

## **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- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.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 JUNE 23, 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 JULY 7, 2021. THE BOARD OF ESTIMATES WILL NOT RECEIVE OR OPEN BIDS ON JULY 7, 2021. THE BOARD OF ESTIMATES WILL RECONVENE ON JULY 14, 2021.**
5. **THE DEADLINE FOR THE JULY 14, 2021 BOARD OF ESTIMATES' AGENDA IS TUESDAY JUNE 29, 2021, AT 11:00 A.M.**

## BOARD OF ESTIMATES' AGENDA – JUNE 23, 2021

### BOARDS AND COMMISSIONS

#### 1. Prequalification of Contractors

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

A.R. Marani Inc.	\$8,000,000.00
American Contracting & Environmental Services, Incorporated	\$110,140,000.00
Asplundh Tree Expert, LLC	\$5,887,610,000.00
Cossentino Contracting Company, Inc.	\$8,000,000.00
Kinsley Construction, Inc.	\$492,420,000.00
Midwest Mole, Inc.	\$98,890,000.00
Northeast Contracting Corporation	\$8,000,000.00

#### 2. Prequalification of Architects and Engineers

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

Development Facilitators, Inc.	Engineer Land Survey
Essential Corrosion Protection, LLC	Engineer
GHD, Inc.	Architect Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**BOARDS AND COMMISSIONS** – cont'd

Greeley and Hansen, LLC

Engineer

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to S & D Property Partners, LLC for an amount that is less than the lien amount for the property known as 1516 E. Preston Street (Block 1150, Lot 04).

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
1516 E. Preston Street	\$ 1,000.00	\$482.88	\$6,414.53	\$1,000.00

**BACKGROUND/EXPLANTION:**

The City acquired the Tax Sale Certificate on July 20, 2020 for 1516 E. Preston Street (Block 1150, Lot 04) in the total amount of \$6,414.53.

S & D Property Partners, LLC has offered to purchase the Tax Sale Certificate for 1516 E. Preston Street for \$1,000.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$2,279.80 for interest and penalties, \$1,344.03 for miscellaneous billing, and \$832.50 for property registration.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to S & D Property Partners, LLC for an amount that is less than the lien amount for the property known as 1647 N. Spring Street (Block 1116, Lot 04).

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
1647 N. Spring Street	\$ 7,000.00	\$4,703.24	\$36,126.36	\$7,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate on October 23, 2019 for 1647 N. Spring Street (Block 1116, Lot 04) in the total amount of \$36,126.36.

S & D Property Partners, LLC has offered to purchase the Tax Sale Certificate for 1647 N. Spring Street for \$7,000.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$7,000.00 covers the assessed value for the property. Other charges include \$18,808.46 for interest and penalties, \$28,516.13 for miscellaneous billing, environmental citation \$2,130.00 and \$3,303.18 alleys and footways.

## AGENDA

**BOARD OF ESTIMATES**

**6/23/2021**

Space Utilization Committee - Transfer of Jurisdiction

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

The Board is requested to approve the transfer of jurisdiction for the properties located at 112 N. Eutaw Street (Block 618, Lot 6) and 420 Aisquith Street (Block 1292 Lot 2) from the inventory of the Department of Housing & Community Development/Baltimore Development Corporation to the inventory of the Department of Transportation.

### **BACKGROUND/EXPLANATION:**

The transfer of the 112 N. Eutaw Street property is needed to widen a portion of Marion Street to accommodate delivery vehicles for the expansion and renovation of the Lexington Street Market.

The transfer of the 420 Aisquith Street property is needed to widen McElderry Street at the intersection of Aisquith Street as part of the Somerset Homes renovation project and to correct the existing dangerous conditions in the turning radius.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on June 4, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Real Estate - Third Renewal of Sub-Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the third renewal option of the Sub-Lease Agreement with the Baltimore City Development Corporation, Sublessor, and the Mayor’s Office of Employment Development, Sublessee, for the rental of the property known as 36 S. Charles Street, consisting of approximately 1,906 square feet on the 20<sup>th</sup> floor. The period of the renewal is July 1, 2021 through June 30, 2022, with no renewal options remaining.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
\$32,173.28	\$2,681.07

Account: 4000-806720-6312-459305-603013

**BACKGROUND/EXPLANATION:**

On June 28, 2017, the Board approved the initial agreement for the period July 1, 2017 through June 30, 2019. The agreement contained three 1-year renewal options. On June 26, 2019, the Board approved the first renewal for the period July 1, 2019 through June 30, 2020. On July 29, 2020, the Board approved the second renewal for the period July 1, 2020 through June 30, 2021. This is the third renewal option.

The Sub-Leased Premises shall continue to be used as office space by the Mayor’s Office of Employment Development. All other terms and conditions of the Sub-Lease Agreement remain in full force and effect.

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Telecommunications - Amendment No. 3 to Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 3 to the Agreement (Amendment) with RLH Telecom Solutions, LLC. The Amendment extends the period of the Agreement through December 31, 2021. The Board is further requested to approve and authorize payment by Expenditure Authorization.

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

\$15,750.00 - 2039-000000-1330-158400-603018  
Not to exceed for a term of 6 months.

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

On May 8, 2019, The Board approved the original agreement with RLH Telecom Solutions, LLC to complete the Telephone Improvement and Procurement Project (TIPP) that implements Voice Over Internet Protocol (VoIP). On December 18, 2019, the Board approved Amendment No. 1 to extend the period of the agreement to December 31, 2020. On October 28, 2020, the Board approved Amendment No. 2 to extend the period of the agreement to June 30, 2021.

This third and final Amendment will allow for completion of delayed technical initiatives as a result of the ongoing COVID-19 pandemic, and continued support for post VoIP implementation. The proposed initiatives for this amendment will include, but are not limited to, evaluating post implementation strategies for contact center applications, providing financial analysis and reporting support as needed, working with the Department of Telecommunications to incorporate the TIPP plan data in future strategic goals, finalizing the disaster recovery plan, closing out the VoIP project with incumbent vendor, and developing a final post implementation report with financials for the Office of the Comptroller.

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Law – Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for a lawsuit brought by Sharon Spencer, Plaintiff.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

Plaintiff, Sharon Spencer, alleges that on or about June 20, 2018, she was walking on the sidewalk at or near 1641 N. Carey Street in Baltimore, Maryland, when she tripped and fell due to an uneven and cracked sidewalk. As a result of this incident, Sharon Spencer, then 55 years old, suffered a broken wrist and injuries to her left knee.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this case, a recommendation to the Board of Estimates is made to approve the settlement of this matter.

**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**

**6/23/2021**

Department of Audits – Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Goldberg (GOLD SRD) Staffing Recruiting and Professional Development for continued professional education training for June 30, 2021, July 2, 2021, and July 6-8, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$18,000.00 - 1001-000000-1310-157800-603020 (\$600.00 x 30 Auditors)

**BACKGROUND/EXPLANATION:**

*Government Audit Standards* require that each Auditor obtain 80 hours of continuing professional education every two years. The foregoing program is part of the Department of Audits' scheduled training for the Fiscal Year 2021.

GOLD SRD has provided the Department of Audits with a group discount for the scheduled training (24 continuing professional education hours), Audit Project Management, held virtually on June 30, 2021, July 2, 2021 and July 6-8, 2021.

**APPROVED FOR FUNDS BY FINANCE**

**PERSONNEL MATTERS**

\* \* \* \* \*

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

11 - 26

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of Finance

1. Reclassify the following filled position:

From:

Classification: Senior Program Assessment Analyst

Job Code: 10183

Grade: 927 (\$67,771.00 - \$108,433.00)

Position No.: 37072

To:

Classification: Principal Program Assessment Analyst

Job Code: 10140

Grade: 929 (\$72,033.00 - \$115,100.00)

Cost: \$8,483.00 - 1001-000000-1411-699800-601001

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

2. A. Abolish the following vacant position:

Classification: Office Support Specialist II

Job Code: 33212

Grade: 075 (\$31,138.00 - \$35,394.00)

Position No.: 12516

- B. Reclassify the following two vacant positions:

From:

Classification: Office Support Specialist II

Job Code: 33212

Grade: 075 (\$31,138.00 - \$35,394.00)

Position Nos.: 49241 and 49243

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of Finance – cont'd

To:

Classification: Customer Care Analyst III  
Job Code: 34265  
Grade: 084 (\$39,651.00 - \$47,323.00)

Cost Savings: (\$9,556.00) – 1001-000000-1480-166400-601001

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

Fire Department

	<u>Hourly Rate</u>	<u>Amount</u>
3. <b>KEITH SWINDLE</b>	\$30.66 for 1,633 hours	<b>\$51,000.00</b> (not to exceed)

Account: 1001-000000-3191-308700-601009

Mr. Swindle will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to reviewing electronic Patient Care Reports for quality and completion; providing appropriate feedback to improve providers' reports; and reporting Protocol violations, poor patient care and areas of concern to the Quality Assurance Officer. He will also assist the Quality Assurance Captain with patient care data interpretation and analysis for overall system improvement, assist in the implementation of the EM quality assurance plan, and keep abreast of current Maryland Medical Protocols and Basic Advance Life Support. The period of the agreement is effective upon Board approval for one year.

Department of General Services

4. Reclassify the following vacant position:

From:

Classification: Energy Program Manager II  
Job Code: 75338  
Grade: 929 (\$72,033.00 - \$115,100.00)  
Position No.: 48940

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of General Services – cont'd

To:

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

Cost: \$57,607.00 - 1001-000000-1914-718200-601001

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

5. Reclassify the following vacant position:

From:

Classification: Operations Officer IV  
Job Code: 31112  
Grade: 931 (\$77,608.00 - \$124,063.00)  
Position No.: 49924

To:

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

Cost: \$11,600.00 - 2029-000000-1982-709500-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
6. <b>VERDELL MAYNOR</b>	\$33.94	<b>\$64,486.00</b>

Account: 2029-000000-1982-192500-601009

Ms. Maynor will continue to work as a Contract Services Specialist II. Her duties

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of General Services

Hourly Rate

Amount

will include, but are not limited to: evaluating requests for and making recommendations on the cleaning and custodial maintenance of Citywide buildings and grounds; reviewing, interpreting, communicating, and enforcing all custodial contracts per specifications/details; receiving critique and expediting processing of cost estimates and determining the length of time necessary to complete projects. She will also be responsible for validating the work; inspecting the work of contractors to ensure compliance with plans and specifications; and conducting progress meetings and determining corrective actions necessary to solve problems. This is a 2% increase from the previous contract due to Ms. Maynor showing a commitment and high level of work ethic in 2021 during the Pandemic of 2020. The period of the agreement is effective upon Board approval for one-year.

Amendment to Agreement

7. **CHRISTINE DJURIC** \$46.99 **\$89,281.00**

Account: 1001-000000-7340-721700-601009

On June 2, 2021, the Board approved an employment contract renewal in the amount of \$46.07 per hour not to exceed \$87,553.00 for one year. However, the contract renewal hourly rate should have been \$46.99 not to exceed \$89,281.00.

Ms. Djuric will continue to work as a Contract Services Specialist II. Her duties will include, but are not limited to: serving as a subject-matter expert in the implementation of architectural conservation of capital projects and developing and providing technical information and knowledge about architectural conservation; performing research and conditions assessments on City historic properties and determining appropriate treatments; coordinating, overseeing and executing preservation/conservation projects with a construction project supervisor and by the principles of scientific methods of conservation for historic building materials. She will also be responsible for reviewing submittals and Requests for Information (RFI) for conformance with architectural conservation practices and make recommendations to project manager regarding submittals and RFI's, adequacy of materials and process specified; and reviewing all tests reports and ensuring they follow specifications. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of General Services - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
8. <b>THOMAS LEE</b>	\$43.49	<b>\$ 82,631.00</b>

Account: 2051-000000-1981-718200-601009

Mr. Lee will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to: performing energy audits of facilities supporting a Building Performance Institute energy analyst Association of Energy Engineers Certified Energy Manager; serving as contract project manager by processing and reviewing payments, conducting biweekly progress meetings, inspections, quality assurance and project execution; and conducting energy project saving estimates and modeling. This is a 2% increase from the previous contract period. The period of the agreement is effective upon Board approval of one year.

Baltimore City Health Department (BCHD)

	<u>Hourly Rate</u>	<u>Amount</u>
9. <b>JOHN FRANK</b>	\$25.00	<b>\$ 1,750.00</b>
Account: 1001-000000-2401-258300-601009		
10. <b>PAULINE HOULIARAS</b>	\$25.00	<b>\$ 1,750.00</b>
Account: 1001-000000-2401-258300-601009		
11. <b>RUTH CANAN</b>	\$25.00	<b>\$ 7,500.00</b>
Account: 1001-000000-2401-258300-601009		
12. <b>ORBIE SHIVELY</b>	\$25.00	<b>\$ 1,750.00</b>

Account: 1001-000000-2401-258300-601009

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Baltimore City Health Department (BCHD)

	<u>Hourly Rate</u>	<u>Amount</u>
13. <b>MARY SUE WELCOME</b>	\$25.00	<b>\$ 1,750.00</b>

Account: 1001-000000-2401-258300-601009

The above individuals will each continue to work as a Contract Services Specialist II. They will provide notices of hearings, in writing, to the aggrieved party, any interested party, and the Office of Animal Control at least five days before the hearing and attend meetings as scheduled by the Chairperson of the Panel. In addition, they will conduct hearings to assure procedural due process in accordance with Panel Hearing Procedure Regulations, obtain all relevant evidence pertaining to the issues in question, and limit the evidence to that which has bearings on the issue involved at the hearings. This is the same hourly rate as in the previous contract period. The period of the agreements is July 1, 2021 through June 30, 2022.

