

# Baltimore City Board of Estimates

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## December 7, 2022 | Meeting Agenda

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

### Notices

#### Participation

- For details on how to participate, please visit [Comptroller.BaltimoreCity.gov/BOE](https://Comptroller.BaltimoreCity.gov/BOE).

#### Schedule

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

#### Bid Openings

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

#### Address the Board

##### **Protests (for vendors protesting a contract award)**

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

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

The written Protest shall include:

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

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

**Statements of Opposition (for members of the public)**

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

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

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

The written Statement of Opposition shall include:

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

To submit Protests and/or a Statement of Opposition:

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

## **BOARD OF ESTIMATES' AGENDA – DECEMBER 7, 2022**

### Department of Audits – Audit Reports

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

1. Annual Comprehensive Financial Report Year Ended June 30, 2021 and Single Audit Together with Reports of Independent Public Accountants for the Year Ended June 30, 2021.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Baltimore Development Corporation – Funding and Repayment Agreement

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

The Board is requested to approve and authorize execution of the following:

- (a) City funding of a \$250,000.00 convertible five-year term loan to the Mary Harvin Transformation Center Community Development Corporation (“MHTCDC”) for the pre development costs associated with its costs to establish The Southern Bridge Career Development Center, which will be located at 2020 East Federal Street; and,
- (b) the execution by the Mayor or Director of Finance of any ancillary documents, letters or certificates that do not change the substance of the terms of the documents.

The period of the Agreement is effective upon Board approval for five years.

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

\$250,000.00 - Economic Development Bond Funds  
Capital Project Account Number: 9910-923100-9601-900000-709099

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

The Southern Bridge Career Development Center will be a 25,000 square foot project that will facilitate 15,000 square feet of coworking office space, business incubator space, trade skill, soft skill development and an early childhood/childcare center. This project not only completes a bookend of development that eliminates blight in an underserved community, but it also provides economic development opportunity in an income challenged and underemployed residential community. It will be a project that will immediately serve two new affordable housing projects, specifically, 62 units of senior housing and 92 units of workforce Multifamily housing and six surrounding communities of east Baltimore.

Automated job training, affordable office and business incubation space are paramount to providing equity and parity for low income residents. Early learning for children is the best way to change the trajectory of their future from crime to gainful career paths, all the while enabling families to grow healthy. This project is a multigenerational approach to education and wealth building that will help to fulfill the mission of MHTCDC in east Baltimore.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Baltimore Development Corporation – cont'd

MHTCDC will be the owner of the facility and initially be the service provider of early childhood services as well as provide space for CVS and their workforce innovation training center. MHTCDC will facilitate co working space for small business startups as well as franchise small food vendors. They are also working with Kennedy Krieger to facilitate space for their early childhood program in the longer term. In the short term the MHTCDC will own and operate the space and seek to lease the space in the future to business incubation programs, co working space, workforce training programs and childcare. The total project is estimated at \$4.4 million.

BDC is proposing the following financial assistance to MHTCDC: a \$250,000.00 loan that will be forgiven and converted to a grant If the facility known as the Community Career Center located at 2020 East Federal Street, Baltimore, MD 21213 is open and has been completed on or before December 31, 2026, then the loan shall be forgiven and Borrower released from any and all obligation to make any repayment hereunder. If the Borrower has not completed the Community Career Center and it is not operating by December 31, 2026, Borrower agrees to repay to the Lender, at the address noted above, the full amount of the Forgivable Loan plus accrued interest at the rate of 2.0% over a period of 60 months.

The economic benefits of MHTCDC's project are significant and include:

- Redevelopment of an empty 25,000 square foot warehouse.
- The project is nestled between the Mary Harvin Senior Center and the forthcoming Southern Views Workforce Housing Project enabling it to train and employ residents from both immediate in proximity facilities as well as childcare services for families.
- The project will provide workforce training for an underserved community.

**MBE/WBE PARTICIPATION:** N/A – Predevelopment costs

**COUNCIL DISTRICT:** 12th

**EMPLOY BALTIMORE:** Applicable

**LIVING WAGE:** Yes

**LOCAL HIRING:** Yes

**1% FOR PUBLIC ART:** Yes

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Baltimore Development Corporation – Transfer of Funds

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

The Board is requested to approve the transfer of Capital Budget appropriations

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

\$250,000.00 – 1<sup>st</sup> Community & Economic Development Fund

FROM: 9910-901860-9600      Construction Reserve  
(Industrial & Commercial Financing)

TO:    9910-923100-9601      Industrial & Commercial Financing

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

Capital funds transfer of \$250,000.00 for a convertible five-year term loan to the Mary Harvin Transformation Center Community Development Corporation (“MHTCDC”) for the pre-development costs associated with its costs to establish The Southern Bridge Career Development Center.

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore City Office of Information & Technology – First Amendment to Professional Services Agreement**

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

The Board is requested to ratify and approve execution of its prior approval of the Professional Services Agreement with Revel Solutions, LLC d/b/a Revel Technology. The period of the original Agreement is August 4, 2021 through August 3, 2022. This First Amendment to Agreement will extend the period of the Agreement through August 3, 2023.

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

N/A

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

On August 4, 2021, the Board approved the original Professional Services Agreement, in the amount of \$89,640.00, to engage the services of the consultant to migrate the current Citrix site to the cloud service and extend into Microsoft Azure for the City.

The original term of the contract was from the date of BOE approval, through one year thereafter (August 3, 2022). The Consultant needs more time to finalize its work.

The Agreement is late due to administrative delays with the Technical Consultant.

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

On October 31, 2022, MWBOO approved a request to waive the MBE and WBE participation that was assigned to Revel Solutions, LLC. It has been determined that a good faith effort was exercised in trying to achieve the MBE and WBE goals due to the limited availability of MBE and WBE subcontractors with the Citrix certification and number of firms that were contacted in an effort to meet the MBE and WBE goal.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Baltimore City Fire Department/Office - FY19 RCPGP Grant No-Cost Extension  
of Emergency Management

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

The Board is requested to ratify a prior Agreement and approve acceptance of a grant extension from the Federal Emergency Management Agency (FEMA) for the Regional Catastrophic Preparedness Grant Program (RCPGP) Award # EMP-2019-GR-00006 for the Fiscal Year 2019. The period of the original agreement was October 1, 2019, through September 30, 2022. This No Cost Extension extends the period of the award through September 30, 2023.

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

\$0.00 Cost Center: CCA000114 Fund: 4000  
Grant Worktag: GRT000102  
Award: AWD000485

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

On September 17, 2019, FEMA awarded Baltimore City \$937,700.00 to work with Baltimore Metropolitan Council to develop a regional food and water supply chain plan and exercise for vulnerable populations after a catastrophe. The funds will be used to hire two planners, buy office/communication equipment, and conduct training/exercise sessions for the Baltimore Urban Area Securities Initiative (UASI) jurisdictions (Baltimore City, Baltimore County, Annapolis, Anne Arundel County, Carroll County, Harford County, and Howard County).

#### **MBE/WBE PARTICIPATION:** N/A

#### **COUNCIL DISTRICT:** All

#### **EMPLOY BALTIMORE:** N/A

#### **LIVING WAGE:** N/A

#### **APPROVED FOR FUND BY FINANCE**

#### **AUDITS NOTES THE NO COST TIME EXTENSION.**

(The No Cost Time Extension has been approved by the Law Department as to form and legal sufficiency.)



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

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

The Board is requested to ratify and approve execution of the First Amendment to Agreement with The Baltimore Metropolitan Council for the FY19 Regional Catastrophic Preparedness Grant Program, EMP-2019-GR-00006. The period of the original agreement was October 1, 2019, through September 30, 2022. This Amendment to Agreement extends the period through September 30, 2023.

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

\$0.00 - 4000-437220-2023-222020-600000

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

On September 17, 2019, FEMA awarded Baltimore City \$937,700.00 to work with Baltimore Metropolitan Council to develop a regional food and water supply chain plan and exercise for vulnerable populations after a catastrophe.

On March 11, 2020, the BOE approved the Regional Catastrophic Preparedness Grant Program award in the amount of \$937,700.00 with a performance period from October 1, 2019, through September 30, 2022.

On July 1, 2020, the BOE approved a Memorandum of Understanding with the Baltimore Metropolitan Council in the amount of \$937,700.00. The original performance period was October 1, 2019, through September 30, 2022. The new performance period will be from October 2019, through September 30, 2023.

This MOU with Baltimore Metropolitan Council funded by the FY19 RCPGP grant is creating a regional plan to address water and food for vulnerable populations after a disaster. The funds will be used to hire two planners, buy office/communication equipment, and conduct training/exercise sessions for the Baltimore Urban Area Securities Initiative (UASI) jurisdictions (Baltimore City, Baltimore County, Annapolis, Anne Arundel County, Carroll County, Harford County, and Howard County).

#### **MBE/WBE PARTICIPATION:** N/A

#### **AFFECTED COUNCIL DISTRICT:** All

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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

**EMPLOY BALTIMORE: N/A**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Baltimore City Fire Department/Office - 2019 Grant Adjustment Notice  
of Emergency Management

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

The Board is requested to ratify the prior agreement and approve acceptance of a grant extension from the Maryland Emergency Management Agency (MEMA) for the Fiscal Year 2019 Urban Area Security Initiative (UASI) grant. The period of the original GAN extended the performance period to April 30, 2022. The new grant adjustment notice extends the performance period from September 1, 2019, through November 30, 2022.

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

N/A

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

On March 11, 2020, the Board of Estimates approved and authorized acceptance of the award of \$421,830.00 for the performance period of September 1, 2019, to August 31, 2021. On August 25, 2021, the Board of Estimates approved an extension to April 30, 2022.

On October 14, 2020, the Board of Estimates approved an account code change for the approved grant award.

The FY19 Urban Area Security Initiative is intended to facilitate and strengthen the nation and Maryland against the risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

The GAN is late due to the late receipt of award documents.

**MBE/WBE PARTICIPATION:** N/A

**COUNCIL DISTRICT:** Citywide

**EMPLOY BALTIMORE:** N/A

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Fire Department – FY2023 Memorandum of Understanding

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

The Board is requested to approve and authorize execution of the FY2023 Memorandum of Understanding (MOU) with Maryland Jockey Club of Baltimore City, Inc. The period of the Memorandum of Understanding is September 1, 2022 through August 31, 2023, unless terminated earlier in accordance with the terms of this MOU. The MOU may be extended for an additional one year under the same terms and conditions upon the written agreement of both parties.

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

1001-000000-2101-225900-603026 /CCA000106 - Fire Administration

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

The Jockey Club shall not charge any fees to the City for use of the Venue. In consideration, the City shall reimburse the Jockey Club for all expenses incurred by the Jockey Club related to the use of the Venue by OEM and the City pursuant to this MOU. Without limiting the foregoing, the City further agrees to reimburse the Jockey Club for the actual costs of maintenance and supplies (provided such costs exceed One Hundred Dollars (\$100.00) in any calendar year during the Term) when the City/OEM and supporting emergency Incident Management Team(s) personnel and contractors are the primary occupant, and for repair and/or replacement cost of any property, items, material, areas and facilities that may be used or damaged by OEM or the City in the conduct of the operation.

The Jockey Club shall submit notification, along with invoices verifying any costs, expenses or damages to OEM's Director of Emergency Management, or his/her designee, in writing. Should the City dispute all or a portion of the invoiced amounts, the City shall notify the Jockey Club in writing, providing the reason for such dispute, not more than thirty (30) days after the Jockey Club provided the invoice in writing to the City. The parties will use good faith efforts to endeavor to resolve the disputed amount(s).

The purpose of the MOU is to establish a cooperative working relationship between Baltimore City Fire Department Office of Emergency Management (OEM) and the Jockey Club in preparing for and responding to snow storm emergency situations and supporting emergency Incident Management Team(s) personnel in the event of a large-scale disaster. The MOU provides for OEM and supporting emergency Incident Management

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Baltimore City Fire Department – cont'd

Team(s) personnel to temporarily use certain designated areas of the Jockey Club Venue (the "Venue Staging Area") as a staging area for snow emergency vehicles and supporting emergency Incident Management Team(s) personnel in the event of a pending or actual snow emergency situation, and to possibly use the Venue Staging Area for emergency vehicles and supporting emergency Incident Management Team(s) personnel in the event of a large-scale disaster, subject to the Jockey Club's prior approval and in accordance with the terms and conditions set forth in the Agreement.

The Memorandum of Understanding is late due to administrative delays.

**MBE/WBE PARTICIPATION:** N/A

**COUNCIL DISTRICT:** Citywide

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Bureau of Budget Management and Research – Appropriation Adjustment Order

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

The Board is requested to approve and Appropriation Adjustment Order increasing Appropriation in the General Fund budget of the Office of Equity and Civil Rights, Service 0849: Police Accountability Board.

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

Service	Cost Center	Fund	Spend Category	Amount
SRV0849 – Police Accountability Board	CCA001386 – Police Accountability Board	1001	SC601101	\$2,388,311

This supplemental request is supported by a surplus of revenue in the General Fund, specifically in revenue generated from transfer taxes.

Revenue Source	Fund	Revenue Category	Amount
Transfer Taxes	1001	RC0045	\$2,388,311

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

The Maryland Police Accountability Act of 2021 required the formation of a Police Accountability Board and Administrative Charging Committee to handle the intake and adjudication of all complaints of police misconduct involving members of the public. City Ordinance 22-146, signed into law on June 30, 2022, tasks the Office of Equity and Civil Rights (OECR) with supporting these new civilian entities to meet the requirements laid out in State and local law as well as the Federal Consent Decree. This request will allow OECR to secure the necessary staffing, equipment, technology, and training resources to support implementation of the new police accountability structures.

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

N/A

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Housing and Community Development – Agreement

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

The Board is requested to approve and authorize execution of an Agreement with Arundel Community Development Services, Inc. The period of the Agreement is October 1, 2021 through September 30, 2022.

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

\$126,000.00 Community Development Block Grant – 47

Fund ID: 2089

Work Tag: GRT0000827

Grant ID: - CCA001146

Spend Category: - SC670701

Activity: HUD14H

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

Pursuant to guidance from the Department of Housing and Urban Development (HUD), an Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations. The purpose of this Agreement is to continue to subsidize operating expenses for the period beginning October 1, 2021 and ending September 30, 2022.

Arundel Community Development Services, Inc. will continue to administer a rehabilitation deferred loan program for low-and moderate-income owner occupant households that reside in the Brooklyn/Curtis Bay area.

The CDBG 47 Agreement is late due to subrecipient and administrative delays.

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

**MWBOO GRANTED A WAIVER ON FEBRUARY 6, 2022.**

**AFFECTED COUNCIL DISTRICT: 10**

**EMPLOY BALTIMORE: N/A**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The CDBG 47 Agreement has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Housing and Community Development – Agreement**

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

The Board is requested to approve and authorize execution of an Agreement with Healthy Neighborhoods, Inc. The period of the agreement is effective upon Board approval for 12 months.

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

\$400,000.00

Fund: 9910

Cost Center: RES009587

Project: PRJ002727

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

Healthy Neighborhoods Inc. (HNI) was established in 2004 to help the City's middle market neighborhoods increase home values, market their communities to create demand for homeownership, and build neighborhood confidence. HNI currently works in more than 40 citywide middle-market neighborhoods, making them more desirable places to live and has generated more than \$100 Million of private and public capital.

In partnership with resident leadership, neighborhood organizations and small developers, HNI maintains and improves neighborhoods by increasing property values, creating demand for homeownership, and building neighborhood confidence. HNI's goal is to support real estate markets that generate sustainable equity for homeowners, create a strong social fabric for all residents, provide a growing tax base for Baltimore, and attract new homeowners as part of the Mayor's Grow Baltimore initiative.

Since its inception, HNI has provided \$63 million of below-market loans, grants for capital improvements of public spaces, funds for marketing, support for high performing schools that are community assets, and operating support for its neighborhood partners. HNI has invested over \$146,000,000.00 in its target neighborhoods, rehabbed and sold over 200 vacant buildings and funded over 270 neighborhood block improvement projects since it was founded. Over ten (10) banks, foundations, and financial institutions have contributed to an approximately \$70 million loan pool used for acquisition/rehab, refinance/rehab, or home improvement loans.

To ensure HNI's success in building neighborhood markets, DHCD is making \$400,000.00 available to HNI to be used to provide operating grants to Neighborhood community groups who work directly with residents and community associations.



## AGENDA

**BOARD OF ESTIMATES**

**12/7/2022**

DHCD – cont'd

**MBE/WBE PARTICIPATION:**

**MWBOO GRANTED A WAIVER ON OCTOBER 30, 2022.**

**AFFECTED COUNCIL DISTRICT:** Citywide

**EMPLOY BALTIMORE:** Yes

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Housing and Community Development – Transfer of Funds

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

The Board is requested to approve a Capital Budget Appropriation Transfer.

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

\$400,000.00 – 4<sup>th</sup> Community and Economic Development

#### **From Acct:**

9910 RES009587 PRJ000296 902935 Home Program Reserve (\$400,000.00)

#### **To Acct:**

9910 CAP009588 PRJ002727 Healthy Neighborhoods Grant \$400,000.00  
Operating 22

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

This transfer of funds will be used to provide operating grants to Neighborhood community groups who work directly with residents and community associations.

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – Affordable Housing Trust Fund Loan

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

The Board is requested to approve and authorize execution of an Affordable Housing Trust Fund Loan in an amount of \$1,000,000 to Perkins Homes Phase IIB, LLC to construct 26 affordable rental units for residents at or below 50% of the Area Median Income at 1500 Claremont Street as part of a larger 67-unit mixed-income development. The City Affordable Housing Trust Fund Loan will have a permanent loan period of 40 year following construction completion.

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

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

\$1,000,000 Affordable Housing Trust Fund Loan in Account Number:  
Fund: 2055  
Cost Center: CCA000333  
Spend Category: SC670701

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

The proposed City AHTF Loan in an amount of \$1,000,000.00 (the “City AHTF Loan”) will be made to Perkins Homes Phase IIB, LLC (the “Borrower”), a Maryland limited liability company the Managing Member of which will be controlled by McCormack Baron Salazar (or an affiliate thereof). Baltimore Affordable Housing Development, Inc. (or an affiliate thereof) will also be a member of the Borrower. Proceeds of the City AHTF Loan will be used to support a portion of the hard costs to construct 26 affordable rental units for residents at or below 50% of the Area Median Income (“AMI”) adjusted for family size at 1500 Claremont Street (known as “Perkins 2B”). Perkins 2B is part of a “twinning” project pairing 9% and 4% Low-Income Housing Tax Credits (“LIHTC”) that will consist of a total 156 mixed-income units and will encompass two separately financed structures: Perkins 2A and Perkins 2B (collectively, “Perkins 2”). Perkins 2 represents the fifth phase of the Perkins Somerset Oldtown Choice Neighborhoods redevelopment plan, with three future Perkins phases and one future Somerset phase anticipated.

The affordable rental units financed in part by the City AHTF Loan include of 26 replacement public housing units which will all be made available to residents at or below 50% of the Area Median Income, adjusted for family size (“AMI”). Perkins 2B also

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### DHCD – cont'd

includes 29 unassisted affordable units for residents at or below 60% AMI and 12 units available at market rents. The unit mix includes one-, two-, and three-bedroom units, with the replacement public housing units supported by Project Based Vouchers.

The City AHTF Loan will be in the amount of \$1,000,000 and will have up to a 30-month construction loan period plus a possible 6-month extension. Following construction completion and conversion, the City AHTF Loan will have a permanent loan period (the "AHTF Permanent Loan Period") of 40 years. No regular interest will be charged on the AHTF Loan, but during the AHTF Permanent Loan Period, the City will receive a portion of funds available to pay principal after servicing the first mortgage in accordance with the program requirements of Community Development Administration ("CDA"), a unit of the Division of Development Finance of the state Department of Housing and Community Development and applicable loan documents. The outstanding principal balance and any deferred and accrued interest is due and payable on the last day of the AHTF Permanent Loan Period. The AHTF Loan will be long-term, subordinate debt.

During the construction loan period, the City AHTF Loan is subordinate to the tax-exempt construction loan from Bank of America of approximately \$17,000,000, which is must-pay debt in the first lien position. During the permanent loan period, the City AHTF Loan is subordinate to the tax-exempt bond first mortgage from Berkadia of approximately \$6,440,000, which is must-pay debt in the first lien position. The City AHTF Loan will also be subordinate to a \$5,200,000 Rental Housing Works loan (the "CDA RHW Loan"), a \$1,000,000 HOME Investment Partnership Program loan (the "CDA HOME Loan"), and a \$500,000 Partnership Rental Housing loan (the "CDA PRHP Loan") to the project from CDA. The loan period and payment terms of the CDA RHW Loan and the CDA HOME Loan are the same as the City AHTF Loan described above. The loan period of the CDA PRHP Loan is the same as the City AHTF Loan described above but the CDA PRHP Loan will not require payment prior to maturity unless an Event of Default occurs.

Additional permanent sources provided by the Housing Authority of Baltimore City which will be subordinate to the City AHTF Loan in the lien structure include a seller's note of approximately \$1,300,000 supported by an appraisal dated April 17, 2022 by Cushman & Wakefield, approximately \$503,161 of Choice Neighborhood funds, approximately \$2,500,000 of America Rescue Plan Act funds, and approximately \$2,210,000 from an anticipated grant from the City of Baltimore for infrastructure costs for Perkins 2. Permanent equity sources include proceeds from the syndication of the 4% LIHTC by Bank of America that will generate equity of approximately \$11,931,130, a Freddie Mac Commitment Refund of \$130,000, GP capital contribution of approximately \$100, and approximately \$410,000 of deferred developer's fee. The total development costs are

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

DHCD – cont'd

approximately \$33,700,624. Amounts for the subordinate debt and the equity sources are approximate and based on current information but may change as the transaction moves to closing.

**MBE/WBE PARTICIPATION:** In compliance.

**AFFECTED COUNCIL DISTRICT:** 12

**EMPLOY BALTIMORE:** N/A (Federal Section 3 local hiring requirements are in effect)

**LIVING WAGE:** N/A (Federal Section 3 local hiring requirements are in effect)

**LOCAL HIRING:** N/A (Federal Section 3 local hiring requirements are in effect)

**1% FOR PUBLIC ART:** N/A

### APPROVED FOR FUNDS BY FINANCE

(The Affordable Housing Trust Fund Loan has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – HOME Investment Partnerships Program

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

The Board is requested to approve a HOME Investment Partnerships Program Loan in the amount of \$2,000,000 to Perkins Homes Phase IIA, LLC to construct 61 affordable rental units at 226 S. Caroline Street as part of a larger 89-unit mixed-income development. The City HOME Loan will have a permanent loan period of 40 year following construction completion.

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

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

\$2,000,000 HOME Investment Partnerships Program Loan in Account Number:

Fund: 9910

Project: PRJ002731

Cost Center: CAP009610

Grant: GRT000835 - \$1,382,500

GRT000836 - \$617,500

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

The proposed HOME Investment Partnerships Program Loan in the amount of \$2,000,000.00 (the “City HOME Loan”) will be made to Perkins Homes Phase IIA, LLC (the “Borrower”), a Maryland limited liability company the Managing Member of which will be controlled by McCormack Baron Salazar (or an affiliate thereof). Baltimore Affordable Housing Development, Inc. (or an affiliate thereof) will also be a member of the Borrower. Proceeds of the City HOME Loan will be used to support a portion of the hard costs to construct 61 affordable rental units at 226 S. Caroline Street (known as “Perkins 2A”). Perkins 2A is part of a “twinning” project pairing 9% and 4% Low-Income Housing Tax Credits (“LIHTC”) that will consist of a total 156 mixed-income units and will encompass two separately financed structures: Perkins 2A and Perkins 2B (collectively, “Perkins 2”), with closing for Perkins 2B anticipated later in the year. Perkins 2 represents the fifth phase of the Perkins Somerset Oldtown Choice Neighborhoods redevelopment plan, with three future Perkins phases and one future Somerset phase planned.

The affordable rental units are comprised of 50 replacement public housing units which will all be made available to residents at or below 30% of the Area Median Income (“AMI”)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### DHCD – cont'd

adjusted for family size, with 11 unassisted units at 60% AMI. The remaining 28 units available at market rents. The unit mix includes one-, two-, three-, and four-bedroom units, with the 30% AMI units supported by Project Based Vouchers.

The City HOME Loan will be in the amount of \$2,000,000 and will have up to a 30-month construction loan period plus a possible 6-month extension including up to three months for cost certification. Following construction completion and conversion, the City HOME Loan will have a permanent loan period (the "HOME Permanent Loan Period") of 40 years. Interest in the amount of the long-term Applicable Federal Rate ("AFR") at the time of closing will be charged on the City HOME Loan during the City Permanent Loan Period and payments will be made from a portion of available cashflow after the payment of the first mortgage in accordance with applicable loan documents. The outstanding principal balance and any accrued interest will be due and payable on the last day of the HOME Permanent Loan Period. The HOME Loan will be long-term, subordinate debt.

During the construction loan period, the City HOME Loan is subordinate to the taxable construction loan from Bank of America of approximately \$11,404,000, which is must-pay debt in the first lien position. During the permanent loan period, the City HOME Loan is subordinate to the Freddie Mac first mortgage from Berkadia of approximately \$11,040,000, which is must-pay debt in the first lien position.

Additional permanent sources provided by the Housing Authority of Baltimore City which will be subordinate to the City HOME Loan in the lien structure include approximately, \$2,121,340 in Choice Neighborhoods funds, a seller's note of approximately \$1,800,000 supported by an appraisal dated April 17, 2022 by Cushman & Wakefield, \$1,200,000 of America Rescue Plan Act funds, and \$1,500,000 in Partnership Rental Housing funds and \$5,000,000 of Rental Housing Works granted by CDA to HABC and loaned into the transaction. Permanent equity sources include proceeds from the syndication of the 9% LIHTC by Bank of America that will generate equity of approximately \$14,023,598, a Freddie Mac Commitment Refund of \$230,000, \$100 GP capital contribution, and approximately \$910,000 of deferred developer's fee. The total development costs are approximately \$40,189,038. Amounts for the subordinate debt and the equity sources are approximate and based on current information but may change as the transaction moves to closing.

**MBE/WBE PARTICIPATION:** In compliance.

**AFFECTED COUNCIL DISTRICT:** 12

**EMPLOY BALTIMORE:** N/A (Federal Section 3 local hiring requirements are in effect)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

DHCD – cont'd

**LIVING WAGE:** N/A (Federal Davis Bacon wage requirements are in effect)

**LOCAL HIRING:** N/A (Federal Section 3 local hiring requirements are in effect)

**1% FOR PUBLIC ART:** N/A

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

(The HOME Investment Partnership Program Loan has been approved by the Law Department as to form and legal sufficiency.)



## AGENDA

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12/7/2022

#### Department of Housing and Community Development – Property Donation

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

The Board is requested to approve to acceptance of the Fee Simple interest in 1000 Mosher Street (Block – 0067 Lot – 001) as a gift from Baltimore Urban Leadership Foundation, Inc.

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

Baltimore Urban Leadership Foundation Inc, owner of the property located at 1000 Mosher Street (Block – 0067 Lot – 001) agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended

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

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

Baltimore Urban Leadership Foundation Inc has offered to donate to the City, title to the property, a vacant building located at 1000 Mosher Street (Block – 0067 Lot – 001) in the Sandtown-Winchester Community. With this Honorable Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

DHCD Land Resources seeks approval to acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 20, 2022, other than water bills, follows.

Tax Sale	344630	\$128,305.11
Real Property Taxes	2021-2022	\$ 206.24
Miscellaneous	9337940	\$ 201.60
Water		\$ 549.62
Registration		\$ 936.00
Total Taxes Owed:		<b>\$130,198.57</b>

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

N/A

**AFFECTED COUNCIL DISTRICT:** 9th

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – Property Donation

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

The Board is requested to approve acceptance of the Leasehold interest in 1701 N. Bethel Street (Block - 1109 Lot - 089) as a gift from Mehwish Hussain.

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

Mehwish Hussain, owner of the property located at 1701 N. Bethel Street (Block - 1109 Lot - 089) agreed to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Thus, no City funds will be expended.

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

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

Mehwish Hussain has offered to donate to the City, title to the property, a vacant building located at 1701 N. Bethel Street ((Block - 1109 Lot - 089) in the Oliver Community. With this Honorable Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

DHCD Land Resources seeks approval to acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through November 19, 2022, other than water bills, follows.

Lien Certificate #883451	Tax sale cert: #373386	\$30,429.41
Real Property Taxes	2022-2023	\$ 5,331.07
Miscellaneous Bill		\$ 5,091.55
Water Bill		\$ 202.27
Environmental Citation		\$ 1,500.00
Property Registration		\$ 3,094.00
Demolition Bill		\$15,214.24
Total Taxes Owed:		<b>\$60,862.54</b>

#### **MBE/WBE PARTICIPATION:** N/A

#### **AFFECTED COUNCIL DISTRICT:** 13th

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Housing and Community Development – Land Disposition Agreement**

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

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of 1110 and 1112 E. North Avenue to Kevin Blackstone. The period of the agreement is effective upon Board approval for 12 months.

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

The City shall convey all its rights, title, and interest in all properties as described in Schedule A of the Land Disposition Agreement for a total sales price of \$20,000.00 (\$10,000.00/ each) which will be paid to the City of Baltimore at the time of settlement. The purchase price and improvements to the site will be funded through private sources.

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

Kevin Blackstone proposes to purchase, rehab, and rent the properties. The rehab will consist of both interior and exterior improvements. GGCA and Midway CDC were notified on June 3, 2022 by Eric Lee. There was no objection to the sale.

City is authorized to dispose of the Properties by virtue of Article II, Section 15 of the Baltimore City Charter. Authority specific to the properties subject to this Land Disposition Agreement is provided in the Land Disposition Agreement.

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

In accordance with the City's Appraisal Policy, a Waiver Valuation was prepared and determined the properties' value to be \$16,4000.00 each. The properties will be sold for \$10,000.00 each.

The properties will sell for an amount which is below the Waiver Valuation amount to serve a specific benefit to the immediate community, help to eliminate blight, and return the properties to the City's tax rolls.

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

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

## **AGENDA**

**BOARD OF ESTIMATES**

**12/7/2022**

DHCD – cont'd

### **AFFECTED COUNCIL DISTRICT: 12**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – Land Disposition Agreement

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

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of 1626 Normal Avenue to Maurice Mcghie.

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

\$4,500.00 will be paid to the City of Baltimore at the settlement. The developer will be using private funds for this project.

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

The project will involve the complete renovation of the subject vacant building to provide single-family home for rental.

The authority to sell the properties located at 1626 Normal Avenue comes from Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

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

In accordance with the appraisal policy of Baltimore City, DHCD has determined the vacant building located at 1626 Normal Avenue to be priced at Nine Thousand Dollars (\$9,000.00) through the waiver valuation process.

The property at 1626 Normal Avenue is being sold for \$4,500.00.

Sale of the vacant building at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, return property to tax rolls and provide economic development.

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

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

#### **AFFECTED COUNCIL DISTRICT:** District 14

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Housing and Community Development – Land Disposition Agreement**

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

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of 5319 Wabash Avenue to Bull Development, LLC.

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

\$10,000.00 will be paid to the City of Baltimore at the settlement. The developer will be using private funds for this project.

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

The project will involve new construction of modern single-family home for sale.

The authority to sell the properties located at 5319 Wabash Avenue comes from Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

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

In accordance with the appraisal policy of Baltimore City, DHCD has determined the vacant lot located at 5319 Wabash Avenue to be priced at \$15,000.00 through the waiver valuation process.

The vacant lot at 5319 Wabash Avenue is being sold for Ten Thousand Dollars (\$10,000.00).

Sale of the vacant lot at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, return property to tax rolls and provide economic development.

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

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

##### **AFFECTED COUNCIL DISTRICT: 6**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Housing and Community Development – Side yard Land Disposition Agreement

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

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement for the sale of City owned property located at Descriptive Lot Stricker Street, Block 0197, Lot 058 to Angelica Orahoad.

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

The lot will be sold for the price of Five Hundred Thirty-Seven Dollars (\$537.00) of which Four Hundred Thirty-Seven Dollars (\$437.00) shall be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs including transfer taxes, recordation fees, taxes and associated title services.

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

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

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

The City has agreed to convey the property known as Descriptive Lot Stricker Street, Block 0197, Lot 058 to the adjacent property owner. As a condition of conveyance, Angelica Orahoad has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

Presented herewith is the Side Yard Land Disposition Agreement, which has been signed by the Purchaser and approved by the City's Law Department for form and legal sufficiency.

#### **MBE/WBE PARTICIPATION:** N/A

#### **AFFECTED COUNCIL DISTRICT: 9**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – Option

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

The Board is requested to approve an option to purchase the \$75.00 ground rent interest in 4820 Park Heights Avenue is requested. The owner is Marwood, LLC. In the event that the option agreement fails, and settlement cannot be achieved, DHCD requests Board approval to purchase the property interest by condemnation for an amount equal to or lesser than the option amount.

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

\$688.00	Option Price
\$225.00	Back Rent
\$529.00	Settlement Fee
<b>\$1442.00</b>	<b>Total</b>

9910 - Housing Fund Main, HOME, BDC and Downtown Pship. Capital Project Fund  
PRJ000518 - Acquisition and Relocation – Current  
CAP009588 - CAP Housing and Community Development

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

This property will be purchased by a voluntary sales agreement between the owners and the Mayor and City Council of Baltimore, by and through the Department of Housing and Community Development. The sales agreement is subject to the approval of the Board of Estimates and is required for any single-family or multiple-family dwelling unit or other structure or lot within the City acquired for development or redevelopment.

