arm.

The impact shattered her right forearm and dislocated her elbow, resulting in multiple surgeries and physical therapy. Plaintiff's total medical bills exceed \$60,000.00. The injuries to her arm also resulted in permanent limitations.

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 to the Board is made to approve the settlement of this claim.

#### **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**

**12/22/2021**

Department of Law – Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a claim for attorneys’ fees reached in Lauren Holmes, et al. v. Baltimore Police Department, et al.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 – 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

Four Plaintiffs filed suit against the Baltimore Police Department (“BPD”), former Baltimore Commissioner Kevin Davis and the Mayor & City Council of Baltimore arising out of their interactions with BPD members in the Harlem Park neighborhood following the shooting death of Detective Sean Suiter in 2017. After the shooting, BPD maintained as a crime scene several square blocks of the neighborhood for multiple days.

The Plaintiffs, who are residents of Harlem Park, allege that BPD’s presence impeded their free access to their homes and that they were stopped by BPD officers without cause. The lawsuit claims violations of Fourth and Fourteenth Amendment rights pursuant to 42 U.S.C. § 1983 as well as violations of Article 26 of the Maryland Declaration of Rights. Plaintiffs demanded both monetary and non-monetary relief.

These underlying claims were settled on or about June 30, 2021. As a prevailing party, Plaintiffs are entitled to attorneys’ fees pursuant to 42 U.S.C. § 1988.

**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

12/22/2021

Department of Law – Department of Labor Wage and Hour Settlement

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

The Board is requested to approve and authorize the settlement of a claim alleging violations of the Fair Labor Standards Act (“FLSA”) stemming from the Department of Labor (Wage & Hour Division) investigation into the overtime pay practices of the Office of the Comptroller.

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

\$119,839.05 - 2044-000000-1450-703800-603070

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

In early 2020, the Department of Labor (“DOL”) investigated the compensatory and overtime pay practices of the Comptroller’s Office. It interviewed nearly all of the employees who worked in the administrative office. Some employees reported that they were required to work overtime without receiving compensatory leave or overtime pay at 1 ½ times their regular rate of pay. Others claimed that they were only allowed to use compensatory leave in *de minimis* increments. The DOL reviewed two years of E-time records and daily sign-in sheets. The records revealed that some employees worked more than 40 hours in a workweek. Further, the DOL concluded that these workers were “non-exempt” for FLSA purposes and therefore entitled to overtime for all hours worked in excess of 40 hours per week. The FLSA contains an exception for “personal staff” of an elected official but does not define the term “personal staff”. Case law has interpreted “personal staff” to include employees who (1) work closely with the elected official in a sensitive position of trust and confidence, and (2) over whom the elected official exercises personal control over the employees’ hiring, promotion, discipline and termination. The DOL concluded that several employees satisfied the “personal staff” exception while other did not. It found that some employees performed duties that were clerical in nature and those employees did not have the requisite contact with the elected official to qualify for the exemption. The Law Department has advised the Comptroller’s office ways in which to restructure the office such that the “personal staff” exemption applies.

The DOL has agreed not to file suit or seek liquidated damages (twice actual damages) if the City voluntarily agrees to pay the employees the back-overtime wages and comply with the FLSA going forward.

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

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

**12:00 NOON**

**ANNOUNCEMENT OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**