14. <b>MAURICE W. BLAKELY, DDS</b>	\$82.00	<b>\$106,600.00</b>
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Account: 1001-000000-3030-271900-601009

Mr. Blakely will continue to work as a Contract Services Specialist II. He will perform general dentistry procedures which include diagnostic, preventive, periodontal, restorative, removable and fixed prosthodontics, and minor oral surgery treatments. In addition, Mr. Blakely will provide on-site supervision over public health hygienist and clinic staff, provide counsel to the Program Director in the administration of off-site and outreach care services, assist in the development and implementation of collaborative care programs with the BCHD clinics and community partners, and assist the Program Director with clinic and program evaluations to comply with grant funded requirements and Federal, State and Local mandates. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

15. <b>JAMIKA L. YOCHIM, RDH</b>	\$48.00	<b>\$ 87,360.00</b>
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Account: 6000-624021-3030-271900-601009

Ms. Yochim will continue to work as a Contract Services Specialist II. She will provide services within the Eastern and Druid dental clinics and at designated

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

**Baltimore City Health Department (BCHD)**

Hourly Rate                      Amount

outreach facilities and events, and provide diagnostic, preventive and periodontal care to clinic patients. In addition, Ms. Yochim will provide oral health education to clinic patients, outreach participants, participant family members, and facilities staff; serve as a patient referral source for clinic services; and monitor outreach activities and off-site activities and outcomes. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

16.    **SHERRY ADEYEMI**                      \$44.94                      **\$ 53,928.00**

Account: 6000-624922-3100-295900-601009

Ms. Adeyemi, retiree, will continue to work as a Contract Services Specialist I. She will assist in the administrative oversight and support for the Bureau of School Health's Budget, and assist in the administration of the following grants: U-Choose, Administrative Care Coordination, Family Planning, School Nurse, and Vision for Baltimore. In addition, Ms. Adeyemi will assist with the implementation of the School Nurse Electronic Health Record and assist in the development of Standard Operating Procedures for moving, storage and/or disposal of Health Department assets resulting from Baltimore City Public School relocation and closures. This is a 1% increase in the hourly rate from the previous contract period and is in compliance with AM 212-1, Part I. The period of the agreement is July 1, 2021 through June 30, 2022.

17.    **RUTH CANAN**                              \$75.00                      **\$ 9,975.00**

Account: 1001-000000-2401-258300-601009

Ms. Canan will continue to work as a Contract Services Specialist II. She will provide resolution of disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Department's Environmental Health Section, in accordance with Baltimore City Code and/or Rules and Regulations declared by the City. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

**Baltimore City Health Department (BCHD)**

	<u>Hourly Rate</u>	<u>Amount</u>
18. <b>BREEANNA MCMORROW</b>	\$27.50	<b>\$ 44,000.00</b>

Account: 1001-000000-3160-795900-601009

Ms. McMorrow will continue to work as a Contract Services Specialist II. She will recruit youth to participate in sexual health curriculum sessions and coordinate the implementation of the curriculum with community-based facilitators, schools and community-based youth programs. In addition, Ms. McMorrow will work with the Youth Ambassador Programs and Youth Advisory Council to coordinate youth development activities and events, prepare and gather data forms and information as assigned, and serve as a back-up for curriculum implementation. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

19. <b>WINFRED MURPHY</b>	\$23.00	<b>\$ 27,600.00</b>
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Account: 6000-629321-3041-605800-601009

Mr. Murphy, retiree, will continue to work as a Contract Services Specialist I. He will enforce tobacco control laws for the City regarding tobacco retailers and product placement, issuing citations to violators of tobacco control laws and conduct routine field investigations at retail sites regarding tobacco control code violations. In addition, Mr. Murphy will maintain computer data files and prepare reports on complaints, investigations and outcomes, and conduct face-to-face group education for residents, restaurant owners, police officers, youth and others regarding the City's tobacco control laws and citations for violations. He will also maintain records and evidence files on retail inspections and citations issued in a secure locked file, testify in adjudicative Environmental Control Board hearings when a violator appeals a citation, and work with internal and external groups to raise awareness around youth tobacco access, including providing support for system changes. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

**THE BCHD IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED AS OUTLINED IN THE CITY ADMINISTRATIVE MANUAL AM 212-I, PART I.**

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**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

**Baltimore City Health Department (BCHD)**

	<u>Hourly Rate</u>	<u>Amount</u>
20. <b>ANJU GURUNG</b>	\$17.86	<b>\$ 27,861.00</b>

Account: 6000-624922-3100-295900-601009

Ms. Gurung will continue to work as a Contract Services Specialist II. She will establish, retrieve, and maintain files; assist with payroll functions; order and maintain office materials; order clinical supplies and equipment; and create, format, copy, edit, retrieve and print forms, letters and memos; answer telephone calls; and provide information and guidance regarding office functions, operations and procedures. Ms. Gurung will also greet visitors and answer complaints; prepare a wide variety of reports; prepare, receive, open, sort, batch, deliver and distribute mail; enter, retrieve and update information, and generate reports using computer software applications. In addition, Ms. Gurung will review vendor invoices for accuracy and completion prior to administrative approval; assist the Bureau of School Health (BSH) and the BCHD with temperature taking for employees and visitors entering Baltimore City Health buildings, in accordance with established procedures; assist with Fit-Testing of N95s, and coordinate the annual calibration of Spot Machines and Auto Meters used by the BSH Hearing and Vision Program. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

21. <b>MICHAEL PERSON</b>	\$11.75	<b>\$ 12,220.00</b>
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Account: 5000-535722-3021-750500-601009

Mr. Person will continue to work as a Contract Services Specialist II. He will supervise the Commission on Aging and Retirement Education fitness center, perform daily operations including opening and closing procedures, and provide assistance with fitness center programs and services. In addition, Mr. Person will conduct new member orientations including tours, blood pressure screenings and membership card distribution, perform facility and equipment cleaning and maintenance processes, and assist with program marketing and promotions. This is a 7% increase in the hourly rate from the previous contract period due to the increase in the minimum wage. The period of the agreement is July 1, 2021 through June 30, 2022.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

**Baltimore City Health Department (BCHD)**

	<u>Hourly Rate</u>	<u>Amount</u>
22. <b>LEONARD C. BAZE</b>	\$23.00	<b>\$ 27,600.00</b>

Account: 5000-570322-3041-605800-601009

Mr. Baze, retiree, will continue to work as a Contract Services Specialist I. He will enforce tobacco control laws for Baltimore City regarding tobacco retailers and product placement, illegal sale to youth under age 18, and illegal sale of individual cigarettes. Mr. Baze will issue citations to violators of tobacco control laws; work with student transport vendors and Baltimore City Public School System students to conduct compliance checks for under-age purchase of tobacco products, conduct routine field investigations at retail sites regarding tobacco control code violations, and maintain computer data files. In addition, he will prepare reports on complaints, investigations and outcomes; conduct face-to-face group education for residents, restaurant owners, police officers, youth and others regarding the City's tobacco control laws and citations for violations, maintain records and evidence files on retail inspections and citations issued in a secure locked file, and testify in adjudicative Environmental Control Board hearings. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

**THE BCHD IS REQUESTING A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS WORKED AS OUTLINED IN THE CITY ADMINISTRATIVE MANUAL AM 212-I, PART I.**

23. <b>PEARL CORPORAL</b>	\$12.00	<b>\$ 12,480.00</b>
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Account: 5000-535722-3024-750400-601009

Ms. Corporal will continue to work as a Contract Services Specialist II. She will act as a liaison between the public and the Commission on Aging and Retirement Education and the Waxter Center Director, and operate basic office equipment such as the telephone, the computer, the copier, and the fax machine. Ms. Corporal will also register participants for membership, outings, and class participation, maintain membership information in the filing System, send out

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

**Baltimore City Health Department (BCHD)**

Hourly Rate                      Amount

brochures and information to the public, including center members, collect fees for membership, enter membership and class information in the Universal Participant Tracking System, and greet visitors and members. This is the same hourly rate as in the previous contract period. The period of the agreement is July 1, 2021 through June 30, 2022.

24.    **PHYLLIS ZANDER**                      \$22.50                      **\$ 6,300.00**

Account: 4000-433921-3044-761500-601009

Ms. Zander will continue to work as a Contract Services Specialist II. She will schedule and conduct community programs for various programs including, but not limited to Benefits Checkup, the Senior Health Insurance Program; prepare Benefits Checkup reports for seniors, and provide individualized counseling services for seniors and their families regarding the Benefits Checkup report. The period of the agreement is effective upon Board approval through September 30, 2021.

25.    **CAROLYN GRANT**                      \$20.77                      **\$ 24,924.00**

Account: 5000-525722-3100-295900-601009

Ms. Grant, retiree, will continue to work as a Contract Services Specialist I. She will gather pre-examination information for patient case history and assess the patient's needs for appointment scheduling; obtain information from patients for billing purposes; enter medical and personal history data into a computerized medical data base, and complete patient invoice forms for patients and third-party insurers. Ms. Grant will also prepare the examining area for patient examinations, collect laboratory specimens and complete laboratory slips, perform CPR/First Aid and respond to emergencies, and perform medication administration, in accordance with program and Maryland Board of Nursing guidelines. In addition, she will assist the Bureau of School Health (BSH) and the BCHD with temperature taking for employees and visitors entering the Health Department buildings, in accordance with established procedures, and assist with the initial intake and

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Baltimore City Health Department (BCHD)

Hourly Rate                      Amount

screening process for students participating in the BSH School-Based Health Center Teen Pregnancy Prevention Initiative. This is a 2% increase in the hourly rate from the previous contract period and it's in compliance with AM 212-1, Part I. The period of the agreement is July 1, 2021 through June 30, 2022.

Department of Housing and Community Development

26.    **THOMAS F. PRICE**                      \$20.00                      **\$ 34,924.00**

Mr. Price will work as a Contract Services Specialist II. His duties will include, but are not limited to: conducting energy audits and energy analysis of residential and multifamily properties in order to make them more energy efficient; making site visits to engage in data collection and analysis; preparing energy assessment reports; preparing proposals for heating system upgrades, replacements, specification and cost estimates; and performing quality control inspections. The period of the agreement is effective upon Board approval for six-months.

Department of Law

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

Account: 2046-000000-1764-803300-601009

Mr. Muller, retiree, will continue to work as a Contract Services Specialist I. His duties will include, but are not limited to assisting the Law Department by preparing and trying cases on behalf of the City of Baltimore before the Worker's Compensation Commission, in the Circuit Court, and/or other jurisdictions; performing legal research, rendering legal opinions, preparing legal documents and negotiating settlements on behalf of the City. This salary is in compliance with AM 212-1, Part I. The period of the agreement is effective upon Board approval for one-year.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Mayor's Office of Children and Family Success

28. Reclassify the following filled position:

From:

Classification: Volunteer Service Coordinator  
Job Code: 81381  
Grade: 923 (\$63,725.00 - \$102,202.00)  
Position No.: 48442

To:

Classification: Social Program Administrator II  
Job Code: 81152  
Grade: 927 (\$67,771.00 - \$108,433.00)

Cost: \$7,159.59 – 4000-486321-1772-180300-601001

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

29. Reclassify the following vacant position:

From:

Classification: Assistant Coordinator of Preschool  
Job Code: 82135  
Grade: 931 (\$77,608.00 - \$124,063.00)  
Position No.: 48446

To:

Classification: Educational Coordinator  
Job Code: 82133  
Grade: 923 (\$63,725.00 - \$102,202.00)

There are no costs associated with this action.

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Mayor's Office of Employment Development

30. Reclassify the following two filled positions:

From:

Classification: Professional Services  
Job Code: 01225  
Grade: 923 (\$63,725.00 - \$102,202.00)  
Position Nos.: 16227 and 34871

To:

Classification: HR Generalist II  
Job Code: 07395  
Grade: 923 (\$63,725.00 - \$102,202.00)

There are no costs associated with this action.

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

Mayor's Office of Homeless Services

31. Reclassify the following filled positions:

From:

Classification: Program Analyst  
Job Code: 10247  
Grade: 927 (\$67,771.00 - \$108,433.00)  
Position No.: 50328

To:

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

There are no costs associated with this action.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Mayor's Office of Homeless Services

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

Baltimore City Police Department

32. Create the following position:

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

Cost: \$81,558.67 – 5000-510621-2023-733200-607004

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

Department of Transportation

33. A. Abolish the following vacant position:

Classification: Permit & Records Technician II  
Job Code: 33295  
Grade: 083 (\$38,238.00 - \$45,476.00)  
Position No.: 50607

B. Reclassify the following vacant position:

From:

Classification: Transportation Analyst  
Job Code: 72733  
Grade: 092 (\$54,421.00 - \$66,266.00)  
Position No.: 47598

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PERSONNEL**

Department of Transportation – cont'd

To:

Classification: Resource Development Coordinator

Job Code: 31755

Grade: 927 (\$67,771.00 – 108,433.00)

There are no costs associated with this action.

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

34.	<b>CEDRIC LEE</b>	<b>\$18.00</b>	<b>\$14,400.00</b>
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Account: 7000-714120-1871-187400-601009

Mr. Lee will continue to work as a Contract Services Specialist II. His duties will include, but are not limited to: reviewing application of proposed installation of small wireless facilities within the City right-of-way or park properties for compliance with the Small Wireless Facilities and Aesthetic requirements approved by the Planning Commission. Small wireless facility applications will be handled based on the submission order established by the Department and the employee will have no control and discretion as to the order of review of small applications. He will also be responsible for coordinating with small wireless facility applicants to communicate the requirements of the review and approval process, ensuring that all requested public notification is conducted, and coordinating with fellow City agencies that requested public notification is conducted. The period of the agreement is effective upon Board approval for one year.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Mayor's Office of Homeless Services – Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Provider Agreement (Agreement) with St. Ambrose Housing Aid Center, Inc. (Provider). The period of the Agreement is February 1, 2021 through January 31, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$425,393.00 - 4000-407020-3573-759100-603051

**BACKGROUND/EXPLANATION:**

The City received a grant award from the U.S. Department of Housing and Urban Development to undertake the Continuum of Care Program. As a sub-recipient, St. Ambrose Housing Aid Center, Inc. will provide rental assistance and supportive services to 19 individuals and/or their families experiencing homelessness in the City of Baltimore. The Provider will offer services under its Permanent Housing Program.