This Department has obtained appraisals, held negotiations with the owner of said interest and is in compliance with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. As a result, therefore, the attached option in the amount of \$688.00 for the property interest has been obtained from the owner. This property will be redeveloped. The price determined by the waiver valuation process was \$500.00. The owner negotiated a higher sales price.

In the alternative, should there be a failure to fully execute the sales agreement, DHCD requests permission to purchase the property interest by condemnation. Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code (2000 Edition) and/or the provisions of the Baltimore.



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Housing and Community Development – cont'd**

City Public Local Law, § 21-16 and 21-17, dated October 1, 1999, along with any and all amendments thereto, 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, by condemnation, 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 this property.

It is necessary that the City, with the prior approval of the Board of Estimates, deposit with the Clerk of the Court of the appropriate jurisdiction in Baltimore City the sum covering the estimated fair market value of the property interest and comply with the requirements of the Uniform Relocation Act for replacement housing payment.

The fair market value is substantiated in appraisals made by independent appraisers contracted by the City. This will permit the City to have title to, and if necessary immediate possession of, the subject property interest in conformity with the requirements of the aforementioned applicable law.

**MBE/WBE PARTICIPATION:** N/A

**AFFECTED COUNCIL DISTRICT:** 6<sup>th</sup>, Sharon Green Middleton

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Housing and Community Development – Transfer of Funds

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

The Board is requested to approve a Capital Budget Appropriation Transfer.

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

\$2,056,464.00 – Community Development Block Grant 47

#### **From Acct:**

9910 PRJ001850 922012 RES009587 – Whole Block Demo RES (\$2,056,464.00)

#### **To Acct:**

9980 GRT000827 FY22 CDBG CAP009593 Whole Block Demo \$2,056,464.00

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

This transfer will provide funding to demolish or stabilize buildings selected by DHCD due to their poor structural condition, as part of an overall neighborhood revitalization strategy in DHCD target areas.

**MBE/WBE PARTICIPATION:** N/A

**AFFECTED COUNCIL DISTRICT:** N/A

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

## AGENDA

BOARD OF ESTIMATES

12/7/2022

Department of Housing and Community Development – Transfer of Funds

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

The Board is requested to approve a Capital Budget Appropriation Transfer

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

\$1,328,823.65 – Community Development Block Grant 48

#### **From Acct:**

9980 GRT000003 935989-CAP009593 – Loan Repayment (\$1,328,823.65)

#### **To Acct:**

9980 GRT000003 929410-CAP009593 – East Balto. Develop. 108 \$1,328,823.65

### **BACKGROUND/EXPLANATION:**

This transfer will provide community development block grant funds for repayment of the HUD 108 loan for fiscal year 2023.

**MBE/WBE PARTICIPATION:** N/A

**AFFECTED COUNCIL DISTRICT:** N/A

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Housing and Community Development – Transfer of Funds

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

The Board is requested to approve a Capital Budget Appropriation Transfer.

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

\$1,000,000.00 – Pimlico Community Development Authority Funds

#### **From Acct:**

9910 PRJ000711- 905255- RES009587 Park Heights Devel. Support (\$1,000,000.00)

#### **To Acct:**

9910 CAP009588 PRJ002736 Woodland Gardens 1 PCDA Loan \$1,000,000.00

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

This transfer funds will provide a loan to cover a portion of the hard construction costs of Woodland Gardens at 4755 Park Heights Avenue for affordable housing. The loan will have a 40-year term and repayment will be made from a portion of available cash flow after servicing the first mortgage according to the state's Low-Income Housing Tax Credit program requirements.

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

#### **AFFECTED COUNCIL DISTRICT:**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Housing and Community Development – Ratification to Agreement

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

The Board is requested to approve and authorize Ratification to Agreement with Greater Baybrook Alliance, Inc. The period of the Agreement was July 1, 2019 through June 30, 2022.

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

\$85,000.00 – Community Development Block Grant-45

#### **WORK TAG:**

**Fund:** 2089 - **Grant:** GRT000829 - **Cost Center:** CCA001146 - **Spend Category:** SC670701 **Activity:** HUD021C (\$30,000.00)

HUD03Z (\$25,000.00)

HUD021A (\$30,000.00)

\$85,000.00 – Community Development Block Grant-46

#### **WORK TAG:**

**Fund:** 2089 - **Grant:** GRT000828 - **Cost Center:** CCA001146 - **Spend Category:** SC670701 **Activity:** HUD021C (\$38,775.00)

HUD020 (\$32,485.00)

HUD188 (\$13,740.00)

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

Pursuant to guidance from the Department of Housing and Urban Development (HUD), an Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations. The purpose of this Ratification agreement is to provide CDBG funding to subsidize the Subgrantee's operation of a community development organization which provide a Baybrook beautification and Community spruce Up programs which create community managed open space, spur revitalization by attracting private and public investment and partnerships to eliminate blight and improve housing and the quality of life of the communities of Brooklyn, Curtis Bay and Brooklyn Park.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

DHCD – cont'd

An Agreement signed by Greater Baybrook Alliance and the Law Department will be executed in order that funds may be disbursed.

The Grant Agreement is late due to subrecipient and administrative delays.

**MBE/WBE PARTICIPATION:** Waived

**AFFECTED COUNCIL DISTRICT:** Citywide

**APPROVED FOR FUNDS BY FINANCE**

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

**PERSONNEL MATTERS**

\* \* \* \* \*

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

38 - 71

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department as to form and legal sufficiency.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

#### Baltimore City Office of Information and Technology

1. Reclassify the following filled position:

**FROM:**

Classification: Division Manager, BCIT

Job Code: 10188

Grade: 967 (\$113,268 - \$186,734)

Position #: 53108

**TO:**

Classification: IT Manager

Job Code: 10186

Grade: 942 (\$99,052 - \$163,305)

Position #: 53108

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

There are no costs associated with this action.

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

The Department of Human Resources has reviewed a submission from Baltimore City Information Technology Office to reclassify the above filled position. This position will be responsible for leading a team of technology professionals across a broad range of disciplines, to include data governance, enterprise application, project management, and software engineering; and preparing financial budgets and presenting proposals for capital projects and evaluating new technologies for competitive advantage.

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

2. Reclassify the following filled position:

**FROM:**

Classification: IT Division Manager, BCIT

Job Code: 10188

Grade: 967 (\$113,268 - \$186,734)

Position #: 49939



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

#### Baltimore City Office of Information and Technology – cont'd

**TO:**

Classification: IT Manager  
Job Code: 10186  
Grade: 942 (\$99,052 - \$163,305)  
Position #: 49939

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

There are no costs associated with this action.

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

The Department of Human Resources has reviewed a submission from Baltimore City Information Technology Office to reclassify the above filled position. This position will be responsible for leading a team of technology professionals across a broad range of disciplines, to include data governance, enterprise application, project management, and software engineering; creating the data and analytics vision and strategies; establishing an architecture and a collection of integrated decision support-applications and databases, providing easy access to business data and manages and trains cross functional team of professionals that includes Data Scientist, Data Engineer, Database Administrator and Developers.

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

3. Reclassify the following unfilled position:

**FROM:**

Classification: IT Specialist I BCIT  
Job Code: 33107  
Grade: 923 (\$66,300- \$106,331)  
Position #: 50711

**TO:**

Classification: IT Manager  
Job Code: 10186  
Grade: 942 (\$99,052 - \$163,305)  
Position #: 50711

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

Baltimore City Office of Information and Technology – cont'd

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

Cost: \$44,863.00      Fund 1001      Cost Center ID: CCA000670  
Enterprise IT Fiber

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

The Department of Human Resources has reviewed a submission from Baltimore City Information Technology Office to reclassify the above vacant position. This position will now be the CitiWatch Manager (CCTV) and will be responsible for managing the City's CitiWatch program involving the CCTV and VMS technology; supervising the technical team that supports the CCTV; overseeing the technical and operational priorities as well as quality assurance of documentation for the City's VMS and CCTV technology and developing long-term life cycle strategies, including upgrade and replacement requirements and projecting the growth of the technical program for budgetary purposes.

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

4. Reclassify the following vacant position:

#### **FROM:**

Classification: IT Project Manager  
Job Code: 10153  
Grade: 929 (\$73,474 - \$117,402)  
Position #: 53597

#### **TO:**

Classification: IT Project Manager, BCIT  
Job Code: 10187  
Grade: 939 (\$93,367 - \$153,867)  
Position#: Same

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

Costs: \$26,270.50      Fund: 1001      Cost Center ID: CCA000665  
Enterprise IT Delivery Services

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### PERSONNEL

##### Baltimore City Office of Information and Technology – cont'd

#### BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Baltimore City Office of Information and Technology to correct the earlier action to reclassify the above vacant position. This action was submitted earlier this year by the agency with incorrect reclassification information. Therefore, the agency is requesting an administrative correction to the earlier approved action. This position will be responsible for providing oversight and management of the Incident Problem Management Team that will be responsible for addressing, handling and coordinating the escalation of various computer hardware, software and other IT systems related issues for the IT Services Optimization Pilot Program.

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

5.	<b>WESLEY B. HENSON, JR.</b>	<b>\$37.50</b>	<b>\$78,624.00</b>
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Fund:1001 Cost Center:000666

The Baltimore City Office of Information Technology has requested approval of an employment contract renewal for Wesley B. Henson, Jr., for one-year beginning the date of Board of Estimates approval or December 7, 2022, whichever one comes later at a rate of \$37.80 per hour, for 2,080 hours, not to exceed \$78,624.00. This is the same hourly rate as in the previous contract period. Wesley B. Henson, Jr. will continue to work as a **Contract Services Specialist II**. This position is responsible for providing Tier-I and II-level technical support for City users that includes troubleshooting and diagnosing hardware, software and network issues; providing account maintenance; creating, modifying and deleting accounts; providing step-by-step resolution to customers to resolve technical issues; troubleshooting and diagnosing network problems, web browsers and basic network connectivity; escalating unresolved queries to the next level of support; updating customer data and producing activity reports; following-up with customers to ensure complete and efficient problem resolution; providing on-demand support for end-user issues including VIP users, e.g. Comptroller, Mayor, etc. related to system performance and availability; monitoring Service Desk ticket queue, resolve tickets and escalations; resolving problems and/or requests; installing and testing hardware and peripheral components; loading appropriate software packages; installing, configuring and maintaining all PC-related hardware and software systems; configuring laptops and desktops for various agencies, increasing memory when users experience slowness; trouble shooting and replacing video and network cards.

**12/7/2022**

Baltimore City Office of Information and Technology – cont'd

Fund:1001 Cost Center:000656

The Baltimore City Office of Information Technology has requested approval of an employment contract renewal for Patricia Fuller, for one-year beginning the date of Board of Estimates approval or December 7, 2022, whichever one comes later, at a rate of \$66.00 per hour, for 800 hours, not to exceed \$52,800.00. This is the same hourly rate as in the previous contract period. Patricia Fuller will continue to work as a **Contract Services Specialist II**. This position is responsible for using Drupal content management skills and expertise to conduct training for City of Baltimore content editors, and creating and maintaining Drupal training materials library for the Baltimore City Office of Information Technology.

Fund:1001 Cost Center: 000666

The Baltimore City Office of Information Technology has requested renewal of an employment contract for Darion Mortley, for one-year beginning the date of Board of Estimates approval or December 7, 2022, whichever one comes later at a rate of \$30.00 per hour, for 2,080 hours, not to exceed \$62,400.00. Darion Mortley will continue to work as a **Contract Services Specialist II**. This position is responsible for monitoring the service desk ticket queue and assisting with all aspects of technical support via phone, chat, email or in person; creating, updating, and resolving new tickets as necessary during communications with end users; determining the best solution based on the issue and details provided by customers; installing and testing hardware and peripheral components; loading appropriate software packages such as operating systems, networking components and office applications; developing/configuring “agency specific” software; isolating and diagnosing common hardware/software problems; maintaining records of software/hardware repairs and fixes for future reference; updating procedures within assigned tickets and/or on SharePoint; communicating daily with users; documenting updates, troubleshooting steps, changes, improvements, and resolutions within assigned tickets and the ability to work with other IT professionals as needed for product/application support.

**12/7/2022**

Baltimore City Office of Information and Technology – cont'd

8.	DOUGLAS WILDER	\$35.00	\$72,800.00
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Fund:1001 Cost Center:000666

The Baltimore City Office of Information Technology has requested approval of an employment contract renewal for Douglas Wilder, for one-year beginning the date of Board of Estimates approval or December 7, 2022, whichever one comes later, at a rate of \$35.00 per hour, for 2,080 hours, not to exceed \$72,800.00. Douglas Wilder will work as a **Contract Services Specialist II**. This position is responsible for monitoring the service desk ticket queue and assisting with all aspects of technical support via phone, chat, email or in person; creating, updating, and resolving new tickets as necessary during communications with end users; determining the best solution based on the issue and details provided by customers; installing and testing hardware and peripheral components; loading appropriate software packages such as operating systems, networking components and office applications; developing/configuring “agency specific” software; isolating and diagnosing common hardware/software problems; maintaining records of software/hardware repairs and fixes for future reference; updating procedures within assigned tickets and/or on SharePoint; communicating daily with users; documenting updates, troubleshooting steps, changes, improvements, and resolutions within assigned tickets and the ability to work with other IT professionals as needed for product/application support.

## Office of the Comptroller

9. Reclassify the following filled position:

Classification: Operations Officer I  
Job Code: 00085  
Grade: 923 (\$66,300 - \$106,331)  
Position #: 10114

Classification: Operations Officer II  
Job Code: 00086  
Grade: 927 (\$70,509 - \$112,814)  
Position #: Same

## AGENDA

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### PERSONNEL

#### Office of the Comptroller – cont'd

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

Cost: \$10,782.00 Fund: 1001 Cost Center: CCA000022

The Department of Human Resources has reviewed a request from the Office of the Comptroller to reclassify the above position. The position duties have expanded and the position will now be held accountable for the full Board of Estimates process from beginning to end. This includes managing and monitoring daily requests; i.e., personnel actions, procurement contracts, etc., ensuring the board of estimates agenda is prepared in a timely manner, serving as the liaison between the five-member board, meeting with internal and external stakeholders to ensure projects comply with policies, advises the administration on potential issues, makes alternative recommendations to resolve issues, identify and implement process improvement strategies, answer questions and provide guidance to stakeholders on submission procedures and lead various projects.

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 General Services

#### 10. Create the following position:

Classification: Public Relations Coordinator

Job Code: 33414

Grade: 923 (\$66,300 - \$106,331)

Position #: TBA

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

Costs: \$75,000.00 Fund: 1001 Cost Center ID: CCA000140

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

The Department of Human Resources has reviewed a request from the Department of General Services to create the above position. The position will be

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

#### Department of General Services

responsible for coordinating the public relations program of the agency; meeting with agency leadership, managers, supervisors and executives to research potential story updates and content ideas for media partners and social media; planning, organizing, and monitoring special events and ceremonies and photographing or videotaping events, facilities, or operations for use in promotional materials.

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

11. **KIMBERLY MELTON** **\$52.50** **\$96,000.00**

FUND:1001 COST CENTER:CCA001171

The Department of General Services has requested approval of an employment contract with Ms. Kimberly Melton, for one year, beginning November 28, 2022 through November 27, 2023, or upon Board of Estimates approval, at a rate of \$50.52 per hour, for 1,900 hours, not to exceed \$96,000.00. Ms. Melton will serve as a Contract Service Specialist I in the role of Business Analyst to Lead DGS-OPM's Data Governance program, researches, and deploys statistics to derive insights and analysis from agency operational data. Works with DGS divisions and staff to conduct project assessment, collect, analyze relevant data and produce data tables, charts, and reports to provide recommendations to OPM Division Chief and other divisions. Will lead the development of OPM Power BI Dashboard and DGS Data Governance program. Collaborate with OPM leadership to model DGS data for City's Performance Management System (PMS) and Open Data. Conduct outreach to decision-makers within DGS's divisions to understand which decisions could benefit from improved access to data and analysis and uses this discovery to scope, manage, and implement process improvement projects. Have and maintain working knowledge of different types of SQL joins encountered in querying or to return a data set using SQL. Ms. Melton will lead the preparation of data and statistical reports of agency Key Performance Indicators (KPIs); Strategic Employment Management Initiative (SEMI) program; SEMI KPIs data analysis and reports.

**PERSONNEL**

Department of Health

12. Reclassify the following filed position:

**FROM:**

Classification: Recreation Center Director II  
Job Code: 83212  
Grade: 084 (\$41,654 - \$49,714)  
Position #: 24492

**TO:**

Classification: Social Program Administrator I  
Job Code: 81151  
Grade: 088 (\$48,402 - \$58,643)  
Position #: Same

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

Cost: \$6,914      FUND: 1001      Cost Center ID: CCA000213  
John Booth Hooper Senior Center

**BACKGROUND/EXPLANATION:**

The Department of Human Resources has reviewed a request from the Health Department to reclassify the above filled position. The position is being reclassified to provide direct operational oversight of the day-to-day activities of a Senior Center. The responsibilities of the position will be building management, establishing program goals to include planning, coordination, and approving program activities for independent seniors in a senior center environment; participate in budget planning for program operation, ensures accurate accountability for payments to vendors, and maintain and adhere to the City's procurement process.

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



**PERSONNEL**

Department of Health – cont'd

13. Reclassify the following filled position:

**FROM:**

Classification: Social Program Administrator II  
 Job Code: 81152  
 Grade: 927 (\$70,509 - \$112,814)  
 Position #: 16091

**TO:**

Classification: Operations Officer III  
 Job Code: 31111  
 Grade: 929 (\$74,943 - \$119,750)  
 Position #: Same

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

Cost: \$5,883	FUND: 1001	Cost Center ID: CCA000213
		John Booth Hooper Senior Center

**BACKGROUND/EXPLANATION:**

The Department of Human Resources has reviewed a request from the Health Department to reclassify the above filled position. The position will be the Director for the Senior Centers in City of Baltimore. The responsibilities of the position will be to direct the operational oversight of the day-to-day of six Senior Centers within the City of Baltimore; supervise senior center managers, provide management and facility support for all city managed senior centers, collaborate with the staff to develop goals across all centers and to support the Assistant Commissioner of Community Services in the administration and management of Community Service programs.

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

14.	<b>NGINA VICTOR</b>	<b>\$20.00</b>	<b>\$39,520.00</b>
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Fund: 4000

The Baltimore City Health Department has requested approval of an employment

## AGENDA

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### PERSONNEL

#### Department of Health – cont'd

contract for Ngina Victor, beginning Board of Estimates approval through June 30, 2023 at a rate of \$20.00 per hour, for 1,976 hours, not to exceed \$39,520.00. Ngina Victor will work as a **Contract Services Specialist II**. This position is responsible for providing continued early intervention assistance in the implementation and coordination of the Baltimore Infants and Toddlers Parent Council for the Department.

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

Fund: 5000 Cost Center:

The Health Department has requested approval of an employment contract for Carolyn Grant, retiree, beginning the date of Board of Estimates approval through June 30, 2023, at a rate of \$20.77 per hour, for 1,200 hours, not to exceed \$24,924.00. Carolyn Grant will work as a **Contract Services Specialist I**. This position is responsible for gathering pre-examination information for patient case history and assessing the patient's needs for appointment scheduling; obtaining information from patients for billing purposes, entering medical and personal history data into a computerized medical data base, and completing patient invoice forms for patients and third party insurers; preparing the examining area for patient examination; collecting laboratory specimens and completing laboratory slips; performing CPR/ First Aid and responding to emergencies; performing medication administration in accordance with program and Maryland Board of Nursing guidelines.

#### Enoch Pratt Free Library

16. Create the following Non-Civil Service Class:

Classification: End User Support I  
Job Code: 00679  
Grade: 923 (\$66,300 - \$106,331)

**Create the following two (2) positions:**

Classification: End User Support I  
Job Code: 00679  
Grade: 923 (\$66,300 - \$106,331)  
Position #'s: TBD

## AGENDA

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### PERSONNEL

Enoch Pratt Free Library – cont'd

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

Cost: \$86,315                      FUND: 5000                      Cost Center ID: CCA000070  
Library Sailor Operations

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

The Department of Human Resources has reviewed a request from The Enoch Pratt Free Library to create the above positions. These positions will be responsible for providing technical support to customers. They will be also be responsible for personal and network system infrastructure equipment to include testing, updating, maintaining, and providing training on mainframe client servers and microcomputer hardware and software. These positions will perform installation, upgrades, configuration and maintenance on devices such as workstations, laptops, mobile devices, mainframe printers and scanners and test new software for compatibility with the City of Baltimore applications and policies.

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

#### 17. Create the following position

Classification:                      Operations Officer I  
Job Code:                              00085  
Grade:                                  923 (\$66,300 - \$106,331)  
Position #:                              TBD

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

Cost: \$86,316.00                      FUND: 6000                      Cost Center ID: CCA001133  
Special Funds

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

The Department of Human Resources has reviewed a request from The Enoch Pratt Free Library to create the above position. The position will be responsible for researching and producing new technology pilot programs and customer service, working with the appropriate system-wide and statewide staff to roll out the new

## AGENDA

### BOARD OF ESTIMATES

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#### PERSONNEL

##### Enoch Pratt Free Library – cont'd

pilot programs, evaluating the programs and sharing the results on a statewide level. The position will also be responsible for working with existing individuals and teams to create new project management strategies for the logistics of on-site and virtual conferences and large events.

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

18. Create the following position:

Classification: Library IT Training Officer  
Job Code: 00691  
Grade: 927 (\$70,509 - \$112,814)  
Position #: TBA

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$91,661.00      FUND: 5000      Cost Center ID: CCA000070  
Library Sailor Operations

#### BACKGROUND/EXPLANATION:

The Enoch Pratt Free Library has requested the creation of the above-referenced position. The position will be responsible for overseeing all IT internal training and technical competencies for the library staff. This position will be responsible for establishing technology competencies for each class of employees at the library, establishing a system to track all training of the staff, work with IT to ensure all users are trained on new systems and technologies across the agency.

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

##### Law Department

19. Create the following position:

Classification: Operations Assistant I  
Job Code: 31102  
Grade: 902 (\$46,512 - \$74,375)  
Position #: TBA

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#### PERSONNEL

Law Department – cont'd

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

Costs: \$74,962.00

Fund: 1001

Cost Center ID: CCA000376

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

The Department of Human Resources has reviewed a request from Law Department to create the above position. This position is being created for The Minority and Women's Business Office to develop and implement outreach programs designed to further equity in the procurement process. This position will also be responsible for collecting and compiling data for compliance reports and makes recommendations to management on changes on policies and procedures.

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

#### 20. Create the following position:

Classification: Claims Investigator  
Job Code: 32211  
Grade: 923 (\$66,300 - \$106,331)  
Position #: TBA

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

Costs: \$100,252.00

Fund: 1001

Cost Center ID: CCA000376

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

The Department of Human Resources has reviewed a request from Law Department to create the above position. This position is being created for The Minority and Women's Business Office to investigate requests for certification and recertifications and to investigate claims for violations of contractual agreements with businesses.

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

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#### PERSONNEL

##### Law Department – cont'd

21. Create the following position:

Classification: Program Compliance Officer I  
Job Code: 31501  
Grade: 087 (\$46,499- \$56,207)  
Position #: TBD

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

Costs: \$74,068.00      Fund Code: 1001      Cost Center ID: CCA000376  
Minority & Women's Business

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

The Department of Human Resources has reviewed a request from the Department of Law to create the above position. The position will be responsible for conducting reviews of ongoing contracts with various city agencies and prime contractors, to ensure compliance with laws, regulations and contract requirements; providing follow up for violations; communicating with clients to resolve issues with violations of regulations/law, outstanding payments, compliance with contract agreement and other compliance matters as needed.

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

22. Create the following two positions:

Classification: Program Compliance Officer II  
Job Code: 31502  
Grade: 927 (\$70,509 - \$112,814)  
Position #'s: TBD

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

Costs: \$211,262.00      Fund Code: 1001      Cost Center ID: CCA000376  
Minority & Women's Business

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

The Department of Human Resources has reviewed a request from the Department of Law to create the abovementioned positions. These positions will

## AGENDA

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### PERSONNEL

#### Law Department – cont'd

be responsible for coordinating with contracting agencies to set goals for prime contractors/contracts (WBE/MBE compliance); conducting reviews of initial and ongoing contracts with various city agencies and prime contractors, ensuring compliance with laws, regulations and contract requirements; providing follow up investigation on violations; communicating with clients to resolve issues with violations of regulations; enforcing compliance against violations and will make recommendations for penalties and fines.

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

#### Mayor's Office of Employment Development

#### 23. Create the following new Non-Civil Service Class:

Classification: Chief Contract Officer  
Job Code: 10069  
Grade: 931 (\$80,743 - \$129,075)

#### Reclassify the following filled position:

##### **FROM:**

Classification: Manager Level  
Job Code: 01226  
Grade: 927 (\$70,509 - \$112,814)  
Position #: 16220

##### **TO:**

Classification: Chief Contract Officer  
Job Code: 10069  
Grade: 931 (\$80,743 - \$129,075)  
Position #: Same

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

Costs: \$8,886.85    Fund: 1001    Cost Center ID: CCA001203  
Workforce Services Central Contracting

## AGENDA

### BOARD OF ESTIMATES

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#### PERSONNEL

##### Mayor's Office of Employment Development – cont'd

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

The Department of Human Resources has reviewed a request from the Mayor's Office of Employment Development (MOED) to reclassify the above referenced position. The action is part of the restructuring to align MOED's agency specific classifications with the City of Baltimore classifications. This position will be responsible for creating written agreements with vendors and subcontractors for the procurement and/or delivery of goods and services and ensures that they are properly reviewed and approved; reviewing and approving invoices from vendors and subcontractors and initiates related payments by the city.

This position will also actively participate in the Request for Proposal process and recommend contracts to the Mayor and Board of Estimates and submits contracts to the Law Department for legal processing, resolving contract compliance issues and problems with various agencies and the City Department of Audits, reviewing and monitoring contracted work to ensure compliance with contract provisions; approving and disapproving contract payments and terminates contracts due to noncompliance with contract provisions.

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

#### 24. Reclassify the following filled position:

##### **FROM:**

Classification: Manager Level  
Job Code: 01226  
Grade: 927 (\$70,509 - \$112,814)  
Position #: 16229

##### **TO:**

Classification: Operations Officer III  
Job Code: 00087  
Grade: 929 (\$74,943 - \$119,750)  
Position #: Same

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

Costs: \$6,566.00

Fund: 1001

Cost Center ID: CCA001216  
Youth Works Pre-Summer Job



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### PERSONNEL

Mayor's Office of Employment Development – cont'd

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

The Department of Human Resources has reviewed a request from the Mayor's Office of Employment Development (MOED) to reclassify the above referenced positions. The action is part of the restructuring to align MOED's agency specific classifications with the City of Baltimore classifications. This position will be responsible for overseeing and managing the Baltimore Youth Works Summer Jobs Program which is one of the largest summer jobs initiatives in the nation. For the past five years, the goal has been to offer 8,000 City youth an opportunity to

work and earn wages during the summer months. Built on the unspoken expected reality that a large percentage of black and brown youth would have unequal access to a summer job because of structural and institutional racism, Youth Works prioritizes those most impacted – youth receiving public assistance, low wage families and youth connected to the Department of Juvenile Service.

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

25. Reclassify the following filled position:

**FROM:**

Classification: Human Services  
Job Code: 01223  
Grade: 918 (\$38,959 - \$67,881)  
Position #: 46223

**TO:**

Classification: Human Service Worker II – Non-Civil  
Job Code: 00121  
Grade: 558 (\$49,379 - \$57,357)  
Position #: Same

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

Costs: \$5,521.00

Fund: 1001

Cost Center ID: CCA000560  
Youth Works Summer Job

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

Mayor's Office of Employment Development – cont'd

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

The Department of Human Resources has reviewed a request from the Mayor's Office of Employment Development (MOED) to reclassify the above referenced positions. The action is part of the restructuring to align MOED's agency specific classifications with the City of Baltimore classifications. This position will be responsible assisting customers in developing an employment development plan and modify plans as circumstances warrant, achieve program performance goals regarding enrollment, retention, completion and placement in jobs, colleges or further training programs. This position will also provide comprehensive case management and conduct individual and group assessment sessions with program participants to facilitate their transition to regular full-time or part-time employment, training, and/or post-secondary education.

26. Reclassify the following filled position:

#### **FROM:**

Classification: Human Services  
Job Code: 01223  
Grade: 918 (\$38,959 - \$67,881)  
Position #: 45990

#### **TO:**

Classification: Program Coordinator  
Job Code: 10240  
Grade: 923 (\$66,300 - \$106,331)  
Position #: Same

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

Costs: \$10,068.00 Fund: 1001 Cost Center ID: CCA000542  
Employment Development Administration

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

The Department of Human Resources has reviewed a request from the Mayor's Office of Employment Development (MOED) to reclassify the above referenced position. The action is part of the restructuring to align MOED's agency specific

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### BOARD OF ESTIMATES

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#### PERSONNEL

##### Mayor's Office of Employment Development – cont'd

classifications with the City of Baltimore classifications. This position will be responsible for overseeing and coordinating all the activities related to the Youth Opportunity Program that assist youth in securing an internships or jobs with different companies throughout the State of Maryland. This position assists youth in completing assessment packets, completing resumes to determine the best placement for the individual. This position also is responsible for tracking and monitoring the individual's progress after placement, conducting work sites visits and ensuring reports and progress reports are completed and maintained.

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

27.     **GARSHET HATCHER**                                     **\$26.50**                                     **\$55,120.00**

Fund:1001 Cost Center: CAA000546

The Mayor's Office of Homeless Services is requesting approval of an employment contract for Garshét Hatcher, for one-year beginning the date of Board of Estimates approval at a rate of \$26.50 per hour, for 2,080 hours, not to exceed \$55,120.00. At the critical moment when the community has adopted the Action Plan on Homelessness and COVID has become a pandemic, it is essential that MOHS effectively delivers information and shares educational content in a way that is compelling and visually appealing. MOHS is seeking to hire Garshét Hatcher as a Contract Services Specialist II (Digital Communications Associate). The Digital Communications Associate position is responsible for helping guide MOHS efforts to expand community awareness and increase investments and collaborations to solve homelessness and mitigate the risks for individuals experiencing homelessness. The Digital Communications Associate reports to the Public Relations Officer in the Mayor's Office of Homeless Services.

##### Mayor's Office of Immigrant Affairs

28.     **MARK LOSHA**   **\$30.53**                                     **\$58,007.00**

FUND:1001 Cost Center: CCA000398

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### BOARD OF ESTIMATES

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### PERSONNEL

#### Mayor's Office of Immigrant Affairs – cont'd

The Mayor's Office of Immigrant Affairs has requested approval of an employment contract for Mark Losha, for one-year beginning the date of Board of Estimates approval at a rate of \$30.53 per hour, for 1,900 hours, not to exceed \$58,007.00. Mr. Losha will work as a **Contract Services Specialist II**. This position is responsible for coordinating and standardizing processes to improve and enhance language access services across city agencies for individuals with Limited English Proficiency [LEPs]. This includes developing, implementing, and evaluating policies and procedures for the City's Language Access Program; maintaining written documentation of these policies and procedures; providing guidance and support to Baltimore City agencies to develop language access plans detailing ways to serve LEP constituents; developing a coalition of language access liaisons for the purposes of implementation and compliance; training language access liaisons and respective staff on how to work with LEP populations and continuously improve training curricula and materials, etc.

#### Police Department

#### 29. Reclassify the following two filled positions:

##### **FROM:**

Classification: Accounting Assistant III  
Job Code: 34133  
Grade: 084 (\$41,654 - \$49,714)  
Position #'s: 16637 & 16652

##### **TO:**

Classification: Fiscal Technician  
Job Code: 34221  
Grade: 088 (\$48,402 - \$58,643)  
Position #'s: Same

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

Costs: \$13,774.89      Fund: 1001      Cost Center ID: CCA000717  
Fiscal Services Division

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

#### Police Department – cont'd

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

The Department of Human Resources has reviewed a request from the Baltimore City Police Department Fiscal Division to reclassify the above two filled positions. These positions will now be responsible for maintaining and reconciling accounts and reports, processing Enterprise Integration Build (EIB's) for payments currently being processed in Workday, and processing payroll for officers.

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

30.	<b>LEWIS WRIGHT</b>	<b>\$20.19</b>	<b>\$42,000.00</b>
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Fund: 1001 Cost Center: CCA000776

The Baltimore City Police Department has requested approval of an employment contract for Lewis Wright, retiree, for one-year beginning on January 16, 2023 through January 15, 2024, or upon the date of Board of Estimates approval, whichever date comes later at a rate of \$20.19 per hour for 2,080 hours not to exceed \$42,000.00. On January 3, 1996, your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Lewis Wright will work as a **Contract Services Specialist I** assigned to the Records Management Section. This position is responsible for being the courier for incoming mail from the courthouses (i.e. transports protective orders, peace orders, warrants, etc.).

31.	<b>DEIDRE EAMES</b>	<b>\$20.19</b>	<b>\$42,000.00</b>
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Fund: 1001 Cost Center: CCA000776

The Baltimore City Police Department has requested approval of an employment contract for Deidre Eames, retiree, for one year beginning on February 14, 2023 through February 13, 2024, or upon the date of Board of Estimates approval, whichever date comes later at a rate of \$20.19 per hour for 2,080 hours not to exceed \$42,000.00. On January 3, 1996, your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Deidre Eames will work as a **Contract Services Specialist I** assigned to the Legal Department. This position is responsible for receiving, logging, assigning and tracking all incoming Maryland Public Information Act (MPIA) requests including documenting



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### PERSONNEL

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

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

Cost: \$224,506.00    Fund: 2071    Cost Center: CCA000888  
(WW Engineering Planning and Analyst)

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

The Department of Human Resources has reviewed a request from the Office of Asset Management (OAM) within the Department of Public Works (DPW) to create the above positions. OAM is expanding to include a new division "Planning and Analysis Division (Facilities)". The positions are being created to staff the new division. The positions will be responsible for reviewing engineering design submittals, plans, specifications, cost estimates for compliance with engineering standards, policy, technical requirements for water and/or wastewater capital improvement projects and, consults with contractors, engineers, and architects.

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

#### 34. Create the following position

Classification:        Engineer Supervisor  
Job Code:              72115  
Grade:                 936 (\$88,248 - \$141,131)  
Position #:            TBA

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

Cost: \$140,455.00        Fund: 2071    Cost Center: CCA000888  
(WW Engineering Planning and Analyst)

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

The Department of Human Resources has reviewed a request from the Office of Asset Management (OAM) within the Department of Public Works (DPW) to create the above position. OAM is expanding to include a new division "Planning and Analysis Division (Facilities)". This position is being created to staff the new

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

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

division. The position will be responsible for managing all personnel within the Planning and Analysis division (Facilities), administering short-term and long-term activities associated with Asset Management Programs, leading the development of multi-year strategic program plans for infrastructure management programs and, ensuring the City is in compliant with Federal mandates.

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

35. Create the following position:

Classification:	Engineer II
Job Code:	72113
Grade:	929 (\$74,943 - \$119,750)
Position #:	TBA

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

Cost: \$119,215.00      Fund: 2071      Cost Center: CCA000888  
(Water and Wastewater Engineering Planning and Analyst)

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

The Department of Human Resources has reviewed a request from the Office of Asset Management (OAM) within the Department of Public Works (DPW) to create the above position. OAM is expanding to include a new division "Planning and Analysis Division (Facilities)". The position is being created to help staff the division. This position will be performing full performance engineering duties to include: assigning and reviewing the work of lower level engineers, examining and evaluating complex engineering plans, designs and specifications and conducting investigations on major projects.

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

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#### PERSONNEL

##### State's Attorney's Office

36. Abolish the following two positions:

Classification: Law Clerk SAO  
Job Code: 01975  
Grade: 085 (\$42,962 - \$51,767)  
Position #'s: 51605 and 24781

Create the following one position:

Classification: Paralegal II  
Job Code: 01978  
Grade: 090 (\$52,540 - \$63,856)  
Position #: TBA

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

Cost: \$46,070.00      Fund: 1001      Cost Center: CCA001018  
(State's Attorney Body Camera Review)

Cost Center: CCA001012  
(State's Attorney Expungement Unit)

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

The Department of Human Resources has reviewed a request from the Office of the State's Attorney to abolish the above positions and to create a new position. The position will be assigned to the Sentencing Review Unit and will be responsible for reviewing and possible redaction of video footage from body worn cameras issued to the Baltimore City Police Department Officers. The position will also assist with the review of Juvenile Restoration Act Cases.

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

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### PERSONNEL

#### State's Attorney's Office – cont'd

37. **MARIA KEITH** **\$29.73** **\$56,685.00**

Fund:1001 Cost Center :CCA001007

The State's Attorney's Office has requested approval of an employment contract for Maria Keith, for one-year beginning on November 2, 2022 through November 1, 2023, whichever one comes later at a rate of \$29.73 per hour, not to exceed \$56,685.00. Maria Keith will serve as a **Contract Service Specialist I** and is responsible for investigating felony, domestic violence, and violent crime cases, locating and interviewing witnesses, and acting as a liaison with police agencies. Maria Keith will perform these duties in addition to the standard duties of an investigator in the Criminal Investigations unit of the State's Attorney's Office.

38. **KEDRICK SCRIBNER** **\$28.57** **\$54,473.00**

Fund:1001 Cost Center: CCA001007

The State's Attorney's Office has requested approval of an employment contract renewal for Kedrick Scribner, for one year beginning the date of Board of Estimates approval or November 24, 2022 through November 23, 2023, whichever one comes later at a rate of \$28.57 per hour, for 1,907 hours, not to exceed \$54,473.00. Kedrick Scribner will continue to work as a **Contract Services Specialist II**. This position is responsible for investigating felony, domestic violence and violent crime cases; locating and interviewing witnesses and acting as a liaison with other law enforcement agencies.

39. **SHARON ALSTON** **\$29.14** **\$55,560.00**

Fund:1001 Cost Center:001007

The State's Attorney's Office has requested approval of an employment contract renewal for Sharon F. Alston, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2022 through November 23, 2023, whichever one comes later at a rate of \$29.14 per hour, for 1,907 hours, not to exceed \$55,560.00. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

#### State's Attorney's Office – cont'd

worked and rate of pay. Sharon Alston will continue to work as a **Contract Services Specialist I**. This position is responsible for investigating felony, homicide and violent crime cases, locating and interviewing witnesses, and acting as a liaison with other law enforcement and public safety agencies.

40.     **KEVIN DUNTON**                             **\$28.57**                             **54,473.00**

Fund:1001 Cost Center: 001007

The State's Attorney's Office has requested approval of an employment contract renewal for Kevin Dunton, retiree, for one year beginning the date of Board of Estimates approval or November 24, 2022 through November 23, 2023, whichever one comes later at a rate of \$28.57 per hour, for 1,907 hours, not to exceed \$54,473.00. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay. Kevin Dunton will continue to work as a **Contract Services Specialist I**. This position is responsible for assisting the Assistant State's Attorneys on the movement of cases, inputting of charges, finalizing of charging documents, and finding open warrants; locating and interviewing witnesses; acting as a liaison with other law enforcement and public safety agencies.

41.     **ROBERT BITTINGER**                             **\$34.87**                             **\$66,485.00**

Fund:1001 Cost Center:001007

The State's Attorney's Office has requested approval of an employment contract renewal for Robert W. Bittinger, retiree, for one-year beginning the date of Board of Estimates approval or November 24, 2022 through November 23, 2023, whichever one comes later at a rate of \$34.87 per hour, for 1,907 hours, not to exceed \$66,485.00. On March 3, 1999 your Honorable Board of Estimates approved a waiver of AM 212-1 to allow the hiring of retired Police Officers as Investigators for the Office of State's Attorney with no restrictions on the number of work hours and rate of pay. Robert Bittinger will continue to work as a **Contract Services Specialist I**. This position is responsible for acting as a liaison with the Police Department Chemistry Laboratory; ordering the analysis of drugs, obtaining lab reports, ascertains the correct names and/or dates of birth of juveniles being

## AGENDA

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### PERSONNEL

#### State's Attorney's Office – cont'd

prosecuted in Juvenile Court, locating witnesses and interviewing victims and witnesses.

42. **YOLANDA ROBINSON** **\$29.73** **\$56,685.00**

Fund: 1001 Cost Center: CCA001007

The State's Attorney's Office has requested approval of an employment contract renewal for Yolanda V. Robinson, retiree, for one-year beginning November 24, 2022 through November 23, 2023, or upon the date of Board of Estimates approval whichever date comes later at a rate of \$29.73 per hour for 1,907 hours not to exceed \$56,685.00. This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 3, 1999 to allow the hiring of retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay. Yolanda Robinson will continue to work as a **Contract Service Specialist I**. This position is responsible for assisting the Assistant State's Attorney in expediting cases through Central Booking; assisting the Assistant State's Attorney's Office in the movement of cases, inputting of charges; finalizing of charging documents; finding open warrants and communicating with Public Safety staff and members of the Baltimore City Police Department.

#### Department of Transportation

43. Reclassify the following vacant position:

#### **FROM:**

Classification: Program Compliance Officer II  
Job Code: 31502  
Grade: 927 (\$70,509 - \$112,814)  
Position #: 47597

#### **TO:**

Classification: Operations Officer III  
Job Code: 31111  
Grade: 929 (\$74,943 - \$119,750)  
Position #: same

## AGENDA

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### PERSONNEL

Department of Transportation – cont'd

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

There are no costs associated with this action

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

The Department of Human Resources has reviewed a request from the Department of Transportation to reclassify the above vacant position. The position will now be responsible for serving as the lead HR investigator for all Workplace Violence, Sexual Harassment, EEOC, OIG, retaliation, and other complaints; drafting written correspondence for disciplinary actions, grievances, OIG complaints, and other high-level actions involving employees and employee relations. Serves as Senior Management Representative at third and fourth step grievance hearings. Works with Agency Senior Staff, HR Trainer, HRBP, and HR Chief to create, edit, maintain, and manage career ladder/trajectory for each classification tree. Analyzes internal metrics and reports to provide guidance to Agency managers and senior staff.

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

### Department of Human Resources

#### 44. Adjust the salary of the following salary ranges:

Grade 801	FROM:	\$12.50 - FLAT	TO:	\$13.25 - FLAT
Grade 851	FROM:	\$12.50 - FLAT	TO:	\$13.25 - FLAT
Grade 901	FROM:	\$12.50 - \$16.13	TO:	\$13.25 - \$17.33
Grade 905	FROM:	\$12.50 - \$40.98	TO:	\$13.25 - \$42.18
Grade 910	FROM:	\$12.50 - \$14.58	TO:	\$13.25 - \$15.78
Grade 972	FROM:	\$12.50 - \$22.60	TO:	\$13.25 - \$23.80
Grade 974	FROM:	\$12.50 - \$13.85	TO:	\$13.25 - \$15.05
Grade 975	FROM:	\$12.50 - \$13.95	TO:	\$13.25 - \$15.15
Grade 976	FROM:	\$12.50 - \$14.85	TO:	\$13.25 - \$16.05
Grade 977	FROM:	\$12.50 - \$22.60	TO:	\$13.25 - \$23.80
Grade 979	FROM:	\$12.50 - \$18.78	TO:	\$13.25 - \$25.00
Grade 980	FROM:	\$12.50 - \$18.70	TO:	\$13.25 - \$19.90

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

#### Department of Human Resources – cont'd

Grade 981	FROM:	\$12.50 - \$22.10	TO:	\$13.25 - \$23.30
Grade 982	FROM:	\$12.50 - \$54.60	TO:	\$13.25 - \$55.80
Grade 983	FROM:	\$12.50 - \$94.60	TO:	\$13.25 - \$95.80
Grade 984	FROM:	\$12.50 - \$14.60	TO:	\$13.25 - \$15.80
Grade 985	FROM:	\$12.50 - \$24.60	TO:	\$13.25 - \$25.80
Grade 986	FROM:	\$12.50 - \$34.60	TO:	\$13.25 - \$35.80
Grade 405	FROM:	\$12.50 - \$13.51	TO:	\$13.25 - \$14.71
Grade 407	FROM:	\$12.50 - \$13.85	TO:	\$13.25 - \$15.05
Grade 802	FROM:	\$12.50 FLAT	TO:	\$13.25 FLAT
Grade 812	FROM:	\$12.50 FLAT	TO:	\$13.25 FLAT
Grade 852	FROM:	\$12.50 FLAT	TO:	\$13.25 FLAT
Grade 853	FROM:	\$12.50 FLAT	TO:	\$13.25 FLAT
Grade 854	FROM:	\$12.50 FLAT	TO:	\$13.25 FLAT
Grade 92D	FROM:	\$12.50 - \$100.00	TO:	\$13.25 - \$100.00
Grade 987	FROM:	\$12.50 - \$19.35	TO:	\$13.25 - \$21.55

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

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

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

Maryland State Legislation mandated an increase to the minimum wage, which increases the minimum wage from \$12.50 per hour to \$13.25 per hour effective January 1, 2023.

In recommending the above adjustment of the minimum of the salary range for the class of Work Study Student (10112) from a Grade 981 (\$12.50 - \$22.10) to (\$13.25 - \$23.30) the Department of Human Resources is not only complying with the Minimum Wage Legislation, but is also adjusting the salary structure within the range to allow the agencies greater flexibility to recruit and compensate students. The revisions to the internal salary structure are as follows:

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

#### Department of Human Resources – cont'd

<u>Educational Category</u>	<u>Present Plan</u>	<u>Proposed Plan</u>
(1) High School Student	\$12.50 - \$15.50	\$13.25 - \$16.70
(2) First Year of College	\$14.40 - \$17.25	\$15.60 - \$18.45
(3) Second Year of College	\$15.40 - \$18.10	\$16.60 - \$19.30
(4) Third Year of College	\$16.40 - \$19.60	\$17.80 - \$20.80
(5) Fourth Year of College	\$17.40 - \$21.25	\$18.60 - \$22.45
(6) Graduate School	\$19.40 - \$22.10	\$20.60 - \$23.30

45. Adjust the salary of the following classifications, effective January 1, 2023:

Classification: Mayor	President City Council
Job Code: 00100	01165
<b>From:</b> Grade 88E (\$199,044)	<b>From:</b> Grade 87E (\$131,798)
<b>To:</b> Grade 88E (\$204,020)	<b>To:</b> Grade 87E (\$135,093)

Classification: Comptroller	Vice President City Council
Job Code: 00740	01167
<b>From:</b> Grade 87E (\$131,798)	<b>From:</b> Grade 83E (\$84,729)
<b>To:</b> Grade 87E (\$135,093)	<b>To:</b> Grade 83E (\$86,847)

Classification: Council Member	Commissioner Liquor Board
Job Code: 01166	00286
<b>From:</b> Grade 81E (\$76,660)	<b>From:</b> Grade 88A (\$33,877)
<b>To:</b> Grade 81E (\$78,577)	<b>To:</b> Grade 88A (\$34,724)

Classification: Chairman Liquor Board  
Job Code: 00290  
**From:** Grade 89A (\$34,472)  
**To:** Grade 89A (\$35,333)

### AMOUNT OF MONEY AND SOURCE OF FUNDS:

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

## AGENDA

### BOARD OF ESTIMATES

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### PERSONNEL

#### Department of Human Resources – cont'd

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

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

The terms of the legislation stipulate that elected officials are entitled to receive an annual salary increase equal to 2.5% of their respective salaries only if at least one of the following employee groups, i.e. AFSCME, CUB, FOP, IAFF, or MAPS receive an increase in compensation during the fiscal year that began the preceding July. MAPs received a 2% cost of living adjustment, effective July 1, 2022. The Senate Bill 846 and House Bill 831, stipulates adjustments to the above classes' salaries based on cost of living increases available to the members of the City Council.

Therefore, the Honorable Board of Estimates is requested to note that the adjustments of the above classes are in compliance with the law and are effective January 1, 2023. Although not required by Council Bill 07-0612, the Department of Human Resources, in an effort to be fully transparent, has presented the salary increases to the Board of Estimates.

#### 46. Reclassify the following vacant position:

##### **FROM:**

Classification: Operations Officer V  
Job Code: 00089  
Grade: 936 (\$88,248 - \$141,131)  
Position #: 47492

##### **TO:**

Classification: Operations Manager III  
Job Code: 00092  
Grade: 960 (\$105,079 - \$173,314)  
Position#: Same



## AGENDA

BOARD OF ESTIMATES

12/7/2022

### PERSONNEL

Department of Human Resources – cont'd

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

Costs: \$33,815.00 Fund: 1001 Cost Center ID: CCA000353  
DHR Administration

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

The Department of Human Resources (DHR) is requesting a reclassification to the vacant position listed above. The position will be responsible for developing key initiatives to promote and achieve a culture of service excellence and employee engagement that will help attract and retain talent with skills and competencies necessary for growth and sustainability, assessing the capabilities of high potential leaders through the leadership planning and succession planning processes, designing and deploying a city-wide Talent Management pipeline, establishing and executing employee engagement programs, utilizing workforce demographic data to engage with city agencies and develop human resource strategies to increase internal diversity, equity and inclusion and, lead projects to apply established business process improvement methods to define, measure, analyze, and improve Citywide human resources business processes and procedures.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of General Services – Amendment No. 1 to Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 1 to On-Call Agreement with Gipe Associates, Inc., under Project No. 1808. The current agreement will expire on January 22, 2023. The amendment will extend the period of the agreement through January 22, 2025.

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

N/A, Funds will be identified as Tasks are processed.

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

On January 23, 2019, the Board approved the Original Agreement for a four year period with an upset dollar amount of \$2,000,000.00. This amendment will allow Gipe Associates, Inc. to continue to provide Mechanical/Electrical/Plumbing Design Services while replacement agreements are requested and processed.

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

The Consultant will continue to comply with the MBE goal of 23% and the WBE goal of 13% that were approved in the Original Agreement for Project 1808.

#### **COUNCIL DISTRICT:** N/A

#### **AUDITS NOTES THE TIME EXTENSION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**12/7/2022**

Department of General Services – Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task 010 under Project No. 1803 Eastern Police District Roof Replacement and Partial Interior Renovations with Sanders Design, PA to provide design services for Eastern Police District. The period of the original Agreement expires on June 26, 2024. The duration of this task is approximately Nine months.

**AMOUNT OF MONEY AND SOURCE:**

\$190,630.03 – 1<sup>st</sup> Public Infrastructure Loan

**BACKGROUND/EXPLANATION:**

Sanders Design PA will provide design for the Roof and Bathroom Renovations at Eastern Police District -1620 Edison Highway.

**MBE/WBE PARTICIPATION:**

Sanders Design, PA has committed utilizing the following firm as part of this project;

<b>MBE:</b> MIN Engineering, Inc.	\$56,028.67	29.39%
<b>MBE:</b> KUMI Construction Management Group	<u>\$11,319.00</u>	<u>5.94%</u>
	<b>\$67,347.67</b>	<b>35.33%</b>

The current MBE attainment is 34.29% of the 18% goal and the WBE is 8.72% of the 10.00 % goal.

**APPROVED FOR FUNDS BY FINANCE**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of General Services – Amendment No. 1 to Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 1 to On-Call Agreement with KCI Technologies, Inc., under Project No. 1087. The current agreement will expire on February 12, 2023. The amendment will extend the period of the agreement through February 12, 2025.

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

N/A, Funds will be identified as Tasks are processed.

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

On February 13, 2019, the Board approved the Original Agreement for a four year period with an upset dollar amount of \$2,000,000.00. This amendment will allow KCI Technologies, Inc. to continue to provide Mechanical/Electrical/Plumbing Design Services while replacement agreements are requested and processed.

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

The Consultant will continue to comply with the MBE goal of 23% and the WBE goal of 13% that were approved in the Original Agreement for Project 1807.

#### **COUNCIL DISTRICT:** N/A

#### **EMPLOY BALTIMORE:** N/A

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of General Services – Amendment No. 1 to Agreement

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

The Board is requested to approve and authorize execution of Amendment No. 1 to On-Call Agreement with Johnson, Mirmiran & Thompson, Inc., under Project No. 1805, to increase the length of the agreement from four years to six years. The current agreement will expire on January 15, 2023. The amendment will extend the period of the agreement through January 15, 2025.

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

N/A, Funds will be identified as Tasks are processed.

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

On January 16, 2019, the Board approved the Original Agreement for a four (4) year period with an upset dollar amount of \$2,000,000.00. This will allow Johnson, Mirmiran & Thompson, Inc. to continue to provide Mechanical/Electrical/Plumbing Design Services while replacement agreements are requested and processed.

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

The Consultant will continue to comply with the MBE goal of 23% and the WBE goal of 13% that were approved in the Original Agreement for Project 1805.

#### **COUNCIL DISTRICT:** N/A

#### **EMPLOY BALTIMORE:** N/A

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Law Department – Settlement Agreement and Release**

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

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a lawsuit filed by Robert Sykes vs. the Mayor and City Council of Baltimore, et al.

#### **AMOUNT OF MONEY AND SOURCE OF FUNDS**

\$75,000.00 - 2044-000000-1450-703800-603070.

#### **BACKGROUND/EXPLANATION**

The claims arise out of Plaintiff's allegations that on or about July 13, 2020, at approximately 7:44 pm, Plaintiff Sykes was a front seat passenger in BMW vehicle being driven by Derek Hill (vehicle owned by Donte Simms). The vehicle in which Sykes was in was traveling southbound on Druid Hill Ave. and was struck by the marked police vehicle driven by Officer Delira Rojas. The driver of the police vehicle was traveling Westbound on Robert Street and made a left turn southbound onto Druid Hill Ave at which point the officer struck the Sykes vehicle. The collision rotated the Sykes vehicle counter clockwise and the Sykes vehicle subsequently struck another vehicle which was parked and unoccupied. The unoccupied vehicle then struck another vehicle that was occupied. Officer Rojas had a stop sign and was otherwise required to yield to the driver of the Sykes vehicle. As a result of the accident, the Plaintiff suffered a fracture of the temporal bone, kidney laceration, laceration of the right elbow, flank pain and persistent drainage from his left ear. At present, Mr. Sykes is claiming permanent hearing loss, ongoing headaches and an inability to work because of his knee and shoulder pain.

There are no defenses to liability. The officer was at fault for causing the accident. The other driver did not have a stop sign or a traffic light controlling his vehicle's progression along Druid Hill Ave. The accident was so severe that the jaws of life had to be used to remove the occupants from the car and after the collision, passenger Sykes was unconscious for several minutes.

In order to resolve this litigation economically and to avoid the expense, time, and uncertainties of further protracted litigation, the parties have agreed to offer Plaintiff payment of \$75,000.00, for complete settlement of the case, including attorney's fees. In return, Plaintiffs have agreed to dismiss the action filed against the City, and its employees, agents and/or representatives.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Law Department – cont'd**

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation to the Board of Estimates is made to approve the settlement of this claim in order to avoid a potential adverse jury verdict.

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Law Department – Settlement Agreement and Release**

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

The Board is requested to approve and authorize execution of a Settlement Agreement and Release for a lawsuit filed by Zayne Abdullah and Donnell Burgess against the Baltimore Police Department (“BPD”), three BPD Officers, and two former BPD Majors. Plaintiffs alleged numerous federal and state claims against the BPD and Officer defendants.

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

\$750,000.00 (\$375,000.00 per Plaintiff) - 2045-000000-1450-716700-603070.

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

On the evening of January 17, 2020, Officer Welton Simpson (“Simpson”) arrived at a convenience store in Baltimore City to conduct a business check. Upon attempting to gain entry, he encountered a group of several adult males, including Plaintiffs Abdullah and Burgess. Simpson bumped into Abdullah as he attempted to enter the store, prompting a verbal argument which led to a physical struggle between Simpson and Abdullah on the ground. During the struggle, while Simpson was attempting to detain Abdullah, several bystanders including Plaintiff Burgess attempted to intervene and pull Simpson off of Abdullah. Cell phone video of the physical altercation was posted on social media, where other bystanders were seen kicking Officer Simpson. Numerous other Officers then responded to the scene and arrested Abdullah. Burgess was arrested several days later.

Based on Officer Simpson’s representation of the facts leading up to the physical altercation, both Plaintiffs were arrested and charged with numerous crimes, including second degree assault on a law enforcement officer and resisting arrest. Both Plaintiffs were held in pre-trial detainment pending trial. Approximately six months later, the State’s Attorney’s Office dismissed all charges against the Plaintiffs, stating that Simpson had misrepresented the facts that led to Plaintiffs’ arrests.

As a result of these events, Simpson was criminally charged with one count of making a false statement and one count of criminal misconduct. Simpson was found guilty of both counts, and was sentenced to suspended sentences and unsupervised probation. Simpson is currently appealing the convictions.

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Law Department – cont'd

settlement is in the best interest of both the City and the Plaintiffs.

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success - Agreement**

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

The Board is requested to approve and authorize execution of an Agreement with Union Baptist Church-School Inc. Head Start (the "Provider"). The period of the Agreement is July 1, 2022 through June 30, 2023.

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

\$2,464,700.59

Federal Head Start Funds:

\$2,298,999.00 Cost Center: CCA000503 Fund: 4000 Grant ID: GRT000173 Spend Category: SC630351

Start Date: July 1, 2022 End Date: June 30, 2023

Federal One-Time Supplemental COVID-19 Response Funds

\$165,701.59 Cost Center: CCA000503 Fund: 4000 Grant ID: GRT001151 Spend Category: SC630351

Start Date: July 1, 2022 End Date: March 31, 2023

Contract #: 40169

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

On 8/24/2022, the City of Baltimore received a \$8,428,632 award from the U.S. Department of Health and Human Services, ("HHS") and has been granted financial assistance to provide Baltimore City Head Start Program (the "Program") services to children in Baltimore City. The grant award includes a base amount of \$8,204,134 to undertake the Head Start program and \$224,498 for the purpose of providing cost of living adjustments to City of Baltimore Head Start employees and to award funds for quality improvement activities. The City is also a recipient of HHS for the provision of approved services defined under the Head Start Act. The grant was approved by the City's Board of Estimates on 10/5/2022 for the period covering 7/1/2022-6/30/2023.

The City has a need for a provider to operate a comprehensive Baltimore City Head Start Program to provide services to children in Baltimore City on behalf MOCFS and such services shall include educational, social, psychological, health, nutritional, and parent education services to be provided to children and families residing in Baltimore City who meet the HHS income and age guidelines.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success – cont'd**

The City has selected Union Baptist Church-School Inc. Head Start as a provider of these services in FY23. The Provider will be receiving \$2,298,999 in FY23 Head Start award funds and \$165,701.59 in one-time funding for Head Start to prevent, prepare and respond to the COVID-19 pandemic. The City received \$228,436 these funds on 4/22/2021 and was granted BOE approval on 9/29/22. The Provider will be serving 243 children throughout the 2022-2023 schoolyear.

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

MBE/WBE participation is waived.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Children and Family Success - Agreement

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

The Board is requested to approve and authorize execution of an Agreement with Dayspring Programs, Inc. (the "Provider"). The period of the Agreement is July 1, 2022 through June 30, 2023.

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

\$4,771,323.75

Federal Head Start Funds:

\$4,726,752.00 Cost Center: CCA000502 Fund: 4000 Grant ID: GRT000173 Spend Category: SC630351

Start Date: July 1, 2022 End Date: June 30, 2023

Federal One-Time Supplemental COVID Response Funds

\$44,571.75 Cost Center: CCA000502 Fund: 4000 Grant ID: Spend Category: SC630351

Start Date: July 1, 2022 End Date: March 31, 2023

Contract #: 40168

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

On 8/24/2022, the City of Baltimore received a \$8,428,632 award from the U.S. Department of Health and Human Services, ("HHS") and has been granted financial assistance to provide Baltimore City Head Start Program (the "Program") services to children in Baltimore City. The grant award includes a base amount of \$8,204,134 to undertake the Head Start program and \$224,498 for the purpose of providing cost of living adjustments to City of Baltimore Head Start employees and to award funds for quality improvement activities. The City is also a recipient of HHS for the provision of approved services defined under the Head Start Act. The grant was approved by the City's Board of Estimates on 10/5/2022 for the period covering 7/1/2022-6/30/2023.

The City has a need for a provider to operate a comprehensive Baltimore City Head Start Program to provide services to children in Baltimore City on behalf MOCFS and such services shall include educational, social, psychological, health, nutritional, and parent education services to be provided to children and families residing in Baltimore City who meet the HHS income and age guidelines.

The City has selected Dayspring Programs Inc. as a provider of these services in FY23. The Provider will be receiving \$4,726,752.00 as a FY23 Head Start award and \$44,571.75

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success – cont'd**

in one-time funding for Head Start to prevent, prepare and respond to the COVID-19 pandemic. The City received an NOA for these funds in the amount of \$228,436 in on 4/22/2021 and was granted BOE approval on 9/29/21. The Provider will be serving 499 children throughout the 2022-2023 schoolyear.

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

MBE/WBE participation is waived.

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success – Agreement**

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

The Board is requested to approve and authorize execution of an Agreement with Family Success (MOCFS) and Downtown Baltimore Child Care (DBCC, “the “Provider”). The period of the Agreement is July 1, 2022 through June 30, 2023.

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

\$200,901.00 - 4000-486323-1772-515600-603051

\$ 15,113.14 - 4000-446821-1772-180300-603051

**\$216,014.14**

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

The City of Baltimore is a recipient of an award from the U.S. Department of Health and Human Services, (“HHS”) and has been granted financial assistance to provide Baltimore City Head Start Program (the “Program”) services to children in Baltimore City. The City is also a recipient of HHS one-time supplemental funds authorized under the American Rescue Plan Act 2021 for the provision of approved services defined under the Head Start Act.

The City has a need for a provider to operate a comprehensive Baltimore City Head Start Program to provide services to children in Baltimore City on behalf MOCFS and such services shall include educational, social, psychological, health, nutritional, and parent education services to be provided to children and families residing in Baltimore City who meet the HHS income and age guidelines.

The City has selected Downtown Baltimore Child Care as a provider of these services in FY23. The Provider will be receiving \$200,901.00 in FY23 Head Start award funds; \$161,400 for salaries and training and technical assistance, as delineated in the attached budget, from an NOA for \$8,204,134 received from DHHS on 8/24/22; and \$39,501 in continuous quality improvement funds from an NOA for \$224,498 received from DHHS on 9/6/22. Both awards were approved by the City of Baltimore Board of Estimates (BOE) on 10/5/2022.

The Provider will also be receiving \$15,113.14 in one-time funding for Head Start to prevent, prepare and respond to the COVID-19 pandemic, received by the City from DHHS in an NOA for \$228,436 on 4/22/2021 and approved by the City of Baltimore BOE on 9/29/21. The Provider will be serving 17 children throughout the 2022-2023 schoolyear.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Children and Family Success – cont'd

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

MBE/WBE participation is waived.

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success – Agreement**

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

The Board of Estimates is requested to approve and authorize execution of an Agreement with Abilities Network. The period of the Agreement is July 1, 2022 through June 30, 2023.

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

\$121,500 - 4000-486323-1772-180300-603051

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

Abilities Network will hold workshops for Head Start staff ("Project Act") that are focused on provide early childhood mental health services to children and families as well as support for Head Start staff in accordance with federal regulations.

Project ACT will facilitate workshops for Head Start staff that are focused on self-care, stress management, and strategies for staying regulated and maintaining good mental health. Wellness workshops will include stress management discussions such as understanding what stress is, how to identify and evaluate stressors, and review of stress management skills (long-term and in the moment).

Other targeted skills would include breathing exercises, stretches/physical exercises and gratitude practices. Each session would include a Make and Take activity such as an aromatherapy sugar scrub or a rice pack (for heating or cooling).

The Agreement is late due to administrative delays.

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

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

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



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Children and Family Success – Agreement

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

The Board is requested to approve and authorize execution of an Agreement with Project Pneuma, Inc. The period of the Agreement is effective upon Board approval for three years.

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

\$255,000.00

Grant ID: GRT001163 Cost Center: CCA000498 Fund: 4000 Spend Category: SC630351

The City will retain a total of \$30,000.00 over the next two years for administrative expenses.

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

This award is made as a part of the OJJDP FY 2021 Comprehensive Youth Violence Prevention and Reduction Program. Awards under this program provide funding to communities to support intervention or suppression strategies to work with those youth who are most likely to be involved in violent activities in the immediate future. Evidence-based interventions developed for this target population include improved coordination of existing resources and activities that support multiple, complementary antiviolence strategies that are community-based. The overall goal of the program is to build the capacity of communities to prevent and reduce youth violence, including youth gang violence. On June 22, 2022, the BOE approved \$997,351 in grant funds from the DOJ to the City.

The Baltimore City Mayor's Office of Neighborhood Safety and Engagement (MONSE) proposes to collaborate directly with two Baltimore-based organizations; We Our Us and Project Pneuma Inc., to carry out community-based efforts to identify those hurt people most likely to engage in or become victims of violence and to provide them with hope and healing. Of particular interest are children and adolescents who have lost hope and who have few positive role models, supports, or access to resources and positive connections. This initiative, Reimagining Youth Violence: Prioritizing Prevention and Intervention, will serve children and youth between the ages of 10 and 17 years, who are at high risk of being involved in gang and gun violence in Baltimore City.

Project Pneuma Inc. will be receiving \$285,000 from the funds awarded to the City by the United States DOJ. The City will retain a total of \$30,000 over the next two years for administrative expenses.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Children and Family Success – cont'd

The agreement is late due to administrative delays.

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

MBE/WBE participation is waived.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Children and Family Success – Agreement

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

The Board is requested to approve and authorize execution of an Agreement with We are Us, pursuant to a previously approved agreement between United States Department of Justice and the City of Baltimore, titled the OJJDP FY 2021 Comprehensive Youth Violence Prevention and Reduction Program. The period of the Agreement is effective upon Board approval for three years.

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

\$551,805

A total of **\$60,000** will be retained by the City over the next two years for administration of the grant

Grant ID: GRT001163 Cost Center: CCA000498 Fund: 4000 Spend Category: SC630351

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

This award is made as a part of the OJJDP FY 2021 Comprehensive Youth Violence Prevention and Reduction Program. Awards under this program provide funding to communities to support intervention or suppression strategies to work with those youth who are most likely to be involved in violent activities in the immediate future. Evidence-based interventions developed for this target population include improved coordination of existing resources and activities that support multiple, complementary antiviolence strategies that are community-based. The overall goal of the program is to build the capacity of communities to prevent and reduce youth violence, including youth gang violence. On June 22, 2022, the BOE approved \$997,351 in grant funds from the DOJ to the City.