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

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Health Department (BCHD) – Agreements, Amendment to Agreement, and Ratifications to Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the various Agreements, the Amendment to Agreement, and the ratifications to Agreements.

**AGREEMENTS**

- 1. **BALTIMORE HEALTHY START, INC. (BHS) \$ 28,000.00**

Account: 7000-726321-3080-294200-603051

The Baltimore Healthy Start, Inc. Clinical Community Health Worker is stationed at Total Health Care, a federally qualified health center. Clients who live within the BHS’s service area are referred and assigned a home visitor to provide care coordination services. Clients are assisted with doctor’s appointments, tokens for van transportation to appointments and assistance with child care. The period of the Agreement is July 1, 2020 through June 30, 2021.

The Agreement is late because of administrative delays.

- 2. **BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS, BALTIMORE CITY PUBLIC SCHOOL SYSTEM (BCPSS) \$4,359,729.00**

Account: 6000-624921-3100-295900-406001

The BCPSS, with the assistance of the BCHD, will provide School Health Suite and School-Based Health Center Services to students. The period of the Agreement is July 1, 2020 through June 30, 2021.

The Agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

- 3. **INDEPENDENT MARYLANDERS ACHIEVING GROWTH THROUGH EMPOWERMENT, INC. (IMAGE)** **\$ 42,750.00**

Accounts: 6000-806019-3254-767700-603026	\$ 40,625.00
6000-613321-3044-273300-603026	\$ 2,125.00

The BCHD receives funding from the Maryland Department of Aging for the development of the Nursing Home Program Education.

The IMAGE Center will provide Nursing Home Program Education (NHPE) and Medicaid application assistance to all referred individuals 18 years of age and over who are referred to the Maryland Department of Health or its designee within days of referral by the BCHD. The IMAGE Center will also provide the NHPE for nursing home residents that want to explore the option to return to the community. The period of the Agreement is July 1, 2020 through June 30, 2021.

The Agreement is late because of administrative delays.

- 4. **EDWARD A. MYERBERG SENIOR CENTER, INC.** **\$ 40,998.00**

Account: 4000-433521-3024-761400-603051

The Edward A. Myerberg Senior Center, Inc. will operate a senior program, which will serve as the community focal point for seniors and their caregivers. The services to be provided include, but will not be limited to, social, recreational and educational programs, information and assistance, outreach, wellness, and transportation. The period of the Agreement is October 1, 2020 through September 30, 2021.

This Agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

5. **PROJECT PLASE, INC.** **\$ 81,150.00**

Account: 5000-569721-3023-273303-603051

Project PLASE, Inc. will provide group and individual support sessions focusing on the emotional and traumatic impact of CORONA VIRUS for homeless citizens in its care.

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

**MWBOO GRANTED A WAIVER ON FEBUARY 20, 2021.**

**MBE/WBE PARTICIPATION:**

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

**AMENDMENT TO AGREEMENT**

6. **HEALTHY TEEN NETWORK, INC.** **\$ 15,000.00**

Account: 4000-480621-3080-291900—603051

The Healthy Teen Network, Inc. administers the U Choose Evidence-Based Teen Pregnancy Prevention Program.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

On January 13, 2021 the Board approved the original agreement in the amount of \$80,000.00 for the period of July 1, 2020 through June 30, 2021.

The Amendment to Agreement increases the award by \$15,000.00 for additional training and technical assistance services. This makes the total award amount \$95,000.00.

This Amendment to Agreement is late because of administrative delays.

RATIFICATION OF AGREEMENT

- 7. **HEALTHY TEEN NETWORK, INC.** **\$ 50,000.00**

Account: 4000-499020-3023-718000—603051

The Healthy Teen Network, Inc. was responsible for the development of HIV prevention digital products for virtual learning.

The Healthy Teen Network, Inc. adapted the Making Proud Choices!, an evidenced-based safe sex curriculum into digital products to engage youth during their virtual learning. The period of the Agreement was August 1, 2020 through December 31, 2020.

This Agreement is late because of administrative delays.

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

**MBE/WBE PARTICIPATION:**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

RATIFICATION OF AMENDMENT TO AGREEMENT

8. **THE JOHNS HOPKINS UNIVERSITY/JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE – EMERGENCY FINANCIAL ASSISTANCE** (\$ 2,298.00)

Account: 4000-427720-3023-273317—603051

On September 23, 2020, the Board approved the original Agreement in the amount of \$2,848.00 for the period March 1, 2020 through February 28, 2021.

The Department reduced the amount of the Agreement by \$2,298.00 for reduction of services. This made the total agreement amount \$550.00.

The Amendment to Agreement is late because budget revisions delayed its processing.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

GRANT AGREEMENT

9. **MARYLAND COMMUNITY HEALTH RESOURCES COMMISSION (MCHRC)** \$385,000.00

Account: 5000-521421-3150-271500-405001

The BCHD has been awarded grant funds from the MCHRC for the project titled Improving Access to Prevention Services at Public Health Sexual Health Clinics to support the Sexual Health and Wellness Clinics.

The BCHD will expand prevention services at the clinics to ensure continuity of operations and reach communities most affected by COVID. The prime focus will be on sexually transmitted infections and HIV screening and prevention. The period of the Grant Agreement is May 1, 2021 through April 30, 2023.

The Grant Agreement is late because of administrative delays.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

**MBE/WBE PARTICIPATION:**

N/A

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

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Health Department (BCHD) – Notification of Grant Awards and Ratification of Notifications of Grant Awards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the various Notifications of Grant Awards (NGA) and ratify the NGAs.

**NOTIFICATION OF GRANT AWARDS**

1. **MARYLAND DEPARTMENT OF AGING (MDoA) \$1,418,015.00**

Account: 5000-535421-3254-767700-405001

This NGA, State allocations for FY21, will allow the BCHD to accept and utilize funds received from the MDoA for the State funded Senior Care Program. These funds will provide a variety of services for older adults residing in Baltimore City.

By acceptance of this grant, the BCHD agrees to abide by the terms of the grant application and all applicable Federal and State laws, regulations, policies and procedures. The period of the NGA is July 1, 2020 through June 30, 2021.

This NGA is late because of administrative delays.

2. **MARYLAND DEPARTMENT OF AGING (MDoA) \$ 268,935.00**

Account: 5000-534021-3254-767800-607001

This NGA, State allocations for FY21, will allow the BCHD to accept and utilize funds received from the MDoA for the State funded Senior Assisted Living Subsidy Program. These funds will provide a variety of services for older adults residing in Baltimore City. The period of the NGA is July 1, 2020 through June 30, 2021.

This NGA is late because of delays in the administrative process.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

RATIFICATION OF NGAs

<b>3. MARYLAND DEPARTMENT OF AGING (MDoA)</b>	<b>\$2,530,693.00</b>
Accounts: 4000-433518-3024-268400-404001 Title III B: Access to Senior Services	665,672.00
4000-432918-3255-761200-404001 Title III C1: Congregate Meals	860,799.00
4000-434318-3255-761600-404001 Title III C2: Home Delivered Meals	424,673.00
4000-436218-3255-761800-404001 Title III D: Health Promotion & Education	44,971.00
4000-436118-3255-761700-404001 Title III E: National Family Caregivers	326,883.00
4000-433918-3044-761500-404001 Title VII: Elder Abuse Prevention	5,141.00
4000-433918-3044-761500-404001 Title VII: Ombudsman	20,629.00
4000-433918-3044-761500-404001 Credit Amount for Title VII Ombudsman	1,100.00
6000-633518-3255-771700-406001 Nutrition Services Incentive Program (NSIP)	180,825.00

On January 16, 2019 the Board approved the original NGA in the amount of \$721,454.00 for the period of October 1, 2017 through September 30, 2018.

On October 30, 2019, the Board approved the Second NGA which increased the grant award by \$449,011.00, making the total award amount \$1,170,465.00. The Second NGA also extended the period of the award through September 30, 2018.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

BCHD – cont'd

On November 27, 2019, the Board approved the Third NGA which increased the grant award by \$670,398.00 making the new total amount \$1,840,863.00.

Ratification of the fourth NGA in the amount of \$2,530,693.00 will allow the BCHD to comply with grant reporting requirements. The period of the Grant Award was October 1, 2017 through September 30, 2018.

This NGA is late because of administrative delays.

**4. MARYLAND DEPARTMENT OF AGING (MDoA) \$ 2,087.00**

Account: 4000-433421-3255-761600-404001

This ratification of the second amendment to the NGA from the Maryland Department of Aging (MDoA) was for the FY21 Senior Health Insurance Program (SHIP).

The Board approved the original NGA on November 4, 2020 in the amount of \$57,906.00 for the period of April 1, 2020 through March 31, 2021.

On March 8, 2021 the Department received a second NGA that increased the award amount by \$2,087.00, and made the new total award amount \$59,993.00.

This NGA provided funds to support public education about health insurance plan options to Baltimore City senior residents and their families. The period of the award remained April 1, 2020 through March 31, 2021.

This NGA is late because of administrative delays.

By accepting these grant awards, the BCHD agrees to abide by the terms of the grant applications and all applicable Federal and State laws, regulations, policies, and procedures.

**APPROVED FOR FUNDS BY FINANCE**

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

(The Notifications of Grant Awards have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**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

- |   |         |         |
|---|---------|---------|
| 1. <u>SICO AMERICA, INC.</u>  | \$ 0.00 | Renewal |
| Contract No. 08000 – Staging Equipment at the Baltimore Convention Center – Baltimore Convention Center – P.O. No.: P539760 |         |         |

On January 12, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,906.04. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period January 11, 2021 through January 10, 2022. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This is a sole source contract.

- |  |              |         |
|--|--------------|---------|
| 2. <u>QUALTRAX, INC.</u>   | \$ 11,485.20 | Renewal |
| Contract No. 08000 – Qualtrax Cloud Software License – Baltimore Police Department – P.O. No.: P548810 |              |         |

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

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

On August 27, 2019, the City Purchasing Agent approved the initial award in the amount of \$8,063.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$11,485.20 is for the period July 1, 2021 through June 30, 2022, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

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

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award is below the MWBOO threshold.

- |  |  |                |                |
|--|--|----------------|----------------|
| 3.   | <b>WEST COAST ESCALATOR<br/>CLEANING, INC.</b> | <b>\$ 0.00</b> | <b>Renewal</b> |
| <hr style="border: 0.5px solid black;"/>   |  |                |                |
| Contract No. B50005013 – Escalator Cleaning – Baltimore Convention Center –<br>P.O. No.: P540134 |  |                |                |

On July 12, 2017, the Board approved the initial award in the amount of \$23,300.00. The award contained four renewal options. Three renewals have been exercised. This final renewal in the amount of \$0.00 is for the period July 12, 2021 through July 11, 2022. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. Award is below the MBE/WBE subcontracting threshold at time of initial award.

- |  |   |                    |                 |
|--|---|--------------------|-----------------|
| 4.   | <b>BALTIMORE PRECISION<br/>INSTRUMENTS, LLC</b> | <b>\$ 8,000.00</b> | <b>Increase</b> |
| <hr style="border: 0.5px solid black;"/>   |   |                    |                 |
| Contract No. B50005585 – Preventative Maintenance for Microscopes – Baltimore<br>Police Department – P.O. No.: P545835 |   |                    |                 |

On November 8, 2018, the City Purchasing Agent approved the initial award in the amount of \$22,059.00. The award contained two renewal options. Subsequent actions have been approved. This increase in the amount of \$8,000.00 is necessary for the Forensic Science and Evidence Services Division for microscope preventive

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

maintenance to be perform in the Firearms Examination and Forensic Biology Unit. This increase will make the award amount \$31,859.00. The contract expires on November 7, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award is below the MWBOO threshold.

- |  |              |             |
|--|--------------|-------------|
| 5. <u>QUALTRAX, INC.</u>   | \$ 49,447.46 | Sole Source |
| Contract No. 08000 – Quality Compliance Software – Department of Public Works – Wastewater & Wastewater—Patapsco – Req. No.: R871552 |              |             |

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

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

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently installed equipment at the water treatment plants. This software tracks and administers the required and desired quality compliance and regulatory requirements for all Laboratories and is compatible with equipment and accessories already in place for the Laboratories. The period of the award is March 31, 2021 through March 30, 2025. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

- |   |                      |                        |
|---|----------------------|------------------------|
| 6. <u>ALFA LAVAL, INC.</u>  | <u>\$ 250,000.00</u> | <u>Selected Source</u> |
| Contract No. 06000 – Backriver, Ashbrook Replacement Parts – Department of Public Works – Req. No.: R875663 |                      |                        |

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

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

Alfa Laval, Inc. is the Original Equipment Manufacturer (OEM) of the Ashbrook Simon-Hartley Aquabelt conveyors used at the Back River Wastewater Treatment Facility. These parts have been used for a protracted period of time and are essential to the daily operations of the plant. If the Department of Public Works (DPW) should change the parts to different models, it will be costly and time consuming. The DPW therefore seeks to continually use Alfa Laval, Inc. for the supply of these replacement parts.