The Baltimore City Mayor's Office of Neighborhood Safety and Engagement (MONSE) proposes to collaborate directly with two Baltimore-based organizations; We are Us Unity Engagement Men's Movement Inc. and Project Pneuma, to carry out community-based efforts to identify those hurt people most likely to engage in or become victims of violence and to provide them with hope and healing. Of particular interest are children and adolescents who have lost hope and who have few positive role models, supports, or access to resources and positive connections. This initiative, Reimaging Youth Violence: Prioritizing Prevention and Intervention, will serve children and youth between the ages of 10 and 17 years, who are at high risk of being involved in gang and gun violence in Baltimore City.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Children and Family Success – cont'd**

We are Us Unity Engagement Men's Movement Inc. will be receiving \$611,805 from the funds awarded to the City by the United States DOJ. A total of \$60,000 will be retained by the City over the next two years for administration of the grant

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

MBE/WBE participation is waived.

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Planning – Non-Construction Contractual Agreement

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

The Board is requested to approve the attached Non-Construction Contractual Agreement with AECOM Technical Services, Inc (AECOM) for services supporting Baltimore's Climate Action Plan Update. The period of the Agreement is October 17, 2022-December 15, 2023.

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

\$200,000.00

\$ 20,000.00

**\$220,000.00**

Fund 1001, Cost Center CCA000478, Spend Category SC630318

Fund 1001, Cost Center CCA000711, Spend Category SC630326

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

The Department of Planning (DOP) requests to have the attached consultant agreement with AECOM Technical Services, Inc (AECOM) approved by the BOE to provide critical engagement and technical support for Baltimore's Climate Action Plan Update (CAP Update), which will be Baltimore's roadmap to achieving the carbon neutrality and interim goals set forth by Mayor Scott in January 2022 per Bill #21-0075R. The engagement process for the CAP Update is already underway, but due to limited internal staff capacity, consultant support is necessary to ensure an equitable and robust community engagement process. Technical portions of the CAP Update, including emissions modeling and forecasting, strategy and action development, fiscal assessments, and roadmap developments are essential pieces to creating a strong, effective, implementable plan.

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

**MWBOO GRANTED A WAIVER.**

**AFFECTED COUNCIL DISTRICT: NA**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Planning – Grant Agreement

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

The Board is requested to approve and execute a Grant Agreement with Druid Heights Community Development Corporation. The term of the agreement shall retroactively commence as of July 1, 2022 and terminate on June 30, 2023.

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

Account Number: 1001-000000-1877-187400-603026

Amount: \$50,000.00

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

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

The Agreement is late due to administrative delays.

**COUNCIL DISTRICT:** 7, 11

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Planning – Grant Agreement

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

The Board is requested to approve and execute a grant agreement with Downtown Partnership of Baltimore, Inc. The period of performance shall retroactively commence as of July 1, 2022 and terminate on June 30, 2023 unless terminated earlier pursuant to the terms of the agreement.

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

\$50,000.00

1001-000000-1877-187400-603026

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

The purpose of this Agreement is to create a nurturing climate for the arts in the City of Baltimore and to ensure that the arts are an effective revitalization tool for communities designated as Arts and Entertainment Districts by the Maryland State Arts Council, a unit of the Maryland Department of Commerce.

The Agreement is late due to administrative delays.

**COUNCIL DISTRICT:** 11

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Health Department – Agreement

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

The Board is requested to approve an Agreement with Chase Brexton Health Services, Inc. The period of the agreement is January 1, 2022 through December 31, 2022.

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

\$120,222.00 - 4000-499022-3023-718000-603051

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

Chase Brexton Health Services will provide HIV testing, counseling, linkage to care for newly diagnosed and people living with HIV, and referrals for partner services. The organization will actively re-engage previously diagnosed patients who are currently not in medical care and provide testing for other sexually transmitted diseases including but not limited to: gonorrhea, chlamydia, and syphilis, as well as Hepatitis C.

This agreement is late because revisions delayed processing.

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

N/A

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

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

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Health Department – Agreement

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

The Board is requested to approve an Agreement with Chase Brexton Health Services, Inc. The period of the agreement is January 1, 2022 through December 31, 2022.

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

\$92,690.00 - 4000-499022-3023-718000-603051

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

Chase Brexton Health Services will provide HIV testing, counseling, linkage to care for newly diagnosed and people living with HIV, and referrals for partner services. The organization will actively re-engage previously diagnosed patients who are currently not in medical care and provide testing for other sexually transmitted diseases including but not limited to: gonorrhea, chlamydia, and syphilis, as well as Hepatitis C.

This agreement is late because revisions delayed processing.

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

N/A

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Health Department – Agreement

#### **ACTION REQUESTED OF BOARD OF ESTIMATES:**

The Board is requested to approve an agreement with Total Health Care, Inc. The period of the agreement is January 1, 2022 through December 31, 2022.

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

\$109,156.00

4000-499022-3023-718000-603051

WorkDay Tag: 4000-GRT000189-CCA000206-SC630351

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

Total Health Care, Inc. will screen and refer all patients who are identified as HIV negative and at an increased risk for exposure or partners of HIV positive persons to Pre-exposure Prophylaxis (PrEP). Furthermore, THC will conduct free HIV testing for all patients ages 13 years old and up, monitor adherence for all patients to which PrEP is prescribed, and provide necessary required sexually transmitted infections (STIs) screening and laboratory screening tests associated with PrEP adherence. THC will also provide HIV counseling, linkage to care for newly diagnosed and People Living with HIV, and referrals for Partner Services (PS).

This agreement is late because revisions delayed processing.

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

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

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore City Health Department – Provider Agreement**

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

The Board is requested to approve and authorize execution of a Provider Agreement with Johns Hopkins University (JHU). The period of the agreement is retroactive from January 1, 2022 through December 31, 2022.

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

\$339,385.00 - 4000-422522-3030-271500-603051

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

JHU's mid-level clinicians will provide services in the Baltimore City Health Department Sexual Health and Wellness clinics. They are expected to serve as STD providers by testing and treating STDs; and testing for HIV in STD clients. The mid-level clinicians will also be testing for HIV positive viral loads. The Medical Directors will support the STD clinics by establishing express STD testing at each clinic location (Druid and Eastern).

This agreement is late due to administrative delays.

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

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

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Health Department – Provider Agreement

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

The Board is requested to approve a ratified agreement with Healthy Teen Network, Inc. The period of the agreement is March 15, 2022 through June 30, 2022.

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

\$28,000.00 - 4000-422722-3080-292300-603051

WorkDay Tag: 4000-GRT000055-CCA000172-SC630351

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

Healthy Teen Network, Inc., will provide technical assistance for the Maryland Reproductive Health Roundtable through administration of the (RHR) virtual platform, session evaluations, webinar registration and Continual Education Unit (CEU) processing.

This agreement is late because revisions delayed processing.

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

N/A

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore City Health Department – Provider Agreement**

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

The Board is requested to approve and authorize execution of an agreement with Johns Hopkins University. The period of the Agreement is July 1, 2021 through June 30, 2023.

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

\$100,000.00 - 7000-714421-3080-288700-603051

WorkDay Tag: 7000-GRT000382-CCA000171-S630351

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

The Johns Hopkins Bloomberg Center for Communication Programs (CCP) has been the communications provider to the B'more for Healthy Babies initiative since 2009. CCP will assist the Health Department's efforts in meeting its objective to increase demand for WIC services in underserved neighborhoods and citywide. CCP will conduct formative research with Baltimore's providers and families to develop a strategic communication plan intended to 1) increase provider knowledge of WIC and their role in encouraging enrollment and continued participation to support young children's nutrition and 2) inform the development and dissemination of communication materials and messaging focusing on Baltimore's prenatal-to-age three (PN-3) families.

This agreement is late because revisions delayed processing.

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

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

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Baltimore City Health Department – Provider Agreement

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

The Board is requested to approve and authorize execution of a provider agreement with Sage Wellness Group, LLC. The period of the agreement is July 1, 2022, through June 30, 2023

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

\$292,205.00 - 1001-000000-3160-795900-603051

General Funds-1001

Workday Tag#

General fund:10001-CCA000189-63015-SC63051

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

Sage Wellness Group will support the pilot and implementation of all-staff trainings and provide technical assistance, using the Enoch Pratt Library System as the piloting agency. Sage Wellness Group will help establish metrics, provide tools to track progress and will prepare progress reports for the City to deliver updates to the Taskforce and its Subcommittees. Additionally, Sage Wellness Group will work closely with the City's Office of Youth and Trauma Services to further the aims of the ECHCA on behalf of the City.

This agreement is being presented at this time due to a delay in the completion of the required documentations.

Contractor has experienced hardship due to contract approval being significantly delayed and BCHD/City is now at risk of losing the identified contractor if not approved to begin work asap. Losing the contractor would result in further delay of implementation of ECHCA work including a delay in providing trauma-informed training to City agencies. This second year of training is supposed to be focused on providing an enhanced curriculum of trauma-informed trainings specific to the needs of Baltimore City Recreation and Parks.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

BCHD – cont'd

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

MWBOO granted a waiver

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

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Health Department – Notice of Grant Awards

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

The Board is requested to approve the ratified Notices of Grant Awards (NGA) from Maryland State Department of Education (MSDE). The grant period is July 1, 2021 through June 30, 2022.

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

\$199,277.00 - 5000-517821-3080-292303-404001

WorkDay Tag: 5000-GRT001265-CCA000172-SC630351

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

The NGAs provides approved funding under the Maryland Infant & Toddlers Program State Fiscal Year (SFY) 2022 Blueprint for Maryland's Future Grant to support the provision of early intervention services to infants and toddlers with disabilities and their families, as attached.

This request is late because of the delay in the administrative review process.

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

N/A

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

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

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore City Health Department – Non-Exclusive License Agreement**

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

The Board is requested to approve and authorize execution of a Non-Exclusive License Agreement with Western Kentucky University Research Foundation, Inc. The period of the agreement shall be effective as of the date of the last signature and shall continue for a term of two years from effective date.

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

\$2,950.00 - 4000-436222-3255-761900-603022

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

The license is for an evidence-based health promotion program, Bingocize, that meets the Administration for Community Living's (ACL) Older American's Act Title III-D criteria. The license and all related trainings and supplies will be funded through Federal Older American's Act Title III-D funding.

This agreement is late because of administrative delays.

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

N/A

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Real Estate – Tax Sale Certificate

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

The Board is requested to correct the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 919 Harlem Avenue (Block 116, Lot 032).

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

PROPERTY ADDRESS	ASSESSED VALUE	FLAT TAXES & WATER	TOTAL LIEN	RECOMMEND PURCHASE PRICE
919 Harlem Avenue	\$9,000.00	\$3,402.46	\$20,479.75	\$9,000.00

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

On October 19, 2022, the Board of Estimates approved the assignment of a Tax Sale Certificate for an amount that is less than the lien amount. The Board is being asked to make a correction to the purchase amount from \$3,402.46 to \$9,000.00, which is the current assessed value and the total liens from \$23,479.75 to \$20,479.75. The assignment value should be corrected as follows: "Parity Baltimore, Inc., has offered to purchase the Tax Sale Certificate for 919 Harlem Avenue for \$9,000.00, file a petition to foreclose, acquire title to the property and return it to a productive use. The purchase price of \$9,000.00 covers the flat taxes and water for the property."

All other terms and conditions of the assignment of the Tax Sale Certificate dated October 19, 2022, shall remain the same.

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

N/A

#### **AFFECTED COUNCIL DISTRICT: 9**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Real Estate – Tax Sale Certificate

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

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 801 N. Monroe Street, (Block 0084, Lot 049).

#### **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>
801 N. Monroe Street	\$9,000.00	\$3,414.01	\$35,978.66	\$9,000.00

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

The City acquired the Tax Sale Certificate May 17, 2021 for 801 N. Monroe Street (Block 0084, Lot 049).

Derrick Shaw and Trina Smiley, has offered to purchase the Tax Sale Certificate for 801 N. Monroe Street for \$9,000.00, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price of \$9,000.00 will cover the outstanding flat taxes and water for the property at the time of the tax sale auction. Other charges include liens of \$6,848.15 for miscellaneous citations, and \$1,950.00 for an environmental citation.

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

#### **AFFECTED COUNCIL DISTRICT:** 7th

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Real Estate – 1<sup>st</sup> Renewal to Lease Agreement

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

The Board is requested to approve the 1<sup>st</sup> renewal option of a Lease Agreement by and between the Mayor and City Council of Baltimore, Landlord, and the Bar Association of Baltimore City, Tenant, for the rental of a portion of the property known as 111 N. Calvert Street, consisting of 1,756 square feet.

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

Year 1 – \$15,031.87 Annually - \$1,252.66 Monthly  
Year 2 - \$17,179.28 Annually - \$1,431.60 Monthly  
Year 3 - \$19,326.69 Annually - \$1,610.56 Monthly  
Year 4 - \$21,474.10 Annually - \$1,789.51 Monthly  
Year 5 - \$23,621.51 Annually - \$1,968.46 Monthly

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

On April 25, 2018, the Board of Estimates approved the Lease Agreement for five (5) years commencing January 1, 2018 and terminating December 31, 2022, with the right to renew for two (2) – five (5) year terms at a negotiated rent. The Tenant has exercised the 1<sup>st</sup> renewal option for one (1) – five (5) year term, commencing January 1, 2023 and terminating December 31, 2027. All other rentals, conditions and provisions of the Lease Agreement dated April 18, 2018 shall remain in full force and effect.

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

N/A

#### **AFFECTED COUNCIL DISTRICT: 11**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Real Estate – Lease Agreement

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

The Board is requested to authorize the execution of a Lease Agreement by and between the Mayor and City Council of Baltimore (“Landlord”) and The Baltimore Rowing Club, Inc., dba Baltimore Community Rowing (“Tenant”) for the rental of a portion of the property known as 3301 Waterview Avenue (Block 7610, Lot 15) for the use of 47% of the space, being on the lower level, for their boats containing 135 seats and rowing related equipment.

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

The rent for term shall be \$5,496.42, payable in two (2) installments of \$2,590.45 each.

The rent for the renewal term shall be \$5,661.32, payable in two (2) installments of \$2,830.66 each.

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

The use shall be for the storage of boats on the lower level and rowing related equipment. The term shall be for one (1) year, commencing November 16, 2022 and terminating November 15, 2023, with the right to renew for one (1) additional year. The Landlord is to provide two (2) portable toilets from April 1<sup>st</sup> to November 1<sup>st</sup>. Tenant shall have the right to use on a daily basis the locker rooms, toilets, shower rooms and ergometer room on the upper level. Tenant at its own expense may perform some modifications to the Leased Premises to make it suitable for the purpose of storing boats, which must be approved by the Landlord. The Tenant may use the parking area subject to certain restrictions.

Trailers may be parked outside of Leased Premises for the purpose of loading and unloading of boats with prior approval. The Facility Manager will conduct meetings with Tenant on quarterly basis. If a boat is removed and/or replaced with another boat, Tenant must notify the Facility Manager. Tenant is responsible for Liability Insurance.

The Space Utilization Committee approved this Lease Agreement on October 14, 2022.

#### **AFFECTED COUNCIL DISTRICT: 12**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Real Estate – Lease Agreement**

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

The Board is requested to authorize the execution of a Lease Agreement with Loyola University Maryland, Inc., ("Tenant") for the rental of a portion of the property known as 3301 Waterview Avenue (Block 7610, Lot 15) for the use of 19% of the space, being on the lower level, for their boats containing 56 seats and rowing related equipment.

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

The annual rent for term shall be \$3,332.89.

The annual rent for the renewal term shall be \$3,432.88.

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

The use shall be for the storage of boats on the lower level and rowing related equipment. The term shall be for one (1) year, commencing November 16, 2022 and terminating November 15, 2023, with the right to renew for one (1) additional year. The Landlord is to provide two (2) portable toilets from April 1<sup>st</sup> to November 1<sup>st</sup>. Tenant shall have the right to use on a daily basis the locker rooms, toilets, shower rooms and ergometer room on the upper level. Tenant at its own expense may perform some modifications to the Leased Premises to make it suitable for the purpose of storing boats, which must be approved by the Landlord. The Tenant may use the parking area subject to certain restrictions. Trailers may be parked outside of Leased Premises for the purpose of loading and unloading of boats with prior approval. The Facility Manager will conduct meetings with Tenant on quarterly basis. Tenant is responsible for Liability Insurance. The Space Utilization Committee approved this Lease Agreement on October 14, 2022. The Law Department approved as to form and legal sufficiency.

#### **AFFECTED COUNCIL DISTRICT: 12**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Real Estate – Transfer of Jurisdiction

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

The Board is requested to approve the transfer of the property known as George W.F. McMechen High School, 4411 Garrison Blvd (Block 2960, Lot 61) from the inventory of the Baltimore City Public Schools (05) to the inventory of the Department of General Services (03).

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

N/A

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

Baltimore City Public School System Baltimore City Public School System has surplused George W.F. McMechen High School, 4411 Garrison Blvd (Block 2960, Lot 61), and wishes to transfer the jurisdiction to the Department of General Services.

The Space Utilization Committee approved this transfer of jurisdiction on November 18, 2022.

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

N/A

#### **AFFECTED COUNCIL DISTRICT: 6**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Real Estate – First Amendment to Lease Agreement

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

The Board is requested to approve and authorize execution of a First Amendment to Lease Agreement by and between Northern Capital of New England, LLC, Landlord and Mayor and City Council of Baltimore, on behalf of the Environmental Control Board, Tenant, for the rental of a portion of the property known as 1 N. Charles Street, consisting of 4,500 square feet on the 13<sup>th</sup> floor of the building. The First Amendment to Lease Agreement is for an additional two year period.

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

<b><u>LEASE YEAR</u></b>	<b><u>ANNUAL RENT</u></b>	<b><u>MONTHLY RENTAL</u></b>
1	\$78,750.00	\$6,562.50
2	\$78,750.00	\$6,562.50

Cost Center ID: CCA000468      Spend Category ID SC630313

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

The Lease Premises will be used for Administrative Offices of the Environmental Control Board. The Original Lease Agreement was approved by the Board of Estimates on September 13, 2017. The current Lease expired on September 30, 2022 but this First Amendment to Lease will extend the Lease Agreement for a period of two (2) years commencing on October 1, 2022 and terminating September 30, 2024, with the option to renew for an additional five (5) year period.

At the end of the first year of the extension year Tenant may with sixty (60) days' notice terminate the Lease upon moving into a city owned building. In addition, the parties agree that the original lease termination date was intended to be September 30, 2022 (as evidenced by Section 1.1.1. (g) "base rent" of the original lease. The Landlord agrees to steam clean the carpet in the leased space.

All other provisions, conditions and terms of the Original Lease Agreement dated September 13, 2017 shall remain in full force and effect. The First Amendment to Lease Agreement was approved at the Space Utilization Committee meeting on October 14, 2022.



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Real Estate – cont'd

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

N/A

#### **AFFECTED COUNCIL DISTRICT:** 11

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Real Estate – License Agreement

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

The Board is requested to approve and authorize the execution of a License Agreement by and between the Mayor and City Council of Baltimore (“Licensor”) and University of Maryland Baltimore County (UMBC), (“Licensee”) for the rental of a portion of the property known as 3301 Waterview Avenue (Block 7610, Lot 15) for the use of 12% of the space, being on the lower level, for their boats containing 36 seats and rowing related equipment.

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

The annual rent for term shall be \$1,966.90.

The annual rent for the renewal term shall be \$2,025.90.

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

The use shall be for the storage of boats on the lower level and rowing related equipment. The term shall be for one (1) year, commencing November 16, 2022 and terminating November 15, 2023, with the right to renew for one (1) additional year. The Licensor is to provide two (2) portable toilets from April 1<sup>st</sup> to November 1<sup>st</sup>. Licensee shall have the right to use on a daily basis the locker rooms, toilets, shower rooms and ergometer room on the upper level. Licensee at its own expense may perform some modifications to the Leased Premises to make it suitable for the purpose of storing boats, which must be approved by the Licensor.

The Licensee may use the parking area subject to certain restrictions. Trailers may be parked outside of Leased Premises for the purpose of loading and unloading of boats with prior approval. The Facility Manager will conduct meetings with Licensee on quarterly basis. Licensee is responsible for Liability Insurance. The Space Utilization Committee approved this License Agreement on October 14, 2022.

#### **AFFECTED COUNCIL DISTRICT:** 12

#### **EMPLOY BALTIMORE:** N/A

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Neighborhood Safety and Engagement – Grant Acceptance

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

The Board is requested to approve and authorize a Grant Acceptance with the Governor's Office of Crime Control. The period of the agreement is July 01, 2022 through June 30, 2023.

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

\$273,000.00

Worktag: GRT001355

Cost Center: CCA000518 Criminal Justice Administration

Fund: 5000

Revenue Category: RC0603 State Grants

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

The Mayor's Office of Neighborhood Safety and Engagement (MONSE), by and through the Visitation Center and My Covenant Place (MCP), is seeking to increase the number of court-mandated referrals in which victims of (IPV) intimate partner violence have sought a judicial remedy for their safety. A civil order of protection and/or interventions related to custody or visitation, where the person who has caused harm is also mandated to behavior-based programming. The Visitation Center and MCP are seeking supporting funding from the GOCOPYVS for both operation and programmatic support to close this existing gap and seek an alternative approach to enhancing victim safety through both intervention and secondary prevention techniques. The funding sought will be utilized to enhance program capacity at MCP due to an increase in anticipated referrals as well as offset costs for security at the Visitation Center not currently funded by any other grant sources.

This agreement is late due to the administrative process.

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

N/A

#### **AFFECTED COUNCIL DISTRICT:** N/A

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

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Neighborhood Safety and Engagement – Grant Acceptance

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

The Board is requested to approve and authorize an award acceptance between the Mayor and City Council of Baltimore acting by and through the Mayor's Office of Neighborhood Safety and Engagement and No Struggle No Success Inc. The period of this agreement is from Board signing date through one year.

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

\$50,000.00

Grant Worktag: GRT000759

Cost Center: CCA001368

Spend Category: SC670701

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

No Struggle No Success (NSNS) will serve as a re-entry mentor for individuals returning from prison helping them navigate a full range of services and resources to reduce program participants from reoffending while providing reentry services to individuals.

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

N/A

#### **AFFECTED COUNCIL DISTRICT**

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

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

The Board is requested to approve an Agreement with African Diaspora Alliance, LLC. The agreement will take effect upon approval by the board and end one year after.

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

\$25,000.00 - 4001-442207-1110-384920-607001

Cost Center: CCA001379 ARPA Youth and Trauma

Grant Worktag: GRT000759 OED ARPA Violence Prevention GR442207

Fund: 4001

Spend Category: SC630351

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

The purpose of this agreement is for the provider to offer programming that will increase student's sense of pride by creating a positive impact on mental health and self-perception. In addition, the provider will have workshops related to college readiness and employment matching.

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

N/A

**AFFECTED COUNCIL DISTRICT:** Citywide

**APPROVED FOR FUNDS BY FINANCE**

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Developer's Agreement No. 1795

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

The Board is requested to approve a Developer's Agreement No. 1795 with Two Farms, Inc. This Agreement shall commence upon approval by the Board of Estimates and end upon final acceptance by the City.

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

A Performance Bond in the amount of \$177,000.00 has been issued to Two Farms, Inc., who assumes 100% of the financial responsibility.

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

Two Farms, Inc., would like to construct water, storm drain, sanitary and road improvements to its property located at 5671 Belair Road. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

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

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

#### **AFFECTED COUNCIL DISTRICT: 2**

(The Developer's Agreement No. 1795 has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Developer’s Agreement No. 1843

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

The Board is requested to approve a Developer’s Agreement No. 1843 with Ebrahim Hajipour. This Agreement shall commence upon approval by the Board of Estimates and end upon final acceptance by the City.

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

A Performance Bond in the amount of \$37,160.90 has been issued to Ebrahim Hajipour, who assumes 100% of the financial responsibility.

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

Ebrahim Hajipour, would like to a new water service and meter to his property located at 402 N. Howard Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

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

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

#### **AFFECTED COUNCIL DISTRICT: 11**

(The Developer’s Agreement No. 1843 has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Developer’s Agreement No. 1735-A, 1735-B, 1735-C

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

The Board is requested to approve a Developer’s Agreement No. 1735-A, 1735-B, 1735-C with Perkins Infrastructure & Site Development Company, LLC.

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

A Performance Bond in the amount of \$4,024,607.00 has been issued to Perkins Infrastructure & Site Development Company, LLC, who assumes 100% of the financial responsibility.

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

Perkins Infrastructure & Site Development Company, LLC, would like to construct various utilities to include water, storm drain, sanitary sewer, roadway, conduit and streetlighting improvements to its property located at 221 South Eden Street and 1401 East Pratt Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

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

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

#### **AFFECTED COUNCIL DISTRICT: 12**

(The Developer’s Agreement No. 1735-A, 1735-B, 1735-C has been approved by the Law Department as to form and legal sufficiency.)



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Transportation – Approval of a Minor Privilege Application

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

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

#### **LOCATION**

#### **APPLICANT**

#### **PRIVILEGE SIZE**

10 E. North Avenue

10 E. North, LLC

(1) Double Face  
Electric Sign 541 sq. ft.

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

\$8,601.90 Flat Charge

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

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

#### **AFFECTED COUNCIL DISTRICT: 11**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Transportation – Approval of a Minor Privilege Application

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

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

#### **LOCATION**

#### **APPLICANT**

#### **PRIVILEGE SIZE**

1121 Light Street

Reamer Holdings, LLC

Single Face Electric  
Sign 13' x 2.66'

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

\$549.82 Flat Charge

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

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

**AFFECTED COUNCIL DISTRICT:** 11

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Transportation – Approval of a Minor Privilege Application

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

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

#### **LOCATION**

#### **APPLICANT**

#### **PRIVILEGE SIZE**

2220 Reisterstown Road

Tatvamasi, LLC

(2) ADA Ramps  
13' 10" each

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

\$50.00 Flat Charge

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

N/A

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

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

#### **AFFECTED COUNCIL DISTRICT:** 11

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Transportation – Approval of a Minor Privilege Application

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

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

#### **LOCATION**

#### **APPLICANT**

#### **PRIVILEGE SIZE**

101 West Cross Street

Gallium Federal Hill, LLC

1 single face electric sign

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

\$508.80 Flat Charge

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

N/A

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

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

#### **AFFECTED COUNCIL DISTRICT:** 11

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Transportation – Approval of a Minor Privilege Application

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

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

#### **LOCATION**

640 S. Exeter Street

#### **APPLICANT**

Harbor East Parcel B  
Commercial, LLC

#### **PRIVILEGE SIZE**

1 single face  
electric Sign 34.2  
sf.

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

\$718.20 Flat Charge

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

N/A

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

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

#### **AFFECTED COUNCIL DISTRICT:** 11

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Amendment One to the Memorandum of Understanding

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

The Board is requested to approve and execute an Amendment One to the Memorandum of Understanding for the Improving the First Mile of American Railroading. This Agreement shall commence upon approval by the Board of Estimates and continue for 84 months until June 25, 2025.

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

N/A funds were encumbered for this project upon approval of the original Memorandum of Understanding approved by this Honorable Board on May 16, 2018, included herein by reference.

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

The Mayor and City Council of Baltimore acting through its Department of Transportation and the State of Maryland acting through the State Highway Administration are working together using FAST Act funds (Fixing America's Surface Transportation Act) to perform work associated with alternatives to the transportation system, this project will provide for the installation of a crossing gate at South Arlington Street and the replacement of outdated rail switches on an approximately 2,100 linear foot section of B&O Railroad Museum owned track.

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

As this MOU is to establish the framework for roles and responsibilities for the subject project and future procurement as a result of the funding referenced above will be considered for minority participation.

#### **AFFECTED COUNCIL DISTRICT: 9**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Amendment One to the Memorandum of Understanding

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

The Board is requested to approve a Memorandum of Understanding between the Department of Transportation and Greater Baybrook Alliance, for the installation of right of way art in the Brooklyn neighborhood. This MOU shall commence immediately upon approval by the Baltimore City Board of Estimates and remain in effect for a period of five (5) years, renewable for at minimum two additional five (5) year terms.

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

N/A

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

The purpose of this MOU is to establish a framework for the Organization to install right of way art at specified locations all at its sole cost and subsequently for the Organization to perform ongoing maintenance of all aspects of the Project during the term of the agreement. The Placemaking Elements shall be owned solely by the City and nothing in this MOU shall confer upon the Organization any right, title or interest in the Placemaking Elements other than as expressly provided in this MOU.

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

Not applicable: The Organization is paying for all costs.

#### **AFFECTED COUNCIL DISTRICT:**

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

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Ratification & Time Extension

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

The Board is requested to approve a ratification and time extension for TR21012 - Resurfacing Highways @ Various Locations Northwest Sector II with P. Flanigan & Sons, Inc. The Notice to Proceed was issued on July 30, 2021 with a contract completion date of July 29, 2022.

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

\$0.00 - 9950-905286-CAP009514-PRJ000720-SC630405

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

This Authorization is requested on behalf of the Department of Transportation and provides for a 360 day non-compensable time extension. The extra time is needed to ratify the expired contract due to administrative oversight and supply chain issues which is causing a delay with the installation of the detectable warning surfacing surface for ADA ramps. This project is approximately at 85% complete.

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

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

MBE – 21%; achievement – 12.61%

WBE – 10%; achievement – 9.03%

Once the supply chain issue has been resolved, P. Flanigan will utilize their MBE subcontractor for the scheduled brick work. Also, another location was added to the contract therefore utilizing their WBE contractor for the transport of milling and paving materials.

**AFFECTED COUNCIL DISTRICT:** Various Locations

**APPROVED FOR FUNDS BY FINANCE**



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Transportation – Traffic Mitigation Agreement**

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

The Board is requested to approve a Traffic Mitigation Agreement by and between the Mayor and City Council of Baltimore acting through its Department of Transportation and 300 West Fayette Finance, LLC.

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

\$35,333.70 - 9950-906082-9512-00000-490375

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

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work at 300 West Fayette Street, constructing a multi-family residential building with 11,212 square feet of additional retail space for a total of 137,388 square feet. The Developer agrees to make a one-time contribution in the amount of \$35,333.70 to fund the City's multimodal transportation improvements in the Development vicinity to the extent practicable. This agreement will commence upon Board of Estimates approval and termination will be deemed in writing by the Department of Transportation.

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

Not Applicable: The Developer is paying for all costs.

#### **AFFECTED COUNCIL DISTRICT:** 11<sup>th</sup>

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Transportation – Traffic Mitigation Agreement**

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

The Board is requested to approve a Traffic Mitigation Agreement by and between the Mayor and City Council of Baltimore acting through its Department of Transportation and Park Avenue Partners, LLC.

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

\$49,630.44 Revenue

**Account No.** 9950-909084-9512-000000-490375

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

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for 400 Park Avenue at 400, 406, 408, 410, 412, 414 Park Avenue; 214 W. Mulberry Street, 409 Tyson Street (Ward 4, Section 2, Block 563: Lots 25-29, 30/36, 37/42, and 43/47) constructing an apartment building with 94 units, 5,301 square feet retail/restaurant, and 5 rental townhomes. The Developer agrees to make a one-time contribution in the amount of \$49,630.44 to fund the City's multimodal transportation improvements in the Development vicinity to the extent practicable. This agreement will commence upon Board of Estimates approval and termination will be deemed in writing by the Department of Transportation.

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

Not Applicable: The Developer is paying for all costs.

#### **AFFECTED COUNCIL DISTRICT:** 11th

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – Increase to the Contract Value for Project 1246

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

The Board is requested to approve a correction to the Increase to the Contract Value for Project 1246 Automated Traffic Violation Enforcement System (ATVES) with Conduent State & Local Solutions, Inc. The period of the agreement is May 17, 2022 through May 17, 2024.

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

N/A

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

On Wednesday, November 2, 2022, your Honorable Board approved a Memorandum for the Increase to the Contract Value to Conduent State & Local Solutions, Inc. in the amount of \$7,548,240.00 to continue ongoing services and to cover the cost through August 31, 2023.

The Memorandum was submitted to the Board of Estimates with an incorrect total of current installed red light camera systems of 157. The correct total of cameras is 160 a difference of three.

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

The established minority goals for this contract are 4% MBE and 1% WBE. Based on the MWBOO Compliance review the contractor has achieved 9.57% MBE goal and 3.12% WBE goal respectively.

**AFFECTED COUNCIL DISTRICT:** Citywide

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Transportation – On Call Agreement**

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

The Board is requested to approve an On Call agreement with A. Morton Thomas and Associates, Inc. for Project 1325 On Call Construction Management Services for Federal Aid Roadways, Bridges and Associated Projects. The agreement will commence upon Board of Estimates approval and remain in effect for 5 years.

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

To be determined with each individual on call task. The upset fee is \$3,000,000.00 no funds are required at this time.

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

The Department of Transportation has negotiated and procured the consulting agreement approved by the Boards and Commission and Architectural and Engineering Awards Commissions and now desire to utilize the services of A. Morton Thomas and Associates, Inc. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The services to be provided include, but are not limited to, assisting the Transportation Engineering & Construction Division in managing various Capital Improvement and other Transportation Infrastructure related Projects. Responsibilities will include are but not limited to constructability review of construction contract documents, tracking and assisting in answering contractor's request for information (RFI's), critical path method (CPM) construction scheduling, change orders & claims analysis and inspection.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

DOT – cont'd

#### **DBE PARTICIPATION:**

A. Morton Thomas and Associates, Inc. will comply with 49 CFR Part 26 Disadvantaged Business Enterprise and the 30% DBE goal established for this agreement.

DBE:

iCivil Inc.	\$450,000.00	15.00%
NMP Engineering Consultants Inc.	300,000.00	10.00%
Phoenix Engineering Inc.	150,000.00	5.00%
<b>TOTAL DBE</b>	<b>\$900,000.00</b>	<b>30.00%</b>

**AFFECTED COUNCIL DISTRICT:** Citywide

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Transportation – License Agreement

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

The Board is requested to approve a License Agreement for the installation and maintenance of guardrails along West Cold Spring Lane. This Agreement shall commence upon approval by the Board of Estimates and be in full force and effect for 10 years.

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

Loyola University of Maryland, Inc, will pay to the Mayor and City Council of Baltimore \$100.00 per year for the use of this License.

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

Loyola University Maryland Inc. at their Ridley Athletic Field location along the 2200 Block of West Cold Spring Lane has experienced a number of vehicles damaging Loyola's fence surrounding this property. This License will allow Loyola University Maryland, Inc. permission to install, and maintain a guardrail along their property to protect their fence and property. This agreement will allow the organization to do its own installation and maintenance in accordance with Baltimore City Standards.

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

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

#### **AFFECTED COUNCIL DISTRICT: 5**

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

**INFORMAL AWARDS**

\* \* \* \* \*

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

134 - 160

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement

1. The Board is requested to approve a renewal of **Contract Number B50002877 - Advanced Metering Infrastructure and Water Meter System Installation** with Itron, Inc., at 211 North Molter Road, Liberty Lake, WA 99019. Period covered is January 1, 2023 through December 31, 2023 for providing annual software and hardware support and maintenance services.

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

No additional funds requested.

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

On November 6, 2013, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. With completion of close out formalities, on January 1, 2018, Itron began providing annual software and hardware support and maintenance services. This renewal will enable the Department of Public Works to continue to receive these services for the fifth of twenty available years of maintenance and support authorized within the contract.

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

**SCON-001517, SCON-001519, SCON-001520 (CitiBuy P.O. No.: P546297, P546387, P546388)**

**Agency: DPW- Water & Wastewater -Revenue Measuring & Billing**

#### **CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on November 6, 2013	\$81,397,913.20
2. Extension of the contract approved by Board on January 17, 2018	\$ 0.00
3. 1 <sup>st</sup> Renewal approved by Board on December 19, 2018	\$ 0.00
4. 2 <sup>nd</sup> Renewal approved by the Board December 18, 2019	\$ 0.00
5. 3 <sup>rd</sup> Renewal approved by the Board December 23, 2020	\$ 0.00
6. 4 <sup>th</sup> Renewal approved by the Board December 8, 2021	\$ 0.00
7. 5 <sup>th</sup> Renewal pending Board approval	\$ 0.00
Total Contract Value	<b>\$81,397,913.20</b>



## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### MBE/WBE PARTICIPATION:

On December 6, 2019, MWBOO approved a waiver for the maintenance period of the contract, as the remaining services to be provided are proprietary.

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Applicable.

2. The Board is requested to approve a renewal of **State of Maryland Department of General Services Contract Number 001B2600029 – Paint and Paint Products** to McCormick Paints located at 2355 Lewis Avenue, Rockville, Maryland 20851. Period covered is August 30, 2022 through August 31, 2023 with no renewal options remaining.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$65,000.00                      Cost Center.: Various

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

On April 6, 2022, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the sole renewal option to continue providing paint and paint products, Citywide.

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

**SCON No.: SCON-002023**

**Agency: Citywide**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on April 6, 2022	\$ 65,000.00
2. 1 <sup>st</sup> Renewal pending Board approval	\$ 65,000.00
Total Contract Value	<b>\$ 130,000.00</b>

#### MBE/WBE PARTICIPATION:

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

#### EMPLOY BALTIMORE:

Applicable.

#### LIVING WAGE:

Not applicable.

3. The Board is requested to approve a renewal of **Contract Number B50005919 aka SCON-001632 – O.E.M. Parts and Service for JCB and LeeBoy Equipment** with Valley Supply and Equipment Company Inc., located at 20332 Leitersburg Pike, Hagerstown, MD 21742. Renewal period covered is December 8, 2022 through December 7, 2023, with one, one-year renewal option remaining.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$50,000.00                      Account No.: Various

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

On December 11, 2019, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the second of three renewal options.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement – cont'd

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

**SCON-001632**

**Agency: Dept. of General Services - Fleet**

#### CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on December 11, 2019	\$ 500,000.00
2. 1 <sup>st</sup> Renewal approved by the Board on November 24, 2021	\$ 0.00
3. Increase approved by the Board on June 1, 2022	\$ 150,000.00
4. 2 <sup>nd</sup> Renewal pending Board approval	\$ 50,000.00
Total Contract Value	<u>\$ 700,000.00</u>

#### MBE/WBE PARTICIPATION:

On July 23, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Not applicable.

4. The Board is requested to approve a renewal of **Contract Number 08000 – Thioguard Chemical Application Technology** with Premier Magnesia LLC, at 300 Barr Harbor Drive, Suite 250, West Conshohocken, PA 19429. Period covered is November 13, 2022 through November 12, 2023 with one, one-year renewal option remaining. This request meets the conditions that there is no advantage in seeking competitive responses.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$2,700,000.00

Account No.: Various

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

On November 13, 2019, the Board approved an initial award as shown in the Contract Value Summary below. This product is critical to the operation of the Patapsco Wastewater Treatment Plant in the removal of hydrogen sulfide and other chemicals and is proprietary to the vendor. The Board is requested to approve the third, one- year renewal option.

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

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

**P.O. No.: SCON-001625**

**Agency: DPW - Water & Wastewater**

#### **CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on November 13, 2019	\$ 1,862,960.00
2. 1 <sup>st</sup> Renewal approved by the Board on October 7, 2020	\$ 3,400,000.00
3. 2 <sup>nd</sup> Renewal pending Board approval	\$ 2,700,000.00
4. 3 <sup>rd</sup> Renewal pending Board approval	<u>\$ 2,700,000.00</u>
Total Contract Value	<b>\$ 10,662,960.00</b>

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

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

#### **LOCAL HIRING:**

Applicable.

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### LIVING WAGE:

Not Applicable.

5. The Board is requested to approve ratification and renewal of **Houston-Galveston Area Council Contract Number FS12-19 – Fire Service Apparatus** with Atlantic Emergency Solutions, Inc. at 106 Buckingham Drive, Yorktown, VA 23692. Ratification period covered is June 1, 2022, through December 6, 2022. The renewal period is December 7, 2022 through May 31, 2023. This contract may be renewed by the lead agency.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

Ratification	\$ 0.00	
Renewal	<u>\$ 0.00</u>	
Total Requested	<b>\$ 0.00</b>	Account No.: Various

#### BACKGROUND/EXPLANATION:

On April 6, 2022, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the ratification and renewal of a competitively bid contract that was renewed by the lead agency. This contract is for fire apparatus to replace aging units.

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

**P.O. No.: P556848**

**Agency: Dept. of General Services - Fleet**

#### CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on April 6, 2022	\$667,653.00
2. Ratification and Renewal pending Board approval	<u>\$ 0.00</u>
Total Contract Value	<b>\$667,653.00</b>

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### MBE/WBE PARTICIPATION:

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

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Not applicable.

6. The Board is requested to approve an increase of **Contract Number B50006674 – Wide Format Plotter Lease** with Print-O-Stat, Inc. located at 811 Pinnacle Drive-Suite A, Linthicum, MD 21090. Contract expires May 22, 2027.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$8,730.60

Cost Center: CCA000905 / Fund: 1001

#### BACKGROUND/EXPLANATION:

On May 25, 2022, the City Purchasing Agent approved an initial award as shown in the Contract Value Summary below. The Department of Recreation and Parks is requesting an increase to allow for maintenance of the plotter to be added to the contract.

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

**SCON No.: SCON-002076**

**Agency: Dept. of Rec & Parks**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### CONTRACT VALUE SUMMARY:

1. Initial award approved by the CPA on May 25, 2022	\$ 23,076.60
2. Increase pending Board approval	\$ 8,730.60
Total Contract Value	<u>\$ 31,807.20</u>

#### MBE/WBE PARTICIPATION:

Not applicable. This procurement falls below the MWBOO threshold.

#### LOCAL HIRING:

Not applicable.

#### LIVING WAGE:

Not applicable.

7. The Board is requested to approve a contract award to **Contract Number 08000 - Sydnor Hydro Inc.**, located at 2111 Magnolia Street, Richmond, Virginia 21233. This is a one-time procurement, with no renewal options.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$42,225.00                      Cost Center Account Number: CCA000848

#### BACKGROUND/EXPLANATION:

On September 14, 2022, the City Purchasing Agent approved an initial award with Sydnor Hydro Inc. with no renewal options. The vendor will provide replacement hydro pumps and associated equipment to the City.

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

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

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 goods, equipment and/or service is recommended.

**RQ-001641**

**Agency: Department of Public Works**

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

Not applicable. This meets the requirement for certification as a sole source procurement as this software and its maintenance is only available from the vendor.

#### **LOCAL HIRING:**

N/A

#### **LIVING WAGE:**

N/A

8. The Board is requested to approve an award of **Contract Number 08000 – Software Maintenance** with Saber Corporation, at 314 Oakland Avenue Rock Hill, SC 29730-4024. Period covered is June 1, 2022 through May 31, 2024. This request meets the condition that there is no advantage in seeking competitive responses.

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

\$52,890.00

Account No.: CCA000191



## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

The vendor, Saber Corporation, created the required customized software and is the sole entity providing maintenance and support for database that generates federally mandated reporting of statistical data to Maryland Department of Aging for submission to the federal Administration for Community Living.

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

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

**Req. No.: RQ-001511**

**Agency: BCHD – Division of Aging Services**

#### **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.

#### **EMPLOY BALTIMORE:**

Not applicable.

#### **LIVING WAGE:**

Not applicable.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement – cont'd

9. The Board is requested to approve an award of **Contract Number 08000 – OraQuick Advance HIV 1/HIV 2 Antibody Rapid Testing** with OraSure Technologies, Inc., at P.O. Box 67000 Department # 269701 Detroit, MI 48267-0002. Period covered is January 1, 2023 through December 31, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$166,500.00                      Account No.: CCA000157

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

The vendor is the sole licensed manufacturer and the sole source distributor of OraQuick Advance HIV 1/HIV 2 Antibody rapid HIV testing and quality assurance controls. The pricing is negotiated by federal government agencies for the quoted standardized price, which are competitive with other rapid HIV testing technologies. OraSure also provides free training and technical assistance to all health department grantees and partners. This product is CLIA waived for use by the Food and Drug Administration (FDA).

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

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

**Req. No.: RQ-000936**

**Agency: Baltimore City Health Dept.**

#### MBE/WBE PARTICIPATION:

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

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### EMPLOY BALTIMORE:

Not applicable.

#### LIVING WAGE:

Not applicable.

10. The Board is requested to approve an award of **Solicitation Number 08000 – Terra Trak Environmental Management Software** to Sitka Technology Group, at 523 3rd St. #229 Lake Oswego, Oregon 97034; United States of America. Period covered is November 1, 2022 through October 31, 2024. This request meets the condition that there is no advantage in seeking competitive responses.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$75,000.00                      Account No.: CCA000992

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

Sitka Technology Group is the sole source of the Terra Trak software designed to streamline Integrated Vegetation Management (IVM) workflows, store data, and analyze project outcomes. Aside from Terra Trak, we have not found alternative or comparable software designed to streamline our workflow, harbor data and specifically track IVM work in a format catered to natural areas land managers. The Board is requested to award Sitka Technology Group.

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

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

**Req. No.: RQ-001071**

**Agency: Dept. of Recreation and Parks**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### MBE/WBE PARTICIPATION:

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

#### EMPLOY BALTIMORE:

Not applicable.

#### LIVING WAGE:

Not applicable.

11. The Board is requested to approve an award of **Contract Number 08000 – JusticeTrax DNA Software Maintenance and Licensing** to Justice Trax Inc. at One West Main Street, Mesa, AZ 85201. Period covered is July 1, 2022 through June 30, 2023 with two, one-year renewal options. This request meets the condition that there is no advantage in seeking competitive responses.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$99,799.85                      Cost Center: CCA000787

#### BACKGROUND/EXPLANATION:

The supplier is the sole provider of the JusticeTrax DNA software and licensing and performs maintenance and updates of the forensic laboratory case management software systems currently installed and in use at the Police Department.

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

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

**Req. No.: RQ-003123**

**Agency: Baltimore Police Dept.**

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

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

#### **EMPLOY BALTIMORE:**

Not applicable.

#### **LIVING WAGE:**

Not applicable.

12. The Board is requested to approve an award of **Contract Number 06000 – O.E.M Parts, Diagnostics, Maintenance, Service and warranty repairs for Stellar Truck Bodies and Equipment** to All Roads Truck Bodies LLC located at 925 Merritt Blvd, Dundalk, MD 21222-1491. Contract period covered is December 7, 2022 through October 5, 2025. This request meets the condition that there is no advantage in seeking competitive responses.

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

\$250,000.00

Account No.: Various

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

Bureau of Procurement – cont'd

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

Vendor to provide services and warranty repairs to current City assets. This has been previously placed out for bids and none were received. The selected vendor has capacity and resources available to meet requirement of Fleet Management. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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

**Req. No.: RQ-001631**

**Agency: Dept. of General Services - Fleet**

**MBE/WBE PARTICIPATION:**

Not Applicable. On August 4, 2021 MWBOO, determined that no goals would be set as there was no way to segment the contract.

**EMPLOY BALTIMORE:**

Applicable.

**LIVING WAGE:**

Applicable.

13. The Board is requested to approve an extension of **Contract Number B50004602 aka SCON-001415 – Emergency Vehicle Lighting and Accessories** with East Coast Emergency Lighting, Inc., at 200 Meco Drive, Millstone Township, NJ 20109. Contract expires on December 31, 2022. The extension period covered is January 1, 2023 through June 30, 2023.

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

No additional funds requested.

Account Nos: Various

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

On September 14, 2016, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to get updated detail specifications prepared to initiate competitive bidding process to get new contract awarded.

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

**Req: RQ-004572**

**Agency: Dept. of General Services - Fleet**

#### **CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on September 14, 2016	\$3,000,000.00
2. 1 <sup>st</sup> Renewal approved by the Board on September 11, 2019	\$3,000,000.00
3. Final renewal approved by the Board on August 5, 2020	\$ 0.00
4. Extension approved by the Board on August 25, 2021	\$ 0.00
5. Extension approved by the Board on June 22, 2022	\$ 0.00
6. Extension pending Board approval	\$ 0.00
Total Contract Value	<b>\$6,000,000.00</b>

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

On March 16, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Not applicable.

14. The Board is requested to approve an extension of **Contract Number B50005269 – Aftermarket Parts and Service for Heavy Trucks and Equipment** with the suppliers listed below. Contract expires on December 31, 2022. The extension period covered is January 1, 2023 through June 30, 2023.

Correlli Incorporated  
9810 Correlli Lane  
Perry Hall, MD 21128  
SCON-001493

Johnson & Towers, Inc.  
2021 Briggs Road  
Mt Laurel, NJ 08054  
SCON-001496

Maryland Industrial Trucks, Incorporated  
1330 West Nursery Road  
Linthicum, MD 21090  
SCON-001495

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$1,300,000.00

Account Nos: Various

#### BACKGROUND/EXPLANATION:

On May 16, 2018, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to get updated detail specifications prepared to initiate competitive bidding process to get new contract awarded.



## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement – cont'd

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

**SCON-001493, SCON-001496 and SCON-001495**

**Agency: Dept. of General Services - Fleet**

#### CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on May 16, 2018	\$ 2,500,000.00
2. Increase approved by the Board on December 19, 2019	\$ 6,000,000.00
3. 1 <sup>st</sup> Extension approved by the Board on June 9, 2021	\$ 1,200,000.00
4. 2 <sup>nd</sup> Extension approved by the Board on January 19, 2022	\$ 0.00
5. 3 <sup>rd</sup> Extension approved by the Board on June 29, 2022	\$ 800,000.00
6. 4 <sup>th</sup> Extension pending Board approval	\$ 1,300,000.00
Total Contract Value	<b>\$ 11,800,000.00</b>

#### MBE/WBE PARTICIPATION:

On December 18, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Applicable.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement – cont'd

15. The Board is requested to approve an extension of **Contract Number B50005599 – General Charter Bus Transportation Services** with the vendors listed below. Period covered is December 31, 2022 to May 31, 2023.

Sivels Transportation, Inc  
9773 Groffs Mill Dr. #211  
Owings Mills, MD 21117  
(Item #3)

D.T.S Worldwide Transportation  
221 Spencerville Rd.  
Spencerville, MD 20868  
(Item #1,2,4,5)

Reliable Transportation  
2310 Chesapeake Avenue  
Baltimore, MD 21222  
(Item # 1,2,3,4,5)

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds required.

Account No.: Various

#### BACKGROUND/EXPLANATION:

The Board approved award of this solicitation on January 16, 2019. This charter bus service supports a variety of Recreation and Parks activities and programs. The Board is requested to approve this extension to allow for the continuity of service while solicitation B50006037 for this service is rebid and awarded.

**PO. No.: SCON-002244, SCON-002192, SCON-002246**

**Agency: Dept. of Rec and Parks**

#### CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on January 16, 2019	\$2,343,000.00
2. Initial award rescinded by the Board on March 13, 2019	\$ 0.00
3. Extension approved by the Board on February 16, 2022	\$ 0.00
4. Extension approved by the Board on August 24, 2022	\$ 40,000.00
5. Extensions pending Board approval	\$ 0.00
Total Contract Value	<b>\$2,383,000.00</b>

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### MBE/WBE PARTICIPATION:

On April 6, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

#### LOCAL HIRING:

Applicable

#### LIVING WAGE:

Not applicable.

16. The Board is requested to approve an extension of **Contract Number B50004467 – Supply and Deliver Dispensers & Bottled Water to Various City Agencies** with Nestle Waters North America, Inc., at 900 Long Ridge Road, Stamford, CT 06902. Period covered is October 31, 2022 to April 30, 2023.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds required.

Account Nos: Various

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

On April 27, 2016, the Board approved the initial award with subsequent actions as shown below in the Contract Value Summary below. An extension is being requested for continuity of service for the delivery of water products to departments across the City. A new solicitation is in progress.

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

**P.O. No.: SCON-001119 & SCON- 001390      Agency: Various Agencies**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on April 27, 2016	\$210,194.59
2. 1 <sup>st</sup> year renewal approved by the Board on March 14, 2018	\$210,194.59
3. 2 <sup>nd</sup> year renewal approved by the Board on April 22, 2020	\$210,194.59
4. Extension approved by the Board May 4, 2022	\$ 0.00
5. Extension pending Board approval	\$ 0.00
Total Contract Value	<b>\$630,583.77</b>

#### MBE/WBE PARTICIPATION:

On December 15, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Not Applicable.

17. The Board is requested to approve a renewal of **Contract Number BP-07105 – Local Government Integrated Financial Systems** with RSM US, LLP, 1 South Wacker Drive, Suite 800, Chicago, IL 60606. Period covered is October 3, 2022 through October 2, 2027 with no renewals remaining.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$4,000,000.00                      Account No.: Various

#### BACKGROUND/EXPLANATION:

On October 3, 2007, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the final renewal of this contract which will allow the continuance of the implementation of needed upgrades from Microsoft Dynamics GP to Microsoft Dynamics AX which will allow for upgrades to other various systems within the City.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

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

#### Bureau of Procurement – cont'd

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

**P.O. No.: P532176**

**Agency: Department of Finance**

#### **CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on October 3, 2007	\$ 5,441,471.00
2. Increase approved by City Purchasing Agent on May 15, 2009	\$ 45,000.00
3. Increase approved by the Board on July 15, 2009	\$ 15,000.00
4. Increase approved by the Board on August 12, 2009	\$ 850,000.00
5. Increase approved by the Board on January 27, 2010	\$ 711,800.00
6. Increase approved by the Board on August 11, 2010	\$ 1,050,000.00
7. Increase approved by the Board on March 23, 2011	\$ 283,702.00
8. Increase approved by the Board on June 29, 2011	\$ 1,050,000.00
9. Renewal approved by the Board on June 20, 2012	\$ 1,050,000.00
10. Increase approved by the Board on August 8, 2012	\$ 255,000.00
11. Increase approved by the Board on January 9, 2013	\$ 15,435.00
12. Increase approved by the Board on September 11, 2013	\$ 1,190,000.00
13. Increase approved by the Board on July 30, 2014	\$ 1,200,000.00
14. Amendment and increase approved by the Board on March 25, 2015	\$ 1,326,505.00
15. Amendment and increase approved by the Board on November 4, 2015	\$ 1,427,634.00
16. Increase approved by the Board on January 13, 2016	\$ 288,000.00
17. Renewal approved by the Board on September 27, 2017	\$ 5,215,000.00
18. Renewal pending Board approval	\$ 4,000,000.00
Total Contract Value	<b>\$ 25,414,547.00</b>

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

On December 6, 2006, MWBOO set goals of 3% MBE and 2% WBE. On August 21, 2013, MWBOO waived the goals for the remainder of the Contract term, due to the nature of the contract which resulted in no further opportunity for subcontracting; however, due to an upgrade additional services were needed. The vendor is currently utilizing Full Circle Solutions for the 3% MBE.

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### **EMPLOY BALTIMORE:**

Not applicable

#### **LIVING WAGE:**

Applicable

18. The Board is requested to approve an extension of **Contract Number 06000 – Ethernet and Internet Protocol Master Service Agreement** to Zayo Group, LLC at 1805 29<sup>th</sup> Street, Suite 2050, Boulder, CO 80301. The extension period is November 14, 2022 through November 13, 2023.

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

\$200,000.00                      Account Nos.: 1001-000000-1474-165700-603034

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

On November 14, 2018, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to continue internet services. The vendor is one of two Internet Service Providers (ISPs) used for internet access for the City of Baltimore due to their integration with the City's fiber network. These two ISPs are setup as critical redundant failover connections.

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

**P.O. No.: P545977 Agency: Baltimore City Office of Information Technology**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

#### CONTRACT VALUE SUMMARY:

1.Initial award approved by the Board on November 14, 2018	\$367,200.00
2.Extension approved by the Board on October 27, 2021	\$175,000.00
3.Extension pending Board approval	<u>\$200,000.00</u>
Total Contract Value	<b>\$742,200.00</b>

#### MBE/WBE PARTICIPATION:

On November 1, 2018, MWBOO approved a waiver of goals.

#### LOCAL HIRING:

Applicable.

#### LIVING WAGE:

Applicable.

19. The Board is requested to approve an award of **State of Utah Contract #AR3751 Citizen Engagement Platforms** with CitiBot Inc., at 65 Gadsden Street, Charleston, South Carolina 29401. Period covered is November 16, 2022 through September 14, 2026.

#### AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$309,500.00          Cost Center: CCA000664

#### BACKGROUND/EXPLANATION:

The Baltimore City Office of Information and Technology is seeking to procure Robotic Process Automation (RPA) services from competitively bid and awarded State of Utah Contract #AR3751. The services will assist government agencies by quickly responding to frequently asked questions and will offer extended services in the 311 system to chat and text, which will provide additional communication channels to connect with 311 customers.

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

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 II (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

**Req. No.: RQ-00219988**

**Agency: BCIT**

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

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

#### **LOCAL HIRING:**

Not Applicable.

#### **LIVING WAGE:**

Not Applicable.

20. The Board is requested to approve ratification of **Contract Number 50004352 – Armed Guard Security Guards** with Metropolitan Protective Services, Inc., at 5001 Forbes Boulevard, Suite C, Lanham, MD 20706. Ratification period covered is May 15, 2022 through August 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

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

\$1,766,565.00

Account No.: Various



## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

On March 2, 2016, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. A new contract B50006304, was awarded by the Board on August 3, 2022. The new contractor began service on September 1, 2022. Metropolitan Protective Services provided service during the transition period; whereby the extension was not timely requested by the assigned buyer. The Board is requested to ratify the transition period and allow for the payment of outstanding invoices for services rendered.

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

**P.O. No.: P534694**

**Agency: DGS, Health Department, DPW, etc.**

#### **CONTRACT VALUE SUMMARY:**

1. Initial award approved by the Board on March 2, 2016	\$	150,000.00
2. Increase approved by the Board on November 23, 2016	\$	60,000.00
3. Increase approved by the CPA on December 13, 2016	\$	25,000.00
4. 1 <sup>st</sup> Renewal approved by the Board on March 1, 2017	\$	250,000.00
5. Increase approved by the Board on October 25, 2017	\$	250,000.00
6. 2 <sup>nd</sup> Renewal approved by the Board on February 28, 2018	\$	1,000,000.00
7. 3 <sup>rd</sup> Renewal approved by the Board on April 3, 2019	\$	1,000,000.00
8. Increase approved by the Board on December 18, 2019	\$	1,000,000.00
9. 4 <sup>th</sup> Increase approved by the Board on March 18, 2020	\$	1,500,000.00
10. Increase approved by the CPA on March 18, 2020	\$	25,000.00
11. Extension approved by the Board on February 24, 2021	\$	170,000.00
12. Extension approved by the Board on April 14, 2021	\$	4,500,000.00
13. Ratification pending Board approval	\$	<u>1,766,565.00</u>
Total Contract Value	\$	<b>11,696,565.00</b>

## AGENDA

BOARD OF ESTIMATES

12/7/2022

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

Bureau of Procurement – cont'd

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

On October 26, 2015, MWBOO determined that no goal would be set because of no opportunity to segment the contract.

#### **EMPLOY BALTIMORE:**

Applicable.

#### **LIVING WAGE:**

Applicable.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Bureau of Procurement – Payment of Outstanding Invoices

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

The Board is requested to approve and authorize execution of payment of outstanding invoices to Athena Consulting, LLC, located at 506 Main Street, Suite 215 - Gaithersburg, MD 20878-6571.

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

\$214,608.64 Cost Center: CCA000603 / Fund: 1001

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

The requested action is an approval to pay outstanding invoices for staffing services rendered to the Mayor's Office of Homeless Services (MOHS). Services were of an urgent nature for shelter operations, due to the code-blue status. Temporary staffing was needed to oversee operations at the shelters while the requisition routed through Procurements process. Board approval is requested to provide a purchase order to provide a payment path for the outstanding invoices.

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

**Req. No. RQ-005060      Agency: MOHS**

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

Not applicable. Payment of outstanding invoice(s).

##### **EMPLOY BALTIMORE:**

Not applicable.

##### **LIVING WAGE:**

Not applicable.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Bureau of Procurement – Payment of Outstanding Invoices

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

The Board is requested to approve and authorize execution of payment of an unauthorized spend to Nitro, located at 150 Spear St., Suite 1500, San Francisco, CA 94105.

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

\$44,677.05	Spend Category:	SC630326
	Cost Center:	CCA01016
	Fund:	1001

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

The purchase of the PDF Software was made because it was urgent in nature. The Agency attempted to get a P.O. in place, but services started while the requisition was routing through procurement approvals. Going forward, they will request proposals from the vendor before starting the work. The Agency has been advised to start preparation for next fiscal year.

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

**Req. No. RQ-005257      Agency: Office of the State's Attorney**

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

Not Applicable. Payment of outstanding invoice(s).

#### **EMPLOY BALTIMORE:**

Not applicable.

#### **LIVING WAGE:**

Not applicable.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Healthcare for the Homeless. The period of this agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022- 9/30/2023

4000-GRT000886-CCA000618-SRV0896-SC630351- \$1,450,830.00

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

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Continuum of Care Grant (CoC) Program. As a Provider, Health Care for the Homeless, Inc. will provide rental assistance and supportive services to eighty-two (82) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Homewood Bound PHP Expansion Project.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services. The period of this agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022-09/30/2023

4000-GRT001328-CCA000618- SC630351- \$187,916.50

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

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Youth Homeless Demonstration Program (YHDP) Program. As a Provider, Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services will provide supportive services to twenty-five (25) youth, ages eighteen (18) to twenty-four (24), experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their COMPASS Permanent Housing for Homeless Project (the "Project").

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services. The period of this agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022-09/30/2023

4000-GRT001328-CCA000618- SC630351- \$379,722.00

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

The City has received a U.S. Department of Housing and Urban Development (HUD) grant to undertake the Youth Homeless Demonstration Program (YHDP) Program. As a Provider, Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services will provide supportive services to twenty-five (25) youth, ages eighteen (18) to twenty-four (24), experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Diversion and Kinship Project (the "Project").

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022-

6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 60,000.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services will provide Emergency Operations and Essential Services for those experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their T/A Springboard Community Services Drop-in Center.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Community Housing Associates, Inc. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 56,530.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient, Community Housing Associates, Inc. will provide supportive services to one hundred twenty-two (122) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Resident Advocate Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Govans Ecumenical Development Corporation. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022-

6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 109,223.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient, Govans Ecumenical Development Corporation will provide supportive services to fifty-nine (59) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Harford and Micah House Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 157,689.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient Family and Children's Services of Central Maryland, Inc. T/A Springboard Community Services will provide rental and financial assistance for Twelve (12) individuals experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their D/B/A Springboard Community Services Rapid Re-Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with House of Ruth Maryland Inc. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 245,000.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient House of Ruth Maryland, Inc. will provide an emergency shelter and supportive services to one hundred fifty (150) victims made homeless from domestic violence in the City of Baltimore. The Provider will offer service(s) under their Safe Shelter and Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with St. Vincent de Paul of Baltimore Inc. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 45,000.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP) Program. As a sub-recipient St. Vincent de Paul of Baltimore, Inc. will provide supportive services to sixty (60) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Home Connections Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with The Baltimore Station, Inc. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 198,000.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP) Program. As a sub-recipient The Baltimore Station, Inc. will provide transitional housing to one hundred eighty (180) individuals and/or families experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Transitional Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **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 with T.I.M.E Organization Inc. The period of this agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 191,937.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient the T.I.M.E Organization Inc. will provide short and medium- term Rental Assistance to Forty (40) individuals experiencing Homelessness in the City of Baltimore. The Provider will offer these services under their Rapid Re-Housing program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Historic East Baltimore Community Action Coalition, Inc. The period of the Agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000997-CCA000594-SC630351- \$ 230,247.00

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

The City has received a Maryland Department of Housing and Community Development (DHCD) grant to undertake the Homelessness Solutions Program (HSP). As a sub-recipient, Historic East Baltimore Community Action Coalition, Inc. will provide emergency shelter and supportive services to sixty-seventy (60-70) youth, ages eighteen (18) to twenty-four (24), in Baltimore City experiencing homelessness. The Provider will offer service(s) under their "The Nest" Transitional Drop-in program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with The Maryland Center for Veterans Education and Training, Inc. The period of the agreement is October 15, 2022 through March 31, 2023.

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

10/15/2022- 3/31/2023

1001-CCA000604-SC630351- \$189,259.00

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

The City has allocated certain General Funds to the Mayor's Office of Homeless Services, to utilize funds to assist in the provision of emergency services to the homeless population of Baltimore City. The Provider, The Maryland Center for Veterans Education and Training, Inc. will operate an emergency overnight winter shelter for sixty (60) clients experiencing homelessness in the City of Baltimore. The Provider will offer service(s) through their Winter Shelter Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

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 with Project Plase, Inc. The period of the agreement is July 1, 2022 through June 30, 2023.

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

7/1/2022- 6/30/2023

5000-GRT000202-CCA000594-SC630351- \$ 164,250.00

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

The City has received a Maryland Department of Social Services grant to undertake the Department of Social Services (DSS) Grant Program. As a sub-recipient Project Plase, Inc. will operate an emergency shelter for ten (10) individuals experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their Temporary Shelter Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Homeless Services – Non-Construction Consultant

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

The Board is requested to approve and authorize execution of a Non-Construction Consultant agreement with Lesar Development Consultants. The period of this agreement is October 1, 2022 through April 01, 2023.