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

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON MAY 20, 2021.**

- |  |                       |                        |
|--|-----------------------|------------------------|
| 7. <u>ACCENTURE,</u>   | <u>\$3,418,910.00</u> | <u>Third Amendment</u> |
| <u>LLP</u>   |                       | <u>to Agreement</u>    |
| City and County of Denver Contract Number TECHS-201523139 – Enterprise Resource Planning Project – Finance, Department of Human Resources, Baltimore City Office of Information and Technology – P.O. No.: P548265 |                       |                        |

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

On June 12, 2019, the Board approved the initial award in the amount of \$7,293,160.00. Subsequent actions have been approved. This third amendment to agreement will provide the following: (i) extend the deploy (go-live) target of Workday Phase 2 Financials to February 2022 from the planned April 2021 date and delay the Phase 3 project to start in May 2022 from the planned start of June 2021; (ii) change the termination date to November 30, 2022; and (iii) increase the not to exceed amount of the contract by \$3,418,910.00, making the total amount of funding under the Agreement, as amended, an amount not to exceed \$13,874,350.00.

**MBE/WBE PARTICIPATION:**

On May 31, 2019, MWBOO set goals of 4% MBE and 3% WBE. On April 20, 2021, MWBOO found Accenture, LLP in compliance.

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

**MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 20, 2021.**

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

- |    |  |                           |
|----|--|---------------------------|
| 8. | <b>NATIONAL CAPITAL INDUSTRIES</b>   | Increase and<br>Extension |
|    | \$100,000.00   |                           |
|    | Contract No. B50005392 – Supply Barriers/Quadguards – Department of Transportation – P.O. No.: P544099 |                           |

On June 6, 2018, the Board approved the initial award in the amount of \$48,990.00. Subsequent actions have been approved. This extension is necessary for the continuity of service to purchase the needed public safety equipment to be used by

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

the Transportation Department throughout the City. A new solicitation will be conducted and awarded expeditiously. The period of the award is June 5, 2021 through December 31, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |    |  |                |                  |
|----|--|----------------|------------------|
| 9. | <u>S&amp;S WORLDWIDE, INC.</u>   | <u>\$ 0.00</u> | <u>Extension</u> |
|    | Contract No. B50004608 – Various Games for Recreation Centers – Department of Recreation and Parks – P.O. No.: P535873 |                |                  |

On June 21, 2016, the City Purchasing Agent approved the initial award in the amount of \$17,435.21. The award contained four renewal options. Subsequent actions have been approved and four renewals have been exercised. This extension is needed in support of the summer youth for this season. A new solicitation is being prepared for these items and services. The period of the extension is June 20, 2021 through December 31, 2021, with no renewal options. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |     |  |                     |                  |
|-----|--|---------------------|------------------|
| 10. | <u>FERGUSON ENTERPRISES, INC.</u>  | <u>\$ 60,000.00</u> | <u>Extension</u> |
|     | Contract No. B50004438 – Various Type K – Copper Tubing – Department of Public Works, Water and Wastewater – P.O. No.: P549079 |                     |                  |

On February 3, 2016, the Board approved the initial award in the amount of \$200,000.00. The award contained four renewal options. Subsequent actions have been approved and four renewals have been exercised. This extension is necessary to continue sourcing items covered by the existing contract and give time

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

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

for initiating the competitive bidding process to have a new contract in place. The contract expired on February 19, 2021. The period of the extension is February 20, 2021 through December 1, 2021.

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

**MBE/WBE PARTICIPATION:**

On December 7, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON DECEMBER 7, 2015.**

11. THE H.J. POIST GAS

<u>COMPANY</u>	<u>\$ 0.00</u>	<u>Extension</u>
Contract No. B50005325 – Liquid Propane – Recreation and Parks, Fire Department, etc. – P.O. No.: P543981		

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

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

On May 16, 2018, the Board approved the initial award in the amount of \$600,000.00. An extension is being requested to continue providing various city locations with liquid propane while a new solicitation is advertised, evaluated and awarded. The contract expired on June 10, 2021. The period of the extension is June 11, 2021 through October 10, 2021.

AGENDA

BOARD OF ESTIMATES

6/23/2021

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

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

**MBE/WBE PARTICIPATION:**

On January 22, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JANUARY 22, 2018.**

12. ARC ENVIRONMENTAL, LLC	\$ 0.00	Correction and Extension
Contract No. B50003742 – Lead Risk Assessment Services – Department of Housing and Community Development – P.O. No.: P529394		

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

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

On November 12, 2014, the Board approved the initial award in the amount of \$200,000.00. The award contained two renewal options. Subsequent actions have been approved and two renewals have been exercised. This extension is necessary to continue services until the award of solicitation B50006148.

On April 22, 2020, the Board approved a no-cost extension to the contract. The Board letter listed an increase in the amount of \$130,000.00. The letter was erroneous and no additional funds were added to the contract. The contract expired on May 11, 2021. The period of the extension is May 12, 2021 through October 31, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 4, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 4, 2014.**



## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – Developer’s Agreement

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

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1752 (Agreement) with KC Ashland, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

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

\$20,454.00 – Performance Bond

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

KC Ashland, LLC desires to install water and electrical conduit improvements to support a new commercial and residential apartment building located at 1923 Ashland Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$20,454.00 has been issued to KC Ashland, LLC, which assumes 100% of the financial responsibility.

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

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

(The Developer’s Agreement No. 1752 has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – Developer’s Agreement

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

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1760 (Agreement) with Sinai Parking Facility, LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

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

\$44,893.00 – Performance Bond

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

Sinai Parking Facility, LLC desires to install new water service for a Fire Hydrant and sanitary sewer connection improvements to its proposed new building located at 5400 Preakness Way. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$44,893.00 has been issued to Sinai Parking Facility, LLC, which assumes 100% of the financial responsibility.

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

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

(The Developer’s Agreement No. 1760 has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – Developer’s Agreement

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

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1711 (Agreement) with Parkway Overlook Apartments 9 LLC. The period of the Agreement is effective upon Board approval until final acceptance by the City after the maintenance period.

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

\$20,020.00 – Performance Bond

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

Parkway Overlook Apartments 9 LLC desires to install water services for a proposed multi-family apartment building located at 1610, 1612 and 1618 North Hilton Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$20,020.00 has been issued to Parkway Overlook Apartments 9 LLC, which assumes 100% of the financial responsibility.

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

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

(The Developer’s Agreement No. 1711 has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – Dockless Vehicle Program 2021 Permit Fees

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

The Board is requested to approve the permit fees to be charged to Dockless Vehicle for Hire providers who are awarded permits by the Department.

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

This program is at no cost to the City. Fees are charged to Dockless Vehicle providers.

It is anticipated that \$168,000.00 from permit fees will be deposited into Account No. 1001-000000-2303-749801-403065 - General Funds.

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

The Dockless Vehicle Pilot Program was established August 15, 2018 through agreements with each participating vendor approved by the Board. In total, four vendors were approved by the Board to operate in the program for a fee a \$15,000.00 plus \$1.00 per vehicle deployed each day. These agreements were originally approved by the Board to last through February 28, 2019. On February 27, 2019 the Board approved the extension of these agreements through July 31, 2019 because the City Council introduced a bill to make the program permanent.

City Council Bill 19-0324, which was signed on May 6, 2019, established an annual permit to replace the pilot program for Dockless Vehicles for Hire to be administered by the Department. On July 29, 2019 the Department issued a Notice To Proceed for permits awarded to the vendors. This program went into effect on August 1, 2019. The cost of administration is to be charged to providers as outlined in the newly adopted City Code:

Article 31 Section 38-6 (C): COST RECOVERY. THE COST OF PROGRAM ADMINISTRATION SHALL BE CHARGED TO THE PROVIDERS THROUGH THE IMPOSITION OF FEES ESTABLISHED BY THE DEPARTMENT AND APPROVED BY THE BOARD OF ESTIMATES.

Program fees were approved by the Board on June 26, 2019 for the first annual permits, which became effective on August 1, 2019. These permits were slated to expire on July 31, 2020 but were extended due to the Governor's Executive Orders for the COVID-19 pandemic.

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – cont'd

#### **COVID-19 PANDEMIC EXTENSION**

On March 5, 2020 the Governor issued an Executive Order for the Declaration of a State of Emergency and Existence of Catastrophic Health Emergency – COVID-19. The Governor's Executive Order of June 19, 2020, restating the Governor's Executive Order of March 9, 2020, provided that "all licenses, permits, registrations and other government authorizations issued by the State of Maryland, or by any political subdivision in State of Maryland (collectively "The Covered Authorizations")" ... are "hereby extended to the 30th date after the date by which the emergency is terminated...."

The Governor's Executive Order of March 9, 2021, restating the Governor's Executive Order of June 19, 2020, stated that "the expiration date of each Covered Authorization is hereby extended to June 30, 2021." In effect, any license or permit whose expiration had been extended under the Governor's Executive Order of June 19, 2020 was made to expire no later than June 30, 2021.

The two Executive Orders took effect upon issuance by operation of law. In other words, their legal effect was automatic, requiring no further act by a State entity or a local government, including any act of the Mayor, the City Council or the Board of Estimates, to approve the extensions and terminations of licenses, permits, registrations and other government authorizations affected by the Executive Orders.

#### **PREVIOUS FEES COLLECTED**

During the Pilot Period (August 15, 2018- July 31, 2019) a \$15,000.00 permit fee was imposed, along with a \$1.00 per vehicle per day infrastructure charge. Permit fees collected from the Pilot Period totaled \$60,000.00. Infrastructure charges from this period totaled approximately \$339,373.00.

During the first permit period (August 1, 2019 and extended through June 30, 2021) vendors paid a \$70,000.00 permit fee plus a \$0.10 per ride tax. Permit fees collected from the first annual permit totaled \$280,000.00. Excise taxes collected to date have totaled \$203,685.60.

#### **CALCULATION OF PERMIT FEES**

The program administration fees are calculated as program expenses and divided by the number of permits which the Department plans to award. Below is the calculation of fees for the next permits to be issued for July 2021- June 30, 2022. In addition to these fees, the Dockless Vehicle permit holders remit \$0.10 per trip in Baltimore City.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Transportation – cont'd

<b>Dockless Vehicle Program 2021- Administrative Expenses and Permit Fees</b>		
<b>Program Expense</b>	<b>Cost to DOT</b>	<b>Fee per permit (4)</b>
Program Staff (consultant from on call contractor) 15- 20 hours per week	\$100,000	\$25,000
Community Education \$4,000 Print Materials/designs \$14,000 PSA& Ad placement \$10,000 Community Events	\$28,000	\$7,000

Department of Transportation – cont'd

Evaluation <i>Data storage and analysis</i>	\$20,000	\$5,000
Shared Mobility Corrals <i>Construction of Shared mobility corrals</i>	\$20,000	\$5,000
<b>TOTAL</b>	<b>\$168,000</b>	<b>\$42,000</b>

*Please note that in addition to this permit fee, all Permit Holders must also pay a \$.10 per trip fee. This fee amounts to about \$100,000 in payment annually which is allocated towards program support, including bicycle and scooter infrastructure.*

**MBE/WBE PARTICIPATION**

Not applicable.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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.	1008 W. 36th Street  Flat Charge: \$52.80	R.H.H.L.L.C.	A-Frame Sign 27" x 46"
2.	253 S. Broadway Street  Flat Charge: \$831.60	E&J Real Estate Development, Inc.	Wrap Around Awning 44' x 3'
3.	401 S. Broadway  Annual Charge: \$252.00	Allen Qadir	(1) 2 Yd. Dumpster 6' x 3'
4.	413 W. Baltimore Street  Annual Charge: \$1,008.00	Balti-West 400, LLC	(4) 2 Yd. Dumpsters 6' x 3'
5.	2003 Fleet Street  Annual Charge: \$717.00	Scare Sucre, LLC	Outdoor Seating 60 sq. ft. on Fleet St. 83 sq. ft. on Washington St.

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**EXTRA WORK ORDERS AND TRANSFERS OF FUNDS**

\* \* \* \* \*

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

54 - 58

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfers 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**

**6/23/2021**

**EXTRA WORK ORDERS**

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

- |    |   |                 |                        |             |
|----|---|-----------------|------------------------|-------------|
| 1. | EWO #003, \$72,094.00 – TR 16301, Replacement of Bridge No. BC 4202<br><u>Broening Highway over Colgate Creek and Associated Roadway Improvements</u> |                 |                        |             |
|    | \$17,737,777.00   | \$ 2,918,188.84 | Alan Myers MD,<br>Inc. | 530<br>days |
|    |   |                 |                        | 22.00%      |

This change order is necessary to change the pipe rollers for waterline from steel to polyurethane as result of Redline revision #1. In addition, a request for 530 compensable CCD time extension is requested due to delays as a result of Redline revision #2, which required the contractor to devise a plan to work from the top of the existing bridge as opposed to a causeway. This deleted the causeway item and in turn will add an additional 341 days to the contract and cause the crew that was originally scheduled to finish the work in 768 days to finish in 1,109 days. There was another delay of 189 days to the project due to not having the Erosion & Sediment Control permit. The total number of additional days will be 530 calendar days. The Notice to Proceed was issued on November 15, 2018 with a completion date of December 21, 2020. The 530 days will result in a new completion date of June 4, 2022. The Department of Transportation is requesting a ratification for time extension due to administrative delays. The delays were caused by processing the change order including the review and approval process from Federal Highway and State Highway Administration. The additional 530 calendar days will allow time to complete the construction of the Broening Highway project.

**DBE PARTICIPATION:**

The Contractor has achieved 20.66% of the established 18% DBE goal.

**THE EAR DOES NOT REQUIRE MWBOO APPROVAL.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**EXTRA WORK ORDERS**

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

Department of Transportation – cont’d

**2. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$150,000.00</b>	9960-902195-9558	9960-904977-9557-2
Water Revenue Bond	Broening/Colgate Creek	Extra Work

The transfer will cover extra work costs for TR 16301, Replacement of Bridge No. BC-4202 Broening Highway over Colgate Creek.