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

101/2022- 4/1/2023

1001-CCA000478-SC630318- \$ 102,000.00

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

The Mayor's Office of Homeless Services (MOHS) has developed a Strategic Investment Plan to prioritize the use of key resources provided through the American Rescue Plan Act (ARPA), to support efforts to prevent and end homelessness in Baltimore. This is the largest investment of funding that will ensure there is a long-term impact in the following areas: Protecting Health and Safety of People Experiencing Homelessness During the Continued COVID-19 Pandemic; Improving Supply and Access to Housing People Can Afford to Exit Homelessness; Reducing Unsheltered Homelessness; and Strengthening Crisis Response and Sheltering Activities and Capacity. MOHS is seeking to hire Lesar Development Consultants to assist with the City of Baltimore in its efforts to replace its former Hotel options for Non-congregate Shelter in order to better serve its homeless population, and to provide technical assistance as needed.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Homeless Services – Subgrant Agreement

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

The Board is requested to approve and authorize execution of the agreement ARPA Funding between the Mayor's Office of Recovery Programs ("MORP") and Mayor's Office of Homeless Services (MOHS) and For My Kidz. The period of the agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022- 9/30/2023

4001-GRT001320-CCA001361-SC670701- \$589,776.86

GRANT TITLE: American Rescue Plan Act (ARPA)

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

The Mayor's Office of Recovery Programs has allocated funding to the Mayor's Office of Homeless services on August 3, 2022, to provide sub-recipients with additional funding to meet the demand for housing navigation and identification services for individuals experiencing homelessness and decrease the length of time people remain in crisis waiting to return to permanent housing in Baltimore City. The sub-recipient For My Kidz, will provide rental assistance and support services to Twenty (20) household, experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their ARPA Rapid Re-Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Homeless Services – Subgrant Agreement

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

The Board is requested to approve and authorize execution of the agreement ARPA Funding with TIME Organization Inc. The period of this agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022- 9/30/2023

4001-GRT001320-CCA001361-SC670701- \$658,770.67

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

The Mayor's Office of Recovery Programs has allocated funding to the Mayor's Office of Homeless services on August 3, 2022, to provide sub-recipients with additional funding to meet the demand for housing navigation and identification services for individuals experiencing homelessness and decrease the length of time people remain in crisis waiting to return to permanent housing in Baltimore City. The sub-recipient TIME Organization Inc will provide rental assistance and support services to Thirty (30) households, experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their ARPA Rapid Re-Housing Program. The delay in submission is due to a delay at the administrative level.

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Homeless Services – Subgrant Agreement

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

The Board is requested to approve and authorize execution of the agreement ARPA Funding between the Mayor's Office of Homeless Services (MOHS) and House of Ruth Maryland Inc. The period of the agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022- 9/30/2023

4001-GRT001320-CCA001361-SC670701- \$ 703,277.21

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

The Mayor's Office of Recovery Programs has allocated funding to the Mayor's Office of Homeless services on August 3, 2022, to provide sub-recipients with additional funding to meet the demand for housing navigation and identification services for individuals experiencing homelessness and decrease the length of time people remain in crisis waiting to return to permanent housing in Baltimore City. The sub-recipient House of Ruth Maryland Inc., will provide rental assistance and support services to Twenty-Five (25) households, experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their ARPA Rapid Re-Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Homeless Services – Subgrant Agreement

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

The Board is requested to approve and authorize execution of the agreement ARPA Funding with Family and Children's Services of Central Maryland Inc., D/B/A, Springboard Community Services. The period of agreement is October 1, 2022 through September 30, 2023.

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

10/1/2022- 9/30/2023

4001-GRT001320-CCA001361-SC670701- \$742,289.90

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

The Mayor's Office of Recovery Programs has allocated funding to the Mayor's Office of Homeless services on August 3, 2022, to provide sub-recipients with additional funding to meet the demand for housing navigation and identification services for individuals experiencing homelessness and decrease the length of time people remain in crisis waiting to return to permanent housing in Baltimore City. The sub-recipient Family and Children's Services of Central Maryland Inc., D/B/A, Springboard Community Services, will provide rental assistance and support services to Twenty (20) households, experiencing homelessness in the City of Baltimore. The Provider will offer service(s) under their ARPA Rapid Re-Housing Program.

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

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

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

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Homeless Services – Grant Agreement

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

The Board is requested to approve and authorize a Grant Agreement to transfer funds from The United States Department of Housing and Urban Development (HUD) Continuum of Care (CoC) to Baltimore City through the Mayor's Office of Homeless Services (MOHS).

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

9/1/2022-8/31/2023- MD0014L3B012114- \$188,563.00

4/1/2022-03/31/2023- MD0015L3B012114- \$163,502.00

6/1/2022-5/31/2023 – MD0091L3B012114- \$213,296.00

**\$ 565,361.00 - Total**

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

The Mayor's Office of Homeless Services (MOHS), on behalf of the Mayor and City Council of Baltimore has received notice of a grant agreement transferring funding for the Continuum of Care program, from the U.S. Department of Housing and Urban Development (HUD) in the amount of \$565,361.00. The Continuum of Care program provides rental assistance and supportive services to individuals and families experiencing homelessness in Baltimore City.

MOHS is one of three direct grantees for Continuum of Care funding for the MD-501 group. At the request of HUD, MOHS is requesting to accept this grant transfer to carry out homeless service activities, which includes transitional housing, rental assistance, and supportive services.

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

**MBE/WBE PARTICIPATION:** MBE/WBE participation is waived.

**AFFECTED COUNCIL DISTRICT:** Baltimore City

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Recreation and Parks – Charitable Solicitation Application

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

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to benefit the KABOOM! 25 in 5 Initiative to End Playspace Inequity. The period of the solicitation is September 1, 2022 through September 30, 2027.

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

N/A

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

The City of Baltimore has been selected as the inaugural partner of KABOOM!'s 25 in 5 Initiative to End Playspace Inequity, a five-year initiative to address gaps in access to safe places to play across the country for the most vulnerable populations: children and youth. In collaboration with Baltimore City Schools and KABOOM!, the Department will address gaps in access by renovating and installing new playspaces at prioritized parks sites, and ensuring the community is engaged in the process.

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

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

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

N/A

##### **AFFECTED COUNCIL DISTRICT:** N/A

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Recreation and Parks – Partial Release of Retainage**

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

The Board is requested to approve a Partial Release of Retainage in the amount of \$458,345.61 to Dustin Construction, Inc. The period of the agreement is March 18, 2019 through March 07, 2021.

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

\$458,345.61 - 9938-908049-9474-000000-20000 PRJ001123

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

Release of Retainage from Dustin Construction, Inc. Contract No. RP17806 -- \$908,345.61. All work on Contract No, RP17806 is substantially completed and all punch list items complete. The Contractor requested a Partial Release in the amount of \$458,345.61. The remaining \$450,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04.81 of Specifications, a "Conditional Inspection" for Contract No. RP17806 – Cahill Fitness and Wellness Center was held on April 9, 2021.

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

MBE GOAL 18% and WBE GOAL 4%

Current MBE attainment is 20.44% of the 18% goal and WBE is 3.73% of the 4% goal

##### **AFFECTED COUNCIL DISTRICT:** N/A

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

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

(The Final Release of Retainage for Contract No. GS20807 has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Recreation and Parks – Task Assignment No. 12

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

The Board is requested to approve the assignment of Task No. 12 to Murphy & Dittenhafer, Inc. under On-Call Project No. 1314, On-Call Architectural Design Services. The period of the task is approximately 18 months.

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

\$54,387.02 9938-CAP009474 SC630318- PJH6300 PRJ000671-905119 Park Building Renovations

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

This task will include Construction Administration design services for Mary E. Rodman Recreation Center Renovation.

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

Murphy & Dittenhafer, Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement. The goals are: MBE: 28% and WBE: 20%. The Consultant has achieved 14% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals. The Consultant has achieved 29.11% of the MBE goal at this time.

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 21, 2022.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

#### **TRANSFER OF FUNDS**

##### **FROM ACCOUNT:**

9938-RES009475 RC0603 State (Program Open Space)	\$17,000.00
9938-RES009475 RC0605 City GO Bonds PRJ000502 904119 Park Building Renovations Reserve 1	<u>\$23,000.00</u>
	<b>\$40,000.00</b>

##### **TO ACCOUNT:**

9938-CAP009474 (Active) PRJ000671 Park Building Renovations	\$40,000.00
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This transfer will provide funds to cover the costs associated with design service under On-Call No. 1314 , Task 12 to Murphy & Dittenhafer, Inc.

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Recreation and Parks – Extra Work Order No. 003

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

The Board is requested to approve Extra Work Order No. 003 with DSM Properties, LLC under Contract No. RP20812 Pimlico Athletic Fields, B/D#20812.

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

\$8,990.00  
9938-913055-9474-900000-706064  
PRJ001583-9938-CAP009474-SC600000-PJHS300

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

This Authorization Request is necessary for the additional item included in this request. Subsequent to the award of this contract, BCRP and the Architects learned that the following item needed modifications. Per the Demolition Layout Plan C1-1, there is an elevation difference between the existing fence and the new pathway to be installed by contract. Additional grading and a new asphalt curbing are necessary (See DWG. Standards No. BC615) to structurally Shure up the difference in elevations which was not shown on the original drawings. BCRP, the Architects and Engineer have reviewed documents provided by the Contractor for labor, material and equipment and have deemed them acceptable.

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

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

Current MBE attainment is 0.00% of the 14% goal and WBE is 6.94% of the 8% goal.

**MBE:** 14%

**WBE:** 8%

**THE EAR WAS APPROVED BY MWBOO ON JULY 22, 2022.**

#### **ITEMS**

#### **TOTALS**

13/E-3 Asphalt Curb and Additional Grading/Stone	EA	\$8,990.00
<b>Total EWO</b>		<b>\$8,990.00</b>

**APPROVED FOR FUNDS BY FINANCE**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Recreation and Parks – cont'd

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

The Board is requested to approve and authorize a Transfer of Funds in the amount of \$57,000.00.

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

##### **FROM ACCOUNT:**

9938-RES009475 (Reserve) Pimlico LIA	\$57,000.00
PRJ001521 912055 FY15 NW Park Improvement Reserve	

##### **TO ACCOUNT:**

9938-CAP009474 (Active)	\$57,000.00
PRJ001583 913055 NW Park Improvement Active	

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

This transfer will provide funds to cover the costs associated with authorized change order 3 and construction management services for contract no. RP20812 Pimlico Athletic Fields.

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Employment Development – Grant Award

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

The Board is requested to approve and authorize acceptance of a Grant Award from the Maryland Department of Labor for PY22 Summer Youth Connection. The period of the award is July 1, 2022 through June 30, 2023.

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

\$ 368,441.00

**Fund:** 5000

**Cost Center:** CCA001261

**Grant ID and Name:** GRT000966 FY23 Summer Youth Connection Program

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

The purpose of this Grant is for the Mayor's Office of Employment Development (MOED) to fund Baltimore city residents ages 14-21 in Youth summer jobs. Since the COVID-19 pandemic restricted summer jobs operations, MOED has still been able to offer a robust program. In PY20 more than 4,000 youth participated in a virtual program that was quickly designed by staff and partners. In PY21 worksites were able to choose offering a virtual, in-person or hybrid model and positions were offered to ALL youth who completed the application process. More than 6,000 youth worked at more than 350 worksites. For PY22 we are anticipating worksites will return to in-person programming. Youthworks will operate from July 5 to August 5, 2022. Youth will work five hours per day, five days per week for five weeks. Youth will be paid \$12.50 per hour, allowing them to earn more than \$1,400 in summer wages.

The Agreement was delayed in its presentation to the Board due to additional time necessary to reach a comprehensive understanding between the parties.

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

N/A- MOED is the grant recipient, therefore MBE does not apply

#### **AFFECTED COUNCIL DISTRICT:** Citywide

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Employment Development – Grant Award

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

The Board of Estimates is requested to approve and authorize acceptance of a Grant Award from the Maryland Department of Labor for professional services. The period of the award is October 1, 2022 through June 30, 2024.

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

\$2,283,838.00	Fund:4000
	Cost Center: CCA001206
	Grant ID and Name: GRT000987 FY23-24 WIOA Adult
<u>\$1,035,067.00</u>	Fund:4000
	Cost Center: CCA001206
	Grant ID and Name: GRT000988 FY23-24 WIOA Dislocated Worker
<b>\$3,318,905.00</b>	

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

The purpose of this Grant is for the Mayor's Office of Employment Development (MOED) to work with core partners to deliver basic career services to ex-offenders, low-income individuals, veterans, individuals with disabilities and eligible participants with barriers to employment. Services include an assessment of job readiness skills, referrals to collaborate organizations for support services, career counseling, job search assistance and training.

The Agreement was delayed in its presentation to the Honorable Board due to additional time necessary to reach a comprehensive understanding between the parties.

#### **MBE/WBE Participation:**

N/A- MOED is the grant recipient, therefore MBE does not apply

**Affected Council District:** Citywide

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Employment Development – Grant Award

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

The Board is requested to approve and authorize acceptance of a Grant Award from the Maryland Department of Labor for adult, youth, and dislocated workers.

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

\$ 511,057.00 Fund: 4000 Cost Center: CCA001206 Grant ID and Name: GRT000988  
FY23-24 WIOA Dislocated Worker  
\$2,898,787.00 Fund: 4000 Cost Center: CCA001217 Grant ID and Name: GRT000989  
FY23-24 WIOA Youth  
\$ 260,538.00 Fund: 4000 Cost Center: CCAOO 1206 Grant ID and Name:  
GRT000987 FY23-24 WIOA Adult  
**\$3,670,382.00**

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

The purpose of this Grant is for the Mayor's Office of Employment Development (MOED) to work with core partners to deliver basic career services to ex-offenders, low-income individuals, veterans, individuals with disabilities and eligible participants with barriers to employment. Services include an assessment of job readiness skills, referrals to collaborating organizations for support services, career counseling, job search assistance and training.

This Grant Award shall not exceed \$3,670,382.00 of WIOA (Adult, Youth, and Dislocated Worker) funds

The Agreement was delayed in its presentation to the Board due to additional time necessary to reach a comprehensive understanding between the parties.



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

MOED – cont'd

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

NIA- MOED is the grant recipient, therefore MBE does not apply.

**AFFECTED COUNCIL DISTRICT:** Citywide

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Mayor's Office of Employment Development – Provider Agreement

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

The Board requested to approve and authorize execution of a Provider Agreement with CSR Communications. The period of the agreement is retroactive to June 1, 2022 through May 31, 2023.

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

\$78,750.00

Fund: 4000 Federal

Cost Center: CCA001206 Workforce Services Career Center Operations

Grants: GRT000784 FY22/23 WIOA Adult; GRT000785 FY22/23 WIOA Dislocated Worker

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

The purpose of this agreement is to secure the services of CSR Communications to provide strategic development services to the Baltimore Workforce Development Board.

The Agreement was delayed in its presentation to the Board due to additional time necessary to reach a comprehensive understanding between the parties.

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

N/A

**AFFECTED COUNCIL DISTRICT:** Citywide

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Employment Development – Amendment to Agreement**

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

The Board is requested to approve and authorize execution of an Amendment to a Provider Agreement with Civic Works, Inc. The amendment extends the period of the agreement retroactively to October 31, 2022 through July 31, 2023.

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

Dollar amount: \$242,550.00 for Amended Agreement  
(Original Agreement \$163,350.00; Additional Funding Added by Amendment \$79,200.00)  
Fund: 4000 Federal Grants Fund  
Cost Center: CCA001205 Job Training  
Grant ID and Name: GRT000775 Fostering Opioid Recovery

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

MOED and Civic Works, Inc. entered into a Provider Agreement awarded by the Board of Estimates on October 6, 2021, wherein the Provider agreed to deliver occupational training and supportive services to dislocated workers, new entrants to the workforce, or incumbent workers (currently employed or underemployed) who have voluntarily disclosed a history of being affected directly or indirectly by the opioid crisis. The Agreement term was scheduled to end on October 31, 2022.

Civic Works, Inc. met performance expectations and MOED wishes to amend the Agreement to extend the term of the Agreement to July 31, 2023 and add \$79,200.00 of funding. These changes will allow Civic Works to serve additional participants. Funds are provided by the federal Fostering Opioid Recovery grant, which was accepted by the Board of Estimates on March 31, 2021.

The Agreement was delayed in its presentation to the Honorable Board due to additional time necessary to reach a comprehensive understanding on program issues.

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

N/A

##### **AFFECTED COUNCIL DISTRICT:** Citywide

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

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

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Infrastructure Development – Resolution Relating to Cost Escalation Change Orders Due to Adverse Economic Conditions

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

The Board is requested to approve a Resolution Relating to Cost Escalation Change Orders Due to Adverse Economic Conditions ("Resolution"). The Resolution will take effect upon Board approval and remain in effect until June 30, 2023.

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

There are no direct costs associated with this action. Costs will be considered during negotiations of applicable projects.

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

Over the past year, high inflation and supply-chain disruptions have created adverse economic conditions for construction contractors. Prices for nearly everything have increased and some contractors for the City have said they can no longer perform previously awarded projects for the contracted amount. Indeed, city agencies have received several requests for time extensions and cost increases due to these adverse economic conditions.

Changes in the cost or the timeline of a contract are referred to as "change orders" or "extra work orders." Traditionally, the City has only considered change orders when mandated quantities change, the scope of work changes, or contractors experience unforeseen and unforeseeable site conditions. This process is specified in The City of Baltimore, Department of Public Works, Specifications for Material, Highways, Bridges, Utilities and Incidental Structures, and any officially issued addenda thereto ("Green Book").

There is no specified process for reviewing and approving change orders outside of these scenarios. As such, they are rejected, citing the Baltimore City Charter language specifying that "bids are irrevocable." The City can compel contractors to work by either calling their performance bond or by seeking court action. However; either situation is lengthy and expensive. Alternatively, the City has canceled and re-bid contracts when these issues arise in an attempt to limit risk. Yet, re-bidding construction contracts is time-consuming and, given the expectation that inflation will continue, bids will likely only increase in cost.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MOID – cont'd

There is another option the City could utilize that would balance the risks and burdens of adverse economic conditions: negotiation. That is, allowing the City to negotiate on the price of change orders due to adverse economic conditions when it is in the public interest. The Board has broad authority and can permit these negotiations. The Resolution specifies the eligibility, conditions, and requirements for such negotiations.

First and foremost, the Resolution limits negotiations to construction contracts awarded prior to July 1, 2022. By this date, it is reasonable to believe that agencies and contractors had begun factoring in economic conditions in contract awards. Such conditions had been present for nearly a year by this point, and thus, should have been considered.

Contract eligibility is merely the first consideration as to whether a cost escalation change order should be negotiated. If a contract is eligible, the Resolution requires the agency to determine if: a) prices have increased to such an extent that they could not have been contemplated at the time of the bid and b) the price increase cannot be absorbed by the vendor without the vendor sustaining adverse economic impact on its business.

In addition, the Resolution requires the project estimator for an agency to review the change order and conduct a cost-benefit analysis of rejecting vs. approving vs. negotiating the change order request. The project estimator will provide a recommendation to the agency.

If it is in the public interest to negotiate on a change order request, the Resolution provides that price changes must be limited to individual line items and that they cannot exceed 50% of the original bid. Additionally, the Resolution specifies that funding must be identified to cover the cost of the change order prior to approval and, if Federal or State funds are used, the appropriate Federal or State agency would have to approve the change order. Prior to submission to the Board for approval, the negotiated change order would have to be approved by the Change Order Review Committee (which already exists). The cost-benefit analysis performed by the project estimator must be submitted to the Change Order Review Committee and the Board along with the change order request. Such provisions will ensure that change orders related to cost escalations due to adverse economic conditions are reasonable and justifiable.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

MOID – cont'd

The resolution will take effect upon Board approval and remain in effect through June 30, 2023 unless extended by the Board.

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

N/A

#### **AFFECTED COUNCIL DISTRICT:** NA

(The Resolution Relating to Cost Escalation Change Orders Due to Adverse Economic Conditions has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with Druid Heights Community Development Corporation for Druid Heights Community Green Infrastructure Project. This Agreement shall commence on the date this Agreement is approved by the Board (the "Effective Date") and shall terminate on June 30, 2024, unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001339

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$300,000.00

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

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$300,000.00 to the Druid Heights Community Development Corporation to provide support for the Green Infrastructure project, which will focus on stormwater management activities that reduce inland flood and pollution for the vacant lots that have been impacted by repeated dumping from residential and commercial contractors in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$260,000.00 for capital costs for the installation and building of green infrastructure; 2) \$23,019.00 for associated construction costs including materials, permits, and environmental testing; and 3) \$16,981.00 in administrative expenses.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **MORP – cont'd**

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

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

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

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



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with American Communities Trust Inc. for Baltimore Pumphouse: Wealth-building in Black Neighborhoods with Small Businesses. The period of the agreement is effective upon Board approval through December 31, 2023 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001332

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$2,250,000.00

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

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$2,250,000.00 to American Communities Trust Inc. to provide support for a multi-phased project to eliminate the blight of five vacant and abandoned buildings and establish a small business jobs center in the heart of a persistent poverty community that was once an epicenter of business and retail; and the job center will help to expand minority and locally-owned small businesses, create local jobs, and increase access to healthy foods in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$2,122,642.00 for capital costs related to blight removal and renovation of the vacant buildings into a small business jobs center; and 2) \$127,358.00 for administrative expenses.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **MORP – cont'd**

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with Ahavas Chaim, Inc. for Developing Mental Health and Support Resources to Help Keep At-Risk Youth Off the Streets. The period of the agreement is effective upon Board approval through June 30, 2024 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001334

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$500,000.00

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

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$500,000.00 to Ahavas Chaim, Inc. to provide rent and housing security deposit support to residents impacted by the COVID-19 pandemic, as well as facility improvements to its existing center which allows for increased services designed to provide mental health, career, academic, and socioemotional support to at-risk teens and young adults in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$279,700.00 for capital costs associated with facility upgrades; 2) \$50,000.00 for direct food assistance and food preparation in facility's kitchen; 3) \$95,000.00 for direct rent and housing support to program participants; 4) \$47,000.00 for housing security deposit support for program participants; and 5) \$28,300.00 for administrative costs.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

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

The Board is requested to approve and authorize execution of a Grant Agreement with Pennsylvania Avenue Black Arts and Entertainment District, Inc. for Project RestART. The period of the agreement is effective upon Board approval through June 30, 2025 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001337

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$1,000,000.00

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

On September 27, 2022, The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$1,000,000.00 to the and Pennsylvania Avenue Black Arts and Entertainment District, Inc. to provide job training assistance, workforce development, cash assistance, and small business assistance in the form of sponsorships and fellowships for artists and creative professionals within the Black Arts District footprint in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$523,947.00 for staffing including a Program Director, Outreach Coordinator, two Program Coordinators, and a Finance Manager; 2) \$22,397.00 for contracts for professional services; 3) \$400,000.00 for sponsorships and fellowships for artists and creative professionals within the Black Arts District; and 4) \$53,656.00 for administrative costs.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with City Dibs Society Inc. A/K/A City Dibs Society for Baltimore's Entrepreneurial & Nonprofit Recovery Pipeline. The period of the agreement is effective upon Board approval through June 30, 2024 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001333

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$500,000.00

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

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$500,000.00 to City Dibs Society Inc. A/K/A City Dibs Society to provide fellowships to entrepreneurs and business incubation support to existing small businesses, with particular attention on serving Black and other minority populations in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$175,000.00 for staffing to provide program implementation including three Program Managers; 2) \$80,000.00 for training and program delivery costs; 3) \$170,000.00 for grants to partner organizations selected as part of the Black Sovereignty Program; 4) \$46,698.00 for program supply costs; and 5) \$28,302.00 for administrative expenses.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **MORP – cont'd**

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

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

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

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



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with HeartSmiles, Inc. The period of the agreement is effective upon Board approval through June 30, 2024 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001343

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$250,000.00

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

On September 27, 2022, The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$250,000.00 to HeartSmiles, Inc. to provide mentorship, career advancement opportunities, leadership opportunities, and mental and physical health support to youth in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$190,000.00 for staffing to increase capacity, including a Program Director and Administrative Lead; 2) \$47,880.00 for youth participant costs including educational materials, transportation, and food assistance; and 3) \$12,120.00 for administrative costs.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

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

The Board is requested to approve and authorize execution of a Grant Agreement with Neighborhood Housing Services of Baltimore, Inc. for Greater Rosemont Mondawmin Equitable Neighborhood Development and Affordable Housing Initiative. The period of the agreement is effective upon Board approval through June 30, 2025, unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001345

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$2,800,000.00

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

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$2,800,000.00 to the Neighborhood Housing Services of Baltimore, Inc. to provide investment in comprehensive, equitable neighborhood development and affordable homeownership within Greater Rosemont Mondawmin (GRM) communities, including developing vacant/disinvested units, providing home repairs and modifications, transforming a limited number of vacant lots, and removing blight in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$329,029.00 for capital acquisition costs to purchase homes in need of redevelopment within Qualified Tracts in Greater Rosemont Mondawmin; 2) \$772,481.00 for capital costs associated with the redevelopment of these homes; 3) \$1,540,000.00 for capital costs associated with home repairs for existing residents; and 4) \$158,490.00 for administrative expenses.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

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

The Board is requested to approve and authorize execution of a Grant Agreement with Active Social Communities Inc. d/b/a Volo Kids Foundation for BActive. The period of the agreement is effective upon Board approval through December 31, 2024 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001112

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$1,000,000.00

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

On August 25, 2022, The Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$1,000,000.00 to Active Social Communities Inc. d/b/a Volo Kids Foundation to provide Baltimore kids with access to quality, structured sports programming in response to the COVID-19 pandemic. Sports programming will teach lessons in communication, body positivity, and confidence-building through sports, with a focus on trauma-informed care. Grantee will connect kids, particularly those in recreation deserts, with ongoing Baltimore City Recreation and Parks (BCRP) programming in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$120,362.00 for participant costs including Rec and Parks scholarships and uniforms; 2) \$636,797.00 for staffing costs including the Program Director, Volunteer Manager, Sports Coordinator, Coaches, Site Supervisors, and staff training such for CPR, coaching, and trauma; 3) \$85,000.00 for equipment; 4) \$101,237.00 for outreach and communications; and 5) \$56,604.00 for indirect costs.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

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

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

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

The Board is requested to approve and authorize execution of a Grant Agreement with KEYS Empowers, Inc. for KEYS Community Healing Village. The period of the agreement is effective upon Board approval through December 31, 2023 unless terminated earlier pursuant to the terms of this Agreement.

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

Cost Center: CC001329

Grant Worktag: GRT001342

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$1,000,000.00

#### **BACKGROUND/EXPLANATION:**

On September 27, 2022, The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$1,000,000.00 to the KEYS Empowers, Inc. to transform the former Dr. Lillie M. Jackson Elementary School into a facility that will serve residents by providing access to broadband internet and computer labs, nightly dinners in a fully-equipped cafeteria, daily fitness programming in a gymnasium, job training in various industries including STEM, and mental health services in Baltimore City.

The purpose of the agreement is to provide funding for the following: \$1,000,000.00 for capital hard costs including excavation, sediment control, building shell, concrete, hard wiring for internet access, lighting, and landscaping.

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

MORP – cont'd

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Omega Baltimore Foundation, Incorporated for Managing and Operating Easterwood Recreation Center. The period of the agreement is effective upon Board approval through December 31, 2023, unless terminated earlier pursuant to the terms of this Agreement.

#### **AMOUNT OF MONEY AND SOURCE:**

Cost Center: CC001329

Grant Worktag: GRT001338

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$260,000.00

#### **BACKGROUND/EXPLANATION:**

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$260,000.00 to Omega Baltimore Foundation, Incorporated to manage and operate the Easterwood Recreation Center in West Baltimore, which will provide free hot meals and computer access to youth after school daily, Out of School Time (OST) STEM Programming for youth during the school year, summer camps, youth flag football leagues, and provide employment for neighborhood youth through YouthWorks.

The purpose of the agreement is to provide funding for the following: 1) \$165,620.00 for program management staffing, including an Executive Director, 2 Rec Center Director Assistants, and a Recreation Center Manager; 2) \$3,500.00 for a part-time STEM aide; 3) \$11,000.00 for part-time Basketball program management staff, including a Program Manager and Program Aide; 4) \$65,000.00 for Gaming Program contractors; and 5) \$14,880.00 for administrative expenses.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Parity Baltimore Incorporated for Parity x The SOS Fund - Preventing Home Loss of Baltimore's Most Precious Residents. The period of the agreement is effective upon Board approval through June 30, 2025 unless terminated earlier pursuant to the terms of this Agreement.

#### **AMOUNT OF MONEY AND SOURCE:**

Cost Center: CC001329

Grant Worktag: GRT001121

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$700,000.00

#### **BACKGROUND/EXPLANATION:**

On August 25, 2022, The Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$700,000.00 to Parity Baltimore Incorporated to provide services to help prevent homelessness as well as wealth and land loss within Black, Indigenous, People of Color (BIPOC) communities by offering beneficiaries assistance including tax sale foreclosure prevention, ground rent redemption, homeowners tax credit application, mutual aid support, and many other resources in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$450,000.00 for staffing to provide program implementation including a Program Manager and Client Coordinator; 2) \$75,000.00 for grant compliance and reporting consulting services; and 3) \$175,000.00 for direct support to clients for housing support and anti-displacement efforts.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Grant Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Rebuilding Together Baltimore, Inc. for Safe & Healthy Housing Repairs for Homeowners with Limited Incomes (SSHRHLI). The period of the agreement is effective upon Board approval through December 31, 2024 unless terminated earlier pursuant to the terms of this Agreement.

#### **AMOUNT OF MONEY AND SOURCE:**

Cost Center: CC001329

Grant Worktag: GRT001117

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$575,000.00

#### **BACKGROUND/EXPLANATION:**

On August 25, 2022, The Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$575,000.00 to Rebuilding Together Baltimore, Inc. to provide services to households who are physically and financially unable to make necessary health and safety repairs to their homes, helping to keep them in their homes, prevent blight, and stabilize neighborhoods that have been disproportionately impacted by COVID-19 in Baltimore City.

The purpose of the agreement is to provide funding for the following: 1) \$143,103.00 for staffing to provide program implementation including a Program Manager; 2) \$399,350.00 in capital costs for critical home repairs for participants; and 3) \$32,547.00 for administrative expenses.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Mayor's Office of Recovery Programs - Grant Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve a Grant Agreement with Southeast Community Development Corporation for Increasing Access to Safe, Healthy and Affordable Homes. The period of the agreement is effective upon Board approval through June 30, 2025 unless terminated earlier pursuant to the terms of this Agreement.

#### **AMOUNT OF MONEY AND SOURCE:**

Cost Center: CC001329

Grant Worktag: GRT001341

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

Amount: \$2,500,000.00

#### **BACKGROUND/EXPLANATION:**

On September 27, 2022, the Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$2,500,000.00 to the Southeast Community Development Corporation to support affordable housing through the acquisition and rehabilitation of properties and a home repairs program focused on low-income owner-occupants and tenants.

The purpose of the agreement is to provide funding for the following: 1) \$1,755,000.00 for the acquisition and rehab of 25 houses; 2) \$348,000.00 for the home repair program that provides small grants to homeowners; 3) \$255,850.00 in staffing costs for program management, including a Project Manager and Director of Neighborhood Revitalization; and 4) \$141,150.00 for administrative expenses.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### MORP – cont'd

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

#### **APPROVED FOR FUNDS BY FINANCE**

#### **AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)



## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Mayor's Office of Recovery Programs - Grant Agreement**

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with The Housing Authority of Baltimore City. The period of the agreement is December 7, 2022 through June 30 2024, unless terminated earlier in accordance with this Agreement.

#### **AMOUNT AND SOURCE OF FUNDS:**

Account Number: 9901  
Cost Center: CAP009110  
Award ID: PRJ002660  
Amount: \$16,980,202.00

#### **BACKGROUND/EXPLANATION:**

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$16,980,202.00 on November 16, 2022 to provide funding for the implementation of the Perkins Somerset Oldtown Transformation Plan including investments in the construction of new parks, a community recreation center, and a new elementary/middle school.

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

**AGENDA**

**BOARD OF ESTIMATES**

**12/7/2022**

MORP – cont'd

**MBE/WBE PARTICIPATION:**

N/A

**COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Mayor's Office of Recovery Programs - Inter-agency Agreement

#### **ACTION REQUESTED OF B/E:**

the Board is requested to approve and authorize execution of an Interagency Agreement with the Department of Housing and Community Development. The period of the agreement is effective upon Board approval through June 30, 2025, unless terminated earlier in accordance with this Agreement.

#### **AMOUNT AND SOURCE OF FUNDS:**

Cost Center: CCA001376 ARPA

Grant: GRT001354

Amount: \$3,000,000.00

#### **BACKGROUND/EXPLANATION:**

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 on November 16, 2022 in the amount of \$3,000,000.00 to provide critical funding for healthy home interventions for units being served by the Weatherization Assistance Program, Lead Hazard Reduction Program, and Office of Rehabilitation Services. This project will result in a healthier living environment for residents and will help to stabilize the physical condition of houses throughout the city.

The Grantee may submit a written request to the City asking for (x) an extension to the term of this Agreement; and/or (y) a budget reallocation not to exceed ten (10) percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least sixty (60) days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

MORP – cont'd

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Inter-agency Agreement has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore City Police Department – Grant Award**

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the U.S. Department of Justice for the “JAG 17” grant, Award #15PBJA-21-GG-01551-JAGX. The award period is October 1, 2020 through September 30, 2024.

##### **AMOUNT OF MONEY AND SOURCE:**

\$959,956.00 - Grant Worktag: GRT001129 Justice Assistance Grant Program (JAG 17)  
Cost Center: CCA000719

##### **BACKGROUND/EXPLANATION:**

The City of Baltimore will utilize JAG 17 funding to continue supporting crime reduction and prevention strategies. Additionally, grant funding will enable the Baltimore Police Department to aim to reduce violent crime while continuing the commitment to community-based crime prevention programs. The partners included in this award are: The Mayor’s Office of Neighborhood Safety and Engagement, The Baltimore Police Department, The Office of the State’s Attorney, The Circuit Court for Baltimore City, and The Department of Housing and Community Development.

The Grant Award is late due to administrative delays.

##### **APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD.**

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Baltimore Police Department – License Agreement**

##### **ACTION REQUEST OF B/E:**

The Board of Estimates is requested to approve a License Agreement between Nighthawk. Cloud, Inc. and the Baltimore Police Department. The period of the agreement commences retroactively to January 1, 2022 through December 31, 2023.