3. EWO #001, \$411,625.00 – TR 20015 – Concrete Slab Repairs Citywide

\$1,066,567.20	-	Santos Construction Co., Inc.	90 days	90.00%
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This extra work order will authorize the Department of Transportation to add additional locations due to deteriorating conditions at various locations throughout the City. The additional work requires a 90 non-compensable time extension. The Notice to Proceed was issued on September 29, 2020 with a completion date of September 27, 2021. The additional time will result in a new completion date of December 26, 2021.

**MBE/WBE PARTICIPATION:**

**MBE: 22%**  
**WBE: 9%**

The Contractor has achieved 31.17% of the MBE goal and 13.11% of the WBE goal.

**THE EAR WAS APPROVED BY MWBOO ON JUNE 2, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**EXTRA WORK ORDERS**

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

Department of Transportation – cont’d

**4. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$452,787.50</b>	9950-916073-9509	9950-905566-9508-2
GF (HUR)	Construction Reserve	Contingencies
	Concrete Roadway	Concrete Slab Improvements
	Slab Repairs	TR 20015

The transfer will fund the costs of adding additional locations and other costs associated with change order #1 on project TR 20015, Concrete Slab Repairs Citywide with Santos Construction Company, Inc. in the amount of \$411,625.00.

5. EWO #004, \$101,032.57 – TR 19009 – Structural Repairs Citywide JOC 1

<u>\$1,494,700</u>	<u>\$ 789,328.71</u>	<u>Allied Contractors,</u>	<u>-</u>	<u>-</u>
		Inc.		

This extra work order will authorize the construction of new equipment, landscaping, and drainage for the Mary E. Rodman Playground.

**MBE/WBE PARTICIPATION:**

**MBE: 20%**

**WBE: 5%**

The Contractor has achieved 20.14% of the MBE goal and 5.51% of the WBE goal.

**THE EAR WAS APPROVED BY MWBOO ON MARCH 31, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**EXTRA WORK ORDERS**

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

6. EWO #001, \$0.00 – TR 20011 – Resurfacing Highways at Various Locations - Northwest Sector II

-	-	P. Flanigan & Sons, Inc.	90 days	-
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This extra work order will authorize extra time needed to complete ongoing work being done on the contract that required asphalt placement, pavement markings, 7-inch concrete placement, sidewalk and ADA ramp repairs. A 90-day non-compensatory time extension for this contract will be needed for completion of the proposed work to exhaust the total allocated funds to meet the DOT TEC goal on lane miles. The additional time will result in a new completion date of July 29, 2021.

**MBE/WBE PARTICIPATION:**

**MBE:** 23%

**WBE:** 9%

The Contractor has achieved 24.94% of the MBE goal and 9.88% of the WBE goal.

Department of Public Works/Office  
of Engineering and Construction

7. EWO #001, \$0.00 – WC 1363 – Allendale Neighborhood and Vicinity Water Main Rehabilitation

\$9,329,174.00	\$1,499,990.60	R.E. Harrington Plumbing & Heating Co.	102 days	98%
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This is the first time extension and will increase the duration of the contract by 3.4 months for a total contract time of 102 days. The current construction completion date is March 4, 2021 and the new construction completion date is June 14, 2021.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**EXTRA WORK ORDERS**

<u>Contract</u> <u>Awd. Amt.</u>	<u>Prev. Apprvd.</u> <u>Extra Work</u>	<u>Contractor</u>	<u>Time</u> <u>Ext.</u>	<u>%</u> <u>Compl.</u>
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Department of Public Works/Office  
of Engineering and Construction – cont'd

**MBE/WBE PARTICIPATION:**

**MBE:** 38%

**WBE:** 2%

The Contractor has achieved 49.06% of the MBE goal and 6.17% of the WBE goal.

**THE EAR WAS APPROVED BY MWBOO ON APRIL 26, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Baltimore City Fire Department – Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptant of the FY2021 Advanced Life Support (ALS) Education Grant Agreement from the Maryland Institute for Emergency Medical Services Systems. The period of the award is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$24,522.26 - 5000-558320-3191-309500-405001

**BACKGROUND/EXPLANATION:**

The purpose of the grant is to enable the Baltimore City Fire Department to complete FY2021 ALS training courses. There are no future obligations of the Fire Department or the City as a result of the receipt of this grant.

The grant agreement is late because of administrative delays at the State.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Emergency Management Agency (MEMA) for the FY2020 Emergency Management Performance Grant Program – COVID-19 Supplemental, Award # EMP-2020-EP-00009-SO1. The period of the award is January 27, 2020 through July 31, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$ 66,744.21	-	4000-445721-2131-228200-600000
<u>66,744.21</u>	-	1001-000000-2131-228200-600000
<b>\$133,488.42</b>		

**BACKGROUND/EXPLANATION:**

The Emergency Management Performance Grant Program- COVID-19 Supplemental grant requires a 100% match with local in-kind funds that will be provided from service 608 (general fund 1001-000000-2131-228200-600000).

Through the events which have occurred related to COVID-19, the Baltimore City Office of Emergency Management (MOEM) has identified two primary needs for the EMPG-S funding: Personal protective equipment (PPE) and a planner responsible for COVID-specific work. The Planner would help to work on citywide occupational and health programs, the elimination of potential risk via protocol compliance (PPE, cleaning and disinfection, distancing, etc.) and administrative controls.

The grant award is late due to late receipt of award documents.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Baltimore City Fire Department – Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a grant award from the Maryland Emergency Management Agency (MEMA) for the FY2020 Emergency Management Performance Grant Program, Award # EMP-2020-EP-00002-SO1. The period of the award is October 1, 2019 through September 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$233,984.92 - 4000-437421-2131-228200-600000  
233,984.92 - 1001-000000-2131-228200-600000  
**\$467,969.84**

**BACKGROUND/EXPLANATION:**

The Emergency Management Performance Grant Program- COVID-19 Supplemental grant requires a 100% match with local in-kind funds that will be provided from service 608 (general fund 1001-000000-2131-228200-600000).

Through the events which have occurred related to COVID-19, the Baltimore City Office of Emergency Management (MOEM) has identified two primary needs for the EMPG-S funding: Personal Protective Equipment (PPE) and a planner responsible for COVID-specific work. The Planner would help to work on citywide occupational and health programs, the elimination of potential risk via protocol compliance (PPE, cleaning and disinfection, distancing, etc.) and administrative controls. The grant is provided to enhance and strengthen emergency management capabilities at the state and local level.

The grant award is late because of late receipt of award documents.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of General Services – Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Agreement from the Maryland Energy Administration (MEA).

**AMOUNT OF MONEY AND SOURCE:**

\$226,029.00 – 5000-520821-1914-718200-405001

**BACKGROUND/EXPLANATION:**

On October 1, 2020, the Department of General Services (DGS) responded to a funding opportunity under the MEA Low- and Moderate-Income (LMI) grant program. Funding is awarded to local municipalities and not-for-profit agencies for projects that increase energy efficiency to the benefit of LMI households. MEA awarded \$226,029.00 to the City of Baltimore for energy efficiency measures for multiple recreation centers and a community action center.

Of the total award of \$226,029.00, the MEA allows up to \$22,603.00 to be used for administrative costs with a remainder of \$203,426.00. Where feasible, the DGS plans to support the grant funding with up to \$36,000.00 in utility rebates and up to \$15,000.00 in minor repairs. The DGS also proposed to MEA that they may match the grant funding with up to \$85,000.00 in capital improvements at the community action center, a project that is in the capital improvement plan. This represents a total potential investment of \$339,426.00 plus administrative support of \$22,603.00, which totals \$362,029.00. The grant does not require matching funding.

Unless granted an extension by the MEA, all work must be completed by August 1, 2022 with the final report due September 1, 2022. For utility rebates, the DGS typically gives the utility permission to distribute the rebates directly to the vendor, and the vendor charges the City only the net cost.

**MBE/WBE PARTICIPATION:**

Not applicable.

**APPROVED FOR FUNDS BY FINANCE**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of General Services – cont'd

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Housing and - Interdepartmental Memorandum of Understanding  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interdepartmental Memorandum of Understanding (MOU) between the Department of Housing and Community Development (DHCD) and the Mayor’s Office of Children and Family Success (MOCFS).

**AMOUNT OF MONEY AND SOURCE:**

\$6,900,000.00 - 2089-208921-5930-818303-607001

**BACKGROUND/EXPLANATION:**

The agreement will provide Community Development Block Grant/Coronavirus Response Grant (CDBG-CV1) funds awarded by HUD to DHCD under the CARES Act, to the MOCFS to support its Eviction Prevention Program.

On September 2, 2020, the Board approved an Interagency Agreement between the Mayor's Office of Children and Family Success, the Mayor's Office of Homeless Services and the Department of Housing and Community Development. The Agreement outlined the coordinated planning and administrative efforts of DHCD, MOCFS and the Mayor’s Office of Homeless Services (MOHS) to assist very low- and low-income households adversely impacted by COVID-19, particularly in maintaining housing due to their inability to pay rent when due which may result in evictions and homelessness.

This MOU makes available to MOCFS \$6,900,000.00 of the \$8,751,766.00 in CDBG-CV1 funds identified as a potential federal funding source in the September 2, 2020 MOU. The MOCFS will continue its efforts to prevent evictions due to loss of income. MOCFS will allocate the CDBG-CV1 funds among other financial resources to make payments to landlords and utility companies on behalf of low and moderate-income tenant households (80% or less of area median income) facing a housing emergency due to a COVID-19 impact.

**MBE/WBE PARTICIPATION :**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

DHCD – cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Housing and – Contract of Sale  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Contract of Sale to purchase the fee simple interests in 403 E. 21<sup>1/2</sup> Street, 405 E. 21<sup>1/2</sup> Street, 407 E. 21<sup>1/2</sup> Street, 409 E. 21<sup>1/2</sup> Street, 411 E. 21<sup>1/2</sup> Street, 413 E. 21<sup>1/2</sup> Street, 415 E. 21<sup>1/2</sup> Street, 417 E. 21<sup>1/2</sup> Street, and 419 E. 21<sup>1/2</sup> Street from the Housing Authority of Baltimore City (HABC).

**AMOUNT OF MONEY AND SOURCE:**

Funds are available from the following account number for the following projects:

	Address	Amount	Account Number	Account Name	Project Name
1.	403 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
2.	405 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
.	407 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
4.	409 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
5.	411 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
6.	413 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
7.	415 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
8.	417 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay
9.	419 E. 21½ Street	\$1,000.00	9910-904713-9588-900000-704040	AHP - Barclay Afford. Hous. Acq.	Barclay

Total \$9,000.00

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

DHCD – cont'd

**BACKGROUND/EXPLANATION:**

This contract of sale enables the Mayor and City Council of Baltimore to acquire the interests in the above listed vacant property, for redevelopment.

Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code and subject to the prior approval of the Board of Estimates, the Department of Housing and Community Development may acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment. The Commissioner of Housing has made the required determination with regard to these properties, and these properties will be redeveloped.

The Board of Commissioners of the HABC and the U.S. Department of Housing and Urban Development have approved the disposition in accordance with 24 CFR, Part 970.

**MBE/WBE PARTICIPATION:**

N/A

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

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

The Board is requested to approve the release of the demolition lien on the property located at 1002 N. Fulton Avenue, plus all accrued interest and penalties, for Mr. Kevin Blackstone, Developer.

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

\$7,000.00 – Assessed value

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

The Annotated Code of Maryland, Tax Property §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 DHCD requests the release of liens associated with 1002 N. Fulton Avenue.

Mr. Blackstone will pay the City the amount of \$7,000.00, (the assessed value), which is higher than the combination of the flat tax and water charges (\$1,244.61). 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 rental unit at market rate.

The approval to release the liens in excess of the \$7,000.00 paid to the City will make redevelopment financially feasible, prevent tax abandonment, and ultimately return the property to productive use and 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 \$7,000.00 within 120 days from the date of approval by the Board of Estimates will void this release.

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

The Developer will purchase this 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 Lien Release has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

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

The Board is requested to approve and authorize execution of a Side Yard Land Disposition Agreement for the sale of a City-owned property located at 4901 Reisterstown Road (Block 4595, Lot 014) to Ms. Loretta Clark, Developer.

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

\$928.00 - Purchase Price

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

The lot will be sold for the price of \$928.00, of which \$400.00 will be held in escrow by the City for the benefit of Ms. Clark, to be applied at settlement for closing costs including transfer taxes, recordation fees, taxes and associated title services.

The Developer will be using private funds to pay for the acquisition and maintenance of the property.

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

The City has agreed to convey the property known as 4901 Reisterstown Road (Block 4595, Lot 014) to the adjacent property owner. As a condition of the conveyance, Ms. Clark has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City has the legal authority to dispose of the Property pursuant to Article II, § 15 of the Baltimore City Charter, Article 13 of the Baltimore City Code which established the Department of Housing and Community Development, Article 28, Subtitle 8-3 and Article 13, §2-7 (h) of the Baltimore City Code.

The property is being sold for \$928.00, as the Developer holds title on the adjacent property as owner-occupied. The rationale for the conveyance is as follows:

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

#### DHCD – cont'd

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

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

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Side Yard Land Disposition Agreement for the sale of a City-owned property located at 4019 Old York Road to My Father’s Plan, Inc., Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Purchase Price

**BACKGROUND/EXPLANATION:**

The lot will be sold for the price of \$1,000.00, of which \$400.00 will be held in escrow by the City for the benefit of My Father’s Plan, Inc. to be applied at settlement for closing costs including transfer taxes, recordation fees, taxes and associated title services.

The Developer will be using private funds to pay for the acquisition and maintenance of the property.

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

The City has agreed to convey the property known as 4019 Old York Road to the adjacent property owner. As a condition of the conveyance, My Father’s Plan, Inc. has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The 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 FRO SALE BELOW THE APPRAISED VALUE:**

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Per the Side Yard Policy, an appraisal is not required.

The property is being sold for \$1,000.00, as the Developer holds title on the adjacent property as non-owner-occupied. The rationale for the conveyance is as follows:

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

#### DHCD – cont'd

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

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

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

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Housing and  
Community Development (DHCD) – Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement, (Agreement) with the inclusion of a Form of Mortgage, with EwinCorp One LLC. The period of the Agreement is effective upon Board approval for one year. EwinCorp One LLC has the option to request, in writing, a one-year extension to the Agreement.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction, subject to review and approval for form and legal sufficiency by the Department of Law.

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

\$50,000.00 - 9910-909214-9588

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

On June 3, 2019, the DHCD released two Notifications of Funding Availability titled the INSPIRE Development Incentives. One was for the Arlington Community (Arlington INSPIRE) and one was for the Pimlico Community (PIMLICO INSPIRE). The purpose of the Incentive is to leverage the 21<sup>st</sup> Century Schools Initiative and to enhance the connection between the schools and the surrounding neighborhood while stabilizing neighborhoods and promoting new investment around the newly modernized schools.

Recipients of this award can request up to \$50,000.00 per property, provided the total request for funds does not exceed \$500,000.00. The development incentive will be used strictly for construction costs associated with the redevelopment of vacant properties of which the applicant has site control, within a quarter-mile radius of Arlington Elementary School and Pimlico Elementary School.

Construction costs include demolition work, site work, and structure work. Recipients must market property for homeownership for at least 120 days, unless an entity is using the building for a community benefit. Once marketed for 120 days, the property can be used for homeownership or rental.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

DHCD – cont'd

On June 1, 2020, the DHCD awarded EwinCorp One LLC a total of \$50,000.00 from Pimlico INSPIRE. EwinCorp One LLC will enter into an agreement with the DHCD to receive the funds. The agreement will be secured by a Mortgage. The Mortgage will expire after construction on the property is completed and a use and occupancy permit is issued.

The funds are to be used in the Pimlico Community for 3033 Garrison Avenue (Acquired from private seller).

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

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N/A

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON JANUARY 28, 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

6/23/2021

Department of Housing and – Grant Agreement  
Community Development

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

The Board is requested to approve and authorize execution of a Grant Agreement with the Comprehensive Housing Assistance, Inc. (CHAI). The period of the agreement is effective upon Board approval for 24 months. The CHAI may submit a written request to the Department of Housing and Community Development (DHCD) requesting a one-year extension to the period of the agreement.

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

\$400,000.00 – 9910-909218-9588

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

On June 3, 2019, the DHCD put out two Notices of Funding Availability (NOFA) called the INSPIRE Development Incentives.

One was for Arlington Community (Arlington INSPIRE) and one was for the Pimlico Community (PIMLICO INSPIRE). The purpose of the Incentive is to leverage the 21<sup>st</sup> Century Schools Initiative, and to enhance the connection between the schools and the surrounding neighborhood while stabilizing neighborhoods and promoting new investment around the newly modernized schools.

Recipients of this award can request up to \$50,000.00 per property, provided the total request for funds does not exceed \$500,000.00. The Development Incentive will be used strictly for construction costs associated with the redevelopment of vacant properties of which the applicant has site control, within a quarter-mile radius of Arlington Elementary School and Pimlico Elementary School. Construction costs include demolition work, site work and structure work. Recipients must market property for homeownership for at least 120 days, unless an entity is using the building for a community benefit. Property uses can be home-ownership or rental.

On June 1, 2020, the DHCD notified CHAI that they will be awarded a total of \$400,000.00 as a recipient of the INSPIRE Development Incentive. Of that amount \$150,000.00 is from Arlington INSPIRE and \$250,000.00 is from Pimlico INSPIRE. CHAI will enter into an agreement with the DHCD to receive funds. The agreement will be secured by a mortgage lien. The mortgage lien will expire after construction on the properties are complete and use and occupancy permits are issued. The funds are to be used at the following properties:

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

DHCD – cont'd

**Arlington Community**

**Type of Acquisition**

5319 Denmore Avenue	-Private Purchase (OHAAT)
5331 Denmore Avenue	-Private Purchase (OHAAT)
5301 Cuthbert Avenue	-Private Purchase (At The House)

**Pimlico Community**

**Type of Acquisition**

2904 Oakley Avenue	-Purchased from City
2915 Oakley Avenue	-Private Purchase (OHAAT)
2920 Oakley Avenue	-Private Purchase (OHAAT)
2929 Oakley Avenue	-Private Purchase (OHAAT)
2931 Oakley Avenue	-Private Purchase (OHAAT)

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

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N/A

**MBE/WBE PARTICIPATION :**

The Developer agrees to comply with MBE/WBE requirements.

**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

6/23/2021

DHCD – cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00 Pimlico Local Impact Aid – VLT	9910-905210-9588 Pimlico Development Incentives	
150,000.00 Pimlico Local Impact Aid – VLT	9910-902672-9588 Arlington Inspire	
<u>\$400,000.00</u>		
<b>\$400,000.00</b>	-----	9910-909218-9588 Inspire Develop- ment Incentive CHAI 1 Pimlico & Arlington

This transfer will provide funding to Comprehensive Housing Assistance, Inc. as a recipient of INSPIRE Developer Incentives Grant to be used for the construction and stabilization of properties in the Pimlico and Arlington community.

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

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

The Board is requested to approve a Community Development Block Grant deferred loan to Cherry Hill Town Center, Inc., (the “Borrower”) an affiliate of and controlled by Associated Catholic Charities, Inc. Proceeds of the City’s CDBG Deferred Loan will be used to support a portion of the hard construction costs of the redevelopment and renovation of the Cherry Hill Town Center façade.

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

#### **AMOUNT OF FUNDS AND SOURCE:**

\$578,000.00 - 9996-911670-9593

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

Baltimore’s historic Cherry Hill neighborhood began as a temporary community for African American GIs returning from World War II. Time and disinvestment have amplified challenges; there are only four roads leading into and out of the neighborhood. Isolated from the City by the Patapsco River’s middle branch to the north and its main channel to the east, Cherry Hill has endured 70 years of underinvestment.

Under the 20-year Cherry Hill Community Master Plan, two 21<sup>st</sup>-century schools were opened in 2018. An adult high school is slated to open soon, and the City has committed \$20,000,000.00 for a new recreation center that is slated to open in the fall of 2021. In addition, Catholic Charities was successful in bringing in banking services provided by Chase Bank. What is missing from this revitalization effort is a modern town center that can function as both an economic center and gathering place for the community.

The Cherry Hill Town Center has been the community hub for Cherry Hill since the 1940s. During its long history, it has housed a movie theater, grocery store and other neighborhood retail and services. Currently owned and operated by Catholic Charities, it still acts as a vital center to the neighborhood with important amenities such as a barber shop, prepared foods, laundry and public library as well as key services such as WIC program and daycare. Catholic Charities envisions the future of the Town Center as further serving the needs of Cherry Hill residents, providing quality retail, community spaces and opportunity for economic development. To this end, Catholic Charities is working to update the Town Center with façade improvements. Other interior improvements and expanded uses are envisioned as well.

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

#### DHCD – cont'd

As future funding allows, Catholic Charities seeks also to fit-out the 4,000 square feet of vacant retail space adjacent to the existing Family Dollar as a multi-use community hub. Currently dubbed the Cherry Hill Marketplace, the space will have a café open during regular business hours. The rest of the space will be flexibly laid out to accommodate a variety of community-oriented activities. This includes a lounge area for social events, a meeting area for community meetings, pop-up stalls for small business start-ups and demonstrations, and a community kitchen for food related start-ups, cooking classes and food service events. The planned Marketplace, through local and regional partnerships, will provide access to fruits and vegetables and house a Community Kitchen for healthy cooking classes, pop-up restaurants, and food service events. These fresh produce options directly meet the needs of the current food desert.

The exterior improvements of the town center will include façade updates with new storefronts, shading, lighting and signage. The improvements will help the local businesses thrive and help attract new visitors and residents into the area.

The City has agreed to make available a deferred loan in an approximate principal amount of \$578,000.00 funded from Community Development Block Grant funds (the “CDBG Deferred Loan”). The proceeds of the CDBG Deferred Loan will be used solely to finance a portion of the hard construction costs of the façade improvements.

#### **SOURCES AND USES:**

Baltimore City CDBG Deferred Loan	\$ 578,000	Design Costs	\$ 30,000
MD DHCD	200,000	Construction Costs	2,557,699
Catholic Charities Support (as needed)	\$1,909,699	Legal, Consulting and Other	100,000
<b>Total</b>	<b>\$2,687,699</b>	<b>Total</b>	<b>\$2,687,699</b>

#### **Participating Parties:**

##### **A. Developer/Owner**

The Borrower of the project will be Cherry Hill Town Center, Inc., an entity affiliated with and controlled by Associated Catholic Charities, Inc.

DHCD – cont'd

**B. General Contractor/Architect**

Whiting-Turner Contracting will act as the construction manager. Architectural services will be provided by Living Design Lab. Associated Catholic Charities, Inc. will provide a guaranty of completion.

**C. Participating Lenders**

**CDBG Deferred Loan – Construction/Permanent Loan**

The CDBG Loan will have a construction period of approximately 9 months from the date of loan closing and an interest rate of 0%. Following construction completion, the CDBG Loan will have a 10-year permanent loan period. No payments will be required during the 10-year period. At the conclusion of the 10-year loan period, if no event of default has occurred and is continuing, the entire principal balance will be forgiven. In the event of a sale, refinance, or change in use without the prior written consent of the City, the entire principal balance will be due and payable.

**D. Other Financing**

**State of Maryland**

The State of Maryland has contributed \$200,000.00 through its Department of Housing and Community Development’s budget from fiscal year 2020.

**Associated Catholic Charities Additional Support**

Associated Catholic Charities, Inc. will fund project renovation and construction costs above City and State funding through a variety of sources including contributions by individual donors.

The Transfer of Funds was approved by the Board on May 19, 2021.

**MBE/WBE PARTICIPATION:**

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

(The Community Development Block Grant Agreement Deferred Loan has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Transportation – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 11 to STV, Inc. under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction. The period of the task is 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$170,764.87 – 9962-903080-9562-900000-705032

**BACKGROUND/EXPLANATION:**

This authorization will provide the Conduit Division with Public Works Inspector III field services for the observation and monitoring of Conduit Contracts (TR19017 and DAS Program and new upcoming JOC Contract).

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27.00%

**WBE:** 10.00%

The preparation of this task included an evaluation of the Consultant’s contract minority participation status. On the date of preparation, the Consultant achieved 25% of the 27% MBE. The Consultant has exceeded 10.00% WBE goal by achieving 18.00% of the 10.00% WBE goal. The contract has a remaining capacity of \$886,690.93 that will allow the Consultant to meet the remaining 1.00% MBE goal by the expiration date of this contract which is June 16, 2022. This task has attained 98.00% toward the MBE goal.

**MWBOO APPROVED THE EAR ON MAY 5, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Transportation – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 13 to Wallace, Montgomery & Associates under Project No. 1225, On-Call Design Consultant Services for Construction and Resurfacing Project. The duration of this task is approximately six months to 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$150,000.00 - 9950-901756-9514-900020-703032
117,491.67 - 9950-903758-9514-900020-703032
<u>117,491.66 - 9950-907722-9514-900020-703032</u>
<b>\$384,983.33</b>

**BACKGROUND/EXPLANATION:**

This authorization will provide for extra work needed to complete the asset extraction/GIS asset inventory. This supplemental task is necessary to overcome the ongoing limitations of the LiDar point cloud data utilized for asset extraction. Specifically, this proposal supports the work effort needed to manually create all the asset features that included but were not limited to manually Extract Asset Data, Quality Control of Manually Extracted Asset Data, Automation Workarounds and Update Data to reflect new centerline data.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27.00%

**WBE:** 10.00%

The preparation of this task included an evaluation of the Consultant’s contract minority participation status. On the date of preparation, the Consultant exceeded the 27% MBE goal by achieving 31.00% and exceeded the 10.00% WBE goal by achieving 14.00%.

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Transportation – Task Assignment

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

The Board is requested to approve the assignment of Task No. 18 to Whitman, Requardt, and Associates, LLP. under Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Studies. The duration of this task is approximately 12 months.

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

\$148,500.03 – 9950-916080-9512-900020-703032  
84,000.00 – 6000-617421-2303-248700-603026  
**\$232,500.03**

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

This authorization provides for traffic engineering services. The services include but are not limited to: multimodal traffic engineering and planning; attending meetings with stakeholders, DOT planning or other divisions within DOT, and/or the Traffic Impact Study Panel; preparing and reviewing traffic projections and intersection operations analysis; preparing technical reports or cost estimates; and any other project work as directed by the DOT. Other services to the Traffic Signal Section may include, but are not limited to: evaluating options for equipment replacement; researching the state of the art technical advice; performing reviews of drawings, estimates and specifications for ITS, communication signals, CCTV detection JOCs; assist the City in managing the signal system integration activities; and provide signal timing maintenance on as-needed basis, including assisting the City with responding to citizen and elected officials complaints.

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

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

**MBE:** 23%

**WBE:** 10%

The preparation of this task included an evaluation of the Consultant's contract minority participation goals. On the date of the preparation, the Consultant achieved 19% of the 23% MBE goals and achieved 2% of the 10% WBE goal. This task allows for 21.51% WBE and 63.63% of MBE which would allow them to exceed the MBE/WBE goals required. The contract has a remaining capacity of \$2,190,148.43 that will allow the

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Transportation – cont'd

Consultant to continue to surpass the required MBE/WBE goals by the expiration date of this contract.

**MWBOO APPROVED THE EAR ON FEBRUARY 5, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works – Single Bond for Drain Layers

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Single Bond for Drain Layers for Jones Enterprise II, LLC. The period of the bond will continue until either the firm or surety gives notice of the termination of the bond.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 – 602-127774-9 – Bond Number

**BACKGROUND/EXPLANATION:**

Jones Enterprise II, LLC periodically obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways and City of Baltimore rights-of-way for which it is obligated to provide bond. Jones Enterprise II, LLC would like to provide one bond to cover all permits that may be issued, instead of being obligated to provide a separate bond for each case.

**MBE/WBE PARTICIPATION:**

Not applicable.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works/Office  
of Engineering and Construction – Agreement for Post Award Services for SC 926RR

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for Post Award Services for Sanitary Contract No. 926RR, Electrical Distribution System Reliability Improvements, Physical Security Upgrades, and On-Site Power Generation at Patapsco Wastewater Treatment Plant with C.C. Johnson & Malhotra, P.C. The period of agreement is effective upon Board approval for 54 months.

**AMOUNT OF MONEY AND SOURCE:**

\$4,499,809.56 – 9956-907336-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The agreement with C.C. Johnson & Malhotra, P.C. will authorize post award engineering services to assist the Department of Public Works, Office of Engineering and Construction during the construction of SC 926RR, Electrical Distribution System Reliability Improvements, Physical Security Upgrades, and Onsite Power Generation at the Patapsco Wastewater Treatment Plant.

The scope of the original agreement includes reviewing shop drawings, responding to requests for information, reviewing proposed change orders (PCO's), preparing operational and maintenance manuals, and providing assistance to train the station personnel in the operation and maintenance of equipment and systems being furnished under the contract.

The consultant will also conduct conditional acceptance and prepare punch list items and a final acceptance inspection.

**MBE/WBE PARTICIPATION:**

**MBE:** 16.12%

**WBE:** 8.96%

<b>MBE:</b> C.C. Johnson & Malhotra, P.C.*	\$1,769,411.28	39.32%
Dhillon Engineering, Inc.	<u>179,556.03</u>	<u>3.99%</u>
	<b>\$1,948,967.31</b>	<b>43.31%</b>

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

<b>WBE:</b> SP Arch, Inc.	\$ 239,838.98	5.33%
Constellation Design Group, Inc.	<u>174,376.67</u>	<u>3.88%</u>
	<b>\$ 414,215.65</b>	<b>9.21%</b>

**\*Indicates Self-Performance.**

**MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 13, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 1,141,918.51	9956-908692-9549	
Wastewater Revenue	Electric Systems Upgrades	
Bonds		
2,426,576.83	9956-908692-9549	
Baltimore County Grant	Electric Systems Upgrades	
<b><u>\$3,568,495.34</u></b>	-----	9956-907336-9551-5
		Inspection

The transfer will cover inspection expenses for SC 926RR, Patapsco Power Reliability Improvements.

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works/Office of – Full Release of Retainage  
Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Full Release of Retainage agreement to United Storm Water, Inc. for Environmental Restoration ER-4069.

**AMOUNT OF MONEY AND SOURCE:**

\$28,684.80 – 9958-929006-9525-000000-200001

**BACKGROUND/EXPLANATION:**

As of May 9, 2016, United Storm Water, Inc. has completed 100% of all work for ER-4069 Environmental Restoration. Currently, the City is holding \$28,684.80 in retainage for the referenced project. The Contractor has requested a Full Release of Retainage in the amount of \$28,684.80. The remaining retainage amount will be \$0.00.

**MWBOO APPROVED THE RELEASE ON MARCH 17, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works/Office of – Full Release of Retainage  
Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Full Release of Retainage agreement to Structural Preservation Systems LLC for WC 1302, On-Call Carbon Fiber Reinforced Polymer Large Water Main Repairs.

**AMOUNT OF MONEY AND SOURCE:**

\$136,528.50 – 9960-907128-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of December 7, 2020, Structural Preservation Systems LLC has completed 100% of all assigned work for WC 1302, On-Call Carbon Fiber Reinforced Polymer Large Water Main Repairs. Currently, the City is holding \$136,528.50 in retainage for the referenced project. The Contractor has requested a Full Release of Retainage in the amount of \$136,528.50. The remaining retainage amount will be \$0.00.

**MWBOO APPROVED THE RELEASE ON APRIL 14, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Spiniello Companies for Contract No. SC 964, Improvements to the Sanitary Sewers in North West area of Baltimore City.

**AMOUNT OF MONEY AND SOURCE:**

\$377,616.07 – 9956-901577-9551-000000-200001

**BACKGROUND/EXPLANATION:**

As of June 9, 2020, Spiniello Companies has completed 100% of Consent Decree work for SC 964 Improvements to the Sanitary Sewers in the North West area of Baltimore City. Currently, the City is holding \$639,111.07 in retainage for the referenced project. The Contractor has requested a Partial Release of Retainage in the amount of \$377,616.07. The remaining amount of \$261,495.00 is sufficient to protect the interests of the City.

**MWBOO APPROVED THE RELEASE ON JANUARY 11, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

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

The Board is requested to approve the assignment of Task No. 017 to Johnson, Mirmiran & Thompson, Inc. (Consultant) under On-Call Project 1802, Project and Construction Management Assistance Services. The period of the task is approximately 18 months.

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

\$ 61,649.24 - 9960-904971-9557-900020-703032  
61,649.24 - 9956-903957-9551-900020-703032  
**\$123,298.48**

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

The Office of Engineering and Construction is requesting the Consultant to provide control services and support for urgent needs and various water engineering projects. These services include maintenance of project records and documentation, scheduling, project engineering, and construction administrative support. The original contract will expire July 11, 2022.

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

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

**MBE:** 29%

**WBE:** 10%

Currently, the MBE and WBE attainment is 26% and 16%, respectively.

**THE EAR WAS APPROVED BY MWBOO ON FEBRUARY 2, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

DPW – cont'd

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$117,000.00</b> Revenue Bonds	9956-903569-9549 Sanitary Sewer Re- place/Rehab	9956-903957-9551-3 Design

This transfer will cover expenses for Project No. 1802, Project and Construction Management Assistance Services, Task No. 017 for SC 1001, Improvements to Sanitary Sewers at Various Locations.

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 019 to Whitman, Requardt & Associates, LLP (Consultant) under On-Call Project 1805, On-Call Project and Construction Management Assistance. The period of the task is 0 months.

**AMOUNT OF MONEY AND SOURCE:**

(\$120,451.46) – 9956-901577-9551-900020-705032 (SC 976)  
( 212,769.64) – 9960-902590-9557-900020-705032 (WC 1371)  
**(\$333,221.10)**

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction needed inspection service work on SC 976, Task 004 and WC 1371, Task 002. Both tasks were completed. This task is to credit the unused funds to the contract so that it can be used for future projects. The original contract will expire September 25, 2021.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 29%

**WBE:** 18%

The current goals are:

**MBE:** 36%

**WBE:** 18%

**MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 27, 2021.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 020 to Whitman, Requardt & Associates, LLP, under Project No. 1805, On-Call Project and Construction Management Assistance, WC 1211 Ashburton Reservoir Zone 2 Tanks. The period of the task is 12 months and will expire on September 25, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$256,862.78 - 9960-904743-9557-900020-705032

**BACKGROUND/EXPLANATION:**

Whitman, Requardt & Associates will provide project engineering services for the Ashburton Reservoir Zone 2 Tanks according to their proposal dated February 4, 2021. The work is within the original scope of the agreement. The work will include the construction of two prestressed concrete finished water storage tanks, each having a diameter of 434-feet, adjacent to the Ashburton Reservoir at Hanlon Park. The work also includes, but is not limited to the construction of an operational structure (Distribution Building), construction of various vaults, construction of various large diameter pipelines, improvements to Lake Ashburton, restoration of and improvements to Hanlon Park.

**MBE/WBE PARTICIPATION:**

The Consultant will comply Article 5, Subtitle 26 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement which are:

**MBE:** 29%

**WBE:** 10%

Current goals are:

**MBE:** 36%

**WBE:** 18%

**MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 27, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works – cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Public Works/Office - Claim Resolution Agreement and Release  
of Engineering and Construction for Sanitary Contract 908, Improvements to  
Sanitary Sewers in the Herring Run Sewershed

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

The Board is requested to approve and authorize execution of a Claim Resolution Agreement and Release for Sanitary Contract 908, Improvements to Sanitary Sewers in the Herring Run Sewershed, with AM-Liner East, Inc.

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

\$198,750.00 - 9956-907651-9551-900020-706063 (Claims Resolution)  
247,414.14 - 9956-907651-9551-000000-200001 (Retainage Amount)  
**\$446,164.14**

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

On February 5, 2014, the Board approved AM-Liner East, Inc. as the awardee for Sanitary Contract No. 908, Improvements to Sanitary Sewers in Herring Run Sewershed. in the amount of \$11,496,565.50. Work for this project involved lining and repairs to sanitary sewers using the cured-in-place pipe method and repair and replacement of sewers using the open cut and other methods. Work was completed on or about April 13, 2017. However, during inspection, the liner of the Tiffany Run Interceptor was found to be damaged in one location and repairs were needed. The remainder of the lining work, while not perfect, has proven functional and was acceptable. The system is functioning today and has been since January, 2016. The City paid the Contractor \$10,811,064.67, leaving a balance of \$685,500.83 remaining unpaid on the Contract sum at the completion of work. Various disputes arose between the City and Contractor during the course of work on the Contract and the City held the contract balance and did not release the retainage held by the City in the amount of \$574,828.28. The Contractor submitted a claim of \$3,193,382 for additional costs. The City denied the initial claim in its entirety and, thereafter the Contractor submitted a revised claim ("Revised Claim") seeking other monetary compensation and relief.

The Contractor entered into an extensive series of negotiations in an effort to negotiate an acceptable resolution of all open matters raised in the Revised Claim. The negotiations have been successfully concluded to resolve the disputes regarding the Revised Claim. The final settlement is as follows:

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

#### A. Payments by the City:

1. **On Bid Item 805 - Rehabilitation of Tiffany Run**, the City previously paid the Contractor \$240,000.00 out of a total of \$475,200.00 that the City withheld on Bid Item 805. The City will retain the remaining \$235,200.00 for Bid Item 805 to fund repairs to repair a failed liner in segment S45AA1005M. No further payment will be made to the Contractor for Bid Item 805.
2. **Release of Retainage** -The retainage held by the City as of the final acceptance walkthrough on April 13, 2017, totaled \$574,828.28. Subsequent to final acceptance, the City paid the Contractor \$287,414.14 as a partial release of retainage leaving a retainage balance of \$287,414.14. DPW will hold \$40,000.00 of the remaining retainage of \$287,414.14 as full and final payment of the MBE/WBE penalty imposed by the Board of Estimates on September 11, 2019. The balance of \$247,414.14 will be released to AM-Liner.
3. **Resolving remaining claims** - In settlement of all remaining claims by Contractor, the City will pay the Contractor \$198,750.00.
4. All payments by the City shall be made not later than 45 days after the approval of this Agreement by the Board of Estimates. Payment by the City is contingent upon approval by the Board of Estimates and should it not be approved this Agreement shall be null and void.

#### APPROVED FOR FUNDS BY FINANCE

#### AUDITS REVIEWED AND HAD NO OBJECTION.

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

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

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

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

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) with Straughan Environmental, Inc. (Consultant) under Project No. 1237S, On-Call Stormwater Study and Engineering Design Services. The Amendment No. 1 will extend the period of the Agreement through June 1, 2022 or until the upset limit is reached, whichever occurs first.

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

\$0.00 – No funds are required at this time

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

The Amendment No. 1 is necessary in order for the Consultant to complete Environmental Design Services and Post Award Services that will extend beyond the current expiration date of June 1, 2021. The Consultant is working on multiple crucial design projects that will address critical Stream Restoration and Environmental Projects. The original contract expired June 1, 2021. Amendment No. 1 is within the original scope of work and was requested by the Department.

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

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

**MBE:** 27%

**WBE:** 10%

The current MBE and WBE attainment is 22% and 0%, respectively.

#### **AUDITS NOTED THE TIME EXTENSION.**

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

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

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

100 - 105

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

In connection with the Transfers 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**

**6/23/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office  
of Engineering and Construction

- |    |  |                                      |                 |
|----|--|--------------------------------------|-----------------|
| 1. | SC 954, Primary Settling<br>Tanks Nos. 3 & 4,<br>Rehabilitation at the<br>Back River Wastewater<br>Treatment Plant | Ulliman Schutte<br>Construction, LLC | \$26,423,800.00 |
|----|--|--------------------------------------|-----------------|

On May 27, 2020, the Board opened five bids for SC 954. The bids ranged from a low of \$20,987,000.00 to a high of \$39,488,000.00. The first bidder, Allan Myers, MD was found non-compliant by MWBOO. The second bid is 7.33% above the Engineer’s Estimate of \$24,618,126.20 due to a competitive bidding market. The Board is requested to award SC 954 to the second low bidder, Ulliman Schutte Construction, LLC at their bid price of \$26,423,800.00.

**MBE/WBE PARTICIPATION:**

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

<b>MBE:</b>	Hi-Mark Construction Group, Inc.	\$4,900,000.00	18.54%
	Arriba Mechanical, Inc.	1,500,000.00	5.67%
	Apex Petroleum Corporation	75,000.00	0.28%
	Spence Trucking, Inc.	<u>500,000.00</u>	<u>1.89%</u>
	<b>Total:</b>	<b><u>\$6,975,000.00</u></b>	<b><u>26.38%</u></b>

<b>WBE:</b>	Roane's Rigging & Transfer Co., Inc.	\$ 845,000.00	3.19%
	Digz Transport System, LLC	40,000.00	0.15%
	Jernigan Concrete Pumping, Inc.	15,000.00	0.05%
	Acorn Supply & Distributing, Inc.	335,000.00	1.26%
	Rowen Concrete, Inc.	<u>500,000.00</u>	<u>1.89%</u>
	<b>Total:</b>	<b><u>\$1,735,000.00</u></b>	<b><u>6.54%</u></b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 13, 2020.**

**PROTESTS AND RESPONSES WERE RECEIVED FROM MILES & STOCKBRIDGE, P.C. ON BEHALF OF AMERICAN CONTRACTING & ENVIRONMENTAL SERVICES, INC.**

AGENDA

BOARD OF ESTIMATES

6/23/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

**RESPONSES TO PROTEST WERE RECEIVED FROM ROBERT FULTON DASHIELL, ESQ. ON BEHALF OF ULLIMAN SCHUTTE CONSTRUCTION, LLC.**

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

2. TRANSFER OF FUNDS

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

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

AGENDA

BOARD OF ESTIMATES

6/23/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

- 3. TR 20014, Urgent Need Contract Citywide M. Luis Construction Co., Inc. \$ 1,771,813.62

MBE/WBE PARTICIPATION:

**MWBOO SET GOALS OF 20% FOR MBE AND 8% FOR WBE.**

<b>MBE:</b> Manuel Luis Construction Co., Inc.*	\$ 814,991.81	45.99%
<b>WBE:</b> Gray Transport, Inc.	\$ 118,830.00	6.70%
Rowen Concrete, Inc.	<u>\$ 23,000.00</u>	<u>1.30%</u>
	<b>\$ 141,830.00</b>	<b>8.00%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON FEBRUARY 28, 2020.**

\*Indicates Self-Performance.

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,987,585.66	9950-956002-9515	
State Const. Rev	Const. Reserve	
FY'20 Series	Resurfacing JOC - Urgent Needs	
\$1,771,813.62	-----	9950-904006-9514-6
		Structure & Improvements
177,181.36	-----	9950-904006-9514-5
		Inspection
<u>38,590.68</u>	-----	9950-904006-9514-2
		Contingencies
<b>\$1,987,585.66</b>		Urgent Needs TR20014

This transfer will fund the costs associated with Award of project TR20014 "Urgent Need Contract Citywide" with Manuel Luis Construction Co., Inc. in the amount of \$1,771,813.62

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation – cont'd

- |    |   |                                      |                 |
|----|---|--------------------------------------|-----------------|
| 5. | TR 16305, Hanover Street<br>Bridge Deck Over Middle<br>Branch | Eastern Highway Specialists,<br>Inc. | \$ 2,620,720.00 |
|----|---|--------------------------------------|-----------------|

**DBE PARTICIPATION:**

**THE DBE GOAL FOR THIS CONTRACT WAS SET AT 15%.**

DBE: Ackerman & Baynes, LLC	\$162,364.00	6.20%
Masonry Resurfacing and Construction Co., Inc.	<u>230,800.00</u>	<u>8.81%</u>
	<b>\$393,164.00</b>	<b>15.01%</b>

6. **TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$3,013,828.00</b>	9950-911106-9509 Fed	
	Const. Reserve Hanover Street Bridge	
\$2,620,720.00	-----	9950-914065-9508-6 Structure & Improvements
262,072.00	-----	9950-914065-9508-5 Inspection
<u>131,036.36</u>	-----	9950-914065-9508-2 Contingencies
<b>\$3,013,828.00</b>		Hanover St. Br. Over Middle Branch

This transfer will fund the costs associated with the award of Project TR 16305, Hanover Street Bridge Deck over Middle Branch with Eastern Highway Specialists, Inc. in the amount of \$2,620,720.00

AGENDA

BOARD OF ESTIMATES

6/23/2021

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- 7. B50006234, Energy Consulting Services

**CANCELLED:** Solicitation number B50006234, Energy Consulting Services was advertised on May 7, 2021, by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. An amendment was issued on June 16, 2021 informing the vendor community that the City was canceling the bid pending Board action. The Board is requested to cancel this solicitation which is in the best interest of the City. This requirement will be revised, and re-advertised at a later date.

(Department of General Services)

- 8. B50006164, Industrial Cleaning Services      Kalyani Environmental Solutions, LLC      \$ 820,000.00

(Department of Public Works & DOT)

	<u>Dollar Amount</u>	<u>Percentage</u>
<b>MBE:</b> WTM Enterprises, LLC	None Listed	14%
<b>WBE:</b> Bay Associates Environmental, Inc.	None Listed	5%

**MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 4, 2021.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Purchases – cont'd

- |    |                                  |  |                |
|----|----------------------------------|--|----------------|
| 9. | B50006139, Armed Security Guards | Metropolitan Protective Services, Inc. | \$3,500,000.00 |
|----|----------------------------------|--|----------------|

(Agencies Citywide)

**MBE/WBE PARTICIPATION:**

On January 28, 2021, MWBOO determined the solicitation presents opportunity for two identified MBE firms to bid with the possibility of competing as a prime contractor.

**MWBOO GRANTED A WAIVER ON JANUARY 28, 2021.**

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

Department of Finance – Fiscal 2022 Visit Baltimore Inc. Baltimore Tourism Improvement District Financial Plan & Special Assessment Rate

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

The Board of Estimates is requested to approve the Visit Baltimore Inc. Baltimore Tourism Improvement District (BTID) Fiscal 2022 financial plan and special assessment rate.

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

N/A

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

The Board of Estimates has the authority to approve the annual financial plan and special assessment tax rate for the Baltimore Tourism Improvement District (BTID). The BTID includes all assessed businesses, existing and in the future, available for public occupancy within the boundaries of Baltimore City.

The Fiscal 2022 financial plan assumes the special assessment charge of 2% of gross short-term room rental revenue of which the BTID anticipates generating \$3,500,000.00 in revenue from July 1, 2021 through June 30, 2022. The Fiscal 2022 Financial Plan proposes \$3,500,000.00 in total expenses between July 1, 2021 and June 30, 2022.

Special assessment funds will support marketing, sales, and other promotional programs and activities to increase visitation and convention groups in the BTID or specifically benefit assessed businesses.

The proposal allocates \$1,350,000.00 in marketing and advertising service, \$1,238,000.00 in sales and destination development programs available to assessed businesses, \$859,500.00 in administration and operations support and \$52,500.00 to meet its legally required City administration fee. The Fiscal 2022 financial plan was advertised in the Daily Record once a week for a three-week period with no interest from the public, and subsequently approved by the District Management Committee on May 20, 2021.

The Department of Finance recommends the BTID's proposed Fiscal 2022 financial plan and special assessment rate for approval.

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

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Finance – cont'd

**Visit Baltimore, Inc. - Tourism Improvement District**

<b>TID Budget</b>	<b>FY21 Forecast</b>	<b>FY22 Budget</b>	
<b>REVENUE</b>			
Reported to City	1,600,000	3,500,000	
<b>TOTAL REVENUE</b>	1,600,000	3,500,000	
<b>EXPENSE</b>			
<b><u>Marketing &amp; Advertising</u></b>			
Leisure Marketing and Convention Trade: Production	84,796	600,000	
Leisure Marketing and Convention Trade: Media Buys	108,972	750,000	
<b>Total Marketing &amp; Ads</b>	<b>193,768</b>	<b>1,350,000</b>	<b>39%</b>
<b><u>Sales &amp; Destination Development</u></b>			
Financial Incentives (M&C)			
<i>Prev approved High impact groups</i>	25,000	241,000	
<i>Prev approved Triple Crown Volleyball</i>	0	100,000	
<i>Prev approved Cycling hosting</i>	0	150,000	
Financial Incentives (Future)	0	586,000	
Total Financial Incentives for groups	25,000	1,077,000	
Support for Sales Strategies (M&C)			
Tradeshows/Events - Short-term & Corp Business	0	60,000	
Tradeshows/Events - Short-term & Long-Term Bus	0	91,000	
Total Support for Sales Strategies (M&C)	0	151,000	
Support for Sales Strategies (Sports)	0	10,000	
<b>Total Sales &amp; Destination Development</b>	<b>25,000</b>	<b>1,238,000</b>	<b>35%</b>
<b><u>Admin &amp; Operations</u></b>			
ISSA/GBAC costs	0	150,000	
Safety and Security - Group (Wolf)	40,000	169,000	
Tourism Customer Service Training for Community	0	50,000	
Wayfinding Signage and Visitor Experience	0	5,000	
Beautification	0	200,000	
Contingency	0	285,500	
<b>Total Admin &amp; Operations</b>	<b>40,000</b>	<b>859,500</b>	<b>25%</b>
<b>City Fee 1.5%</b>	<b>24,000</b>	<b>52,500</b>	<b>2%</b>
<b>TOTAL EXPENSE</b>	282,768	3,500,000	<b>100%</b>
<b>SURPLUS (DEFICIT)</b>	1,317,232	0	

**A PROTEST WAS RECEIVED FROM LOUIS C. FIELDS, PRESIDENT OF THE AFRICAN AMERICAN TOURISM COUNCIL.**

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works – Fiscal Sponsorship and Fund Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fiscal Sponsorship and Funding Agreement (the “FSA”) between the Baltimore Civic Fund, Inc. (the “Civic Fund”) and the Mayor and City Council of Baltimore. The Civic Fund will be the fiscal sponsor for the Residential Recycling Cart initiative.

**AMOUNT OF MONEY AND SOURCE:**

Recycling Cart Cost:	\$9,382,550.00 (205,000 carts total)
Educational Literature:	<u>210,000.00</u>
<b>Total Project Cost:</b>	<b>\$9,592,550.00</b>

Grant Received by Civic Fund:	\$1,650,000.00
Total FSA Cost to City:	\$7,942,550.00

End Date: July 1, 2028

For Purchase of Carts and Literature

Payment to the Baltimore Civic Fund Total:	\$4,732,550.00
For City Print Shop:	\$ 210,000.00

Account: 9958-905914-9520-900020-706063

For The Obligation

1 <sup>st</sup> Payment:	\$ 165,000.00
Total Amount of Debt service over 7 years:	\$3,000,000.00

Account: 2072-000000-5181-714200-402135

**BACKGROUND/EXPLANATION:**

Working with the Department of Public Works, the Civic Fund will be the Fiscal Sponsor for a new residential recycling cart project in the City of Baltimore having a total cost of \$9,592,550.00. The Recycling Partnership has awarded a cash-based grant to the Civic Fund in the amount \$1,650,000.00 (the “TRP Grant”) in direct support of purchasing the

## AGENDA

### BOARD OF ESTIMATES

6/23/2021

#### Department of Public Works – cont'd

carts from the manufacturer and for the development and printing of educational literature pieces. Approximately \$1,440,000.00 of the TRP Grant will be allocated for a portion of the purchase price of the carts and approximately \$210,000.00 will be allocated for the literature.

The City will make two initial payments to the Civic Fund towards the project in the amount of \$4,897,550.00. This amount represents two items. One amount of \$165,000.00, the ten percent (10%) of the TRP Grant that will be held back until 2022. The City is advancing that balance until paid to the Civic Fund, at which time the Civic Fund will credit the City's payment obligations under the FSA. The other amount of \$4,732,550.00 will be paid directly to the Civic Fund for purchase of the carts.

The Civic Fund will enter into a loan agreement with the Closed Loop Infrastructure Fund for a \$3,000,000.00 0% interest loan, to help fund this project (the "Closed Loop Loan"). In connection with the Closed Loop Loan, the City will be responsible for making 26 quarterly payments to the Civic Fund in the amount of \$107,142.86 plus a final quarterly payment for \$49,285.64 to cover the payments owed by the Civic Fund under the Closed Loop Loan.

The City's payment obligations to the Civic Fund will not be a general obligation of the City, and will be secured solely by a \$3,000,000 Stormwater Utility revenue obligation and a \$3,000,000.00 reserve fund, both of which were approved by the Board of Finance on March 22, 2021. Once the Closed Loop Loan is paid in full, the reserve fund will be released to the City. Of the \$9,592,550.00 recycling project cost, the City's total will equal \$7,942,550.00.

The term of this Agreement shall commence on the Effective Date, and continue until such time that Civic Fund, Holdings, and the City shall have fully and completely discharged, repaid, and satisfied, or collectively made provision to ensure the full and complete discharge, repayment, and satisfaction of, (i) Civic Fund's and/or Holdings' obligations under the TRP Agreement, (ii) all outstanding Obligations (as defined in the CLIF Loan Agreement) under the CLIF Loan Agreement and (iii) all other obligations of Civic Fund and/or Holdings relating, directly or indirectly, to the Project, unless and until either Party terminates this Agreement in accordance with Section 7. As of the date of this Agreement, the scheduled payments to be made by the City are scheduled to be paid in full by July 1, 2028.

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

Department of Public Works – cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND NO OBJECTION.**

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT</u></b>	<b><u>TO ACCOUNT</u></b>
<b>\$5,272,550.00</b>	9958-905055-9522	9958-905914-9520-6
Stormwater Revenue	MS4 Permit	Construction
Bond	Requirements	

The transfer will provide funds to cover the costs for the Residential Recycling Initiative between the Baltimore Civic Fund, Inc. and the City of Baltimore.

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

**AGENDA**

**BOARD OF ESTIMATES**

**6/23/2021**

**PROPOSAL AND SPECIFICATIONS**

1. Department of Public Works/Office of Engineering and Construction – WC 1284, Brewers Hill Neighborhood Water Main Replacements  
**BIDS TO BE RECV'D: 07/21/2021**  
**BIDS TO BE OPENED: 07/21/2021**
  
2. Department of Transportation – TR 10003, Replacement of Bridge No. 6507 on Phoenix Road over Gunpowder Falls  
**BIDS TO BE RECV'D: 08/11/2021**  
**BIDS TO BE OPENED: 08/11/2021**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**