##### **AMOUNT OF MONEY AND SOURCE:**

\$769,657.50 Fund: 7000  
Cost Center ID: CCA000389  
Grant Worktag: GRT000364  
Ledger Account: 66015  
Spend Category: CS660608

##### **BACKGROUND/EXPLANATION:**

The licensor is a software and systems engineering business that has developed Nighthawk LEO Vision, a proprietary software and information processing system that ingests complex data sets, then analyzes and organizes the data providing the ability to view all sets simultaneously and produce reports that improve criminal investigations.

The licensor and the BPD conducted a six-month pilot project that ended in December 2021. The BPD continued usage of the software while awaiting grant funding from Bloomberg Philanthropies for a two-year purchase of the licenses. Once the grant award arrived, it was formally accepted by the Board of Estimates through a Grant Amendment on June 15, 2022. The license agreement is late due to delays in funding as well as other administrative issues.

##### **APPROVED FOR FUNDS BY FINANCE**

(The License Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Police Department – Back Pay

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve back pay for Police Officer Juan A. Diaz, Sequence Number G-949, Employee Identification Number (046123) for the period he was suspended without pay. The payment represents the salary amount that Officer Diaz would have earned between August 20, 2020 through June 17, 2022 less other salary he earned during that time period.

In addition, the Board is requested to approve the restoral of 422 hours of Vacation Leave and 113.52 hours of Sick Leave for Officer Diaz within Workday {City of Baltimore Current Payroll System}.

#### **AMOUNT OF MONEY AND SOURCE:**

\$168,706.91 from Workday Worktags

Fund: 1001

Cost Center: CCA 001151

Ledger Account: 61005

Spend Category: SC610162

#### **BACKGROUND/EXPLANATION:**

On August 20, 2020 Police Officer Juan A. Diaz was suspended without pay as a result of being criminally charged with a felony in the State of Maryland.

On June 17, 2022 Police Officer Juan A. Diaz was restored to duty (pay status) by the Baltimore Police Department, Public Integrity Bureau as a result of all his criminal charges being Nolle Prosequi. Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge #3, Police Officer Juan A. Diaz is entitled to receive back pay for the period he was suspended without pay.

**THE AGENCY FISCAL OFFICER HAS REVIEWED AND APPROVED FOR ACCURACY.**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Police Department – Back Pay

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve back pay for Police Officer Leon P. Riley, Sequence Number J-329, Employee Identification Number (074572) for the period he was suspended without pay. The payment represents the salary amount that Officer Riley would have earned between August 27, 2020 through July 15, 2022 less other salary he earned during that time period.

In addition, the Board is requested to approve the restoral of 365.75 hours of Vacation Leave and 110.35 hours of Sick Leave for Officer Riley within Workday {City of Baltimore Current Payroll System}.

#### **AMOUNT OF MONEY AND SOURCE:**

\$137,039.34 from Workday Worktags

Fund: 1001

Cost Center: CCA 001151

Ledger Account: 61005

Spend Category: SC610162

#### **BACKGROUND/EXPLANATION:**

On August 27, 2020 Police Officer Leon P. Riley was suspended without pay as a result of being criminally charged with a felony in the State of Maryland.

On July 15, 2022 Police Officer Leon P. Riley was restored to duty (pay status) by the Baltimore Police Department, Public Integrity Bureau. Officer Riley's case went to trial on July 14 and 15, 2022 and he was acquitted of all charges. Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge #3, Police Officer Leon P. Riley is entitled to receive back pay for the period he was suspended without pay.

**THE AGENCY FISCAL OFFICER HAS REVIEWED AND APPROVED FOR ACCURACY.**



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Police Department – Back Pay

#### **ACTION REQUESTED OF B/E:**

The Baltimore Police Department requests approval of back pay for Police Officer Thomas J. Kirby, Sequence Number J-479, Employee Identification Number (075691) for the period he was suspended without pay. The payment represents the salary amount that Officer Kirby would have earned between June 3, 2022 through July 28, 2022 less other salary he earned during that time period.

In addition, the Board is requested to approve the restoral of 10.625 hours of Vacation Leave and 5.160 hours of Sick Leave for Officer Kirby within Workday {City of Baltimore Current Payroll System}.

#### **AMOUNT OF MONEY AND SOURCE:**

\$9,002.07 from Workday Worktags

Fund: 1001

Cost Center: CCA 001151

Ledger Account: 61005

Spend Category: SC610162

#### **BACKGROUND/EXPLANATION:**

On June 3, 2022 Police Officer Thomas J. Kirby was suspended without pay as a result of being criminally charged with a felony in the State of Maryland.

On July 28, 2022 Police Officer Thomas J. Kirby was restored to duty (pay status – suspended with pay) by the Baltimore Police Department, Public Integrity Bureau as a result of all his criminal charges being Nolle Prosequi. Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge #3, Police Officer Thomas J. Kirby is entitled to receive back pay for the period he was suspended without pay.

**THE AGENCY FISCAL OFFICER HAS REVIEWED AND APPROVED FOR ACCURACY.**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contract  
listed on the following pages:

233 - 239

to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

In connection with the Transfer of Funds,  
a report has been requested from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

#### Bureau of Procurement

- |    |   |  |              |
|----|---|--|--------------|
| 1. | Houston-Galveston<br>Area Council of<br>Governments (HGAC)<br>RC0121, Refuse and<br>Recycling Containers<br>& Lifters | Schaefer Plastics<br>North America,<br>LLC | \$595,900.00 |
|----|---|--|--------------|

(Dept of Public Works)

#### **BACKGROUND/EXPLANATION:**

HGAC solicited bids for Refuse and Recycling Containers & Lifters on June 16, 2020. Schaefer Plastic North America, LLC, was one of the vendors contracted because of their offered discount rates. The Baltimore City Department of Public Works seeks to utilize similar rates and contractual terms from vendor. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

**Req. No.: R901288**

**Agency: Department of Public Works**

#### **MBE/WBE PARTICIPATION:**

Not applicable. This is a Refuse and Recycling Containers & Lifters contract that is being procured through a cooperative arrangement.

- |    |  |   |
|----|--|---|
| 2. | B50006199, Remove,<br>Furnish, and Install Carpet<br>And Various Types of<br>Floor Coverings | JC Contracting Inc<br><br>Jostes Carpet Inc<br><br>JD Carpets Inc |
|----|--|---|

(DGS – Facilities)

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

**REJECTION:** Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. The three bids received were opened on August 3, 2022. Based on Bureau of Procurement's further review of Solicitation No. B50006199 – Remove, Furnish, and Install Carpet and Various Types of Floor Coverings, the Bureau of Procurement has decided to reject all bids as being in the best interest of the City. An invitation for bids will be re-advertised at a future date. Authority is requested to reject all bids.

**Req. No.: R863328**

**Agency: DGS – Facilities**

- |   |  |                 |
|---|--|-----------------|
| 3. B50006477, Enterprise<br>Support Staffing Services<br><br>(Citywide) | InfoJini, Inc<br><br>Trigyn Technologies,<br>Inc<br><br>TEK Systems<br><br>Agisol, LLC<br><br>BithGroup<br>Technologies<br><br>Compunnel Software<br>Group, Inc<br><br>Dataman USA, LLC<br><br>BG Staffing d/b/a<br>Visions Technology<br>Services<br><br>Cogent Infotech<br>Corporation<br><br>Cynet Systems, Inc | \$32,000,000.00 |
|---|--|-----------------|

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

US Tech Solutions,  
Inc

Instant Serve, LLC

Skyline Technology  
Solutions, LLC

Business Integra  
Technology Solutions,  
LLC

UVS InfoTech, LLC

Serigor, Inc

#### **BACKGROUND/EXPLANATION:**

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. There were forty-five proposals received and opened on June 29, 2022. The proposals were reviewed and scored by an evaluation committee, and sixteen were found to meet the minimum technical scores. An award is recommended to be made to the sixteen firms listed above as they were determined to be responsive and responsible.

The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

**Req. No.: R891839**

**Agency: Citywide**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

#### **MBE/WBE PARTICIPATION:**

On April 12, 2022, MWBOO determined that the vendor's compliance with the applicable MBE/WBE contract participation goals has been judged in the past based upon the vendor sending qualified candidates, but it only counts towards the participation goal if the candidate is ultimately hired and retained by the City. Whether a candidate is ultimately hired and retained is wholly outside of the control of the vendor and within the sole discretion of the City. Due to these facts and circumstance, MWBOO is waiving the MBE/WBE contract participation goals for this contract.

**MWBOO GRANTED A WAIVER ON APRIL 12, 2022.**

#### **LOCAL HIRING:**

Applicable.

#### **LIVING WAGE:**

Applicable.

Department of Transportation

4.	TR21007R, Curb Repair Citywide	J Villa Construction, Inc	\$722,000.00
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#### **BACKGROUND/EXPLANATION:**

On Wednesday, July 20, 2022 the Board opened two bids for the subject contract. Bids ranged from a low of \$722,000.00 to a high of \$1,193,970.00. The Department of Transportation finds the lowest responsive bid acceptable and recommends award of this contract to J. Villa Construction, Inc.

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation – cont'd

#### MBE/WBE PARTICIPATION:

The Chief of Minority Women's Business Opportunity Office (MWBOO) recommends approval of J. Villa Construction Co., Inc. bids as following Article 5 Section 28 of the Baltimore City Code. As part of their bid, J. Villa Construction Co., Inc. has committed to utilize the following:

MBE: J. Villa Construction, Inc. - \$200,000.00 – 27.70%

WBE: Rowen Concrete, Inc. - \$74,000.00 – 10.25%

This Contract is subject to the Executive Order for the Local Hiring Law 12-0159.

#### 5. TRANSFER OF FUNDS

<u>From Account:</u>	Construction Reserve	
9950-902465-	Curb Repair Citywide	\$ 446,051.35 State Constr.
RES009509-PRJ000239		Rev FY'21
9950-902465-	Curb Repair Citywide	\$ 384,248.65 3 <sup>rd</sup> Parks &
RES009509-PRJ000239		Public
		Facilities
		<b>\$ 830,300.00</b>
<u>To Account:</u>		
9950-904583-	Structure & Improvements	\$ 722,000.00
CAP009508-PRJ000585		
9950-904583-	Inspection	\$ 72,200.00
CAP009508-PRJ000585		
9950-904583-	Contingencies	\$ 36,100.00
CAP009508-PRJ000585		
	Curb Repair Citywide	<b>\$ 830,300.00</b>
	TR21007	

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation – cont'd

#### **BACKGROUND/EXPLANATION:**

This transfer will fund the costs associated with Award of project TR21007R "Curb Repair Citywide" with J. Villa Construction, Inc. in the amount of \$722,000.00.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

Department of Recreation & Parks

- |    |  |                                 |              |
|----|--|---------------------------------|--------------|
| 6. | RP21821, ADA<br>Improvements to James<br>D. Gross Recreation<br>Center | Bensky Construction<br>Co., LLC | \$676,000.00 |
|----|--|---------------------------------|--------------|

#### **BACKGROUND/EXPLANATION:**

On Wednesday, August 3, 2022, your Honorable Board opened two (2) bids for the subject project. Bids ranged in a low of \$640,000.00 to a high of \$859,000.00. A Tabulation is attached. The Department finds the bid acceptable and recommends the award of this contract to Bensky Construction Co., LLC.

#### **MBE/WBE PARTICIPATION:**

Bensky Construction Co. LLC has complied with Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) goal set. As part of its bid, Bensky Construction Co., LLC has committed to utilize the following:

MBE: Eastwood Painting & Contracting, Inc	\$ 33,650.00	4.98%
MD Partitions, Inc	\$ 10,480.00	1.55%
Bryant Concrete Construction, Inc.	\$ 37,920.00	5.61%
Caimi Electrical Company, Inc	\$ 41,560.00	6.15%
TOTAL MBE PARTICIPATION:	<b>\$123,610.00</b>	<b>18.29%</b>



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

#### Department of Recreation & Parks – cont'd

WBE: Shumba Floors and Construction	\$ 54,300.00	8.03%
Services LLC		
TOTAL WBE PARTICIPATION:	<b>\$ 54,300.00</b>	<b>8.03%</b>

This contract is subject to the Executive Order for Local Hiring Law 27-1.

#### 7. TRANSFER OF FUNDS

##### From Account:

9938-RES009475-PJH6300-RC0605 G.O. Bonds	\$310,000.00
PRJ001554 912146 Building Renovation HR/Mad/EW/LH/Myers	
9938-RES009475-PJH6300-RC0651 Pimlico LIA VLT	<u>\$390,000.00</u>
PRJ000687 905150 JD Gross Recreation Center	<b>\$700,000.00</b>

##### To Account:

9938-CAP009474-PJH6300-SC630404	<b>\$700,000.00</b>
PRJ001029 907150 JD Gross Recreation Center	

#### BACKGROUND/EXPLANATION:

This transfer will provide funds to cover the costs associated with the award of contract no. RP21821R ADA Improvements to James D. Gross Recreation Center to Bensky Construction Co., Inc.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Public Works – Full Release of Retainage

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Full Release of Retainage in the amount of \$187,644.23 to Environmental Quality Resources, LLC. for ER 4020R Lower Stony Run Stream Restoration Project.

#### **AMOUNT OF MONEY AND SOURCE OF FUNDS:**

\$187,644.23. Account: 9958-906992-9525-000000-200001  
Worktag: 9958-PRJ000974-CAP009525-20001-SC240230-AGC

#### **BACKGROUND/EXPLANATION:**

As of October 27, 2021, Environmental Quality Resources, LLC. has completed 100% of all work for ER 4020R. The Contractor has requested a Full Release of Retainage for \$187,664.23. Currently, the City is holding \$187,664.23 in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$0.00.

#### **MBE/WBE PARTICIPATION:**

The vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 7% and WBE: 10.1%.

MBE Goal 7% and \$238,100.52  
Current Attainment: 17.65% and \$599,959.17  
Compliant During Monitoring Period: Yes

WBE Goal 10.1% and \$346,315.08  
Current Attainment: 10.75% and \$365,429.33  
Compliant During Monitoring Period: Yes

MBE Goal Achieved: Yes. Total Paid to Date: \$599,959.17  
WBE Goal Achieved: Yes. Total Paid to Date: \$365,429.33

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Department of Public Works – cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Full Release of Retainage has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

### BOARDS AND COMMISSIONS

1. Prequalification of Contractors

Consigli Construction Co., Inc.	\$602,780,000.00
Goel Services, Inc.	\$ 8,000,000.00
Priority Construction Corporation	\$ 60,480,000.00

2. Prequalification of Architects and Engineers

Astute Engineering, LLC (MBE)	Engineer
BVF Engineering Inc. (MBE)	Engineer
Frederick Ward Associates, Inc.	Architect Landscape Architect Engineer Land Survey
Hardesty & Hanover, LLC	Engineer
KCW Engineering Technologies, Inc. (WBE)	Engineer Land Survey
Tank Industry Consultants Inc.	Engineer
Traffic Planning and Design, Inc.	Engineer
WSP USA Inc.	Architect Landscape Architect Engineer

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Public Works – Biennial Audit Status Report

The purpose of this memorandum is to provide a status report on the Department of Public Works (DPW) Biennial Performance Audit for Fiscal Years (FY) ended June 30, 2020 and 2019, as performed by City Auditor Josh Pasch. DPW has instituted numerous initiatives to improve the agency's water billing and customer service functions. This report will provide an update on each recommendation from the Auditor's report, including overall upgrades to DPW's billing system and customer service advancements that will have long-term positive impacts on DPW customers.

#### **EXECUTIVE SUMMARY**

The Auditor's findings and recommendations 1-4 were consistent in setting formal written policies and procedures regarding various stages of DPW's water billing processes; recommendation 5 related to analyzing late or past due accounts and finding ways to collect and maximize revenue. A simplified status summary of each recommendation is included in Table 1.

As stated in DPW's responses in 2021, Director Jason W. Mitchell convened a working group of internal employees as well as expert consultants to turnaround DPW's billing, metering, and customer service operations. To this day, the team meets daily and has worked diligently with a focus on ensuring every meter is reading, every account is billed accurately, and every customer receives adequate and acceptable customer service.

Over the previous year, the turnaround initiative has achieved numerous successes in water billing and customer service. The following is a sample of those achievements:

- Eliminated the following backlogs:
  - 14,000 email requests.
  - 10,000 real property investigations.
  - 6,300 Baltimore County workorder escalations.
  - 4,600 case management investigations.
- Reduced the following customer service response times:
  - Call Center answer and response time reduced by 20 minutes, with staff currently averaging 02:30 to answer the phone.
  - Time to close cases reduced by 20 days, currently averaging five days to close a case.
  - New accounts are being setup in 20 days, previously averaged 73 days to setup new accounts.
  - Reduced in half the time to resolve a billing dispute, from 48 days to now averaging 22 days.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Public Works – cont'd

- Customers averaging 10 days to get on a payment plan, previously took 70 days.
- Enhancements:
  - New adjustments policy giving customers more relief by reducing previous high bills.
  - Management focus on staff training and development.
  - Launched an internal data dashboard for monitoring and tracking performance.
  - Implemented Water4All.
  - Updated the customer service online portal.
  - Incorporated JitBit, an email-based customer service tool and service.
  - Added a kiosk system to the walk-in center.
  - Initiated a customer survey to track satisfaction.

When factoring the enhancements and overall improvements staff has made to DPW's water billing system, in 2022, DPW successfully lowered its annual rate increases by nearly 70% from the previous 24-year average. In fact, the rate increases implemented in June 2022 were the lowest customers experienced since at least 1998.

DPW is currently working to implement new features to the water billing customer experience which will further enhance the turnaround initiative and improve operations. A few of those enhancements include:

- Paperless billing option will launch in January 2023.
- Third-party assistance for customers to receive payment plan assistance, expected launch in early 2023.
- UMAX (DPW's billing system) upgrades to City customers expected to be completed by October 2023, upgrades will allow for:
  - New user-friendly bills.
  - Ability to setup automatic payments and store credit card information.
  - Text, email and chat integration through payment portal.
  - Apply for payment plans online.

Overall, Baltimore City and Baltimore County customers have benefitted from staff's focus to optimize processes and improve the customers' water billing experience. Staff is also initiating work to identify performance metrics and setting new targets to further improve response times in the key performance areas previously mentioned in this report. In 2023, further improvements to the billing system will be realized and DPW will continue to strive to offer best-in-class services to its customers.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Public Works – cont'd

**Table 1: Status Summary of Auditor's Recommendations**

Rec.	Recommendation Subject Area	Status
1	New rate setting and testing.	Completed
2	Water meter reading, calibration and replacement.	On-track, in progress
3	Daily reviews of billing exceptions.	Completed
4	Tracking and monitoring service level agreements for customer billing complaints.	On-track, in progress
5	Quantify late or past due accounts; consider ways to maximize collections.	On-track, in progress

### **RECOMMENDATIONS & STATUS UPDATES**

***Recommendation #1:*** We recommend the Director of DPW implement formal (written, approved, and dated) policies and procedures for the requirement of new rate setting and testing processes for the City and the County accounts.

DPW's Office of Information Technology developed a standard operating procedure (SOP) which was finalized in June 2022, and used the SOP to implement the rate increases that took effect in July 2022 for FY 2023. The SOP identifies the staff, workflow and testing methods to ensure rates are correctly implemented in the UMAX system. Agency IT staff have been trained on the SOP and will follow those procedures in any subsequent years where rate increases have been approved by the Board of Estimates. This action was completed prior to the originally proposed implementation date of December 31, 2022.

***Recommendation #2:*** We recommend the Director of DPW: Establish formal (written, approved, and dated) policies and procedures for water meter reading processes for the City and County accounts; Assess the value of proactive water meter calibration and replacement; and establish and implement processes and controls for water meter calibration and replacement, then document those processes formally in policies and procedures based on management decisions.

Staff has identified 24 SOPs for Meter Shop operations and proactive maintenance, and to-date have finalized four SOPs, with the remainder currently in draft form. DPW staff are on track to meet the December 31, 2022 timeline to complete the SOPs as stated in the agency's response to the Auditor's findings.

Department of Public Works – cont'd

Additionally, Meter Shop staff have made considerable internal improvements to proactively address water meter calibration and replacement of critical infrastructure to ensuring accurate and consistent reads of our residential and commercial accounts. For instance, staff investigated and matched all large meters in the UMAX billing system, and through that work repaired and/or replaced several large meters throughout the service area. The team is also developing a proactive maintenance program for all large meter accounts to address failed meters, negative consumption, non-consumption and cut cables.

By incorporating new technology, Meter Shop technicians recently went paperless by receiving tablets and a new CMMS system to streamline work orders that will ultimately reduce turnaround time in completing tasks and improve efficiencies. Concurrently, staff is re-organizing into an East-West service area model which will reduce travel times for crews to investigate and perform repair work. These advancements continue to move DPW into a more cost-efficient organization.

Finally, DPW continuously monitors meter readings for each billing cycle. In 2022, DPW achieved and maintained a 99% success rate in meter reads for the 15 billing cycles. This achievement exceeds industry best practices for successful meter reads.

***Recommendation #3: We recommend the Director of DPW implement formal (written, approved, and dated) policies and procedures for daily reviews of exceptions for the City's accounts.***

Customer Service and Support Division (CSSD) staff created a formal SOP to monitor and review billing expectations, and the SOP was finalized in November 2022. This action was completed prior to the originally proposed implementation date of December 31, 2022.

In monitoring billing exception data since April 2021, CSSD staff have reduced the number of City accounts<sup>1</sup> not receiving bills over the previous 19 months.

- April 2021 – 1.1% of City accounts not billed.
- October 2022 – 0.8% of City accounts not billed.

Through continued staff training, monitoring performance and optimizing procedures, the number of not billed accounts are expected to continuously decrease in the coming year.

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<sup>1</sup> DPW averaged 216,262 City accounts from April 2021 to October 2022.



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Public Works – cont'd

CSSD staff, in conjunction with the Deputy Director and Chief Financial Officer, formed a weekly adjustments committee where the team meets regularly each Friday to review billing adjustments and investigate various accounts. This committee format allows CSSD to process and close cases in a more expeditious manner.

Additionally, staff recently implemented a new process for addressing the 45-day report – a report showing the accounts not billed in the previous 45 days. In the new process, staff analyzes the report and prioritizes the highest revenue generating accounts, assigns the appropriate staff to investigate or complete necessary work orders, and reports on progress made each week.

In the first month of this new 45-day report process, staff has successfully reduced the outstanding balance by \$3.9 million. A new SOP to formalize this process is expected to be completed by December 31, 2022.

***Recommendation #4: We recommend the Director of DPW: Establish and implement formal (written, approved, and dated) policies and procedures for tracking, monitoring, and periodic (e.g., annually, biennially, every three or five years) evaluation of the benchmarks of the Service Level Agreement (SLA) of the customer billing complaints for the City and the County accounts; Document: (1) the monitoring activities to demonstrate DPW is following the established policies and procedures; and (2) the change if the benchmarks of the SLA are modified; and Include the benchmarks of the SLA in the DPW systems to efficiently monitor customer billing complaints.***

Staff has identified 73 SOPs for CSSD operations, and to-date have completed 45 SOPs, with the remainder currently in draft form. DPW staff are on track to meet the December 31, 2022 timeline to complete the SOPs as stated in the agency's response to the Auditor's findings.

As noted in the agency's response to the Auditor's findings, updating and managing of Service Level Agreements (SLAs) for customer complaints is a much more challenging process. Based on the type of complaint submitted, some cases may take a day to complete, others require more thorough research and investigations to fully close. Through progress the team has made in the turnaround initiative, CSSD staff have put in place several systems to track and analyze customer complaints, including a launch of customer surveys for phone, email and in-person interactions. As the team continues to evaluate that data and monitor trends from the information being gathered, management will be instituting performance metrics in 2023 to further improve customer interactions, and continue to expand our robust training program for customer service staff.

Department of Public Works – cont'd

In the previous year, DPW has implemented JitBit, an email-based system to track customer inquiries and complaints. The team also launched an internal performance dashboard that is used by supervisors and managers to track individual staff performance

metrics and how quickly cases get resolved. These are just two of the over 30 individual projects that the team has initiated over the course of the previous year, all focused on improving internal operations and ultimately the customer experience.

As previously noted in this report, some areas have seen dramatic improvements in reducing response times (i.e. phone answering, case closures, billing disputes, new account and payment plan setups). DPW now has a full year of data to work from and will begin identifying and setting performance standards and benchmarks in 2023.

***Recommendation #5: We recommend the Director of DPW quantify amounts, customers, and months that water bills have not been paid or paid late and share these statistics with the City's leadership team to consider the ways to maximize revenue collection efficiency.***

As noted in the agency's audit response, there are multiple external factors that impact DPW's ability to maximize revenue collection. However, DPW has been working on various efforts to ensure those items within the agency's control are in fact based on industry best practices for a regional water utility.

In 2022, DPW partnered with Promise Pay to create more efficient and customer friendly payment plan options. Launching in early 2023, Promise Pay will manage payment plans for DPW customers and proactively communicate with customers on paying off past-due balances. The goal of the program is to actively engage residential customers with past due balances and maximize the success rate of payment plan completion. Customers utilizing these services will also be informed of available assistance programs that they may qualify for and resources on how to apply.

DPW has robust internal reporting on its accounts receivable and is on-track to create comprehensive revenue management processes. This includes, but is not limited to, a documented customer process lifecycle, prospective delinquency actions, staffing models for sustainable progress, and KPIs and performance metrics to measure program success. The DPW revenue management process intends to build customer trust while ensuring continued equitable access to safe, high-quality, and affordable drinking water.

**Department of Public Works – cont'd****CONCLUSION**

In the previous year, DPW has made considerable improvements in formalizing its policies and procedures, monitoring revenue, and developing new programs that will further strengthen the water billing system. In doing so, the agency was able to significantly reduce inflationary water rate increases, and implemented the lowest increases for its customers since at least 1998.

DPW has several other plans to continue this momentum and further enhance the customers' experiences in 2023 and beyond. Through continued data collection, benchmarking and analysis, new customer service-oriented performance metrics are expected to rollout in 2023 which will aim to continuously reduce response times and case closures.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

Baltimore City Sherriff's Office – Cooperative Reimbursement Agreement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Cooperative Reimbursement Agreement with the State of Maryland Department of Human Services (DHS) Child Support (CSA). The period of the Agreement is October 1, 2022 through September 30, 2023.

#### **AMOUNT OF MONEY AND SOURCE:**

\$ 916,741.00 – Federal Cost  
\$ 472,260.00 – Local Share Operating Cost  
Baltimore City Sherriff's Office  
Work Tag: GRT001161

**\$1,389,001.00** – 1001-00000-1180-773900-401603

#### **BACKGROUND/EXPLANATION:**

The Child Support Administration Cooperative Reimbursement Agreement is a federally funded program that affords the State of Maryland to enter into an agreement with the Sherriff's Office to provide child support services.

This program operates in accordance with the Federal Department of Health and Human Services under Title IV-D of the Social Security Act. Services provided under this agreement are services of process, execution of writs, warrants and body attachments, participation in departmental initiatives, located services, transportation of prisoners and courthouse security.

#### **APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMS THE GRANT AWARD.**

(The Cooperative Reimbursement Agreement has been approved by the Law Department as to form and legal sufficiency.)

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### **Department of Housing and Community Development – Grant Agreement**

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the Grant Agreement with Comprehensive Housing Assistance, Inc. (CHAI). The period of the Agreement is effective upon Board approval for 24 months.

#### **AMOUNT OF MONEY AND SOURCE:**

\$500,000.00

Fund-2055

Cost Center-CCA000333

Spend Category-SC670701

#### **BACKGROUND/EXPLANATION:**

On August 1, 2022, the Department of Housing and Community Development made a grant commitment in the amount of \$500,000.00 to Comprehensive Housing Assistance, Inc. (CHAI) to fund the construction, renovation and preparation of rental units in the Park Heights Community that have been designated for permanently affordable housing.

CHAI requested to be permitted to loan the grant funds to Woodland Gardens I Limited Partnership, A Maryland Limited partnership created and controlled by the Grantee to develop, own and operate the Project, in which case the Partnership shall execute the Declaration of Covenants. Baltimore City Department of Housing and Community Development (DHCD) agreed on the condition and made a commitment to CHAI by way of a grant agreement and Form Rent Regulatory Agreement and Declaration of Restrictive Covenant to be recorded on the rental properties to ensure low-income units for 50% and below area median income (AMI) residents for 30 years, which is pending on the Board of Estimates approval to make the funds available for the affordable housing to be created and support unit development.

The Grantee may submit a written request to DHCD asking for a one (1) year extension to the term of this Agreement and/or a budget reallocation not to exceed twenty (20) percent of the Grant Funds.

The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to DHCD at least thirty (30) days prior to the

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

DHCD – cont'd

Termination Date. The request must include all required documentation to justify the need for an extension. The Housing Commissioner or their designee will approve or deny the request in writing.

**MBE/WBE PARTICIPATION:** Yes

**AFFECTED COUNCIL DISTRICT:**

**EMPLOY BALTIMORE:** Yes

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Housing and Community Development – Pimlico Community Development Authority Loan

##### **ACTION REQUESTED OF B/E:**

The Board is requested to approve Pimlico Community Development Authority Loan in the amount of \$1,000,000 to Woodland Gardens I Limited Partnership to construct 63 affordable rental units at 4755 Park Heights Avenue. The City PCDA Loan will have a permanent loan period of 40 year following construction completion.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction after legal review and sign off by the Department of Law.

##### **AMOUNT OF MONEY AND SOURCE:**

\$1,000,000 Pimlico Community Development Authority Loan in Account Number:

Fund                9910  
Project            PRJ002736  
Cost Center      CAP009588

##### **BACKGROUND/EXPLANATION:**

The proposed Pimlico Community Development Authority Loan in the amount of \$1,000,000.00 (the “City PCDA Loan”) will be made to Woodland Gardens I Limited Partnership (the “Borrower”), a Maryland limited partnership the General Partner of which will be controlled by Comprehensive Housing Assistance, Inc. (the “Sponsor”), a 501(c)(3) non-profit organization (or an affiliate thereof). Proceeds of the City PCDA Loan will be used to support a portion of the hard costs to construct 63 affordable rental units at 4755 Park Heights Avenue (known as “Woodland Gardens I”). Woodland Gardens I is part of a “twinning” project pairing 9% and 4% Low-Income Housing Tax Credits (“LIHTC”) that will consist of a total 138 mixed-income units and will encompass two separately financed structures: Woodland Gardens I and Woodland Gardens II. Woodland Gardens I will serve families while Woodland Gardens II is limited to residents aged 62 and older. Financing on Woodland Gardens II closed March 17, 2022 and is currently under construction.

The affordable rental units serve residents between 30 to 60% of the Area Median Income (“AMI”) adjusted for family size, with 13 units supported by project-based vouchers serving residents with disabilities. The unit mix includes one-, two-, and three-bedroom units.

The City PCDA Loan will be in the amount of \$1,000,000 and will have up to a 24-month

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### DHCD – cont'd

construction loan period. Following construction completion and conversion, the City PCDA Loan will have a permanent loan period (the “PCDA Permanent Loan Period”) of 40 years. No regular interest will be charged on the City PCDA Loan, but during the PCDA Permanent Loan Period, the City will receive a portion of funds available to pay principal after servicing the first mortgage in accordance with the program requirements of Community Development Administration (“CDA”), a unit of the Division of Development Finance of the Department of Housing and Community Development, and applicable loan documents. The outstanding principal balance and any deferred and accrued interest is due and payable on the last day of the PCDA Permanent Loan Period. The City PCDA Loan will be long-term, subordinate debt.

During the construction loan period, the City PCDA Loan is subordinate to the taxable construction loan from Truist Bank (“Truist”) of approximately \$11,900,000, which is must-pay debt in the first lien position. During the permanent loan period, the City PCDA Loan is subordinate to a private mortgage from Truist of approximate \$3,845,000, which is must-pay debt in the first lien position. The City PCDA Loan will also be subordinate to a \$900,000 Rental Housing Program Fund loan and a \$2,000,000 Rental Housing Development Relief Fund loan from CDA. The loan period and payment terms of the CDA financing are the same as the City PCDA Loan described above.

Additional permanent sources subordinate to the City PCDA Loan in the lien structure include two seller’s notes from the City of Baltimore in an aggregate amount of approximately \$238,000, a \$500,000 grant from the City’s Affordable Housing Trust Fund which will be loaned by the Sponsor into the transaction, as well as similar Sponsor loans for a \$300,000 grant from the France-Merrick Foundation, a \$500,000 grant from the Federal Home Loan Bank of Atlanta and a \$750,000 Sponsor Loan. Permanent equity sources include proceeds from the syndication of the 9% LIHTC by Truist that will generate equity of approximately \$14,100,000 and approximately \$283,716 of deferred developer’s fee. The total development costs are approximately \$24,416,716. Amounts for the subordinate debt and the equity sources are approximate and based on current information but may change as the transaction moves to closing. The Sponsor has applied for a grant from The Harry and Jeanette Weinberg Foundation, which, if awarded, will replace the \$750,000 Sponsor Loan subordinate to the City PCDA Loan.

**MBE/WBE PARTICIPATION:** In compliance.

**AFFECTED COUNCIL DISTRICT:** 6

**EMPLOY BALTIMORE:** Yes.



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### City Council – York Corridor Business Improvement District Establishment

##### **ACTION REQUESTED OF B/E:**

The Board of Estimates is requested to approve documents in connection with a property owner vote to establish a Community Benefits District, called the York Corridor Business Improvement District (BID), for the York Road Corridor from 42nd Street to Northern Parkway.

##### **AMOUNT OF MONEY AND SOURCE:**

N/A

##### **BACKGROUND/EXPLANATION:**

On November 21, 2022, the Mayor and City Council adopted City Council Ordinance 22-0246, which enabled the creation of a community benefits district, to be known as the York Corridor Business Improvement District; specifying the boundaries of the District; creating an Authority and providing for its rights, duties, and powers, and generally relating to the existence, operation, and control of the York Corridor Business Improvement District and Authority.

In adopting Ordinance 22-0246, the Mayor and City Council found that a Business Improvement District is important to the long-term economic vitality along the York Corridor, and will encourage involvement, investment, and growth in the area.

The York Corridor BID and Authority are intended to provide supplemental services to those administered by the City of Baltimore, including but not limited to beautification, landscape maintenance, and sanitation (together known as “cleaning and greening”), advocacy, promotion and development, and events and fundraising.

Prior to the property owner vote on whether to formally establish the York Corridor Business Improvement District, the Board of Estimates is asked to verify the following: 1) the total assessable base of \$76,127,969, which is equal to the sum of the assessments of all taxable properties within the Benefits District (Document 1, column H); 2) approval of the list of properties and property owners eligible to vote on the creation of the District (Document 1, columns G & K); and, 3) the ballot that will be used by property owners or their duly authorized representatives to vote “yes” or “no” on the establishment of the District (Document 2).

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

City Council – cont'd

#### **MBE/WBE PARTICIPATION:**

N/A

#### **COUNCIL DISTRICT:**

District 4, Councilman Mark Conway

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

York Corridor Business Improvement District (BID)

#### OFFICIAL BALLOT

#### Special Election on BID Establishment

Property Owner Name

Owner Address Line 1

Owner Address Line 2

RE: ADDRESS: XXX BLOCK: XXX LOT: X

January 6, 2023

On November 21, 2022, the City of Baltimore Ordinance 22-0246 concerning the creation of the York Corridor Business Improvement District was signed into law by Mayor Brandon Scott. The purpose of this Ordinance is to establish the York Corridor Business Improvement District and the York Corridor Business Improvement District Management Authority. The enclosed map shows the properties that would be included (the "BID").

The ordinance provides that the BID will be approved for operation if at least 58% of the aggregate votes cast support the creation of the BID. Each property proposed for inclusion will receive 1 vote.

#### INSTRUCTIONS TO VOTER

Eligible owners of property within the Business Improvement District (BID) approved by the Mayor and City Council may vote to support or not to support the creation of the BID.

No more than one vote may be cast for each tax parcel.

Each property owner or authorized representative should mark one of the boxes below, print and sign his or her name, and return the ballot in the enclosed addressed envelope.

**Envelopes must be received by the Board of Estimates no later than 4:30 PM, February 6, 2023.**

\_\_\_\_\_ I support the establishment of the York Corridor Business Improvement District.

\_\_\_\_\_ I do not support the establishment of the York Corridor Business Improvement District.

I, \_\_\_\_\_ (printed name), hereby affirm under penalty of law that I am the owner of property named above, or authorized representative of the owner, and this is my signature.

*Signature of Property Owner (or authorized representative):*

*Date:*

Thank you.

**12/7/2022**

## Special Election on BID Establishment



# AGENDA

## BOARD OF ESTIMATES

12/7/2022

### York Road BID - Identified Properties

Fiscal 2023 Assessment

Proposed  
Surcharge= 0.2200%

Block and Lot	Block	Lot	Ward	Section	Address	Fiscal 2023 Assessment	Usage Code	Proposed Surcharge	Owner
3708A008	3708A	8	27	120	4324 YORK ROAD WS YORK RD 99-6	\$704,933	C	\$1,551	MORGAN, BASIL S
3708A008A	3708A	008A	27	120	FT	\$58,200	C	\$128	MORGAN, BASIL S
3708A008C	3708A	008C	27	120	4300 YORK ROAD	\$29,267	C	\$64	MBAGWU, GEORGE C CHURCH OF THE REDEEMED OF THE
3708A008D	3708A	008D	27	120	4220 YORK ROAD 5708 BELLONA	\$466,200	C	\$1,026	
5014A007	5014A	7	27	110	AVE 5710 BELLONA	\$227,300	C	\$500	MCCOY, RODNEY
5014A008	5014A	8	27	110	AVE 5706 BELLONA	\$411,200	C	\$905	CHA, YUNG G
5014B009	5014B	9	27	110	AVE NS BENNINGHAUS	\$179,300	C	\$394	MBK BUSINESS HOLDINGS, LLC
5014B015	5014B	15	27	110	RD 300 FT 400 BENNINGHAUS	\$6,600	C	\$15	BENIN & ROYTENBERG, LLC
5014B018	5014B	18	27	110	ROAD	\$112,900	C	\$248	BENIN & ROYTENBERG, LLC
5014C001	5014C	1	27	110	5600 YORK ROAD	\$800,100	C	\$1,760	SCF RC FUNDING IV LLC
5014C002A	5014C	002A	27	110	5604 YORK ROAD 408 MARKLAND	\$1,337,200	C	\$2,942	ACCELERATOR, LLC
5014C006	5014C	6	27	110	AVE	\$60,100	C	\$132	SCF RC FUNDING IV LLC
5026 001	5026	1	27	110	5300 YORK ROAD	\$234,900	C	\$517	DREAM BIG REALTY, LLC
5026 003	5026	3	27	110	5304 YORK ROAD	\$12,400	C	\$27	DREAM BIG REALTY, LLC
5026 004	5026	4	27	110	5306 YORK ROAD	\$248,167	C	\$546	AGREE BALTIMORE MD, LLC
5026 005	5026	5	27	110	5316 YORK ROAD	\$637,833	C	\$1,403	AGREE BALTIMORE MD, LLC

# AGENDA

## BOARD OF ESTIMATES

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5026 006	5026	6	27	110	5320 YORK ROAD 401 WOODBOURNE	\$522,100	C	\$1,149	TOM SONG LLC
5026 009	5026	9	27	110	AVE	\$389,200	C	\$856	COMMUNITY HUB, LLC
5026 010	5026	10	27	110	ES 13 FT ALLEY 1ST W OF	\$143,300	C	\$315	COMMUNITY HUB, LLC HOMELAND RETAIL CENTER, LLC
5026A001	5026A	1	27	110	5400 YORK ROAD 433 HOMELAND	\$2,297,533	C	\$5,055	
5028 011	5028	11	27	610	AVE	\$563,233	C	\$1,239	YORK ROAD HEALTH CARE LLC
5028 013	5028	13	27	610	5224 YORK ROAD	\$564,800	C	\$1,243	TOUNG, CHAW-KIM
5028 020	5028	20	27	610	5200 YORK ROAD	\$1,865,300	C	\$4,104	5200 YORK ROAD CORP. MCDONALD'S REAL ESTATE COMPANY
5050 001	5050	1	27	610	5100 YORK ROAD	\$1,485,600	C	\$3,268	
5053 003	5053	3	27	120	4604 YORK ROAD	\$103,300	C	\$227	MAKS ENTERPRISE, LLC
5053 004	5053	4	27	120	4606 YORK ROAD	\$118,533	C	\$261	TORRES, JEREMIE
5053 007	5053	7	27	120	4612 YORK ROAD	\$67,933	C	\$149	BA HOLDINGS, LLC
5053 010	5053	10	27	120	4618 YORK ROAD	\$129,400	C	\$285	NINNEMANN, ANDREW
5053 014	5053	14	27	120	4626 YORK ROAD	\$100,600	C	\$221	JACOBS, MICHAEL
5053 020	5053	20	27	120	4638 YORK ROAD	\$119,833	C	\$264	3837 FERNSIDE RD LLC ULTIMATE HOMES RENTALS LLC
5053 021	5053	21	27	120	4640 YORK ROAD	\$102,933	C	\$226	
5053 022	5053	22	27	120	4642 YORK ROAD	\$122,967	C	\$271	2314 WHITTIER, LLC
5053 024	5053	24	27	120	4646 YORK ROAD	\$39,100	C	\$86	BA HOLDINGS, LLC
5053 034	5053	34	27	120	4668 YORK ROAD	\$136,067	C	\$299	BA HOLDINGS, LLC AP NORTHEAST PROPERTY, LLC
5053D033	5053D	33	27	610	5002 YORK ROAD	\$814,200	C	\$1,791	
5053D034	5053D	34	27	610	5010 YORK ROAD	\$1,035,933	C	\$2,279	5010 YORK ROAD REAL ESTATE, LLC
5070A035	5070A	35	27	120	4500 YORK ROAD	\$150,967	C	\$332	ZEESHAN PROPERTIES, LLC
5070A036	5070A	36	27	120	4504 YORK ROAD	\$154,600	C	\$340	GIANGRANDI, MICHAEL J
5070A037A	5070A	037A	27	120	4512 YORK ROAD	\$192,700	C	\$424	GIANGRANDI, MICHAEL J
5070A038	5070A	38	27	120	4518 YORK ROAD	\$45,800	C	\$101	AN, HYUN SOOK
5075 008	5075	8	27	120	4410 YORK ROAD	\$275,600	C	\$606	4410 YORK ROAD, LLC

## AGENDA

### BOARD OF ESTIMATES

**12/7/2022**

5075 009	5075	9	27	120	4420 YORK ROAD	\$69,533	C	\$153	4410 YORK ROAD, LLC
5093 050	5093	50	27	640	5914 YORK ROAD	\$1,411,300	C	\$3,105	PJ ENTERPRISES, LLC.
5093 051	5093	51	27	640	5920 YORK ROAD	\$337,600	C	\$743	L A H B, L L C
5093 052	5093	52	27	640	5926 YORK ROAD	\$460,767	C	\$1,014	AHMED PROPERTIES LLC
5093 053	5093	53	27	640	5928 YORK ROAD	\$639,067	C	\$1,406	RUGOLO, PIETRO (LIFE)
5093B025	5093B	25	27	640	5904 YORK ROAD	\$2,573,400	C	\$5,661	SENATOR THEATRE LLC, THE
5093B027	5093B	27	27	640	5910 YORK ROAD	\$1,186,467	C	\$2,610	CENTURY BELVEDERE
5093C004	5093C	4	27	640	5900 YORK ROAD	\$1,281,000	C	\$2,818	CALVERT GROUP LLC, THE
5099 001	5099	1	27	640	5800 YORK ROAD	\$120,033	C	\$264	410 LORTZ LLC
5099 002	5099	2	27	640	5802 YORK ROAD	\$186,967	C	\$411	CHAN, HOK SHI
5099 003	5099	3	27	640	5804 YORK ROAD	\$175,800	C	\$387	BLAIR 5804 YORK ROAD LLC
									BLAIR COMMERCIAL
5099 004	5099	4	27	640	5806 YORK ROAD	\$505,100	C	\$1,111	PROPERTIES LLC
5099 005	5099	5	27	640	5808 YORK ROAD	\$528,767	C	\$1,163	5808 YORK RD, LLC
5099 006	5099	6	27	640	5810 YORK ROAD	\$428,000	C	\$942	YARD 58 LLC
5099 008	5099	8	27	640	5820 YORK ROAD	\$2,726,533	C	\$5,998	DENRICH MEDICAL, LLC
5099 016	5099	16	27	640	424 HALWYN AVE	\$62,967	C	\$139	YARD 58 LLC
5099 017	5099	17	27	640	426 HALWYN AVE	\$32,567	C	\$72	YARD 58 LLC
									PTAC OPERATING CENTERS,
5099A001	5099A	1	27	640	5622 YORK ROAD	\$12,100	C	\$27	INC
5099A002	5099A	2	27	640	5716 YORK ROAD	\$443,167	C	\$975	LIU, XIU QIN
5099A004	5099A	4	27	640	5718 YORK ROAD	\$601,100	C	\$1,322	VITAL SPARK, LLC
5099A005	5099A	5	27	640	5720 YORK ROAD	\$176,833	C	\$389	ASIF, MUHAMMAD M
5099A006	5099A	6	27	640	5722 YORK ROAD	\$582,133	C	\$1,281	5722 YORK ROAD, LLC
					5717 BELLONA				
5099A010	5099A	10	27	640	AVE	\$43,800	C	\$96	VITAL SPARK, LLC
									PTAC OPERATING CENTERS,
5099A012	5099A	12	27	640	5700 YORK ROAD	\$822,667	C	\$1,810	INC
5133 001	5133	1	27	540	5913 YORK ROAD	\$785,500	C	\$1,728	SOUTHSIDE OIL, LLC
5133 013	5133	13	27	540	5917 YORK ROAD	\$141,400	C	\$311	ORTEL, RODNEY L (TR)
5133 014	5133	14	27	540	5919 YORK ROAD	\$572,733	C	\$1,260	FMJ LIMITED PARTNERSHIP
5133 015	5133	15	27	540	5921 YORK ROAD	\$239,100	C	\$526	5921 LLC

# AGENDA

## BOARD OF ESTIMATES

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5133 016	5133	16	27	540	510 E BELVEDERE AVE	\$4,641,567	C	\$10,211	BELVEDERE HOLDINGS LLC.
5134 001	5134	1	27	540	5845 YORK ROAD	\$1,509,300	C	\$3,320	YORK STORES, LLC
5134 019	5134	19	27	540	5911 YORK ROAD	\$4,942,100	C	\$10,873	BELVEDERE HOLDINGS LLC.
5136 004A	5136	004A	27	530	5815 YORK ROAD	\$677,800	C	\$1,491	YORK BELLONA, LLC
5136 005	5136	5	27	530	5831 YORK ROAD	\$203,600	C	\$448	PARK, YANG SOON
5136A001	5136A	1	27	530	5833 YORK ROAD	\$683,067	C	\$1,503	CHASNEY, PETER
5136A002	5136A	2	27	530	5835 YORK ROAD	\$2,266,300	C	\$4,986	MC GEE/DAVIS LIMITED
5136A007	5136A	7	27	530	5837 YORK ROAD	\$135,600	C	\$298	LCL GLOBAL-YORK ROAD, LLC
5136A008	5136A	8	27	530	5839 YORK ROAD	\$135,600	C	\$298	LCL GLOBAL-YORK ROAD, LLC
5136A009	5136A	9	27	530	5841 YORK ROAD	\$274,400	C	\$604	LCL GLOBAL-YORK ROAD, LLC
5148 001	5148	1	27	530	500 HARWOOD AVE	\$189,800	C	\$418	WONGANANDA, BOONDHARM
5148 006	5148	6	27	530	5615 YORK ROAD	\$715,200	C	\$1,573	WONGANANDA, BOONDHARM
5148 011	5148	11	27	530	5627 YORK ROAD	\$778,700	C	\$1,713	MILLER AND SON, LLC
5148 022	5148	22	27	530	525 BENNINGHAUS ROAD	\$231,400	C	\$509	BENNINGHAUS DEVELOPMENT PROJECT,
5148B001	5148B	1	27	530	5723 YORK ROAD	\$255,500	C	\$562	DAVIS HOLDINGS, INC
5148B003	5148B	3	27	530	5719 YORK ROAD	\$398,333	C	\$876	MARCH SR., VICTOR C
5149 001	5149	1	27	530	5501 YORK ROAD	\$200,100	C	\$440	OKOJIE, PHILIP
5149 002	5149	2	27	530	5503 YORK ROAD	\$162,700	C	\$358	VIRK, MOHINDER SINGH
5149 003	5149	3	27	530	5505 YORK ROAD	\$87,100	C	\$192	YORK RD PROPERTIES LLC
5149 004	5149	4	27	530	5507 YORK ROAD	\$72,600	C	\$160	YORK RD PROPERTIES LLC
5149 005	5149	5	27	530	5509 YORK ROAD	\$104,900	C	\$231	BALTIMORE APPRAISAL AND
5149 006	5149	6	27	530	5511 YORK ROAD	\$148,300	C	\$326	SINGH, DALJIT
5152 001	5152	1	27	530	500 WOODBOURNE AVE	\$177,133	C	\$390	HUBER REHABILITATION SERVICES,
5152 031	5152	31	27	530	5417 YORK ROAD	\$351,200	C	\$773	5415 YORK ROAD, LLC
5152 032	5152	32	27	530	5413 YORK ROAD	\$187,400	C	\$412	KHANGOORA, INC.
5152 032A	5152	032A	27	530	5411 YORK ROAD	\$433,800	C	\$954	SONG, KI BONG
5152 033	5152	33	27	530	5409 YORK ROAD	\$41,300	C	\$91	SONG, KI BONG



# AGENDA

## BOARD OF ESTIMATES

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5152 034	5152	34	27	530	5407 YORK ROAD	\$143,400	C	\$315	REALTY GURU, LLC
5152 036	5152	36	27	530	5401 YORK ROAD	\$572,300	C	\$1,259	SARANG 123, INC
					500 GLENWOOD				
5158 001	5158	1	27	500	AVE	\$66,000	C	\$145	ALBAN, WILLIAM L
					502 GLENWOOD				
5158 003	5158	3	27	500	AVE	\$20,000	C	\$44	ALBAN, WILLIAM L
					504 GLENWOOD				
5158 004	5158	4	27	500	AVE	\$21,600	C	\$48	ALBAN, WILLIAM L
					506 GLENWOOD				
5158 005	5158	5	27	500	AVE	\$7,300	C	\$16	ALBAN, WILLIAM L
5158 021	5158	21	27	500	5315 YORK ROAD	\$1,932,600	C	\$4,252	PP ASSTS, LLC
5158 032	5158	32	27	500	5309 YORK ROAD	\$125,900	C	\$277	GIBBS, ROBERT
5158 033	5158	33	27	500	5307 YORK ROAD	\$105,467	C	\$232	AUDREY AVE, LLC
5158 034	5158	34	27	500	5305 YORK ROAD	\$168,300	C	\$370	SEO, SOON AE
5158 036	5158	36	27	500	5301 YORK ROAD	\$114,600	C	\$252	TAN, FU
					502 BEAUMONT				
5165 001	5165	1	27	490	AVE	\$421,900	C	\$928	MAVERICK 5201 YORK, LLC
5165 095	5165	95	27	490	5209 YORK ROAD	\$631,500	C	\$1,389	5209 YORK, LLC
5165 096	5165	96	27	490	5205 YORK ROAD	\$243,300	C	\$535	SWANSON, RICHARD C.
					5219 1/2 YORK				
5165A018	5165A	18	27	490	ROAD	\$86,400	C	\$190	CHANG, RONALD IN
5165A019	5165A	19	27	490	5219 YORK ROAD	\$85,600	C	\$188	CHANG, RONALD IN
					5217 1/2 YORK				
5165A020	5165A	20	27	490	ROAD	\$158,200	C	\$348	GK6742 LLC
5165A021	5165A	21	27	490	5217 YORK ROAD	\$158,067	C	\$348	5217 YORK RD LLC
5165A022	5165A	22	27	490	5211 YORK ROAD	\$1,333,300	C	\$2,933	DAFNA, LLC
5173 018	5173	18	27	480	5109 YORK ROAD	\$206,500	C	\$454	YORK APARTMENTS, L.L.C.
5173 021	5173	21	27	480	5105 YORK ROAD	\$133,500	C	\$294	CHEN, QING
5173 023	5173	23	27	480	5101 YORK ROAD	\$729,500	C	\$1,605	JOLLY, INC.
5180 001	5180	1	27	470	4901 YORK ROAD	\$571,267	C	\$1,257	4901 YORK ROAD, LLC
									M&G PROPERTY MANAGEMENT
5180 002	5180	2	27	470	4903 YORK ROAD	\$1,630,300	C	\$3,587	TWO, LLC
									M&G PROPERTY MANAGEMENT
5180 004	5180	4	27	470	4907 YORK ROAD	\$47,200	C	\$104	TWO, LLC

## AGENDA

### BOARD OF ESTIMATES

**12/7/2022**

5180 006	5180	6	27	470	505 ROSSITER AVE	\$36,000	C	\$79	M&G PROPERTY MANAGEMENT TWO, LLC
5180 007	5180	7	27	470	507 ROSSITER AVE	\$28,200	C	\$62	M&G PROPERTY MANAGEMENT TWO, LLC
5180A027	5180A	27	27	470	5017 YORK ROAD	\$107,000	C	\$235	CAST, LLC
5180A028	5180A	28	27	470	5013 YORK ROAD	\$686,400	C	\$1,510	NS RETAIL HOLDINGS, LLC
5180A034	5180A	34	27	470	5001 YORK ROAD	\$144,600	C	\$318	TAN, FU
5202 006	5202	6	27	420	4231 YORK ROAD	\$278,400	C	\$612	YORK CASTLE LLC
5211 011	5211	11	27	420	4331 YORK ROAD	\$60,200	C	\$132	ALSTON, JANICE M
5211 012	5211	12	27	420	4335 YORK ROAD	\$275,000	C	\$605	BONG COUNTY/MARYLAND, USA
5211 015	5211	15	27	420	4343 YORK ROAD	\$4,786,967	C	\$10,531	PUBLIC STORAGE
5211 017	5211	17	27	420	4407 YORK ROAD	\$537,200	C	\$1,182	GUILFORD AUTOMOTIVE
5211 020	5211	20	27	420	501 OAKLAND AVE	\$300,000	C	\$660	HERSH, LLC
5211 042A	5211	042A	27	420	4320 OLD YORK ROAD	\$83,300	C	\$183	4320 OLD YORK ROAD, LLC
5212 001	5212	1	27	420	4501 YORK ROAD	\$128,000	C	\$282	LEE, JOSEPH YOUNG
5212 001A	5212	001A	27	420	4511 YORK ROAD	\$30,800	C	\$68	M N M RENOVATIONS CORPORATION
5212 001B	5212	001B	27	420	4513 YORK ROAD	\$42,400	C	\$93	4513 YORK, LLC
5212 001C	5212	001C	27	420	4515 YORK ROAD	\$123,500	C	\$272	STEM, ROBERT B
5212 002	5212	2	27	420	4519 YORK ROAD	\$197,500	C	\$435	GOSSAMER HUDSON LLC
5212 003	5212	3	27	420	4601 YORK ROAD	\$313,833	C	\$690	4601 YORK ROAD, LLC
5212 004	5212	4	27	420	4603 YORK ROAD	\$269,300	C	\$592	AGBAJE, MARY
5212 004A	5212	004A	27	420	4605 YORK ROAD	\$140,400	C	\$309	PIKOUNIS, JAMES W
5212 005	5212	5	27	420	4607 YORK ROAD	\$271,167	C	\$597	PIKOUNIS, JAMES W
5212 009A	5212	009A	27	420	4627 YORK ROAD	\$96,800	C	\$213	DANNY H A CHIN & WF
5212 009D	5212	009D	27	420	4637 YORK ROAD	\$175,400	C	\$386	KARIM ENTERPRISES, INC.
5212A001	5212A	1	27	430	4701 YORK ROAD	\$59,100	C	\$130	SCOTT, CHARLES E.
5212A002	5212A	2	27	430	4703 YORK ROAD	\$52,600	C	\$116	QIU, CHENG Q
5212A003	5212A	3	27	430	4705 YORK ROAD	\$151,633	C	\$334	TWS PROPERTIES LLC
5212A005	5212A	5	27	430	4709 YORK ROAD	\$76,900	C	\$169	MCNAIR, TRUDY
5212A006	5212A	6	27	430	4711 YORK ROAD	\$276,567	C	\$608	KIM, JIN MAN

## AGENDA

### BOARD OF ESTIMATES

**12/7/2022**

5212B001	5212B	1	27	430	4719 YORK ROAD ES YORK RD 101-5	\$562,100	C	\$1,237	SUN REFINING AND
5212B006	5212B	6	27	430	FT	\$22,200	C	\$49	PENN ADVERTISING OF
5213 003	5213	3	27	430	4805 YORK ROAD	\$397,767	C	\$875	DOUBLE D REALTY LLC
5213 005	5213	5	27	430	501 RADNOR AVE	\$196,400	C	\$432	VIRK, MOHINDER S
5014A006	5014A	6	27	110	414 LYMAN AVE 402	\$500,167	C	\$1,100	ENGINE #43 LLC
5014B017	5014B	17	27	110	BENNINGHAUS ROAD 408	\$98,867	C	\$218	BENIN AND ROYTENBERG, LLC
5014B012	5014B	12	27	110	BENNINGHAUS ROAD	\$40,867	C	\$90	GOVMOCO, LLC
5014B010	5014B	10	27	110	5700 BELLONA AVE	\$370,933	C	\$816	RAMIREZ, GUILLERMO
5014B009B	5014B	009B	27	110	5702 BELLONA AVE	\$154,200	C	\$339	5702 BELLONA AVENUE,LLC
5014B009A	5014B	009A	27	110	5704 BELLONA AVE	\$121,967	C	\$268	5704 BELLONA, LLC
<b>Total Assessment</b>						<b>\$76,127,969</b>		<b>\$167,482</b>	

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Health Department – Travel Request

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the travel for Candice Buchanan, Health Program Administrator of the Adolescent and Reproductive Health Program, for her education trip to the National Family Planning Reproductive Health Association Conference (NFPRHA). Ms. Buchanan will be traveling to the conference in San Diego, California from November 13, 2022 through November 17, 2022.

#### **AMOUNT OF MONEY AND SOURCE:**

\$1,315.32 is the total amount of travel expenses as listed below:

\$0.00 - Transportation/Airfare (Paid by NFPRHA)

\$721.64 - Hotel (Paid on Candice Buchanan's personal credit card)

\$163.68 -Taxes

\$00.00 - Registration (Paid by NFPRHA)

\$370.00 (meals and incidentals total) - Remaining Subsistence (days @ per diem rate)

\$ 60.00 - Parking

City Account Numbers: Private Grant (Family Planning Special Needs) 6000-630722-3080-292300-603020

#### **BACKGROUND/EXPLANATION:**

This is a travel request for the employee Candice Buchanan to attend the 2022 Fall Post-Election Seasonal Meeting hosted by the National Family Planning and Reproductive Health Association (NFPRHA), in San Diego, California on November 14-16, 2022. The travel request is soliciting for Ms. Buchanan to be reimbursed for two nights at the hotel, and to receive funding for airport/limo parking, and two days of M&IE. The Adolescent and Reproductive Health Program is a paying member of NFPRHA, and with this membership travel assistance is available to attend their conferences. NFPRHA has paid for Candice's airfare and will cover two nights at the hotel where the conference will be hosted. Even with travel assistance the attendee will be responsible for paying for the remaining two other nights at the hotel, transfers, and food. The two additional nights are being asked due to the conference being located on the West Coast there is a time zone difference. Therefore, Sunday (November 13, 2022) travel and lodging is required to ensure attendance of the first session of the conference on November 14th, 2022.

## **AGENDA**

### **BOARD OF ESTIMATES**

**12/7/2022**

#### Health Department – cont'd

Also, the 2nd night will provide lodging until November 17th, because the conference ends at 3:00pm on November 16th and due to the time difference and safety pre-cautions it best to travel in the morning the next day to avoid arriving at Baltimore Washington International airport after midnight. This request is being submitted less than 45 days than required due to NFPRHA approving Candice's travel assistance application on October 4th, 2022.

#### **APPROVED FOR FUNDS BY FINANCE**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Public Works – Retroactive Expenditure of Funds

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the retroactive expenditure of funds for Darnell Ingram, who traveled to San Antonio, Texas from June 12-16, 2022 for the American Water Works Association (AWWA) Annual Conference & Exposition (ACE).

#### **AMOUNT OF MONEY AND SOURCE:**

FUND	Ledger Account	Cost Center	Spend Category	Amount
2071	63105	CCA000816	SC630320	\$ 1,295
2071	63115	CCA000816	SC630301	\$ 3,464

#### **BACKGROUND/EXPLANATION:**

As the General Counselor and Chief Compliance Officer for the Department of Public Works, Mr. Ingram gained valuable knowledge and techniques from the 2022 AWWA ACE that could better service our local citizens. Due to administrative delays, Mr. Ingram's travel request was unable to receive Board's approval prior to his departure. The AWWA ACE registration cost (\$1,295) flight (\$1,199.96), hotel cost (\$1,695.00), and hotel taxes (\$317.65) were paid using Binta Gallman's city issued credit card. Mr. Ingram is also requesting reimbursement for meals (\$216.61) and for ground transportation (\$35.02).

The agency requests the Honorable Board's approval for Mr. Ingram's travel request to San Antonio, TX from June 12-16, 2022 and the expenditure of \$251.63 in travel funds.

#### **APPROVED FOR FUNDS BY FINANCE**

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Office of the Mayor – Travel Request

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize travel for Mayor Brandon M. Scott to attend the Clinton Global Initiative 2022 Meeting on September 19 - 20, 2022.

#### **AMOUNT OF MONEY AND SOURCE:**

Cost Center: CS000394

\$1,590.52

Spend Category: SC603001

Funding Source: General Funds

#### **BACKGROUND/EXPLANATION:**

Brandon M. Scott, Mayor accepted an invitation to attend the Clinton Global Initiative 2022 Meeting to participate in a round table discussion regarding “Climate Resilient Cities”. Mayor Scott will be speaking on the spotlight session “The Public Health Crisis We Can No Long Ignore: How We Can Work Together to Prevent Overdose Deaths”. The per diem rate for this location is \$365/ Day as per GSA’s Per Diem rate for FY2022. We are requesting additional \$469 for Hotel plus Early Arrival Cost. The item is pursuant to AM 240-3 Board of Estimates Approval for Employee Travel.

Trip related cost:

Train Fare	\$ 630.00
Subsistence Rate	\$ 365.00
Additional for Hotel plus Early Arrival Cost	\$ 469.00
Hotel / Room Tax & Fees	\$ 126.52
Total:	\$ 1,590.52

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Department of Recreation and Parks – Travel Request

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve the travel for Karen Jordan, Nikki Cobbs, Tiffany Ponton and Sherwyn Paige of BCRP to attend the 2023 Association of Aquatic Professionals (AOAP) Annual Conference located in Colorado Springs, Colorado (CO) from February 11, 2023 to February 17, 2023.

#### Amount of Money Per Person and Source of Funds:

##### Karen Jordan

Registration	\$349.00
Hotel	\$1,021.08
Per Diem	\$256.50
Airfare	\$459.96
<b>Total</b>	<b>\$2,086.46</b>

##### Nikki Cobbs

Registration	\$793.00
Hotel	\$1,786.89
Per Diem	\$463.50
Airfare	\$402.95
<b>Total</b>	<b>\$3,446.34</b>

##### Tiffany Ponton

Registration	\$444.00
Hotel	\$1,021.08
Per Diem	\$256.50
Airfare	\$361.96
<b>Total</b>	<b>\$2,083.54</b>

##### Sherwyn Paige

Registration	\$444.00
Hotel	\$1,021.08
Airfare	\$361.96
Per Diem	\$256.50
<b>Total</b>	<b>\$2,083.54</b>



## AGENDA

### BOARD OF ESTIMATES

12/7/2022

Department of Recreation and Parks – cont'd

#### **AMOUNT OF MONEY AND SOURCE:**

\$9,699.88 - 6000-000000-4803-371500-603020

#### **BACKGROUND/EXPLANATION:**

The AOAP annual conference offers the best educational and networking experience available at the most reasonable cost. The program provides a broad overview of aquatic facility operation, management, and staff training. This three-day workshop is designed to provide education to individuals of all levels of aquatics management such as: Directors, Superintendents, Supervisors, and Pool Managers. The conference/course will cover topics including operations, building an effective team, increasing retention, presentation skills, and much more.

## AGENDA

### BOARD OF ESTIMATES

12/7/2022

#### Fire Department – Travel Reimbursement

#### **ACTION REQUESTED OF B/E:**

The Board is requested to approve a Travel Reimbursement for Blair Adams who attended the Communications Week Conference in New York City, November 1 – 2, 2022.

#### **TOTAL AMOUNT OF MONEY AND SOURCE OF FUNDS:**

SC630301 - \$ 1,027.71

SC630320 - \$1,499.00

#### **BACKGROUND/EXPLANATION:**

The Conference offered PIO Blair Adams new insight, tools and tips to enhance and improve writing across all platforms and helped towards better understanding the crucial role communicators play in ensuring ultimate targeted messaging.

Expenses for the conference included registration-\$1,499; train fare-\$76; parking \$84; hotel-\$642; and hotel taxes-\$225.71. Total costs for conference was \$2,526.71. Amount to be reimbursed to Blair Adams is \$951.71 for hotel expenses. Ms. Adams is not requesting Meals and Incidentals. The other expenses were paid using the PCard and Travel Card issued to James Fischer.

#### **APPROVED FOR FUNDS BY FINANCE**

## AGENDA

BOARD OF ESTIMATES

12/7/2022

### PROPOSALS AND SPECIFICATIONS

1. Department of General Services – GS 21802, Baltimore Convention Center Elevator Replacement  
**BIDS TO BE RECV'D: 01/18/2023**  
**BIDS TO BE OPENED: 01/18/2023**
  
2. Department of Public Works – WC 1288, Small Water Main Replacement and Rehabilitation in Beechfield, Yale Heights Neighborhoods and Vicinity  
**BIDS TO BE RECV'D: 01/18/2023**  
**BIDS TO BE OPENED: 01/18/2023**

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED