

Baltimore City Board of Estimates

July 20, 2022 | Meeting Agenda

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

Notices

Participation

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

Schedule

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

Bid Openings

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

Address the Board

Protests (for vendors protesting a contract award)

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

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

The written Protest shall include:

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

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

Statements of Opposition (for members of the public)

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

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

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

The written Statement of Opposition shall include:

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

To submit Protests and/or a Statement of Opposition:

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

BOARD OF ESTIMATES' AGENDA – JULY 20, 2022

Baltimore Development Corporation – State of Maryland Capital Projects
Grant Agreement

ACTION REQUESTED OF B/E:

Approval and authorization execution of the Capital Projects Grant Agreement (Agreement) between the State of Maryland acting through the Board of Public Works, the Board of Directors of the Waterfront Partnership of Baltimore, Inc (Grantee), and the Mayor and City Council of Baltimore (Beneficiary). The period of the Agreement is June 1, 2023 through June 1, 2028

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 – State Funds (not-to-exceed), No City funding required.

BACKGROUND/EXPLANATION:

The General Assembly has authorized this Grant to the Waterfront Partnership of Baltimore for the Rash Field Improvement Project. The purpose of this Agreement is for the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and the capital equipping of Rash Field, which is located in the Inner Harbor.

The Board is required to approve this Agreement because the project takes place on, and is meant to improve, City-owned property and City is identified as a Beneficiary. Project funds. Under the terms of the agreement, matching funds for the project must be obtained by June 1, 2023, portions of the project must be underway by June 1, 2024, and funds must be expended or encumbered by June 1, 2028.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: Council District 11

EMPLOY BALTIMORE: N/A

(The State of Maryland Capital Projects Grant Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Development Corporation – Series 2022 Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Series 2022 Development Agreement between Harbor Point Open Space Corp., Harbor Point Development Holdings, LLC, and Beatty Development Group, LLC.

AMOUNT OF MONEY AND SOURCE:

Pursuant to the terms of the Series 2022 Development Agreement, the City will issue Tax Increment Finance bonds in an amount not to exceed \$39,285,000.00 ("Series 2022 Bonds") on terms established by the Board of Finance, to finance costs associated with the construction of infrastructure and public improvements related to the Harbor Point Project.

BACKGROUND/EXPLANATION:

This agreement is between the Mayor and City Council of Baltimore and Harbor Point Open Space Corp., Harbor Point Development Holdings, LLC, and Beatty Development Group, LLC, for the purpose of authorizing Tax Increment Finance Bonds to fund the next phase of public improvements at Harbor Point.

Pursuant to City Council Ordinances Nos. 13-0232, 13-0233, and 13-0234 approved by the City Council on September 9, 2013 and signed by the Mayor of Baltimore City on September 13, 2013, and on the approval of and upon the terms established by the Board of Finance, the City of Baltimore approved the issuance of one or more series of Tax Increment Finance Bonds in an amount not to exceed \$125,000,000.00 and an interest rate not to exceed 7%, in order to finance public infrastructure and open space associated with the Harbor Point Project.

The Series 2022 Development Agreement facilitates the issuance of the Series 2022 bonds, the proceeds of which would be used to finance the construction of public infrastructure and open space at Harbor Point.

The Board is further requested to authorize and direct the Mayor, or the Mayor's designee, to execute any and all other documents, amendments, supplements, or changes necessary to effectuate this transaction including, without limitation, deeds and estoppel or other similar certificates, provided such documents do not materially alter the relationship of the parties or the principal elements of the Project.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Development Corporation – cont'd

MBE/WBE PARTICIPATION:

The Developer signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of Baltimore City and executed a MOU with the City of Baltimore, approved by the Board of Estimates on August 14, 2013.

COUNCIL DISTRICT: 1

EMPLOY BALTIMORE: N/A

LIVING WAGE: N/A

LOCAL HIRING: The Developer executed a MOU with the City of Baltimore with respect to Harbor Point Project Local Hiring, approved by the Board of Estimates on August 13, 2013.

(The Series 2022 Development Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Development Corporation – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding with Harbor Point Open Space Corp., and the Waterfront Management Authority of Baltimore City.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This agreement is between the Mayor and City Council of Baltimore acting by and through the Department of Recreation and Parks, Harbor Point Open Space Corp., and the Waterfront Management Authority of Baltimore City for the purpose of establishing rules, roles, and responsibilities for the management and maintenance of parks and public open space financed with Tax Increment Finance Bonds at Harbor Point, which is located within the Waterfront Management District of the City of Baltimore.

Pursuant to City Council Ordinances Nos. 13-0232, 13-0233, and 13-0234 approved by the City Council of September 9, 2013 and signed by the Mayor of Baltimore City on September 13, 2013, and on the approval of and upon the terms established by the Board of Finance, the City of Baltimore approved the issuance of one or more series of Tax Increment Finance Bonds in an amount not to exceed \$125,000,000.00 and an interest rate not to exceed 7%, in order to finance public infrastructure and open space associated with the Harbor Point Project.

As a requirement of the Tax Increment Finance Bonds, Harbor Point Open Space Corp., must dedicate or convey to the City of Baltimore the public improvements financed by the Bonds. This MOU establishes mutually agreeable rules, operational expectations and services provided by the parties to ensure high-quality operation of these public spaces.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 1

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Development Corporation – Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with Library Flats LLC (the Developer), for the sale of the City-owned property known as 856 Washington Boulevard.

AMOUNT OF MONEY AND SOURCE:

Developer will purchase the property for \$1.00 in exchange for providing a new 7,700 square foot space for the Enoch Pratt Free Library at no cost to the City.

BACKGROUND/EXPLANATION:

At the request of the Enoch Pratt Free Library ("EPFL"), Baltimore Development Corporation (BDC) issued a Request for Proposals (RFP) for City-owned property located at 856 Washington Boulevard in Washington Village/Pigtown neighborhood. The property is currently a branch of the Enoch Pratt Free Library. EPFL desired to upgrade the existing library space, which was in need of Capital investment, and expected that a sale of the property conditioned on the construction of a new library space to be leased back to EPFL at no cost would achieve that objective at minimal cost to EPFL, providing them with a brand-new public library space and allowing them to free up Capital resources to use elsewhere in the City. The new space will double the size of the current library and will be rent free in perpetuity.

Developer will purchase the site for \$1.00. In exchange the Developer will construct a mixed-use residential development that will include a new library space for EPFL. This new space will increase the size of the library to approximately 7,741 square feet of flexible new space for library staff, centralized service, collections, digital media, and community gathering. This modern facility is over 3,000 square feet larger than the existing Library at this location and the development team has budgeted \$270,000.00 to contribute to the cost of fit out for the library space. EPFL will lease the library back from Developer at no cost, in a form of Lease substantially similar to the one included in this LDA.

MBE/WBE PARTICIPATION:

MBE: 27%

WBE: 10%

The Developer has signed a Commitment to Comply.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Development Corporation – cont'd

AFFECTED COUNCIL DISTRICT: Council District 10

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore Police Department – Professional Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a Professional Service Agreement with IDFIVE, LLC. The period of the Agreement is July 1, 2021 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 (Asset Forfeiture) – Account Number: 6000-613821-2021-197800-603026

BACKGROUND/EXPLANATION:

The BPD will use \$500,000.00 to fund the professional services of IDFIVE, LLC to conduct a targeted marketing campaign. The primary purpose is to ensure there are adequate staffing levels of law enforcement officers to provide and improve emergency police services to the citizens of Baltimore City. Through this campaign, the BPD will utilize innovative methods to recruit and retain qualified sworn police officers. IDFIVE, LLC will provide ongoing consulting services through a targeted marketing campaign to assist BPD in its recruitment efforts.

This is the fourth contract with IDFIVE, LLC. The first contract was approved by the Board on December 12, 2018 in the amount of \$200,000.00. The second contract was approved by the Board on November 4, 2020 and increased the amount to \$700,000.00. That contract was not submitted to the Board for approval until BPD received the formal grant award from GOCCP for the FY21 Police Officer Recruitment and Retention (PRAR) grant, which funded \$336,500.00 of the contract (the remainder was funded by Asset Forfeiture). This resulted in a delay in the increased spend for several months. The third contract was approved by the Board on August 25, 2021 in the amount of \$500,000.00 funded by the FY22 PRAR grant.

BPD will be applying for the FY23 PRAR grant. Once awarded, it will be brought back to the Board with the formal grant award as well as an amendment to increase the contract with IDFIVE, LLC. However, BPD is proceeding with this proposed contract based off the funds currently available in an effort to ensure that there is no lapse or slow-down in the marketing campaign, especially as it waits for the grant award from the State.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Mayor's Office of Children & Family Success – Two Month Advance

ACTION REQUESTED OF B/E:

The Board is requested to approve a funding advance with Dayspring Programs. The period of the grant agreement for which the advance is sought is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$768,467.00 - 4000-486323-1772-515000-603051

BACKGROUND/EXPLANATION:

The Provider, Dayspring Programs, is a sub-recipient of the Federal Head Start grant awarded by the Administration for Children and Families: Office of Head Start. The Mayor's Office of Children and Family Success anticipates the routine late announcement of the grant's notice of award. The Board is requested to approve a two-month advance for contracts with start dates of July 1, 2022. The advance amount is based on fiscal year 2023 application budgets. Dayspring Programs, Inc. will receive a two-month advance in the amount of \$768,467.00 out of a total FY23 budget of \$4,610,802.00

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Mayor's Office of Children & Family Success – Two Month Advance

ACTION REQUESTED OF B/E:

The Board is requested to approve a funding advance with Union Baptist Head Start. The period of the agreement for which the advance is sought is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$375,030.00 - 4000-486323-1772-516000-603051

BACKGROUND/EXPLANATION:

Provider Union Baptist Head Start is a sub-recipient of the Federal Head Start grant awarded by the Administration for Children and Families: Office of Head Start. The Mayor's Office of Children and Family Success anticipates the routine late announcement of the grant's notice of award. The Board is requested to approve a two-month advance for contracts with start dates of July 1, 2022. The advance amount is based on fiscal year 2023 application budgets. Union Baptist will receive a two (2) month advance in the amount of \$375,030.00 out of a total FY23 budget of \$2,250,180.00.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Mayor's Office of Children & Family Success - Governmental/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 Mayor's Back to School Campaign Pep Rally. The period of the campaign is June 21, 2022 through September 1, 2022.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Mayor's Office of Children & Family Success is requesting permission from the Board of Estimates to solicit donations on behalf of Mayor Brandon Scott's Back to School Pep Rally in accordance with the terms and conditions set forth in the submitted documentation.

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.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Enoch Pratt Free Library – Life-To-Date Sick Leave Transfer

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of a total of 30 sick leave days from City employees of this agency to Glenda Lindenbaum.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Employees of the City of Baltimore have volunteered to transfer their sick leave in order for this employee to remain in pay status and maintain health care coverage during the period of illness/injury. The requirements of AM-203-3, Sick Leave Donation Program, have been followed. This employee is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank All of his/her leave has been used. The employee is expected to return to work by July 11, 2022.

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

1. Ashley Green	2
2. Erin Kelly	1
3. Lisa Renee Kenyon	2
4. Michelle Knuckles	1
5. Gordon Krabbe	5
6. Christopher Lewis	2
7. Pauline Lombardo	2
8. Meghan McCorkell	1
9. Phillip McCoy	2
10. Pamela Potter-Hennessey	1
11. Victoria Raabe	5

AGENDA

BOARD OF ESTIMATES

7/20/2022

Enoch Pratt Free Library – cont'd

12. Alprescia Rivers	2
13. Jasbir Singh	2
14. Evelyn Wallace	1
15. Veronica Young	<u>1</u>
	30

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Enoch Pratt Free Library – Life-To-Date Sick Leave Transfer

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of a total of 30 sick leave days from City employees of this agency to Patrice Williams.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Employees of the City of Baltimore have volunteered to transfer their sick leave in order for this employee to remain in pay status and maintain health care coverage during the period of illness/injury. The requirements of AM-203-3, Sick Leave Donation Program, have been followed. This employee is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank All of his/her leave has been used. The employee is expected to return to work by July 26, 2022.

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

1. Kennard Hopkins	5
2. Phillip N. McCoy, Jr.	5
3. Poonam Prasad	5
4. Jeffrie Thomas	5
5. Alprescia M. Rivers	5
6. Aaron Willoughby	<u>5</u>
	30

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Planning – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds in the amount of \$50,000.00.

From:

9904-913102-9129 Balto. Museum of Industry Elevator (Reserve)

To:

9904-915102-9127 Balto. Museum of Industry Elevator (Active)

AMOUNT OF MONEY AND SOURCE:

\$50,000.00/4th Community & Economic Development Bonds

BACKGROUND/EXPLANATION:

This transfer will move funds budgeted in FY22 to repair the elevator to archival research center to improve accessibility for visitors.

MBE/WBE PARTICIPATION:

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

7/20/2022

Department of General Services – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a transfer of funds for the elevator replacement at the Police Headquarters, including the Annex, and all associated in-house costs. The funding is coming from a completed project and will close an expected upcoming small deficit in this project.

AMOUNT OF MONEY AND SOURCE:

<u>FROM ACCOUNT</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
9916-906186-9197 Waxter Center Elevator Upgrade - Active	1 st Parks & Public Facilities Loan	\$ 233,286.53
<u>TO ACCOUNT</u>	<u>SOURCE OF FUNDS</u>	<u>AMOUNT</u>
9916-906306-9197 Police HQ Elevator Upgrade – Active	1 st Parks & Public Facilities Loan	\$ 233,286.53

BACKGROUND/EXPLANATION:

The elevators are nearing the end of their useful life span as they, at times, do not travel to the correct floors and are constantly out of service. The elevator replacement would allow the building to function normally and will reduce future maintenance and repairs on the equipment.

MBE/WBE PARTICIPATION:

N/A - This is a transfer of funds from a Capital Projects active account to another active account in order to add additional funding from a completed project.

COUNCIL DISTRICT AFFECTED: All districts.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Total Health Care, Inc. The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$158,445.00 - 5000-569722-3023-273309-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins University will utilize funds to perform services in the area of Health Care on The Spot : Opioid Operational Command Center.

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

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.

MWBOO GRANTED A WAIVER ON FEBRUARY 2, 2022.

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

7/20/2022

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Johns Hopkins University-Bartlett Specialty Practice. The period of the agreement is July 1, 2021, through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$428,000.00 - 5000-569722-3023-273318-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins University's Bartlett Specialty Practice will provide primary care and specialty services for Part A standards of care and DHMH guidelines.

The 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.

MWBOO GRANTED A WAIVER ON DECEMER 6, 2021.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Health Department – Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Total Health Care, Inc. The agreement period is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$95,000.00 - 5000-569722-3023-273372-603051

BACKGROUND/EXPLANATION:

Total Health Care, Inc., will provide access to medical nutrition therapy to Ryan White patients with nutrition needs. Medical nutrition therapy is a key component in any Ryan White Program, because in addition to providing nutrition assessments, education and counseling, nutritionists also help to address medication side effects, problems with chewing and swallowing, and help clients find creative and budget-friendly ways to meet nutritional needs.

The 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.

MWBOO GRANTED A WAIVER ON FEBRUARY 2, 2022.

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

7/20/2022

Health Department – Ratification of an Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an Amendment to the Agreement with Family League of Baltimore City, Inc. for B'more for Healthy Babies (BHB) program Activities. The amendment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$98,086.00 - 4000-499621-3080-294213-603051

BACKGROUND/EXPLANATION:

On March 10, 2021 the Board approved the agreement in the amount of \$665,000.00 for the period of July 1, 2020 through June 30, 2021. The Department increased the agreement by \$98,086.00 for additional communications work to advance the BHB Sleep Safe Campaign and work in the BHB communities. This makes the total agreement amount, \$763,086.00.

The Amendment to Agreement is late because of delays in the administrative process related to COVID-19 and difficulties obtaining the correct supporting documents.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Mayor's Office of Homeless Services – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Provider Agreement with Health Care for the Homeless, Inc. The period of the agreement is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$1,597,581.00 - 5000-507022-3573-779200-603051

BACKGROUND/EXPLANATION:

The City has received a Maryland Department of Health grant to undertake the ACIS Medicaid Pilot Program. As a sub-recipient, Health Care for the Homeless, Inc. will provide tenancy-based case management services for up to three hundred (300) Medicaid eligible homeless clients in the City of Baltimore. 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 Provider Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Office of the Comptroller – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for the Bill Henry who will attend the Local Progress 2022 National Convening on August 4- 6, 2022 in Denver, CO.

AMOUNT OF AMOUNT AND SOURCE:

\$999.85 - 1001-000000-1300-157300-603001

BACKGROUND/EXPLANATION:

City Comptroller Henry is traveling to Denver, CO on City related business. The purpose of the trip is to exchange ideas and information with colleagues from across the nation and learn about progressive policies that will benefit the City of Baltimore. Local Progress is providing 3rd party funding for the cost of the Comptroller's hotel and taxes. The estimated value of the hotel stay is \$ 691.03. The per diem rate for this location is \$278/day as per GSA's Per Diem rates for FY 2022. We are requesting \$79.00 day for meals and incidental expenses since the hotel is being covered by the conference's host. The flight, registration (includes the hotel) were paid using employee personal credit card.

Comptroller Henry is requesting advance funds for meals and incidental expenses, transportation to/from the hotel and reimbursement.

Trip related cost:

Registration (includes		
Hotel):		= \$ 58.90
M&I:	\$79.00/day x 3	= \$237.00
Ground Transportation		= \$ 60.00
Airfare:		= \$543.95
	Total:	\$999.85

3 rd Party Funding: Hotel	\$691.03
and tax	

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

7/20/2022

Health Department – CORRECTION

ACTION REQUESTED OF B/E:

The Board is requested to approve a Correction.

AMOUNT OF MONEY AND SOURCE:

\$224,000.00 - 5000-505422-3070-286400-603051

BACKGROUND/EXPLANATION:

On June 15, 2022, the Board approved an Agreement with the Johns Hopkins School of Nursing. The correct name is the Johns Hopkins University.

The Johns Hopkins University will utilize funds to reduce the risk of HIV and hepatitis C (HCV) transmission, by offering buprenorphine treatment along with HIV clinical care to eligible patients receiving care at the Department's Sexually Transmitted Disease (STD)/Human Immunodeficiency (HIV) clinics. The period of the Agreement is July 1, 2021 through June 30, 2022.

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

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 MBW/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 sources.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Fire Department – FY 2023 Marine Fire Suppression Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the FY2023 Marine Fire Suppression Agreement with the Maryland Department of Transportation (MDOT). The period of the agreement is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$1,399,940.00 - 5000-581723-2121-226500-405001 - (revenue)

\$1,399,940.00 -1001-000000-2121-226500-101061 - (matching in kind funds – sworn salaries)

BACKGROUND/EXPLANATION:

This Agreement is similar to those executed in previous years dating back to FY1983.

Under an Agreement dated July 29, 1981 (hereinafter called the “1981 Agreement”), and under subsequent annual Agreements for Fiscal Years 1983 through 2020 the MDOT and the City agreed that the Department would reimburse the City for fire protection services. The General Assembly approved the budget of the MDOT Secretary containing the sum of \$1,399,940.00 for payment to the City for waterborne marine fire protection and related waterborne emergency services at the "Baltimore Harbor" for FY 2023 from July 1, 2022 to June 30, 2023.

During the term of the Agreement, the MDOT will pay the City the sum \$1,399,940.00, said sum to be paid at the rate of \$350,000.00 for and during each of the three quarters beginning July 1, 2022, and with a final payment of \$349,940.00 for and during the quarter beginning April 1, 2023.

All payments made by MDOT to the City under this Agreement will be used by the City to finance the maintenance, operation and replacement of fire protection and contaminant spill control equipment services, including costs of fire department personnel for waterborne fire protection and related waterborne emergency services at the Baltimore Harbor, but not including the replacement of vessels except as the Department may otherwise specifically agree, and shall not be diverted to any other purpose.

MBE/WBE PARTICIPATION: N/A

AGENDA

BOARD OF ESTIMATES

7/20/2022

Fire Department – cont'd

COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

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

(The FY2023 Marine Fire Suppression Agreement has been approved by the Law
Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Fire Department – Retro Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve the retro payment for Towanda Byrd Thompson, whose status was changed after her termination of employment, by the Worker's Compensation Commission from Non-Line of Duty Injury to a Line of Duty Injury.

AMOUNT OF MONEY AND SOURCE:

\$104,622.60 - Total amount owed to Ms. Byrd Thompson for 15 months' Line of Duty
\$ 61,889.08 - Amount already paid to Ms. Byrd Thompson for 8 months' non-line of duty
\$ **42,733.52** - Retro amount owed to Ms. Byrd Thompson for difference of 7 months

Account - 1001-000000-3191-308700-601061

BACKGROUND EXPLANATION

On March 12, 2021, member Towanda Byrd Thompson was placed off duty on what was then determined to be a non-line of duty injury (NLOD). She received the benefits allowed per the 734 MOU of six months of pay, with an additional 60 days of terminal leave if unable to return to duty. She was separated from employment on December 10, 2021. On March 16, 2022, at a Worker's Compensation Hearing, "The Commission finds on the second issue presented that the claimant's aneurysm was in part causally related to the claimant's hypertension". Thus, making the injury a line of duty injury.

Total to be paid	\$104,622.60
From PPE 3/16/21 to 12/10/21 – paid -	\$ <u>61,889.08</u>
From PPE 11/23/21 to 6/10/22 – owed	\$ 42,733.52

MBE/WBE PARTICIPATION

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the properties known as 711 N. Calhoun Street (Block 0101, Lot 031), 713 N. Calhoun Street (Block 0101, Lot 030) and 715 N. Calhoun Street (Block 0101, Lot 029) to Abraahca LLC.

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
711 N. Calhoun Street	\$1,000.00	\$626.55	\$337,898.06	\$1,000.00
713 N. Calhoun Street	\$1,000.00	\$626.55	\$253,685.14	\$1,000.00
715 N. Calhoun Street	\$1,000.00	\$578.65	\$200,972.53	\$1,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates on May 17, 2021 for 711 N. Calhoun Street (Block 0101, Lot 031), 713 N Calhoun Street (Block 0101, Lot 030) and 715 N Calhoun Street (Block 0101, Lot 0029).

Abraahca LLC has offered to purchase the Tax Sale Certificates for 711 N. Calhoun Street for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$51,190.28 for interest and penalties, and \$881.50 for property registration.

Abraahca LLC has offered to purchase the Tax Sale Certificates for 713 N. Calhoun Street for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$33,996.85 for interest and penalties, and \$881.50 for property registration.

Abraahca LLC has offered to purchase the Tax Sale Certificates for 715 N. Calhoun Street for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$3,895.58 for interest and penalties, and \$881.50 for property registration.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – 5th Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a 5th Amendment to Sublease Agreement by and between The United Way of Central Maryland, Inc., Sublandlord, and the Mayor and City Council of Baltimore, Sub-tenant, for the rental of a portion of the property known as 1800 Washington Boulevard, consisting of approximately 600 sq. ft.

<u>RENEWAL LEASE YEAR</u>	<u>ANNUAL RENT</u>	<u>MONTHLY RENTAL</u>
June 30, 2022 – June 30, 2023	\$12,168.98	\$1,014.08
June 30, 2023 – June 30, 2024	\$12,655.72	\$1,054.64

Account - 4000-486323-1771-180300-603013.

BACKGROUND/EXPLANATION:

On February 15, 2017 the Board approved the Sublease Agreement by and between The United Way of Central Maryland, Inc., Landlord, and the Mayor and City Council of Baltimore, Tenant. The Subleased Premises will be used as offices by the Baltimore City's Head Start Program under the Mayor's Office of Children & Family Success. The Sublease Agreement commenced March 1, 2017 and terminated June 30, 2018.

Amendments to the lease were approved on May 30, 2018, June 19, 2019, July 1, 2020 and August 25, 2021. This 5th Amendment to Sublease will extend the sublease for an additional two-year term commencing June 30, 2022 and terminating June 30, 2024.

The Lease Premises, 600 sq. ft., will be used by the Baltimore City's Head Start Program. All provisions, conditions and terms of the Original Lease Agreement and Amendments will remain in full force and effect.

The Amendment to Sublease Agreement was approved by the Space Utilization Committee on June 25, 2022.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 7

(The 5th Amendment to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 525 N. Carrollton Avenue (Block 0127, Lot 026) to The Kristopher John Group LLC.

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
525 N. Carrollton Avenue	\$7,800.00	\$2,903.89	\$273,266.35	\$7,800.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 525 N. Carrollton Avenue on October 28, 2020. The Kristopher John Group LLC has offered to purchase the Tax Sale Certificate for 525 N. Carrollton Avenue, file a petition to foreclose, acquire title to the property, and return the property to productive use.

The purchase price of \$7,800.00 for 525 N. Carrollton Avenue covers the total amount of the assessed value for the property. Other charges contributing to the total lien amount include interest and penalties of \$71,967.62, miscellaneous billing of \$62,550.14, and property registration of \$881.50.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 5024 Queensberry Avenue (Block 4587, Lot 085) to Candace Ford.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Tax and Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
5024 Queensberry Avenue	\$5,000.00	\$6,128.14	\$47,754.86	\$6,128.14

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 5024 Queensberry Avenue on October 28, 2020. Candace Ford has offered to purchase the Tax Sale Certificate for 5024 Queensberry Avenue, file a petition to foreclose, acquire title to the property, and return the property to productive use.

The purchase price of \$6,128.14 for 5024 Queensberry Avenue covers the total amount of flat taxes and water for the property. Other charges contributing to the total lien amount include interest and penalties of \$27,731.51, miscellaneous billing of \$3,573.81, environmental citations of \$2,340.00 and property registration of \$1,896.00.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 6

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 5261 Cordelia Avenue (Block 4544B, Lot 008).

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
5261 Cordelia Ave	\$6,000.00	\$7,120.65	\$59,604.14	\$7,120.65

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 5261 Cordelia Avenue on May 17, 2021. JMJ Residential Holdings, LLC has offered to purchase the Tax Sale Certificate for 5261 Cordelia Avenue file a petition to foreclose, acquire title to the property, and return it to productive use.

The purchase price of \$7,120.65 for 5261 Cordelia Avenue covers the total amount of flat taxes and water for the property. Other charges contributing to the total lien amount include interest and penalties of \$30,494.42 and miscellaneous citations of \$6,886.03.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 5

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificates

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificates for an amount that is less than the lien amount for the properties known as 630 N. Carrollton Avenue (Block 0113, Lot 016), 632 N. Carrollton Avenue (Block 0113, Lot 017), 634 N. Carrollton Avenue (Block 0113, Lot 018) to Parity Baltimore Incorporated.

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
630 N. Carrollton Avenue	\$1,000.00	\$679.27	\$32,658.19	\$1,000.00
632 N. Carrollton Avenue	\$1,000.00	\$923.52	\$67,954.70	\$1,000.00
634 N. Carrollton Avenue	\$1,000.00	\$711.35	\$38,938.89	\$1,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates on October 28, 2020 for 630 N. Carrollton Avenue (Block 0113, Lot 016), 632 N. Carrollton Avenue (Block 0113, Lot 017) and 634 N. Carrollton Avenue (Block 0113, Lot 18).

Parity Baltimore Incorporated has offered to purchase the Tax Sale Certificates for 630 N. Calhoun Street for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$12,428.73 for interest and penalties, \$10,501.31 for miscellaneous billing and \$881.50 for property registration.

Parity Baltimore Incorporated has offered to purchase the Tax Sale Certificates for 632 N. Carrollton Avenue for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed value for the property. Other charges include \$26,018.59 for interest and penalties, \$8,329.28 miscellaneous billing, \$795.60 alley/footways and \$881.50 for property registration.

Parity Baltimore Incorporated has offered to purchase the Tax Sale Certificates for 634 N. Carrollton Avenue for \$1,000.00, file petition to foreclose, acquire title to the property, and return it to a productive use. The purchase price of \$1,000.00 covers the assessed

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate - cont'd

value for the property. Other charges include \$15,102.19 for interest and penalties, \$7,016.22 for miscellaneous billing and \$881.50 for property registration.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 1803 Bloomingdale Road (Block 2427, Lot 033)

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
1803 Bloomingdale Road	\$7,000.00	\$4,070.36	\$29,385.75	\$7,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1803 Bloomingdale Road on May 17, 2021. Alamdar Global LLC has offered to purchase the Tax Sale Certificate for 1803 Bloomingdale Road, file a petition to foreclose, acquire title to the property, and return it to productive use.

The purchase price of \$7,000.00 for 1803 Bloomingdale Road covers the total amount of flat taxes and water for the property. Other charges contributing to the total lien amount include interest and penalties of \$12,646.81, miscellaneous citations of \$3,404.76, environmental citations of \$330.00 and property registration fees of \$1,555.80.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 7

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 1107 McKean Avenue (Block 0050, Lot 038) to Darnella Lofton.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
1107 McKean Avenue	\$1,000.00	\$952.37	\$304,108.25	\$1,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1107 McKean Avenue on May 17, 2021. Darnella Lofton has offered to purchase the Tax Sale Certificate for 1107 McKean Avenue, file a petition to foreclose, acquire title to the property, and return the property to productive use.

The purchase price of \$1,000.00 for 1107 McKean Avenue covers the total amount of the assessed value for the property. Other charges contributing to the total lien amount include interest and penalties of \$107,013.12, miscellaneous billing of \$55,709.75, alley/footways of \$621.40 and property registration of \$881.50.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 1918 N. Bentalou Street (Block 3203, Lot 054) to Harcum Enterprise LLC.

AMOUNT OF MONEY AND SOURCE:

Property Address	Assessed Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
1918 N. Bentalou Street	\$7,000.00	\$13,652.64	\$62,662.95	\$13,652.64

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1918 N. Bentalou Street May 17, 2021. Harcum Enterprise LLC has offered to purchase the Tax Sale Certificate for 1918 N. Bentalou Street, file a petition to foreclose, acquire title to the property, and return the property to productive use.

The purchase price of \$13,652.64 for 1918 N. Bentalou Street covers the total amount of the flat taxes and water for the property. Other charges contributing to the total lien amount include interest and penalties of \$28,527.49, miscellaneous billing of \$4,350.67, environmental citations of \$2,840.00 and property registration of \$1,702.20.

MBE/WBE PARTICIPATION: N/A

COUNCIL DISTRICT: 7

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to a Sub-Lease Agreement by and between Baltimore Development Corporation, Sublessor, and the Mayor's Office of Employment Development, Sublessee, for the rental of the property known as 36 S. Charles Street, consisting of approximately 1,906 square feet on the 20th floor. The period of the agreement is July 1, 2022 through June 30, 2023 with the right to renew for five additional 1-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Increments</u>
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\$33,145.34	\$2,762.11
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Account - 4000-806720-6312-459305-603013

BACKGROUND/EXPLANATION:

On June 28, 2017 the Board approved the Sub-Lease Agreement by and between The Baltimore Development Corporation and the Mayor's Office of Employment Development. The term of the sublease was for two years commencing July 1, 2017 and terminating June 30, 2019 with the option to renew for three additional 1-year periods. The Mayor's Office of Employment Development has exercised the 1st, 2nd and 3rd, one year renewal options which were approved by the Board of Estimates on July 26, 2019, July 29, 2020 and June 3, 2021 respectively.

The Leased Premises will continue to be used as office space by the Mayor's Office of Employment Development. The Space Utilization Committee approved this Sublease Amendment at its meeting on June 24, 2022.

MBE/WBE PARTICIPATION:

COUNCIL DISTRICT: 11

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Real Estate – Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 3631 Beehler Avenue (Block 4608, Lot 058).

AMOUNT OF MONEY AND SOURCE:

Property Address	Appraised Value	Flat Tax and Water	Total Liens	Recommended Purchase Price
3631 Beehler Avenue	\$20,000.00	\$5,206.98	\$62,478.30	\$20,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 3631 Beehler Avenue on May 17, 2021. JMJ Residential Holdings, LLC has offered to purchase the Tax Sale Certificate for 3631 Beehler Avenue, file a petition to foreclose, acquire title to the property, and return it to productive use.

The purchase price of \$20,000.00 for 3631 Beehler Avenue covers the total amount of flat taxes and water for the property. Other charges contributing to the total lien amount include interest and penalties of \$23,280.71, miscellaneous citations of \$2,278.49, property registration fees of \$1,462.20, and environmental citations of \$330.00.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT:

6

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Recreation and Parks – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a Grant Agreement with Friends of Patterson Park, Inc. (FoPP). The period of the agreement is retroactive from July 1, 2021 through July 1, 2024, unless terminated sooner pursuant to its terms.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 – 5000-577722-4781-363900-603026

BACKGROUND/EXPLANATION:

Pursuant to the availability of funds, the City seeks to award this multi-year grant to the Friends of Patterson Park (FoPP) to fund costs associated with developing, managing, maintaining and promoting community programs and park amenities in Patterson Park. FoPP will be responsible for performing satisfactory maintenance services as well as be responsible for recruiting and managing volunteers to assist with programming and maintenance services rendered under this agreement. Sections IV and V of the agreement explain the purpose of this grant in greater detail. The grant will be effective for Fiscal Years 2022, 2023 and 2024 and funding will be disbursed in increments of \$20,000, per annum – Twenty Thousand Dollars each year providing funds are appropriated annually for this purpose.

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

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

7/20/2022

Department of Recreation and Parks – Extra Work Order

ACTION REQUESTED OF B/E:

The Board is requested to approve an Extra Work Order (EWO) by E. Pikounis Construction Co., Inc. under Contract No. RP17820, Gwynns Falls Division Maintenance Yard Renovations and Addition.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9938-912039-9474-900000-706064

BACKGROUND/EXPLANATION:

This Authorization Request is for a 60-day non-compensatory time extension to extend the contract. Subsequent to the award of this contract, there were numerous change orders that impacted the contractor's schedule of work to completion. The Notice to Proceed was effective March 1, 2021, with an anticipated completion date of November 25, 2021. There was one previous 180-day non-compensatory time extension with a completion date of May 24, 2022. This request will extend the contractor's new completion date to July 23, 2022. BCRP engineer and project supervisor reviewed this request from the contractor and found it acceptable. This item is within the original scope of the advertised contract.

MBE/WBE PARTICIPATION:

E. Pikounis Construction Co., Inc. 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 25.20% of the 20% goal and WBE is 4.78% of the 7% goal.

MBE 20%

WBE 7%

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Parking Authority of – Demand Based Parking Meter Rate Setting in Fells Point Baltimore City (PABC)

ACTION REQUESTED OF B/E:

The Board is requested to approve Demand Based Parking Meter Rate Setting in Fells Point pursuant to the plan and criteria described below.

BACKGROUND/EXPLANATION:

The PABC is charged with managing the City of Baltimore's on-street and off-street parking assets. Proper stewardship of those assets requires that the PABC develop rate setting policies that help to achieve the purpose and goals of those assets.

The purpose of a parking meter is simple – to **create availability** of on-street parking so that patrons of shops, restaurants, and attractions, and short-term visitors to offices can quickly and easily find a parking space within close proximity to their destinations. Creating on-street parking availability has numerous benefits, including:

- **Better business.** When patrons of businesses find a convenient parking space quickly and easily, they are more likely to frequent those businesses and spend more time shopping and/or dining because the business is more accessible, and patrons have spent less time searching for parking.
- **Reduced traffic congestion.** Studies have shown that about one-third of traffic congestion in cities is caused by drivers circling blocks looking for an on-street parking space. Reducing traffic congestion has its own positive outcomes, including:
 - Fewer accidents
 - Less vehicle emissions/air pollution
 - Less driver stress and frustration

To do their job, parking meters must have the **right rates** – rates that will regularly produce one or two available parking spaces on each block face (15%-20% availability; or 80%-85% occupancy). This is called “**demand-based parking meter rate setting**”.

- If occupancy is higher than 85% in a particular block, then the parking meter rate should be adjusted upward incrementally and slowly (in 25¢ increments no more than once every 6 months) until occupancy reduces to 85%.
- If occupancy is lower than 75% in a particular block, then the parking meter rate should be adjusted downward incrementally and slowly (in 25¢ increments no more than once every 6 months) until occupancy increases to 85%.
- If occupancy is between 75% and 85%, then the parking meter rate is right and no change to the rate is needed.

AGENDA

BOARD OF ESTIMATES

7/20/2022

(PABC) – cont'd

The Parking Authority implemented demand-based parking meter rate setting Downtown in 2017. Since then the program has:

- Created availability of parking on blocks with high parking demand Downtown
- Incentivized parkers to seek parking on blocks with lower demand (and lower rates) Downtown
- Helped to spread parking demand, thereby making better use of all on-street parking assets throughout Downtown

Demand-based parking meter rate setting was implemented in San Francisco several years ago, and started more recently in Washington DC, Seattle, and Oakland.

The Parking Authority's Board of Directors has approved this plan for demand-based parking meter rate setting in Fells Point. Councilman Zeke Cohen, whose district encompasses Fells Point, has reviewed this plan and has approved its review by the Board of Estimates.

THE PROPOSED PLAN:

We are requesting the Board of Estimate's approval of the following plan to simplify and enable the Parking Authority's implementation of demand-based meter rate setting in Fells Point:

1. The authority to adjust on-street parking meter rates in the Fells Point area (defined here as the area bounded by Eastern Avenue and Pratt Street on the north; Thames Street on the south; to South Caroline Street on the west and South Wolfe/Fell Street on the east) within a range of 50¢/hour to \$5.00/hour based on parking demand as determined by the following criteria:
 - Parking meter rates on any block may be adjusted up or down only in 25¢/hour increments and no more than once every 6 months.
 - If occupancy is higher than 85% in a particular block, then the parking meter rate may be adjusted upward incrementally and slowly until occupancy hits 85%. If occupancy is lower than 75% in a particular block, then the parking meter rate may be adjusted downward incrementally and slowly until occupancy hits 75%.
 - If occupancy is between 75% and 85%, then the parking meter rate will not be adjusted.

AGENDA

BOARD OF ESTIMATES

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(PABC) – cont'd

- Each parking meter rate adjustment within Fells Point will be reviewed and approved by the Board of Directors of the Parking Authority prior to implementation.
 - Notice of each parking meter rate adjustment within Fells Point will be sent to the District 1 Council Member at least one month prior to implementation.
2. The initial adjustments of on-street parking meter rates in Fells Point as outlined in this memo.
 3. The adjustment of parking meter in-effect times in Fells Point as outlined in this memo.

Proposed Initial Adjustments of On-Street Parking Meter Rates in Fells Point

Tiered Pricing

The first recommendation is to introduce tiered pricing in the Fells Point study area. The PABC collected and analyzed parking utilization data for weekday daytime, weekday evenings, Saturday daytime, and Saturday evenings throughout this round of the study. A distinct pattern of higher parking utilization was noticed on evenings compared to daytimes. Fells Point features a variety of sit-down restaurants and bars that operate in the evenings showing higher parking utilization compared to studying the area during the day. Fells Point is a similar neighborhood to Federal Hill which has had tiered meter pricing in effect for years and has benefited from it. In order to tailor the parking meter rates to the parking demand and help ensure parking is available when needed, we suggest a similar tiered pricing approach where different meter rates are in effect before and after 6PM as the data suggests.

New Meter Rates

There will be **4** meter rates throughout Fells Point: **\$0.75, \$1.75, \$2.00, and \$2.25**. Fells Point will have 42 blockfaces with split rates. **Twenty-six** blockfaces (**62%**) will have daytime rate decreases while **14** blockfaces (**43%**) will have evening rate decreases in this round of the study. In this round, the hourly rates for the 26 blockfaces from the daytime rates and the 14 blockfaces from the evening rates would fall from **\$2.00** to **\$1.75**. The following table below include a spreadsheet with new proposed daytime and evening meter rates along with maps that depict the data.

AGENDA

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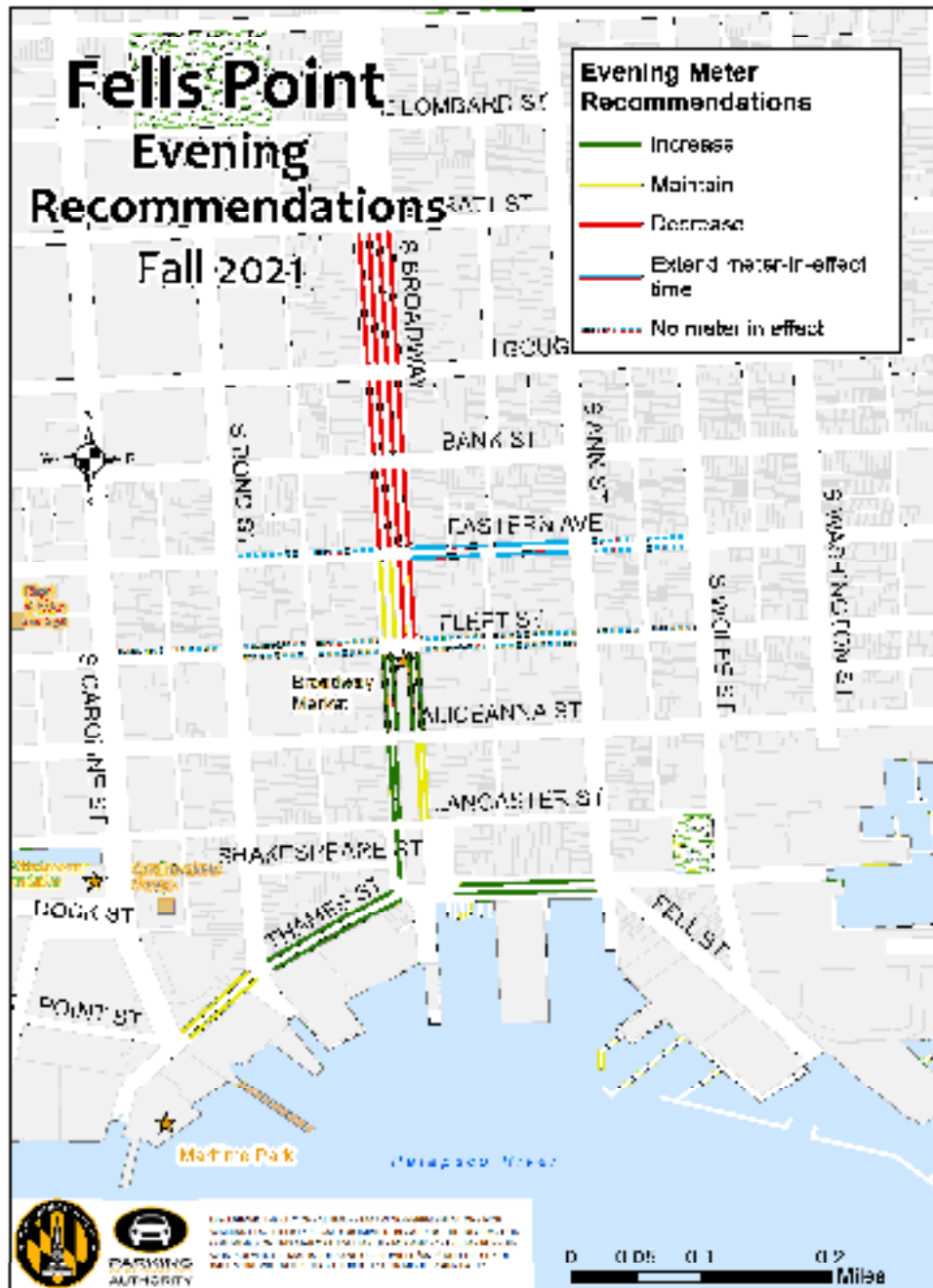
(PABC) – cont'd

Block	Street	Side	Initial Rate	First Rate Change Daytime Rate	First Rate Change Evening Rate	
1600	Eastern	NS	\$2.00	\$1.75	NO MIE	Increase
1700	Eastern	NS	\$2.00	\$1.75	\$2.00	Maintain
1700	Eastern	SS	\$2.00	\$1.75	\$2.00	Decrease
1800	Eastern	NS	\$2.00	\$1.75	NO MIE	
1800	Eastern	SS	\$2.00	\$1.75	NO MIE	
1500	Fleet	NS	\$0.50	\$2.75	NO MIE	
1600	Fleet	NS	\$2.00	\$2.25	NO MIE	
1600	Fleet	SS	\$2.00	\$2.75	NO MIE	
1700	Fleet	NS	\$2.00	\$2.00	NO MIE	
1700	Fleet	SS	\$2.00	\$2.00	NO MIE	
1800	Fleet	NS	\$2.00	\$2.00	NO MIE	
1500	Thames	NS	\$2.00	\$1.75	\$2.00	
1500	Thames	SS	\$2.00	\$1.75	\$2.00	
1600	Thames	NS	\$2.00	\$2.00	\$2.25	
1600	Thames	SS	\$2.00	\$2.00	\$2.25	
1700	Thames	NS	\$2.00	\$2.00	\$2.25	
1700	Thames	SS	\$2.00	\$2.00	\$2.25	
200	S Broadway	ES	\$2.00	\$1.75	\$1.75	
200	S Broadway	E-Middle	\$2.00	\$1.75	\$1.75	
200	S Broadway	WS	\$2.00	\$1.75	\$1.75	
200	S Broadway	W-Middle	\$2.00	\$1.75	\$1.75	
300	S Broadway	ES	\$2.00	\$1.75	\$2.75	
300	S Broadway	E-Middle	\$2.00	\$1.75	\$2.75	
300	S Broadway	WS	\$2.00	\$1.75	\$2.75	
300	S Broadway	W-Middle	\$2.00	\$1.75	\$1.75	
400	S Broadway	ES	\$2.00	\$1.75	\$1.75	
400	S Broadway	E-Middle	\$2.00	\$1.75	\$1.75	
400	S Broadway	WS	\$2.00	\$1.75	\$2.75	
400	S Broadway	W-Middle	\$2.00	\$1.75	\$2.75	
500	S Broadway	ES	\$2.00	\$1.75	\$2.75	
500	S Broadway	E-Middle	\$2.00	\$1.75	\$2.75	
500	S Broadway	WS	\$2.00	\$1.75	\$2.00	
500	S Broadway	W-Middle	\$2.00	\$1.75	\$2.00	
600	S Broadway	ES	\$2.00	\$2.00	\$2.75	
600	S Broadway	E-Middle	\$2.00	\$2.00	\$2.75	
600	S Broadway	WS	\$2.00	\$2.25	\$2.25	
600	S Broadway	W-Middle	\$2.00	\$2.75	\$2.75	
700	S Broadway	ES	\$2.00	\$1.75	\$2.00	
700	S Broadway	E-Middle	\$2.00	\$1.75	\$2.00	
700	S Broadway	WS	\$2.00	\$1.75	\$2.75	
700	S Broadway	W-Middle	\$2.00	\$1.75	\$2.75	
800	S Broadway	W-Middle	\$2.00	\$2.75	\$2.75	
No MIE: No Meter in Effect						

(PABC) – cont'd



(PABC) – cont'd



7/20/2022

Fells Point
Daytime
Recommendations
Fall 2021

Daytime Recommended Meter Rates

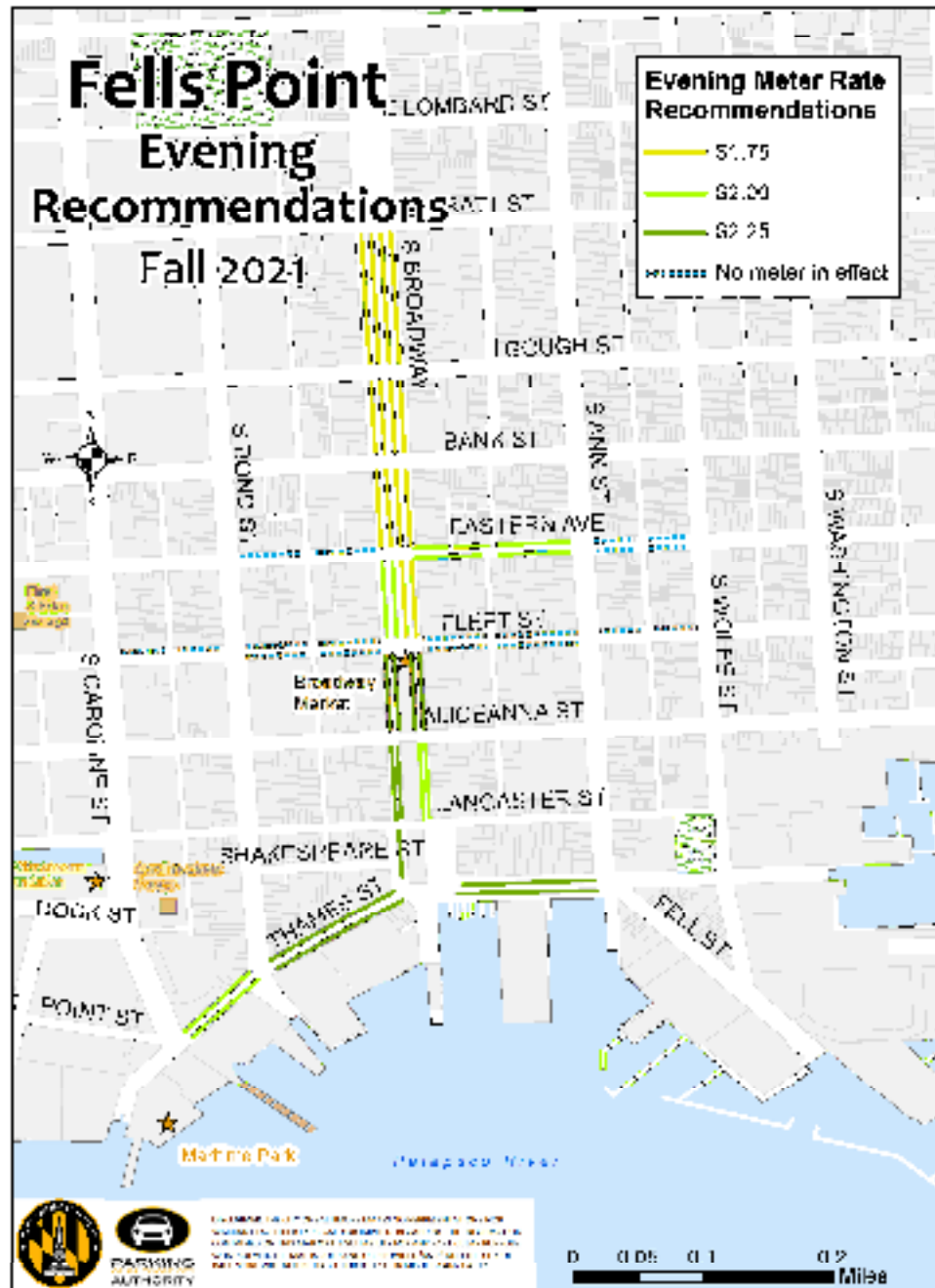
- \$0.75
- \$1.75
- \$2.00
- \$2.25

Streets shown: LOMBARD ST, BANK ST, EASTERN AVE, FLEET ST, ALICEANNA ST, LANCASTER ST, SHAKESPEARE ST, THAMES ST, FELL ST, S. BROADWAY, S. SECOND ST, S. CARROLL ST, S. WASHINGTON ST, S. CALHOUN ST, POINT ST.

Landmarks: Broadway Market, Matine Park.

Scale: 0 0.05 0.1 0.2 Miles

(PABC) – cont'd



AGENDA

BOARD OF ESTIMATES

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(PABC) – cont'd

Extend Meter-In-Effect Times

Another recommendation of the study is to extend the meter-in-effect times of the meters on the 1700 block of Eastern Avenue. The PABC recommends extending the meter-in-effect times until 8PM. The 1700 block of Eastern Avenue has several local restaurants and convenience stores which host activity that extends past **6PM**. It is suggested that the meter-in-effect times run later on those blockfaces to help manage the on-street parking in the evening. The table below is organized by showing the block number, street name, side, and current hours. It was recommended not to extend the hours along the other blocks of Eastern Avenue and Fleet Street (not listed on the table) due to limited business activity surrounding these blocks at night.

Blockfaces To Extend Meter-In-Effect Time to 8PM				
Block	Street	Side	Current Hours	New Hours
1700	Eastern	North Side	9AM – 6PM, Mon - Sat	9AM – 8PM, Mon - Sat
1700	Eastern	South Side	9AM – 6PM, Mon - Sat	9AM – 8PM, Mon - Sat

MBE/WBE Participation:

NA

Affected Council District:

1

Employ Baltimore:

NA

Local Hiring:

NA

Living Wage:

NA

1% for Public Art:

NA

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve a Task Assignment with Rummel Klepper & Kahl, LLP Inc. as Task No.14 under On Call Consultant Services Agreements for Federal Aid Resurfacing and Reconstruction Project No. 1191. The duration of the task is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$399,999.99 - 9950-912047-9508-900010-703032

BACKGROUND/EXPLANATION:

This authorization will provide for final design engineering services for Rehabilitation of 25th Street from Greenmount Avenue to Kirk Avenue TR19302 Project. Scope of services include but are not limited to roadway rehabilitation, new upgrades of existing sidewalks, curb and gutter repair, pedestrian ramp upgrades traffic barrier upgrades, storm water drainage, storm water management, signing, signalization, pedestrian lighting, roadway markings and landscape.

DBE PARTICIPATION:

The Consultant will comply with Title 49 of the Federal Regulations Part 26 (49 CFR26) and the DBE goal established in the original agreement

DBE 27.00% achieved 31.00%

The preparation of this task included an evaluation of the consultant's contract minority DBE participation status. On the date of preparation, the consultant achieved 31.00%% of the required 27.00% DBE.

AFFECTED COUNCIL DISTRICT: 12

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Task #14 on Project #1191 (B/D No. 34086) "On Call Consultant Services Agreements for Federal Aid Reconstruction" with Rummel, Klepper, & Kahl, LLP, Inc. in the amount of \$399,999.99.

AMOUNT OF MONEY AND SOURCE:

<u>From Account:</u>	Construction Reserve-	
9950-904047-9509	25 th St. – Greenmount to Kirk	\$ 320,000.00 FED
9950-904047-9509	25 th St. – Greenmount to Kirk	<u>\$ 80,000.00 GF (HUR)</u>
		\$ 400,000.00

<u>To Account:</u>		
9950-912047-9508	Rehab. of 25 th St. – Greenmount - Kirk	\$ 400,000.00

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with task #14 on project #1191 (B/D No. 34086) "On Call Consultant Services Agreements for Federal Aid Reconstruction" with Rummel, Klepper, & Kahl, LLP, Inc. in the amount of \$399,999.99.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve a Task Assignment to Whitman, Requardt and Associates, LLP as Task No. 11 under On Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects, Project No. 1191. The duration for this task is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$405,348.68 - 9950-909051-9508-900010-703032

BACKGROUND/EXPLANATION:

This authorization provides for final design services for TR19304 for N. Fremont Avenue from Lafayette Avenue to Presstman Street. Scope of services include, but are not limited to roadway rehabilitation, new upgrades of existing sidewalks, curb and gutter repair, pedestrian ramp upgrades traffic barrier upgrades, storm water drainage, storm water management, signing, signalization, pedestrian lighting, roadway markings and landscape.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations Part 26 (49CFR26) and the DBE goal established in the original agreement.

DBE: 25%

The preparation of this task included an evaluation of the consultant's contract minority participation status. On the date of preparation, the consultant has exceeded the 25% DBE goal. They achieved a DBE goal of 27%. The contract has a remaining capacity of \$2,258,631.48.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Task #11 on Project #1191 (B/D34087) "On Call Consultant Services for Federal Aid Resurfacing & Reconstruction" with Whitman, Requardt, & Associates, LLP, in the amount of \$405,348.68.

AMOUNT OF MONEY AND SOURCE:

<u>From Account:</u>	Construction Reserve-	
9950-919051-9509	Freemont Ave. Rehab	\$ 324,278.94 FED
9950-919051-9509	Freemont Ave. Rehab	<u>\$ 81,069.74 GF (HUR)</u>
		\$ 405,348.68

<u>To Account:</u>		
9950-909051-9508	N. Freemont / Lafayette TR19304	\$ 405,348.68

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with task #11 on project #1191 (B/D34087) "On Call Consultant Services for Federal Aid Resurfacing & Reconstruction" with Whitman, Requardt, & Associates, LLP, in the amount of \$405,348.68.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Developer’s Agreement No. 1704

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1704 with LRP Guardian House, LLC. The period of the agreement is effective upon Board approval and end upon final acceptance by the City.

AMOUNT OF MONEY AND SOURCE:

A Performance Bond in the amount of \$33,035.00 has been issued to LRP Guardian House, LLC, who assumes 100% of the financial responsibility

BACKGROUND/EXPLANATION:

LRP Guardian House, LLC, would like to construct water and storm drain improvements to its property located at 23 South Gay 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. 1704 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Developer’s Agreement No. 1641A

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1641A with 1201 S Haven, LLC. The period of the agreement is effective upon Board approval and end upon final acceptance by the City.

AMOUNT OF MONEY AND SOURCE:

A Performance Bond in the amount of \$468,147.00 has been issued to 1201 S Haven, LLC, who assumes 100% of the financial responsibility

BACKGROUND/EXPLANATION:

1201 S Haven, LLC would like to construct various utilities to include water, roadway and traffic signal improvements to its property located at 1201 S Haven 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: 1

(The Developer’s Agreement No. 1641A has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – On-Call Agreement

ACTION REQUESTED BY B/E:

The Board is requested to approve and authorize execution of an On-Call Agreement with Whitman, Requardt and Associates, LLP (WRA) for Project 1324 On Call Design Consultant Services for Federal Aid Roadway & Associated Projects. The period of the agreement is effective upon Board approval for five 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 Whitman, Requardt & Associates, LLP.

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 Consultant will assist with the scope of services which includes, but is not limited to engineering services in connection with roadway reconstruction, resurfacing, streetscapes, developing roadway alignment, American with Disabilities Act (ADA) pedestrian facilities design, bicycle facilities design, complete streets, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control communication, storm water management and green infrastructure design, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments, National Environmental Policy Act (NEPA) clearance, and other related civil engineering tasks.

DBE PARTICIPATION:

Whitman, Requardt & Associates, LLP will comply with 49 CFR Part 26 Disadvantaged Business Enterprise and the 30% DBE goal established for this agreement.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – cont'd

DBE:

AB Consultant, Inc.	\$240,000.00	8%
Mercado Consultant, Inc.	\$240,000.00	8%
P.E.L.A. Design, Inc.	\$180,000.00	6%
RJM Engineering, Inc.	\$240,000.00	8%
TOTAL DBE	\$900,000.00	30.00%

AUDITS NOTES THE ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation DOT) – TR-16020 Comprehensive Conduit Facilities Management Services

ACTION REQUESTED BY BOARD OF ESTIMATES:

The Board is requested to approve an increase to the award of Contract No. TR-16020, Comprehensive Conduit Facilities Management Services with KCI-CG Tri-Venture.

AMOUNT OF MONEY AND SOURCE:

\$10,205,000.00 - 9962-906072-9562-900000-706063

BACKGROUND/EXPLANATION:

On August 10, 2016, the Board approved the award of TR-16020, Comprehensive Conduit Facilities Management Services in the amount of \$26,108,286.00 to fund the first year of this five-year contract. It has since been funded incrementally to cover pending tasks through mid FY 2020. On December 19, 2018, the Board approved an additional \$24,000,000.00 of incremental funding to cover tasks in FY 2018 and FY 2019 as described in the board memorandum dated same. On January 8, 2020, the Board approved an additional \$12,000,000.00 of incremental funding to cover tasks in FY-20 as described in the board memorandum dated the same. On August 5, 2020, the Board approved an additional \$26,000,000.00 of incremental funding to cover tasks in FY-20 as described in the board memorandum dated the same. On September 29, 2021, the Board approved an additional \$10,400,000.00 of incremental funding to cover task in FY21-22 as described in the board memorandum dated the same. Additionally, on February 16, 2022, the Honorable Board approved the first one-year extension on the Contract.

Based on the estimated work to be performed for DOT, under this contract DOT is requesting the award be increased pursuant to the terms of the contract to add an additional \$10,205,000.00 to cover costs of pending tasks through FY 2022 and FY 2023 in connection with the sustainability of continued and supplemental services to support the essential scope of the Conduit Program during the COVID-19 pandemic and other emergency conduit repair work.

It is still the Department's intent to request incremental funding, annually, until the contract expiration. This modification will enable the DOT to continue its efforts to revitalize the City's conduit system, a vital and important piece of the City infrastructure that is integral to several current and future City programs.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – cont'd

MBE/WBE PARTICIPATION: The contractor is in compliance with the established contract goals as noted below.

Professional Service - MBE – 27% WBE - 10%; Achieved: 30.16% MBE; 10.14% WBE
Construction - MBE – 27% WBE - 7%; Achieved: 27.00% MBE; 12.40% WBE

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Project TR16020 “Comprehensive Conduit Facilities Management Services” with KCI-CG Tri-Venture in the amount of \$10,205,000.00.

AMOUNT OF MONEY AND SOURCE:

<u>From Account:</u>	Construction Reserve -	
9962-932007-9563	Conduit Construction	\$10,205,000.00 Other

<u>To Account:</u>		
9962-906072-9562	Conduit Facilities Mgmt. Svcs.	\$10,205,000.00

BACKGROUND/EXPLANATION:

This transfer will fund the costs of the estimated work to be performed for DOT under this contract. This modification will enable DOT to continue its efforts of revitalizing the City’s conduit system, a vital and important piece of the City’s infrastructure, being done through project TR16020 “Comprehensive Conduit Facilities Management Services”.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Change Order #1 on Project TR03319 F.A.P. NHPP State Contract No. 3212 BC450001, "Bridge Construction Management Services for Replacement of Bridge No. 3212 Harford Road Over Herring Run" with Rummel, Klepper, & Kahl, LLP in the amount of \$500,000.00.

AMOUNT OF MONEY AND SOURCE:

<u>From Account:</u>	Construction Reserve -	
9950-944002-9507	Reserve for Closeouts	\$400,000.00 Fed
9950-904087-9509	Harford Road Bridge Over Herri	<u>\$100,000.00 GF (HUR)</u>
		<u>\$500,000.00</u>

<u>To Account:</u>		
9950-904097-9508-2	Contingencies	\$500,000.00
	Harford Rd Br O/Herring Run	

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with Change Order #1 on project TR03319 F.A.P. NHPP State Contract No.3212 BC450001, "Bridge Construction Management Services for Replacement of Bridge No. 3212 Harford Road Over Herring Run" with Rummel, Klepper, & Kahl, LLP in the amount of \$500,000.00.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for Change Order #1 on project TR12311R F.A.P. No. NHPP-111-1 (29) N; S.H.A. No. BC269-083-815 Baltimore (BD38945), "Bridge Construction Projects Management Services" with Johnson, Mirmiran, & Thompson, Inc. in the amount of \$2,500,000.00.

AMOUNT OF MONEY AND SOURCE:

<u>From Account:</u>	Construction Reserve -	
9950-944002-9507	Reserve for Closeouts	\$2,000,000.00 Fed
9950-903516-9507	Annap Bridge over BW Pkwy	\$ 302,011.77 23 rd Econ. Dev.
9950-904087-9509	Harford Road Bridge Over Herri	\$ 197,988.23 GF (HUR)
		<u>\$2,500,000.00</u>

<u>To Account:</u>		
9950-901882-9508	Contingencies	\$ 2,500,000.00
- 2	Annapolis Road Bridge	

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with Change Order #1 on project TR12311R F.A.P. No. NHPP-111-1 (29) N; S.H.A. No. BC269-083-815 Baltimore (BD38945), "Bridge Construction Projects Management Services" with Johnson, Mirmiran, & Thompson, Inc. in the amount of \$2,500,000.00.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – Ratification of Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of Amendment No. 4 to Agreement for a one-year time extension and an increase to the upset limit of \$200,000.00 for Project 1217, On Call Construction Project Management Services with A. Morton Thomas and Associates, Inc. The amendment extends the period of the agreement through March 31, 2023 and increases the upset limit to \$6,200,000.00.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. The upset fee is \$200,000.00. No funds are required at this time.

BACKGROUND/EXPLANATION:

On April 1, 2015, the Board approved the Agreement for three years in the amount of \$2,000,000.00 with A. Morton Thomas and Associates, Inc., which provided for engineering design services in connection with projects included in the Capital Improvement Plan and other transportation infrastructure related projects.

On December 13, 2017 the Board approved Amendment No.1 for a one-year time extension and an increase to the upset limit by \$1,000,000.00 to fully complete extra work and efficiently staff projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines.

On December 12, 2018 the Board approved Amendment No. 2 for a one-year time extension and an increase to the upset limit by \$1,000,000.00 to complete extra work and continue staffing ongoing capital projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines.

On January 15, 2020 the Honorable Board approved Amendment No. 3 for a two year time extension and an increase to the upset limit by \$2,000,000.00 to continue ongoing staffing for capital projects to meet Federal Highway Administration as well as City standards and guidelines.

The Department is now requesting a one-year time extension and an increase to the upset limit by \$200,000.00 to continue staffing for ongoing capital projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Transportation – cont'd

MBE/WBE PARTICIPATION:

A. Morton Thomas and Associates, Inc., will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

MBE: 27.00% **WBE:** 10.00%

The Consultant has achieved 31.00% of the 27.00% MBE goal and met the 10.00% required WBE goal. At this time, they have enough capacity remaining to meet the MBE and WBE goals.

AUDITS NOTED THE TIME EXTENSION AND INCREASE IN UPSET LIMITS AND WILL REVIEW TASK ASSIGNMENTS.

(The On-Call Task Construction Project Management Services Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Facility Encroachment Agreement

ACTION REQUESTED OF B/E:

The Board of Estimates is requested to approve and authorize execution of a Facility Encroachment Agreement with CSX Transportation, Inc. This agreement is necessary to install a new 102" diameter pipe under CSXT right of way as part of Sanitary Contract (SC) 866, Southwest Diversion project.

AMOUNT OF MONEY AND SOURCE:

\$37,350.00 9956-904951-900020-704040

BACKGROUND/EXPLANATION:

The Department is proposing to install a new sanitary force main known as the Sanitary Contract (SC-866)/ Phase I of the Southwest Diversion Pressure Sewer. In the design of this project a new 102" diameter pipe to convey sanitary sewer would need to be installed under CSXT right of way. This Agreement when approved will allow the City's sanitary main to be installed and remain under CSXT's right of way in perpetuity.

The cost for this agreement will be invoiced for \$37,750.00 broken down as follows; \$1,250.00 for administrative and engineering review costs, \$18,200.00 for railroad protective liability insurance. \$18,300.00 the cost for the license to allow the sanitary main to remain under CSXT right of way, in perpetuity.

Once approved by all parties the construction contemplated under this agreement must be completed within 5 years of the effective date.

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: 10

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Joint Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Joint Funding Agreement with the United States Geological Survey (USGS). The period of the agreement is July 1, 2022 through June 30, 2024.

AMOUNT OF MONEY AND SOURCE:

\$136,000.00 - 2072-000000-5181-613200-603026

\$ 30,000.00 - U.S. Geological Survey

\$166,000.00

BACKGROUND/EXPLANATION:

Several watersheds in the Baltimore region have mandated reductions in polychlorinated biphenyls (PCBs) per total maximum daily loads (TMDLs) in tidal waters of the watersheds (MDE, 2011). These mandated reductions are the responsibility of the MS4 jurisdiction that the watershed is contained in. This study will focus on the Back River watershed. Sources of PCB to the Back River were studied from 2018-2020 and result suggested that the treated effluent from the BRWWTP and sediment from storms are likely sources from Baltimore City to the Back River. This study will help further understand this process. The results of this study will be translatable to other watersheds with PCB TMDLs as well.

This agreement allows USGS to perform a study of the temporal variability and source of particle- associated polychlorinated biphenyls (PCBs) in contaminated stormwater entering the Back River Watershed. The study will be used to form a comprehensive and efficient monitoring plan for the City's watersheds impaired with PCBs. The total cost for DPW is \$136,000.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Extra Work Order No. 4

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work Order No. 4 with The Whiting-Turner Contracting Company under W.C. 1328, Montebello Filtration Plant No. 1 Infrastructure Improvements. This contract started on February 18, 2019 and the construction completion date is February 22, 2022. This extra work is within the original scope of work and was requested by the Agency.

AMOUNT OF MONEY AND SOURCE:

\$ 9,062.42 – Baltimore City - (.6212%),
\$ 6,137.58 – Baltimore County - (40.3788%)
\$15,200.00 – 9960-904593-9557-900020-706063

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting additional funds in the amount of \$15,200.00 to test pit, locate a leak, backfill and restore the area for a 4-inch water line at the Montebello Filtration Plant No. 1, and to restore water service to the contractor, City and Environmental Services Division Lab Trailer. It is critical to restore water to all three trailers as quickly as possible for operational reasons, but also due to COVID-19 related health concerns. Beyond these immediate concerns, the leak is also resulting in soil oversaturation and a waste of potable water. The Certificate of Completion form will not be complete until a scheduled time after final payment and final completion has been given by the Agency.

THE SCOPE OF THE CONSTRUCTION PROJECT INCLUDES:

The work includes providing various site improvements at the Montebello Filtration Plant No. 1 in addition to an auxiliary filter wash supply line, flocculation/sedimentation basin improvements, filter improvements, head house Heating, Ventilation & Air Conditioning (HVAC) improvements, a new coagulant building, post lime facility improvements, and finished water flow metering improvements. Addendum 2 also included concrete repairs at various locations at Montebello Filtration Plant No. 2 as designed under W.C. 1350.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code. The MBE and WBE goals assigned to the original agreement are MBE: 15.01% and WBE: 3%. Current Goals: MBE: 10.43% and 3.42%

THE EWO WAS APPROVED BY MWBOO ON MARCH 4, 2021.

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Extra Work Order No.3

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work No. 3 with The Whiting Turner Contracting Company under W.C. 1328, Montebello Filtration Plant No. 1 Infrastructure Improvements . This contract started on February 18, 2019 and the construction completion date is February 22, 2022. The extra work order is within the original scope of work and was requested by the Agency.

AMOUNT OF MONEY AND SOURCE:

\$714,871.90.40 – Baltimore City (59.62%),
\$ 484,151.10 - Baltimore Country (40.38%)
\$ 1,199,023.00 – 9960-904593-9557-900020-706063

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting additional funds in the amount of \$1,199,023.00 for removing lime deposits and build up from the inner walls and columns of the clearwell at Montebello Filtration Plant No. 1. This work started during the 30-day Plant shutdown scheduled under W.C. 1328; however, upon inspecting the clearwell, many spots were almost clogged with lime build up from the floor to the ceiling. This work was estimated to take a few months. Since Montebello Filtration Plant No. 1 is a critical component in the City of Baltimore water system and has to be operational to maintain the Plant's capacity to provide water to customers, the contractor was directed to dedicate more resources and work additional hours to get this work completed in less than three (3) months at the amount requested. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

THE SCOPE OF THE CONSTRUCTION PROJECT INCLUDES:

To provide various site improvements at the Montebello Filtration Plant No. 1, in addition to an auxiliary filter wash supply line, flocculation/sedimentation basin improvements, filter improvements, head house heating, Ventilation & Air Conditioning (HVAC) improvements, a new coagulant building, post lime facility improvements and finished water flow metering improvements. Also, included concrete repairs at various locations at Montebello Filtration Plant No. 2 as designed under W.C. 1350.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – cont'd

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code. The MBE and WBE goals assigned to the original agreement are MBE: 15.01% and WBE: 3%. Current Goals: MBE: 10.43% and 3.42%.

THE EAR WAS APPROVED BY MWBOO ON MARCH 1, 2021.

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Extra Order No. 3.

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work and Time Extension with Spiniello Companies under W.C. 1365. This request is for the 3rd time extension and will increase the duration time of the contract by three months for a new completion date is June 30, 2022. This extra work order is within the original scope of work and was requested by the Agency.

AMOUNT OF MONEY AND SOURCE:

\$616,278.46 - Funding is anticipated from Water Revenue Bonds

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is request is to provide settlement for Cost Impacts Related to Covid-19 Directives claim submitted by Spiniello Companies on September 15, 2021. The agreed upon Cost Impacts Related to Covid-19 Directives total \$206,081.20 which includes cost for stand-by equipment, steel plates, and bypass piping due to the City of Baltimore's restrictions on water shutdowns during the period of March 17, 2020 to June 22, 2020. In addition, this request includes additional funding for extra asphalt paving restoration to comply with the Department of Transportation's updated street cut policy directive.

THE SCOPE OF THE CONSTRUCTION PROJECT ARE:

Abandonment and/or existing water mains and installation of various size new ductile iron pipe, valves, fittings, and appurtenances, replacement/installation of fire hydrants, renew and replacement of existing water services, replacement of small (residential) meter settings and meter vaults, temporary by-pass piping, sidewalk restoration, curb & gutter, and roadway paving as required. The Certification of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code. The MBE and WBE goals assigned to the original agreement are MBE: 12% and WBE: 6%.The current goals are MBE: 16.63% and WBE: 6.25%.

APPROVED FOR FUNDS BY FINANCE

THE EXTRA WORK ORDER HAS BEEN REVIEWED AND APPROVED BY THE DEPARTMENT OF AUDITS, CORC AND MWBOO.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Transfer of Funds for WC 1365 – Berea Neighborhood and Vicinity Water Main Rehabilitation.

AMOUNT OF MONEY AND SOURCE:

From Account:

9960-936001-9558 (Construction Reserve)	\$200,000.00 (Revenue Bond)
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To Account:

9960-905096-9557- 2 (Extra Work)	\$200,000.00
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BACKGROUND/EXPLANATION:

The transfer will cover change order costs for WC 1365 Berea Neighborhood and Vicinity Water Main Rehabilitation (BD 19665).

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Rummel, Klepper & Kahl, LLP under Project 1351.2-O/C Engineering and Design Services. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. The request increases the upset fee by \$2,000,000.00. No funds are required at this time.

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting approval of this agreement for the Consultant to perform on-call water design and engineering services for the horizontal water utility section.

THE SCOPE OF THE ORIGINAL AGREEMENT INCLUDES:

The scope includes but is not limited to design of water distribution and service mains in utility rich environment, including sizing of water mains; recommendations for replacement versus rehabilitation, and rehabilitation of water mains by lining and other trenchless technologies; Responding to water system emergencies involving water main and components; scope development, design study, design review; field investigation, utility assessment, surveying, right-of-way acquisition, right-of-entry, subsurface utility engineering, geotechnical investigation; preparation of design reports and bid-ready contract documents including drafting, estimating, specifications development, quality control and permitting; bidding and construction phase services.

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: 30.12% and WBE: 15.22%.

MBE/WBE PARTICIPATION:

This agreement contains the following participation:

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Public Works – cont'd

MBE: Dhillon Engineering, Inc.	\$225,000.00	11.25%
AB Consultants, Inc.	225,000.00	11.25%
DM Enterprises of Baltimore, LLC	75,000.00	3.75%
Essential Corroion Protection	<u>77,400.00</u>	<u>3.87%</u>
	\$602,400.00	30.12%
 WBE: Phoenix Engineering	 \$200,000.00	 10.00%
Celadon Technologies, LLC	<u>104,400.00</u>	<u>5.22%</u>
	\$304,400.00	15.22%

AUDTIS NOTES THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

74 – 76

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

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|--|--------------------------------------|--------------|
| 1. | B50006439, Remove and
Dispose of Animal Carcasses | Valley Pet Memorial
Services, LLC | \$228,000.00 |
|----|--|--------------------------------------|--------------|

(Department of Health)

MBE/WBE PARTICIPATION:

On April 9, 2021, MWBOO set goals of 20% MBE and 8% WBE. All three bidders were determined non-compliant upon review of their "MBE & WBE Participation and Commitment Forms" in March, 2022. Valley Pet Memorial Services was the only bidder that responded to the 10-day MBE & WBE compliance notice and was determined compliant on June 17, 2022. Charm City Pet Crematory, LLC, and Advant-EDGE Solutions of Middle Atlantic, Inc. were respectively determined non-compliant by MWBOO on March 21, 2022 and March 29, 2022.

MBE: Sue Ann Office Supply, Inc. 20%

WBE: McDel Enterprises, Inc. 1%

AJ Stationers, Inc. 7%

- | | | |
|----|---|------------------------------------|
| 2. | B50006536, General Motors
O.E.M. Parts and Service | Heritage Chevrolet-
Buick, Inc. |
|----|---|------------------------------------|

(Dept. of General Services - Fleet)	Jerry's Chevrolet, Inc.	\$4,000,000.00
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MBE/WBE PARTICIPATION:

On August 4, 2021, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- | | | | |
|----|--|---------------|----------------|
| 3. | B50006494, Debris Removal
from Waterways and Shore-
line Areas | DemoUSA, Inc. | \$1,050,000.00 |
|----|--|---------------|----------------|

(Dept. of Public Works)

AGENDA

BOARD OF ESTIMATES

7/20/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On February 8, 2022, MWBOO set goals of 23% MBE and 15% WBE. On June 17, 2022, MWBOO found DemoUSA, Inc. to be compliant.

MBE: Hammer Head Trucking, LLC	18.305%
Henson Trucking Rosedale MD., LLC	18.305%

WBE: A&S Refuse, LLC.	36%
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- | | | |
|----|--|---|
| 4. | B50006488, Vehicle Exhaust Repairs for Dept. of General Services | Kenwood Systems
Sheikh & Sheriff,
Inc. DBA Meineke Car
Care Patapsco |
|----|--|---|

REJECTION: Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. Two bids were received and opened on March 2, 2022. MWBOO found both bids were not in compliance on May 12, 2022. Both bidders were given opportunity to correct their MBE/WBE submissions. However, none of the two bidders could come in compliance. Therefore, it is requested to reject all received bids.

Department of Transportation

- | | | | |
|----|--|-----------------------------|----------------|
| 5. | TR 17022, Sharp Leadenhall Streetscape | J. Villa Construction, Inc. | \$1,481,000.00 |
|----|--|-----------------------------|----------------|

MBE/WBE PARTICIPATION:

The Chief of Minority Women's Business Opportunity Office (MWBOO) recommends approval of J. Villa Construction Co., Inc's bid as following Article 5 Section 28 of the Baltimore City Code. MWBOO set goals of MBE: 16% and WBE: 9%. As part of their bid, J. Villa Construction Co., Inc. has committed to utilize the following:

AGENDA

BOARD OF ESTIMATES

7/20/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation – cont'd

MBE: J. Villa Construction, Inc. - \$239,000.00 – 16.13%

WBE: Rowen Concrete, Inc. - \$134,000.00 –9.05%

**A PROTEST WAS RECEIVED FROM WRIGHT, CONSTABLE & SKEEN LLP
ON BEHALF OF CIVIL CONSTRUCTION, LLC.**

TRANSFER OF FUNDS

6. TR 17022 Sharp Leadenhall Streetscape

From Account:

9950-904040-9528 DOT – Sharp Leadenhall Construction Reserve	\$469,507.73 GF (HUR)
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To Account:

9950-911040-9527 Sharp Leadenhall DOT	\$469,507.73
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BACKGROUND/EXPLANATION:

This transfer will partially fund the costs associated with project TR17022 “Sharp Leadenhall Streetscape” with J. Villa Construction, Inc. in the amount of \$1,481,000.00.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Bureau of Procurement – Open Price Proposals

ACTION REQUESTED OF B/E:

The Board is requested to accept the technical proposals submitted in response to **Solicitation Number B50006297 – Baltimore City Shuttle/Transit Services** from the proposers listed below and open envelope “B” containing their price submittals.

First Transit, Inc., 600 Vine St., Suite 1400, Cincinnati, OH 45202
RATP Dev USA, Inc., 3800 Sandshell Drive I Suite 180, Fort Worth, TX 76137

The Board is further requested to return the price proposal of RMA Coach LLC. This proposer did not meet the minimum technical score.

AMOUNT OF MONEY AND SOURCE FUNDS:

N/A (No award recommended at this time)

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers, and three proposals were received on February 16, 2022. All three proposals were responsive and were subsequently reviewed by the evaluation committee for technical scoring. Out of the three responsive proposals scored by the evaluation committee, only two met the City’s minimum technical score requirements for price opening.

Req. No.: R877985

Agency: Department of Transport

MBE/WBE PARTICIPATION:

N/A (No award recommended at this time)

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – First Amendatory Agreement

ACTION REQUESTED OF B/E:

The Board is requested to retroactively approve and authorize execution of a First Amendatory Agreement with Healthy Neighborhoods Inc. for its Operating Grants Program. The period of the agreement is April 7, 2021 for 24 months. The Agreement expired on April 7, 2022.

AMOUNT OF MONEY AND SOURCE:

N/A

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 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 awarded Healthy Neighborhoods Inc. with a \$400,000.00 grant to be used to provide operating grants to Neighborhood community groups who work directly with residents and community associations. This is a First Amendatory Agreement to a Grant Agreement approved by your Honorable Board on April 7, 2021 providing Healthy Neighborhoods Inc. with \$400,000.00 to terminate 12 months thereafter.

AGENDA

BOARD OF ESTIMATES

7/20/2022

DHCD – cont'd

This First Amendment will retroactively amend the Agreement to (i) extend the term of the Agreement to enable Grantee to fully expend the Funds (as defined in the Agreement), and (ii) reallocate certain budget line items.

All other terms of the Grant Agreement remain in effect.

MBE/WBE PARTICIPATION:

Requirement waived by MWBOO Office.

AFFECTED COUNCIL DISTRICT: Citywide

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Lien Release

ACTION REQUESTED OF B/E:

The Board is requested to approve the Release of liens on property located at 2124 McCulloh Street in the Druid Heights community, which will allow the purchaser to acquire the privately owned, vacant and lien burdened property for nominal consideration.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Annotated Code of Maryland, Tax Property §14-806 gives this Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens (Exhibit A) exceed the value of the property. In accordance with the code, the Department requests for release of liens associated with 2124 McCulloh Street. West Baltimore Re-Development Project One, LLC, the purchaser, shall pay the City the amount of \$15,521.96, (the sum of the base taxes and water charges), which is higher than the assessed value (\$10,867.00). The amount paid shall be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabbed as a single-family home.

The approval to release the liens in excess of the \$15,521.96 paid to the City will make redevelopment financially feasible, prevent tax abandonment and ultimately return the property to productive use and the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval shall be released prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$15,521.96 within 120 days from the date of approval by the Board of Estimates will void this release.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: N/A

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Lien Release

ACTION REQUESTED OF B/E:

The Board is requested to approve the Release of liens on property located at 2126 McCulloh Street in the Druid Heights community, which will allow the purchaser to acquire the privately owned, vacant and lien burdened property for nominal consideration.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Annotated Code of Maryland, Tax Property §14-806 gives this Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens (Exhibit A) exceed the value of the property. In accordance with the code, the Department requests for release of liens associated with 2126 McCulloh Street. West Baltimore Redevelopment Project One, LLC, the purchaser, shall pay the City the amount of \$30,804.23, (the combination of flat tax & water charges), which is greater than the assessed value (\$11,000.00). The amount paid shall be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabbed as a single-family home.

The approval to release the liens in excess of the \$30,804.23 paid to the City will make redevelopment financially feasible, prevent tax abandonment and ultimately return the property to productive use and the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval shall be released prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$30,804.23 within 120 days from the date of approval by the Board of Estimates will void this release.

MBE/WBE PARTICIPATION :

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Lien Release

ACTION REQUESTED OF B/E:

The Board is requested to approve the Release of liens on property located at 4921 Edgemere Avenue in the Central Park Heights community, which will allow the purchaser to acquire the privately owned, vacant and lien burdened property for nominal consideration.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Annotated Code of Maryland, Tax Property §14-806 gives this Board the authority to release liens against real property under certain circumstances including, but not limited to, when the liens (Exhibit A) exceed the value of the property. In accordance with the code, the Department requests for release of liens associated with 4921 Edgemere Avenue.

West Baltimore Re-Development Project One, LLC, the purchaser, shall pay the City the amount of \$30,000.00, (the assessed value), which is higher than the sum of the base taxes and water (\$7,456.54). The amount paid shall be applied to satisfy the water bill, real estate taxes and flat tax first, then any other liens that have accrued prior to the date of this lien release. After settlement, the property will be rehabbed as a single-family home.

The approval to release the liens in excess of the \$30,000.00 paid to the City will make redevelopment financially feasible, prevent tax abandonment and ultimately return the property to productive use and the City's tax rolls.

Any additional property tax assessments, water charges, and liens that accrue from the date of this approval shall be released prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$30,000.00 within 120 days from the date of approval by the Board of Estimates will void this release.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: N/A

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Option

ACTION REQUESTED OF B/E:

Approval of an option to purchase the \$90.00 Ground Rent interest in 3212 Woodland Avenue is requested. The owner is HMN Inc. 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:

Amount	For	Account Number	Account Name	Project Name
\$825.00	Option Price	9910-903183-9588-900000-704040	Park Heights – Major Redevelopment	CC Jackson Park Expansion
\$529.00	Settlement Fee	9910-903183-9588-900000-704044	Park Heights – Major Redevelopment	CC Jackson Park Expansion
\$270.00	Back Rent	9910-903183-9588-900000-704044	Park Heights – Major Redevelopment	CC Jackson Park Expansion

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 \$825.00 for the property interest has been obtained from the owner. This property will be redeveloped. The price determined by the waiver valuation process was \$600.00. The owner negotiated a higher sales price.

AGENDA

BOARD OF ESTIMATES

7/20/2022

DHCD – cont'd

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 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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Option

ACTION REQUESTED OF B/E:

The Board is requested to purchase the \$90.00 ground rent interest in 3214 Woodland Avenue is requested. The owner is Ira B. Herling, Personal Representative of the Estate of Henry J. Herling. 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:

Amount	For	Account Number	Account Name	Project Name
\$825.00	Option Price	9910-903183-9588-900000-704040	Park Heights – Major Redevelopment	CC Jackson Park Expansion
\$529.00	Settlement Fee	9910-903183-9588-900000-704044	Park Heights – Major Redevelopment	CC Jackson Park Expansion
\$270.00	Back Rent	9910-903183-9588-900000-704044	Park Heights – Major Redevelopment	CC Jackson Park Expansion

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 \$825.00 for the property interest has been obtained from the owner. This property will be redeveloped. The price determined by the waiver valuation process was \$600.00. 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

7/20/2022

DHCD – 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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Condemnation

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 556 Baker Street.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 556 Baker Street. The owners are James E. Stancil and Renita W. Stancil. It is necessary that the City deposit with the Clerk of the Court of Baltimore City the fair market value of the property interest and comply with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. This property will be redeveloped.

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

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

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 7

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Condemnation

ACTION REQUESTED OF B/E:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 558 Baker Street.

AMOUNT OF MONEY AND SOURCE:

\$4,600.00 - 9910-904177-9588-900000-704040

BACKGROUND/EXPLANATION:

The Board is requested to approve the purchase by condemnation of the leasehold interest in 558 Baker Street. The owners are Vernard R. Gray and N'Dieye M. Gray Danavall. It is necessary that the City deposit with the Clerk of the Court of Baltimore City the fair market value of the property interest and comply with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. This property will be redeveloped.

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

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

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 7

EMPLOY BALTIMORE: N/A

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Option

ACTION REQUESTED OF B/E:

Approval of an option to purchase the \$60.00 ground rent interest in 1730 W. Lanvale Street is requested. The owner is Jeffrey I. Silberman. 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:

Amount	For	Account Number	Account Name	Project Name
\$550.00	Option Price	9910-904177-9588-900000-704040	Acquisition & Relocation Redevelopment	Harlem Park RFP
\$529.00	Settlement Fee	9910-904177-9588-900000-704044	Acquisition & Relocation Redevelopment	Harlem Park RFP
\$180.00	Back Rent	9910-904177-9588-900000-704044	Acquisition & Relocation Redevelopment	Harlem Park RFP

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 \$550.00 for the property interest has been obtained from the owner. This property will be redeveloped. The price determined by the waiver valuation process was \$400.00. The owner negotiated a higher sales price.

AGENDA

BOARD OF ESTIMATES

7/20/2022

DHCD – cont'd

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

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Land Disposition

ACTION REQUESTED OF B/E:

The Board is requested to approve the Land Disposition Agreement for the sale of 1433 W. Baltimore Street to Women's Home Preservation, Inc. The period of the agreement is 10 years.

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 \$7,000.00 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:

Women's Home Preservation, LLC proposes to purchase and rehab and lease property described in Schedule A to tenants. The rehab will consist of both interior and exterior improvements.

City is authorized to dispose of the Property 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 Schedule A.

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 property value and sale price are as described in Schedule A.

The property will sell for less than the which is below the determined value to serve a specific benefit to the immediate community; help to eliminate blight and return the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

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.

AFFECTED COUNCIL DISTRICT: 9

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Interest Rate Increase

ACTION REQUESTED OF B/E:

The Board is requested to approve the Manufacturers and Traders Trust Company's Interest Rate Increase on its Senior Loan to Baltimore Montessori, Inc. for 1600 Guilford Avenue.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Written consent of the Mayor and City Council to the possible increase in the interest rate of the Senior Loan in accordance with Section 15 of the Subordination and Intercreditor Agreement.

Baltimore Montessori, Inc. acquired the property known as 1600 Guilford Avenue from the Mayor and City Council of Baltimore on July 20, 2011. Baltimore Montessori, Inc. obtained two loans in the aggregate principal amount of Two Million Eight Hundred Thousand Dollars from Manufacturers and Traders Trust Company (Senior Lender). Baltimore Montessori, Inc. also received a Six Hundred Thousand Dollar loan from the Mayor and City Council of Baltimore (Subordinate Lender). The Senior Lender and Subordinate Lender entered into a Subordination and Intercreditor Agreement describing the rights and obligations.

Baltimore Montessori, Inc. has requested a loan modification of the Senior Loan which will result in a five-year extension of the Senior Loan and an interest rate revision. Pursuant to Section 15 of the Subordination and Intercreditor Agreement, the Senior Lender needs the consent of the Mayor and City Council prior to increasing the rate of interest on the Senior Loan.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

NOT APPLICABLE

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 12

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to Remove Descriptive Address known as Rear of 1301-1307 Homewood Avenue (1143 083) from the Johnston Square LDA to Rebuild Johnston Square Partners, LLC approved by your Honorable Board on October 10, 2019.

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of Descriptive Address known as Rear of 1301-1307 Homewood Avenue (1143 083) to THE SIXTH BRANCH, INC. The period of the agreement is 12 months.

AMOUNT OF MONEY AND SOURCE:

The City shall convey all its rights, title, and interest in the Descriptive Address known as Rear of 1301-1307 Homewood Avenue (1143 083) for a total sales price of \$6,000.00 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:

On October 10, 2019 your Honorable Board Approved a Land Disposition Agreement to Rebuild Johnston Square Partners, LLC which included the subject property. Section 1:05 of that Agreement allowed for properties to be added or removed from the Schedule A with a board letter, thus eliminating the need for a full Amendment.

Rebuild Johnston Square Partners, LLC agrees that the subject property would be better served by The Sixth Branch, Inc. and also agrees to remove it from their LDA.

THE SIXTH BRANCH, INC. proposes to purchase and improve the subject property to continue using it as their gardening field office and storage location.

City is authorized to dispose of the Property 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 Schedule A.

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 property value and sale price are as described in Schedule A. The sale price conforms to the price agreed upon in the original October 10, 2019 LDA.

AGENDA

BOARD OF ESTIMATES

7/20/2022

DHCD – cont'd

The property(ies) will sell for less than the waiver determined value which will serve a specific benefit to the immediate community; help to eliminate blight and return the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

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 renovation; therefore, MBE/WBE participation is not applicable.

AFFECTED COUNCIL DISTRICT: 12th

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Property Donation

ACTION REQUESTED OF B/E:

The Department of Housing and Community Development (“DHCD”) respectfully seeks Approval to accept the leasehold interest in 1803 N. Broadway (Block – 1446 Lot - 002) as a gift from Otis D. Battle.

AMOUNT OF MONEY AND SOURCE:

Otis D. Battle, owner of the property located at 1803 N. Broadway 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.

Otis D. Battle has offered to donate to the City, title to the property, a vacant building located at 1803 N. Broadway 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 June 10, 2022, other than water bills, follows.

Real Property Taxes	2021-2022	\$748.69
Real Property Taxes	2020-2021	\$334.27
Miscellaneous	9411380	\$193.50
Environmental		\$150.00
Water Bill		\$2207.28
Total Taxes Owed:		\$3440.24

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT: 9th

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – Extension to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an extension to the original Agreement of Lease dated March 3, 1999 and recorded among the Land Records of Baltimore City in liber 8230, folio 168 with Redwood Apartments L.L.L.P. for the Redwood Apartments Air Parcel. Effective as of October 1, 2023, the Term of the Lease is hereby extended beginning on August 1, 2060 and ending, unless earlier terminated as provided in the Original Lease, at 11:59 P.M. on July 31, 2099. This extends the Term of the Lease by approximately 39 additional years.

AMOUNT OF MONEY AND SOURCE:

The City shall receive an additional \$220,000.00 from the tenant as fixed additional rent for the extension.

BACKGROUND/EXPLANATION:

The City and Redwood Apartments L.L.L.P. entered into an Agreement of Lease dated March 3, 1999 (“Original Lease”). The Completion Date of the Original Lease occurred on August 1, 2000, and the Original Term and Renewal Terms (collectively, “Term”) end, unless earlier terminated in accordance with the terms and conditions of the Original Lease, on July 31, 2060. The City and the Lessee desire to enter into the subject Agreement to extend the Term to make the leasehold commercially viable for refinancing or sale.

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

N/A

MBE/WBE PARTICIPATION:

Pursuant to Schedules F1 and F2 of the original Land Disposition Agreement recorded among the Land Records of Baltimore City recorded in Liber SEB 2884, folio 9 the MBE/WBE requirements therein contained have been met.

AFFECTED COUNCIL DISTRICT: 11th

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development – CDBG 47 Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Action In Maturity, Inc. The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$35,000.00 - 2089-208922-5930-818227-607001

BACKGROUND/EXPLANATION:

The subgrantee provided transportation services, information and social service assistance to seniors and disabled non-elderly persons residing in HABC-mixed population housing developments and HUD-subsidized senior apartment communities to support their ability to live independently.

The grant agreement is late due to subrecipient and administrative delays.

MWBOO GRANTED A WAIVER.

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

7/20/2022

Department of Housing and Community Development – CDBG 47 Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Roberta's House. The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 – 2089-208921-5930-818226-607001

BACKGROUND/EXPLANATION:

The subgrantee provided grief counseling and bereavement support services, free of charge, to low- and moderate-income youth and their families who have experienced acute emotional distress related to a death and/or traumatic loss.

The grant agreement is late due to subrecipient and administrative delays.

MWBOO GRANTED A WAIVER.

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development - CDBG 47 Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Neighborhood Design Center, Inc. The period of the Agreement July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 – 2089-208921-5930-818280-607001

BACKGROUND/EXPLANATION:

The subgrantee provided pro-bono community design, planning and technical assistance to support community development projects in low- and moderate-income areas of Baltimore City.

The grant agreement is late due to subrecipient and administrative delays.

MWBOO GRANTED A WAIVER.

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Housing and Community Development - CDBG 47 Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with St. Ambrose Housing Aid Center, Inc. The period of the agreement is July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 2089-208921-5930-818291-607001

\$ 75,000.00 - 2089-208921-5930-818291-607001

\$375,000.00 Total Value

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development (HUD), a Ratification Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations. The Agreement will provide CDBG funding to subsidize Subgrantee's operating costs for one-on-one pre-purchase counseling to potential homeowners and households who are in danger of losing their homes. Subgrantee shall also provide housing counseling, referrals and home assessments to match homeowners with existing space in their homes with tenants seeking affordable housing under the Home sharing Program. Subgrantee also offer services under the Housing Upgrades Benefiting Seniors (HUBS) program. HUBs provide seniors the opportunity to remain in their homes and in their communities by providing case management service and facilitating housing upgrades and home safety modifications. Common repairs include installing grab bars and stair lifts, roof repair and replacements, and furnace repair.

The grant agreement is late due to subrecipient and administrative delays.

AFFECTED COUNCIL DISTRICT: Citywide

INFORMAL AWARDS

* * * * *

The Board is requested to approve
the Renewals, Increases to Contracts,
Sole Source, Selected Source and Extensions

listed on the following pages:

102 - 166

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement

1. The Board is requested to approve a renewal of **Contract Number 06000 – Mainframe Hosting and Support Agreement** with Computer Technologies U.S.A. LLC, d/b/a Blue Hill Data Services, 2 Blue Hill Plaza, P.O. Box 1614, Pearl River, New York 10965. The renewal period is August 1, 2022 through July 30, 2023, with four additional one-year renewal terms at the City's sole discretion.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$0.00 Account No.: Various

BACKGROUND/EXPLANATION:

On November 15, 2017, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the first of five, one-year renewal options. This renewal will provide continuation of mainframe hosting and support for the Pearl River, NY Data Center, which contains critical enterprise revenue generating systems, including but not limited to, Real Property Tax, Parking Citations, Water Bills, etc.

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 goods, equipment and/or service is recommended.

Req. No.: R762688

Agency: Baltimore City Office of Information and Technology

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on November 15, 2017	\$7,500,000.00
2. Renewal pending Board approval	\$ 0.00
Total Contract Value	\$7,500,000.00

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On May 15, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. There are no registered M/WBE registered contractors that can provide the technical and operational support of the legacy software applications necessary for the mainframe hosting.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not Applicable.

2. The Board is requested to approve a renewal of **Federal General Services Administration Contract Number GS-35F-0058N** Acadis Readiness Suite Software with Envisage Technologies, LLC at 101 W. Kirkwood Avenue, Suite 200, Bloomington, IN 47404. Period covered is August 1, 2022 through July 31, 2023, with two, one-year renewal options remaining.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On July 22, 2020, the Board approved an initial award with subsequent actions shown in the Contract Value Summary below. The Board is requested to approve the second renewal option allowing for the renewal of software licenses. 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

7/20/2022

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 neither that no advantage will result in seeking nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

P.O. No.: P551933

Agency: Baltimore Police Department

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on July 22, 2020	\$1,375,007.13
2. 1 st Renewal approved by the Board on June 9, 2021	\$ 0.00
3. 2 nd Renewal pending Board approval	\$ 0.00
Total Contract Value	\$1,375,007.13

MBE/WBE PARTICIPATION:

This is a commodity purchase for proprietary software.

EMPLOYEE BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

3. The Board is requested to approve a renewal of **Contract Number 08000 – BlueCrest On Call Maintenance Agreement** with DMT Solutions Global Corporation d/b/a BlueCrest. located at 37 Executive Drive, Danbury, CT 06810. Ratification period covered is May 1, 2022 through July 19, 2022. Renewal period covered July 20, 2022 through April 30, 2023. Agency is renewing for four (4) months. This request meets the condition that there is no advantage in seeking competitive responses.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Ratification and Renewal \$29,141.11

Account No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On December 23, 2020, the Board approved an initial award with the subsequent action as shown in the Contract Value Summary below. The Board is requested to approve the second renewal option for four (4) months to cover maintenance on existing equipment until the new equipment is installed.

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.: P553335

Agency: Municipal Post Office

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on December 23, 2020	\$ 76,510.33
2. 1 st Renewal approved by the Board on May 12, 2021	\$ 83,260.32
3. 2 nd Renewal pending Board approval	<u>\$ 29,141.11</u>
Total Contract Value	\$ 188,911.76

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LOCAL HIRING:

Not Applicable.

LIVING WAGE:

Not applicable.

4. The Board is requested to approve a renewal of **Solicitation Number B50006088 – K9 Vet and Hospital Care** to Anne Arundel Veterinary Hospital, Inc. at 4800 Ritchie Highway, Brooklyn Park, MD 21225. Period covered is July 20, 2022 through July 28, 2023 with two, one-year renewal options.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$50,000.00

Acc. No.:1001-000000-8160-820400-603026

BACKGROUND/EXPLANATION:

The Agency is requesting additional \$50,000.00 in order for the Police Department to procure critical Veterinary and Hospital Care services for the K9 unit.

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

PO. No.: P552027

Agency: Balto. Police Department

CONTRACT VALUE SUMMARY:

1. Initial amount approved by the BOE July 29, 2020	\$ 37,174.00
2. Change order approved by BOP November 10, 2021	\$ 5,000.00
3. 1 st Renewal and increase pending BOE approval	<u>\$ 50,000.00</u>
Total Contract Value	\$ 92,174.00

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

Not applicable. The initial Award was below MWBOO subcontracting threshold of \$50,000.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

5. The Board is requested to approve a ratification and renewal of **Contract Number 08000 – Engagement Software and Support Agreement** with Wolters Kluwer United States, Inc. at 1115 15th Street, NW, 10th Floor, Washington, DC 20005. The ratification period is June 1, 2021 through July 19, 2022. The renewal period is July 20, 2022 through May 31, 2023 with no renewal options remaining. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$ 51,000.00 - Ratification

\$100,000.00 - Renewal

\$151,000.00 – Total Account No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On May 30, 2018, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The ratification is needed due to the first renewal option not exercised prior to the end of the initial term. However, the Supplier allowed continued use of the software licenses. The requested renewal is the second of two, one-year renewal options. The ratification and renewal will ensure continued usage of the Engagement auditing software subscription and additional subscription licenses as needed.

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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

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

P.O. No.: P543839

Agency: Department of Audits

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on May 30, 2018	\$ 67,037.50
2. Increase approved by the City Purchasing Agent on December 11, 2018	\$ 20,000.00
3. Increase approved by the City Purchasing Agent on January 8, 2020	\$13,518.75
4. Increase approved by the Board on October 28, 2020	\$ 50,000.00
5. Ratification and renewal pending Board approval	<u>\$151,000.00</u>
Contract Value Total	\$301,556.25

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as this proprietary software is solely available from the software manufacturer, Wolters Kluwer.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

6. The Board is requested to approve an increase of **Sourcewell Contract # 012418-ALT– Public Utility Equipment and Related Accessories and Supplies** with Altec Industries, Inc. at 210 Inverness Drive, Birmingham, Alabama 35242. Contract expires March 14, 2023.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$1,333,434.00

Account No.: Various

BACKGROUND/EXPLANATION:

On February 16, 2022, the Board approved an initial award as shown in the Contract Value Summary below. The increase of award will facilitate Fleet to order 2 units for BCRP and 3 units for DOT besides completing existing purchase orders and possible future orders for the duration of 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.

P.O. No.: P556477

**Agency: Department of General Services
- Fleet**

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on February 16, 2022	\$ 500,000.00
2. Increase pending Board approval	\$ <u>1,333,434.00</u>
Total Contract Value	\$ 1,833,434.00

MBE/WBE PARTICIPATION:

On June 22, 2021, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

7. The Board is requested to approve an increase of **Contract Number B50006537 – Prisoner Transport Vans** with Rohrer Enterprises, Inc t/a Rohrer Bus Sales. at 1515 State Road, P.O. Box 100, Duncannon, PA 17020-0100. Contract expires May 17, 2023 with no renewal options available.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$99,473.00 Account No.: Various

BACKGROUND/EXPLANATION:

On May 18, 2022, the Board approved an initial award as shown in the Contract Value Summary below.

The increase of the award is needed as the 11 prisoner vans earlier ordered can no longer be ordered on the 2022 chassis; they need to be ordered on the 2023 chassis which has an increase in cost.

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.: P557183

**Agency: Department of General Services
- Fleet**

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on May 18, 2022	\$ 947,650.00
2. Increase pending Board approval	\$ 99,473.00
Total Contract Value	\$ 1,047,123.00

MBE/WBE PARTICIPATION:

On February 22, 2021, it was determined that no goals would be set because of no opportunity to segment the contract.

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

8. The Board is requested to approve an increase of **Contract Number 06000 – Hotel Service for Community Outreach Program** with Home 2 Suites located at 8 E Pleasant Street, Baltimore, MD 21202. The contract expires August 31, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$30,500.00

Account No.: 1001-000000-1776-179300-603013

BACKGROUND/EXPLANATION:

On November 10, 2020, the City Purchasing Agent approved the award as shown in the Contract Value below.

Due to the variable nature of the efforts supported by the purchase order, emergency housing for intimidated witnesses and temporary housing for fire victims, the agency is requesting additional funding to accommodate ongoing efforts. Therefore, the Board is requested to increase 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.

P.O. No.: P552876

Agency: HCD – Code Enforcement

CONTRACT VALUE SUMMARY:

1. Initial award approved by the CPA on November 10, 2020	\$ 10,000.00
2. Increase pending approval by the Board	<u>\$ 30,500.00</u>
Total Contract Value	\$ 40,500.00

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

Not applicable. Initial award below MWBOO threshold.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Applicable.

9. The Board is requested to approve an increase of **Sourcewell Contract Number 0222217 – Aboveground Fuel and Fluid Storage with Related Hardware, Software and Services** with E J Ward Inc. at 8801 Tradeway, San Antonio, TX 78217. Contract expires December 7, 2024.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$400,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

On April 14, 2021, the Board approved an initial award as shown in the Contract Value Summary below. The current Baltimore City W4 terminals are nearing end of life. This increase will allow replacement of the terminals.

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.: P554178

**Agency: Dept. of General Services
- Fleet**

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on April 14, 2021	\$400,000.00
2. Increase pending Board approval	<u>\$400,000.00</u>
Total Contract Value	\$800,000.00

MBE/WBE PARTICIPATION:

On April 1, 2021, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

10. The Board is requested to approve an award of **Contract Number 08000 – Orion O.E.M. Parts** with The Aftermarket Parts Company, LLC. t/a NFI Parts, at 4400 Easton Commons Way, Suite 125, Columbus, OH 43219. Period covered is July 20, 2022 through June 27, 2025, with two, one-year renewal options at the sole discretion of the City of Baltimore. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$147,542.00 Account No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with current equipment/vehicles in the City's fleet.

AGENDA

BOARD OF ESTIMATES

7/20/2022

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.

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.: R896327

**Agency: Dept. of General Services
- Fleet**

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 – Fairbank Morse Pump** with Sydnor Hydro, Inc., at 2111 Magnolia Street, Richmond, VA 23223. Period covered is the date of Board approval through December, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$37,650.00

Account No.: 2070-000000-5501-393024-606007

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is the manufacturer's sole authorized source of these Fairbank Morse Pumps which must be compatible with currently installed equipment at the water treatment plant.

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

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.: R899988

Agency: Department of Public Works

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

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

12. The Board is requested to approve an award of **Contract Number B50006765 – Lumicyano 100g Complete Kit** with Sirchie Acquisition Company, LLC, located at 100 Hunter Place Youngsville, NC 27596. Period covered is from the date of Board approval through June 23, 2023.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$28,350.00

Account No.: 1001-000000-2024-212600-604009

BACKGROUND/EXPLANATION:

Bid number B50006765 was advertised in CitiBuy and was opened on June 23, 2022. Sirchie Acquisition Company LLC was the responsible, responsive and lowest bidder.

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

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.: R898006

Agency: Balto. Police Department

MBE/WBE PARTICIPATION:

Not applicable. This is below the MBWOO threshold of \$50,000.00.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

13. The Board is requested approve a renewal of **Contract Number 08000 – Fire Hose Repair** with Witmer Public Safety Group, Inc., at 416 S. Conococheague Street Williamsport, MD 21795. Period covered is date of Board approval through July 23, 2023 with one, one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$50,000.00

Account No.: 2070-000000-5501-393024-606007

BACKGROUND/INFORMATION:

The Vendor is the manufacturer's sole authorized source of these Fire Hose Repair services which must be compatible with currently installed equipment at the BFD.

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.

PO. No.: P552026

Agency: Balto. Fire Department

CONTRACT VALUE SUMMARY:

1. Initial cost approved by the CPA on August 5, 2020	\$ 25,000.00
2. 1 st renewal approved by the CPA on August 18, 2021	\$ 0.00
3. Increase approved by the Director of Finance on Dec. 21, 2021	\$ 35,000.00
4. 2 nd renewal pending BOE approval	<u>\$ 50,000.00</u>
Total Contract Value	\$ 110,000.00

MBE/WBE PARTICIPATION:

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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

14. The Board is requested to approve an award of **Contract Number 06000– Udemy for Business Licenses** to Udemy, Inc. located at 600 Harrison Street, 3rd Floor, San Francisco, CA 94107. Period covered June 25, 2022 through June 24, 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:

\$30,375.00

Account No.: 1001-000000-1471-806600-603020

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

BCIT Human Capital conducted a comparison of three well known and top-rated learning management systems that have comprehensive content and the ability to assist in obtaining college credits and certifications for a variety of technical and non-technical focus areas. Udemy proved to be the most cost-effective comprehensive choice with a model that makes new content more readily available. BCIT completed a pilot program with Udemy and is requesting to continue the partnership.

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

7/20/2022

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.: R898404

Agency: BCIT (MOIT)

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

15. The Board is requested to approve an award of **Contract Number 06000–Taxi Transportation for Early Voting and General Election Voting** to WHC MD LLC d/b/a zTrip located at P.O. Box 780146, Wichita, KS 67278. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$26,000.00

Account No.: 1001-000000-1801-184300-603083

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

Vendor to provide taxi transportation for Early Voting and General Election Day voting. In the past, other vendors were unable to fulfill their contract; therefore, zTrip (Yellow Cab) was contracted to complete the service. The vendor has proven the ability to handle the capacity of service needed. The Board is requested to award zTrip (Yellow Cab).

AGENDA

BOARD OF ESTIMATES

7/20/2022

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.

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.: R895636

Agency: Board of Elections

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Applicable.

16. The Board is requested to approve an award of **Contract Number 06000–Pavement Marker** with M-B Companies, Inc. located at 1615 Wisconsin Avenue, PO Box 200, New Holstein, WI 53061. This is a one-time procurement. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$25,957.40

Account No.: 1001-000000-6971-383800-604009

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is the original manufacturer and sole source supplier of the Apollo Series of thermoplastic application products. The agency is currently using this specific product and would like to purchase an additional machine. Continued use of this specific applicator model eliminates the need to retrain personnel on use and routine maintenance.

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.: R887743

Agency: Dept of Transportation

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

17. The Board is requested to approve an extension of **Contract Number B50004709 – Vehicle Exhaust Repairs** to the vendors listed below. Contract expires July 1, 2022. Extension period covered is July 2, 2022 through December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

FIRST CALL

Meineke Car Care Petapsco
800 W. Patapsco Avenue
Baltimore, Maryland 21230

SECOND CALL

Beltway Kenwood, LLC
1800 Sulphur Spring Road
Baltimore, Maryland 21227

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account Nos: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On December 7, 2016, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. To get a new contract awarded Solicitation Number B50006488 was advertised and no good bids were received. By a separate action, the Board is requested to reject all received bids. An extension is being requested to restart the competitive bidding process to get a new contract awarded and continue to get parts and services covered by the current contract without interruption until the new contract is approved and awarded.

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

P.O. No.: P554563 & P537815

**Agency: Dept. of General Services –
Fleet Management**

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on December 7, 2016	\$299,500.00
2. Renewal approved by the Board on November 20, 2019	\$ 0.00
3. Renewal approved by the Board on November 18, 2020	\$100,000.00
4. 1 st Extension approved by the Board on February 16, 2022	\$ 0.00
5. 2 nd Extension pending approval by the Board	\$ 0.00
Total Contract Value	\$399,500.00

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On August 26, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

18. The Board is requested to approve an extension of **Contract Number B50004801 – O.E.M. Parts and Service for Stellar Truck Bodies** with Waste Equipment Sales & Service, LLC., at 3300 A Transway Road, Halethorpe, MD 21227. Contract expired June 30, 2022. The extension period covered is July 1, 2022 through December 31, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account Nos: Various

BACKGROUND EXPLANATION:

On December 21, 2016, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to continue services forward while the agency searches for a vendor. The bid was advertised three times so far and no bids received.

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.: P 538039

**Agency: Dept. of General Services
- Fleet**

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on December 21, 2016	\$262,500.00
2. Renewal approved by the Board on November 20, 2019	\$ 0.00
3. Final Renewal approved by the Board on October 21, 2020	\$ 0.00
4. 1 st Extension approved by the Board on December 8, 2021	\$ 0.00
5. 2 nd Extension pending Board approval	\$ 0.00
Total Contract Value	<u>\$262,500.00</u>

MBE/WBE PARTICIPATION:

On October 11, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

19. The Board is requested to approve an extension of **Contract Number B50005771 – O.E.M. Parts and Service for Dodge/Chrysler/Jeep Vehicles** with Heritage of Owings Mills II, Inc., at 1 Olympic Place, Suite 1200, Towson, MD 21204. Contract expired July 9, 2022. Extension period covered is July 10, 2022 through December 31, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account Nos: Various

BACKGROUND EXPLANATION:

On July 24, 2019, the Board approved the initial award with subsequent actions as shown below in the Contract Value Summary below. An extension is being requested to continue services forward while a new solicitation, B50006781 is released and awarded.

AGENDA

BOARD OF ESTIMATES

7/20/2022

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.

P.O. No.: P548507

Agency: Dept. of General Services - Fleet

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 24, 2019	\$1,500,000.00
2. Extension pending Board approval	\$ 0.00
Total Contract Value	\$1,500,000.00

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

20. The Board is requested to approve an extension for **Contract B50005744 – O.E.M. Parts and Service for Toro Equipment** to the vendors listed below. Contract expires on July 25, 2022. The extension period covered is July 26, 2022 through December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

Gaithersburg Farmers Supply, Inc. t/a Rippeon Equipment 700 E. Diamond Avenue Gaithersburg, MD 20877-3065	Gambrills Equipment Company, Inc. 8001 Quarterfield RD Severn MD 21144
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AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

Turf Equipment and Supply Company, Inc.
8015 Dorsey Run Road
Jessup MD 20794

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account. No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On July 26, 2019, the Board approved the initial award with subsequent actions as shown below in the Contract Value Summary below. A cooperative contract with OMNIA Partners is currently being reviewed and evaluated and if found suitable for the City to use, by a separate action the award for the cooperative contract will be processed. The extension of the current contract is requested for Fleet to continue to get required items without interruption until the new contract is in place.

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.: P548256, P556562, P548258

**Agency: Dept. of General
Services - Fleet**

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 26, 2019	\$600,000.00
2. Assignment approved by the Board on February 9, 2022	\$ 0.00
3. Extension pending approval by the Board	<u>\$ 0.00</u>
Total Contract Value	\$600,000.00

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract, as there are currently no certified MBEs or WBEs who are authorized Toro lawn-mower parts or service dealers.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

21. The Board is requested to approve an extension of **Contract Number B50005812 -- OEM Parts and Service for Allison Transmissions** to Harbor Truck Sales and Service, Inc. t/a Baltimore Freightliner, 2723 Annapolis Road, Baltimore MD 21230. Contract expires on July 31, 2022. The extension period covered is August 1, 2022 through December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account. No.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On June 24, 2019, the Board approved the initial award with subsequent actions as shown below in the Contract Value Summary below. The Board is requested to approve an extension of the contract for the vendor listed above. The original awarded contract has a second vendor, Holabird Enterprises of Maryland. The extension for this vendor is not requested. The extension will allow time to source requirements covered by the current contract while new bids received per advertised solicitation B50006751 are being evaluated to recommend the award of new contract.

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.: P548504

**Agency: Dept. of General Services
- Fleet**

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 24, 2019	\$ 1,000,000.00
2. Extension pending approval by the Board	\$ 0.00
Total Contract Value	\$ 1,000,000.00

MBE/WBE PARTICIPATION:

On February 19, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

22. The Board is requested to approve an extension **Contract Number B50004936 – Suspension & Spring Repairs** to the vendors listed below. Contract expires on June 30, 2022. The extension period covered is July 1, 2022 through December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

Middleton & Meads Company
1900 South Hanover Street
Baltimore, Maryland 21230

Beltway Kenwood, LLC
1900 Sulphur Spring Road
Baltimore, Maryland 21227

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds requested.

Account. No.: Various

AGENDA

BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On June 28, 2017, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. Bids received per Solicitation B50006662 are being reviewed and evaluated. The extension would allow Fleet to continue service provision without interruption until the new contract is in place.

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.: P540084, P540087

**Agency: Dept. of General Services
- Fleet**

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 28, 2017	\$ 5,000,000.00
2. 1 st Renewal Approved by the Board on September 30, 2020	\$ 0.00
3. 2 nd Renewal Approved by the Board on April 7, 2021	\$ 0.00
4. Extension pending approval by the Board	\$ 0.00
Total Contract Value	\$ 5,000,000.00

MBE/WBE PARTICIPATION:

On March 16, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

23. The Board is requested to approve an extension of **Contract Number B50004568 – Provide Various Rental Vehicles** with the vendors listed below. Contract expires on July 31, 2022. Extension period covered is August 1, 2022 through January 31, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

Acme Auto Leasing LLC,
440 Washington Avenue
North Haven, CT 06475

All Car Leasing, Inc. d/b/a Nextcar,
13900 Laurel Lakes Avenue
Laurel, MD 20707

Enterprise RAC Company of Baltimore LLC,
701 Wedeman Avenue
Linthicum, MD 21090

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$1,000,000.00

Account Nos: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On June 22, 2016, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. An extension is being requested to continue moving services forward while a new solicitation is advertised, evaluated and awarded.

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

P.O. No.: P536013, P536012, P536011

Agency: Police, Sheriff, etc.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 22, 2016	\$ 3,500,000.00
2. Increase approved by the Board on February 7, 2018	\$ 1,000,000.00
3. 1st Renewal approved by the Board on July 18, 2018	\$ 4,000,000.00
4. Increase approved by the Board on November 27, 2019	\$ 2,000,000.00
5. 2nd Renewal approved by the Board on July 15, 2020	\$ 4,000,000.00
6. Increase approved by the Board on July 14, 2021	\$ 4,000,000.00
7. Increase approved by the Board on March 2, 2022	\$ 3,000,000.00
8. Extension pending Board approval	<u>\$ 1,000,000.00</u>
Total Contract Value	\$ 22,500,000.00

MBE/WBE PARTICIPATION:

On March 31, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

24. The Board is requested to approve an award of **Sourcewell Contract Number 060920-KTC – Class 4-8 Chassis with Related Equipment, Accessories, and Service** to All Roads Trucks, LLC, at 925 Merritt Blvd., Dundalk, MD 21222. Contract expires on August 1, 2024 and can be renewed if renewed by the lead agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$4,500,000.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

Kenworth chassis units will be purchased from a competitively bid, cooperative contract through Sourcewell. The units will replace older equipment with the DPW load packers.

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.: R897332

**Agency: Dept. of General Services
– Fleet**

MBE/WBE PARTICIPATION:

On June 22, 2021, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

25. The Board is requested to approve an award of **Sourcewell Contract #011822-DRN – Public Safety Training and Simulation Equipment and Technology** with Doron Precision Systems, Inc. at 150 Corporate Drive, PO Box 400, Binghamton, New York 13904. Period covered is July 20, 2022 through July 20, 2023.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$118,181.82 Account No.: 4000-444621-2142-225900-605007

\$ 12,283.18 Account No.: 1001-000000-2142-225900-605007

\$130,465.00 - Total

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

The Baltimore City Fire Department is seeking to procure driving simulator training equipment from competitively bid and awarded Sourcewell Cooperative Contract #011822-DNR. The driving simulator is designed specifically to replicate driving large EMS & Fire vehicles and will create a safe and realistic option for drivers training.

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.: R871714

Agency: BFD

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.

26. The Board is requested to approve an award of **Sourcewell Contract Number 060518-AST – Athletic Surfacing with Related Materials, Supplies, Installation and Services** to AstroTurf Corporation, located at 2680 Abutment Road, Dalton, GA 30721. Period of award is July 20, 2022 through August 7, 2023. Contract may be renewed at the discretion of the Lead agency.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$183,280.00

Account No.: Various

BACKGROUND/EXPLANATION:

This contract was competitively bid by Sourcewell according to Cooperative Purchasing Agreement #060518-AST. Sourcewell entered into Master Agreement #060518-AST - Athletic Surfacing with Related Materials, Supplies, Installation and Services with the Contractor, which allows for use by other government entities. The Bureau of Procurement is requesting to piggyback off Sourcewell's contract to provide artificial athletic turf and side netting in the Myers Indoor Soccer Pavilion used for indoor recreation and sports activities.

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.: R876122

Agency: Recreation & Parks

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:

Applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

27. The Board is requested to approve an amendment of **City and County of Denver Contract Number TECHS-201523139 – Enterprise Resource Planning (ERP) Project** with Accenture, LLP at 430 National Business Parkway, Annapolis Junction, MD, 20701. Contract expires on November 30, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$1,500,000.00 Account Nos.: Various

BACKGROUND/EXPLANATION:

On June 12, 2019, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. Execution of the amendment will provide the following: (i) modify the scope of work to provide staff augmentation services as set forth in the amendment; (ii) change the termination date to June 30, 2023; and (iii) increase the amount paid to Accenture by \$1,500,000.00, making the total amount of funding under the Agreement, as amended, an amount not to exceed \$15,374,350.00.

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 12, 2019	\$ 7,293,160.00
2. Increase approved by City Purchasing Agent on August 20, 2019	\$ 17,040.00
3. Assignment of contract approved by the Board on March 4, 2020	\$ 0.00
4. Amendment approved by the Board on March 18, 2020	\$ 2,206,840.00
5. Assignment and Correction approved by the Board on July 29, 2020	\$ 0.00
6. 2 nd Amendment approved by the Board on May 5, 2021	\$ 938,400.00
7. 3 rd Amendment approved by the Board on June 23, 2021	\$ 3,418,910.00
8. 4 th Amendment pending Board approval	\$ 1,500,000.00
Total Contract Value	\$15,374,350.00

P.O. Nos.: P548265, P551607, P552038

Agencies: Finance, DHR, BCIT

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On May 31, 2019, MWBOO set goals at 4% MBE and 3% WBE. MWBOO found Accenture, LLP compliant on June 22, 2022.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

28. The Board is requested to approve an award of **State of Maryland Contract Number 001B2600242 - Safety Flares** to Standard Fusee d/b/a Orion Safety Products, located at PO Box 1047, 28320 St. Michaels Rd, Easton, MD 21601. Period covered is July 20, 2022 through December 5, 2022 and can be renewed by the City if renewed by the Lead agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$183,280.00

Account No.: Various

BACKGROUND/EXPLANATION:

This contract was competitively bid by the State of Maryland according to Cooperative Purchasing Agreement #001B2600242. Orion Safety Products entered into Master Agreement #001B2600242 -Safety Flares with the Contractor, which allows for use by other government entities. The Bureau of Procurement is requesting to piggyback off the State of Maryland's contract to provide safety flares to various agencies.

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.: R893126

Agency: BPD & Sheriff

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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.

29. The Board is requested to approve an extension of **Contract Number B50005777-O.E.M. Parts and Service for New Holland Construction and Grounds Maintenance Equipment** to Gaithersburg Farmers Supply, Inc. t/a Rippeon Equipment located at 700 E. Diamond Avenue, Gaithersburg, MD 20877-3065. Contract expires on July 31, 2022. The extension period covered is August 1, 2022 through December 31, 2022. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

No additional funds required

Account No.: Various

BACKGROUND/EXPLANATION:

On June 26, 2019, the Board approved the initial award with subsequent actions as shown in the Contract Value Summary below. Bids received per Solicitation B50006695 are being reviewed and evaluated. The extension would allow Fleet to continue service provision without interruption until new contract B50006695 is in place.

AGENDA

BOARD OF ESTIMATES

7/20/2022

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.

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 26, 2019	\$ 333,825.00
2. Assignment approved by the Board on February 9, 2022	\$ 0.00
3. Extension pending approval by the Board	\$ 0.00
Total Contract Value	\$ 333,825.00

Req. No.: P556800

**Agency: Dept. of General Services
- Fleet**

MBE/WBE PARTICIPATION:

On February 19, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

EMPLOY BALTIMORE:

Not Applicable.

LIVING WAGE:

Not Applicable.

30. The Board is requested to approve an award of **Solicitation Number B50006545 – Lead and Asbestos Assessment Services** to Batta Environmental Associates located at 6 Garfield Way- Delaware Industrial Park, Newark, DE 19713. Period covered is May 12, 2022 through May 11, 2023 with no renewal options.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$37,462.00

Account No.: Various

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy. The four bids received were opened on April 25, 2022. Award is recommended to be made to the lowest bidder.

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

Req. No.: R890457

Agency: Dept. General Services

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Applicable.

31. The Board is requested to approve an award of **Solicitation Number B50006473 - Pickup and Disposal of Biomedical and Pharmaceutical Waste** to Biomedical Waste Services, Inc. located at 7610 Energy Parkway, Baltimore, Maryland 21226. Period covered is June 1, 2022 through May 30, 2025 with two, one-year renewal options at the sole discretion of the City.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$30,375.00 Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

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

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

Req. No.: R876878 Agency: BPD, Health Dept., Convention Center

MBE/WBE PARTICIPATION:

On February 2, 2022, MWBOO set goals of 10% MBE and 10% WBE. Each bidder submitted their bid under fifty thousand dollars (\$50,000). The bids are now considered as informal bids.

LOCAL HIRING/EMPLOY BALTIMORE:

Applicable.

LIVING WAGE:

Not Applicable.

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

AMOUNT AND SOURCE OF FUNDS:

\$1,562,211.29

Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Dempster Sales, Inc.	Emergency Procurement of Dempster Dumpster Model LFW 1603 - C for the Wastewater Treatment Plants	\$9,560.00
All About Doors	Emergency Approval for Confirming Invoice Payment - All About Doors	\$122,564.18
Professional Restorations	EMERGENCY - COVID-19 PROFESSIONAL RESTORATION - REPLACE P553075	\$150,000.00
Carroll Independent Fuel Company	Emergency Procurement: Carroll Fuels Invoices	\$513,188.11
Chesapeake Ford Truck Sales, Inc.	Emergency - OEM Parts and Service for Ford Vehicles	\$300,000.00

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BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

NORRIS FORD	Emergency - OEM Parts and Service for Ford Vehicles	\$400,000.00
First Potomac Environmental Corp.	EMERGENCY - Comptroller's 2nd 3rd floor Interior Renovation Administration Offices	\$66,899.00
	Total	\$1,562,211.29

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

Req. No.: N/A

Agency: Dept. General Services

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$55,842.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Hampton Inn & Suites Baltimore inner Harbor	Hampton Inn & Suites (Fire Pump Operator and Emergency Vehicle Driver exam) 2022	\$10,842.00
Evergreen Solutions, LLC	Emergency - Job Classification Study for DPW	\$45,000.00
	Total	\$55,842.00

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

Req. No.: N/A

Agency: Dept. of Human Resources

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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

AMOUNT AND SOURCE OF FUNDS:

\$2,683,612.82

Account No.: Various

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Homeland Security Group dba Easter's Lock and Access	Emergency Approval - Montebello Water Treatment Plant 1 - Easter's Lock - Replace doors, jams, locks	\$83,400.00
Heyward Incorporated	EMERGENCY PROCUREMENT Waste Water - Backriver Polymer Replacement	\$109,254.00
C&D Municipal Sales, Inc.	Emergency Procurement Patapsco Wastewater Treatment Plant - Large Equipment to Replenish Stock	\$98,231.00

AGENDA**BOARD OF ESTIMATES****7/20/2022****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS****Bureau of Procurement – cont'd**

EESCO Pump & Valve, Inc.	EMERGENCY: Water facilities (Pumping)- EESCO - Pump repairs at Sheerwood PS	\$8,520.00
Reuter & Hanney, Inc.	Water Facility Emergency Replace needed at Pikesville PS #2 Sub Station	\$7,957.00
Teledyne Instruments Inc dba Teledyne Isco	Water Facility EMERGENCY AUTHORIZATION - Teledyne ISCO - Replace aging analyzer - Mont	\$11,385.00
Martel Laboratories JDS, Inc.	EMERGENCY- Wastewater -455- Emergency influent & Sludge Sample Testing URGENT REQUEST FUNDS	\$440.00
Wilmot Modular Structures	EMERGENCY PROCUREMENT - Wilmot Modular - Trailer for workspace - Meter shop	\$183,932.00
Arundel Services, Inc dba Action Elevator Company	EMERGENCY FUNDING Water Treatment. - Action Elevator - Repair freight elevator BC0571 - Mont	\$8,784.88
Merrick Industries Inc	EMERGENCY FUNDS - Water Facilities Replacement parts for O.M.E. parts for Merrick Alum Feeder - Mont	\$28,710.88

AGENDA**BOARD OF ESTIMATES****7/20/2022****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS****Bureau of Procurement – cont'd**

Fisher Scientific	EMERGENCY - Waste Water - 458-Back River Lab- Emergency Request	\$4,398.45
Kappe Associates, Inc.	455-Patapsco URGENT EMERGENCY LETTER REQUEST(Wastewater)	\$3,880.00
Uline, Inc.	Patapsco Emergency Request Items- Wastewater Treatment Facility: Miscellaneous	\$4,666.01
Fireline Corporation	455-EMERGENCY FUNDS REQUEST	\$4,662.20
Bluestar Technologies Inc.	Waste Water 455- Patapsco EMERGENCY FUNDS REQUEST	\$26,639.76
Mid-Atlantic Electrical Contracting, Inc.	455-Patapsco Emergency request- Waste Water	\$2,200.00
MettlerToledo	456-EMERGENCY REQUEST PURCHASE	\$4,725.00
TEAM Service Corporation	Emergency repairs: Leakin Park - Pumping (Water Facilities)	\$908.63
Atkins North America, Inc.	EMERGENCY PROCUREMENT - WWW Back River	\$149,217.71
Flottweg Separation Technology Inc	451-Backriver EMERGENCY REQUEST: Waste Water Facilities-Pump & Pump Repairs	\$193,747.00

AGENDA**BOARD OF ESTIMATES****7/20/2022****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement – cont'd

Edwin Elliot & Co Inc	Waste Water Emergency 455- EMERGENCY FUNDS REQUEST	\$2,895.00
Polydyne Inc.	Emergency Procurement: Back River Emulsion Polymer -Miscellaneous (Chemicals): Wastewater Facilities	\$258,440.00
Guidehouse Inc.	Emergency: Consultant Support for DPW Fiscal	\$900,000.00
Jobe & Company, Inc.	Emergency funding - JOBE - Communications switches - Ashburton - - WTP	\$4,964.04
Kershner Environmental Technologies, LLC	EMERGENCY PROCUREMENT - Filter Inspection and Process Audit Back River	\$12,250.00
DSI, Inc	EMERGENCY FUNDING - DSI - Repack 3 pumps at Stratford PS - Pumping	\$2,993.12
TEAM Service Corporation	EMERGENCY AUTHOTRIZATION - TEAM Service - Infered testing - Pumping **Water Facility**	\$5,780.00
TEAM Service Corporation	EMERGENCY -Water Facility- Inferred Testing - Falls PS - Pumping	\$4,280.00

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

Cross Technologies, Inc.	URGENT EMERGENCY FUNDS REQUEST- Wastewater Patapsco: Maintenance Facility	\$300,000.00
Optimum Controls Corporation	Emergency - Waste Water -Back River Services & Parts Wastewater Collections	\$49,000.00
Industrial Monitoring And Control Systems	EMERGENCY FUNDING - IMACS - Repairs for control circuits at Fullerton - Pumping - Water Fac	\$460.00
Hach	EMERGENCY FUNDING - Replacement of Turbidimeters - Mont WTP: Water Facilities	\$200,373.02
United Rentals North America, Inc	EMERGENCY FUNDS REQUEST Wastewater	\$6,518.12
	Total	\$2,683,612.82

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

Req. No.: N/A

Agency: Dept. of Public Works

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$3,500.00

Account No.: Various

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
L&G Exclusive Cleaning Services, Inc.	EMERGENCY SEWAGE CLEANUP BR#28	\$3,500.00
	Total	\$3,500.00

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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

Req. No.: N/A

Agency: Enoch Pratt Library

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$104,349.00

Account No.: Various

BACKGROUND/EXPLANATION:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

Vendor	Service Description	Cost
CoreIntegrator, LLC	Emergency Consultant Agreement - Transition to Workday	\$104,349.00
	Total	\$104,349.00

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

Req. No.: N/A

Agency: Dept. of Finance

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$1,187,803.23

Account No.: Various

BACKGROUND/EXPLANATION:

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

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

Both Mayor Bernard C. “Jack” Young and Governor Hogan declared a state of emergency. Current Mayor, Brandon Scott also agrees with this measure. The vendor listed below provided emergency services, under emergency authority:

Vendor	Service Description	Cost
AllSafe Industries. Inc.	Hazmat Chlorine Institute Emergency Kits A, B, and C	\$7,684.23
Herc Rentals Inc.	Approved EMERGENCY EXCAVATION WORK	\$7,310.00
Hart to Heart Ambulance Service, Inc	Master blanket for Emergency Procurement of Hart to Hart Covid surge	\$0.00
University of Maryland Emergency Medicine Associates, PA	FY22 Services of Emergency Medical Physicians	\$516,204.00
Edge Hill Fire Company	Emergency Purchase - Used Edge Hill Fire Truck FY22 Amoss funds	\$150,000.00
Delmarva Pump Center (DPC Emergency Equipment)	Delmarva Pump Center (DPC Emergency Equipment)	\$0.00
Azova Inc	Emergency - COVID-19 employee at home tests	\$506,605.00
	Total	\$1,187,803.23

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BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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

Req. No.: N/A

Agency: Fire Dept.

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$2,606,391.93

Account No.: Various

BACKGROUND/EXPLANATION:

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

AGENDA**BOARD OF ESTIMATES****7/20/2022****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS****Bureau of Procurement – cont'd**

Vendor	Service Description	Cost
Good Shepherd Septic Service, Inc. DBA: Bobbys Pottys	COVID 19- Winter Portable restrooms	\$6,358.08
Abacus Corporation	Emergency Abacus Corporation	\$344,339.64
Johns Hopkins University	COVID-19 Emergency Procurement Johns Hopkins University (JHU)-HEAT \$599,900	\$599,900.00
Meals on Wheels of Central Maryland, Inc.	COVID-19 MOW Food Delivery	\$996,468.75
United Way of Central Maryland	Emergency Procurement Covid-19 United Way of Central Maryland .	\$89,999.57
iCARRe Foundation	Emergency Procurement - iCarre Foundation \$90,000	\$90,000.00
Elev8 Baltimore	Emergency Provider Agreement- Elev8 Baltimore, Inc.	\$80,000.00
iConnect Consulting	EMERGENCY PROCUREMENT - iConnect Consulting COVID-19	\$261,900.00
Authentic Promotions.com	COVID-19 Authentic Promotions-Backpacks JAN 2022	\$5,549.00
4imprint	COVID EMERGENCY: 4imprint-Masks	\$17,716.79

AGENDA**BOARD OF ESTIMATES****7/20/2022****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS**Bureau of Procurement – cont'd

Authentic Promotions.com	COVID: Authentic P-Wristbands-MRT-JAN 2022	\$9,600.00
The House of Restoration LLC .	Emergency Procurement-Distribution of Pediatrics & Adolescent Covid-19 Vaccine Education Content	\$90,000.00
4imprint	COVID-19:4imprint-Sports Bottles--MRT-JAN 2022	\$15,277.36
4imprint	COVID:4imprint-Hand Sanitizers-MRT-JAN 2022	\$46,713.86
4imprint	COVID: 4imprint-Stickers-FEB 2-2022	\$1,158.52
Michael Family Dental	Emergency Procurement - BCHD / Michael Family Dental	\$200,000.00
Imagine Me Ministries	Emergency Provider Agreement (Professional Services) - VALUE Expansion Program	\$90,000.00
Screenvision Direct	Emergency Procurement Screenvision Media	\$5,750.00
	Total	\$2,950,731.57

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

Req. No.: N/A**Agency: Health Dept. (BCHD)**

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$6,000,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Lewis Construction LLC	Emergency Lead Hazard Reduction	\$750,000.00

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BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

PJC Construction Co., LLC	Emergency Lead Hazard Reduction	\$750,000.00
MAC-PAR SERVICES, LLC -General Environmental Contractors	Emergency Lead Hazard Reduction	\$750,000.00
Goel Services	Emergency Lead Hazard Reduction	\$750,000.00
Geo Environmental Services LLC	Emergency Lead Hazard Reduction	\$750,000.00
First Potomac Environmental Corp.	Emergency Lead Hazard Reduction	\$750,000.00
Green & Healthy Homes Initiative, Inc.	Emergency Lead Hazard Reduction	\$750,000.00
John H. Ware, Sr., Inc.	Emergency Lead Hazard Reduction	\$750,000.00
	Total	\$6,000,000.00

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

Req. No.: N/A

Agency: Dept. of Housing

MBE/WBE PARTICIPATION:

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

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BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$356,368.64

Account No.: Various

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
HASA	SELECT SOURCE - 2nd Call Emergency ASL - HASA Secondary Vendor	\$24,595.00
Joyful Signing, LLC	SELECT SOURCE - EMERGENCY ASL - Secondary vendor - Joyful Signing	\$24,999.20

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BOARD OF ESTIMATES

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VIDEO SPECIALISTS	COVID-19 EMERGENCY REFRESH OF COUNCIL CHAMBER, BOE, AND CHARM TV VIDEO EQUIPMENT	\$270,076.44
Joyful Signing, LLC	SELECT SOURCE - EMERGENCY PROCUREMENT CC - vendor - Joyful Signing	\$36,698.00
		\$356,368.64

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

Req. No.: N/A

Agency: Mayor's Office

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$1,900,878.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
QLess, Inc.	Emergency - QLess	\$87,300.00
Guidehouse Inc.	Emergency Procurement: Operational Support to Baltimore City's Eviction Prevention Program	\$1,674,810.00
Benevate, Inc.	COVID-19 Emergency Purchase: Neighborly Software	\$138,768.00
	Total	\$1,900,878.00

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

Req. No.: N/A Agency: Mayor's Office of Children & Family Success (MOCFS)

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$365,994.00

Account No.: Various

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Pictometry International Corp.	Emergency Pictometry Agreement	\$365,994.00
	Total	\$365,994.00

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

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

Req. No.: N/A

Agency: MOIT/BCIT

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$84,313.31

Account No.: Various

BACKGROUND/EXPLANATION:

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

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BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

Vendor	Service Description	Cost
AMES, Inc.	Emergency Druid Hill Park Pool - Replacement Pumps	\$33,200.00
FOUNTAIN CRAFT MFG.	Emergency Procurement: BCRP Pool Pumps - Aquatics	\$51,113.31
	Total	\$84,313.31

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

Req. No.: N/A

Agency: Rec. and Parks

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

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

AMOUNT AND SOURCE OF FUNDS:

\$150,000.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

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

Vendor	Service Description	Cost
Ennis-Flint, Inc.	Emergency Procurement: Thermoplastic Blocks	\$150,000.00
	Total	\$150,000.00

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

Req. No.: N/A

Agency: Dept. of Transportation

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

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

LIVING WAGE:

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

45. The Board is requested to approve an increase of **Contract Number- B50004896 – Office Moving Services** with Walter Relocations Inc. 2001 Elgin Ave., Baltimore, Maryland 21217. Period covered is August 1, 2020 through July 30, 2022 with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$30,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

On July 26, 2017, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the increase to enable the Agency to provide critical City services.

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

P.O. No.: P540352

Agency: Bureau of Procurement/City-Wide

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 26, 2017	\$ 100,000.00
2. Increase approved by CPA on September 13, 2018	\$ 40,000.00
3. Increase approved by the Board on November 14, 2018	\$ 300,000.00
4. 1 st Renewal approved by the Board on Sept. 23, 2020	\$ 149,000.00
5. Increase pending Board approval	<u>\$ 30,000.00</u>
Total Contract Value	\$ 619,000.00

MBE/WBE PARTICIPATION:

On February 23, 2017, MBOO set goals of 9% MBE and 1% WBE. On September 1, 2020, the Contractor listed above was found Non-Compliant with an approved plan and agreement with impacted M/WBE(s).

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

Bureau of Procurement – Invoice of Unauthorized Expenditure

ACTION REQUESTED OF B/E:

The Board is requested to approve payment of outstanding invoice to **Ridge Printing** at 8900 Yellow Brick Road Baltimore, MD 21237.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$19,024.00

Account No.: Various

BACKGROUND/EXPLANATION:

The requested action is an approval to pay an outstanding invoice for purchase of outside printing services. The agency had an approved contract on P529588 at the time of services, however the release purchase order was not prepared before the contract expiration. As a result, the vendor is due final payment on invoices. The agency has been advised to monitor contract expiration dates and to submit releases in a timely manner.

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. TBD

Agency: BOP

MBE/WBE PARTICIPATION:

Not Applicable. Payment of outstanding invoice(s).

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

7/20/2022

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

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

Absolute Underground, Inc.	\$ 1,500,000.00
C & N Associates, L.L.C.	\$ 3,250,000.00
GPC Inc.	\$ 8,000,000.00
Impact Remodeling	\$ 130,000.00
Janus Contractors, Inc.	\$40,060,000.00
Trijay Systems, Inc.	\$ 8,000,000.00
W.F. Wilson & Sons, Inc.	\$48,170,000.00

2. Prequalification of Architects and Engineers

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

A. Morton Thomas and Assocs. Inc.	Landscape Architect Engineer Land Survey
Gipe Associates, Inc.	Engineer
Leo Matanguihan, Architect	Architect
Water Resources Management Associates, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

7/20/2022

Baltimore City Information Technology – Professional Services Agreement – Emergency Procurement

ACTION REQUESTED OF B/E:

The Board is requested to note a report on an emergency procurement for an Emergency Professional Services Agreement with Oakland Consulting Group, Inc.

AMOUNT OF MONEY AND SOURCE:

\$280,000.00 - 1001-000000-1472-808000-603018

BACKGROUND/EXPLANATION:

In support of a successful implementation and rollout of Workday, BCIT is requesting to enter into an Emergency Professional Services Agreement with Oakland Consulting Group, Inc. for post go-live support to the City of Baltimore Workday Financial System. The Agreement will become effective upon emergency approval, with a contract value not to exceed \$280,000.00.

As the City plans to go live with a uniform financial system in Quarter 1 of FY23, it is imperative to have in place resources with the technical and managerial experience to provide post go-live Workday support to the City in addressing potential unforeseen issues with the financial components of the Workday system.

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

On May 26, 2022, the Director of Finance provided written formal approval authorizing BCIT to obtain, through emergency procurement, the required services.

MBE/WBE PARTICIPATION:

On June 16, 2022, the Minority and Women's Business Opportunity Office (MWBOO)

AGENDA

BOARD OF ESTIMATES

7/20/2022

BCIT – cont'd

determined that the services cannot be segmented for participation. As a result, the MBE/WBE goals were waived.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Human Resources – Personnel Matter

The Board is requested to approve the Personnel matter below:

Office of the Mayor

1. Reclassify the following filled positions:

FROM:

Classification: Operations Director II

Job Code: 00094

Grade: 969 (\$121,306 - \$200,241)

Position #'s: 52757 and 16032

TO:

Executive Director IV

0098

993 (\$158,655 - \$261,898)

AMOUNT OF MONEY AND SOURCE OF FUNDS:

Cost: \$7,884.00 - 1001-000000-1250-840100-601001 (General Funds)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Office of the Mayor to reclassify the above positions. The position are being reclassified to align with peer positions that have a comparable span of control and scope of work. The position will be responsible for directing and managing the development and implementation of goals and objectives and recommending and administering policies, procedures and priorities for multiple agencies.

Therefore, the Department of Human Resources respectfully requests the Board's approval of the above-listed position action. The position are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

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

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

AGENDA

BOARD OF ESTIMATES

7/20/2022

Department of Human Resources – Modifications to AM 205-6, AM 204-10 and
Establishment of AM 210-2

ACTION REQUESTED OF B/E:

The Board is requested to approve edits to Administrative Manual (“AM”) Policies that have been reviewed and modified to provide clarity, general updates, and to better reflect industry best practice in human capital administration.

AMOUNT AND SOURCE OF FUNDS:

There are no costs associated with these actions.

BACKGROUND/EXPLANATION:

A. Whistleblower Retaliation – statute passed in 2019, required to implement AM as part of compliance with the legislation.

B. Night or Shift Differential – Workday implementation necessitates a smoother process for determining and providing proper base pay during leave taken while on assignment that requires additional pay.

C. Job Related Injury and Illnesses – Law Department initiated updates to reflect current state of actors and practices for City’s administration of situations involving injury and illness.

- AM 210-2 – Whistleblower Retaliation - Establishes the City’s Whistleblower Retaliation policy, mandated through legislation initially passed in 2019 and subsequently amended in 2021.
- AM 204-10 – Job Related Injury and Illnesses – Updates the current policy to reflect current practice and correct named stakeholders and processes.
- AM 205-6 – Night or Shift Differential – Removes the 30-day waiting period to establish the shift differential as part of an employee’s base pay for leave taken.

Therefore, the Department of Human Resources respectfully requests the Board’s approval of the attached modified and proposed AM policies. These items will become effective upon Board approval.

MBE/WBE PARTICIPATION:

N/A

a

AM 210-2

*m****Whistleblower Retaliation***

The City of Baltimore (“City”) is committed to developing a work culture and environment that supports transparency and accountability regarding City resources. To that end, the public interest is served when employees report fraud, gross misuse or waste of public resources, violations of law, and substantial and specific threats to public health, safety, or security, without fear of actual or threatened retaliation or reprisal. An essential resource toward that end is the protection of employees who make covered disclosures (i.e., “whistleblowers”). Unless a disclosure is specifically prohibited by law (e.g: information from state and federal tax returns, medical records, certain financial records, classified information, etc. *If you are not sure whether a disclosure is prohibited by law, please contact the OIG.*), a supervisor may not take retaliatory personnel action against any employee for making a covered disclosure. Nothing in this policy prohibits a supervisor from taking a personnel action against an employee if the supervisor would have taken such action regardless of the covered disclosure. See City Code, Art. I, §8 Whistleblower Rights and Responsibilities (“the Whistleblower Act”).

I. PURPOSE

The purpose of this policy is to establish procedures that implement the Whistleblower Act.

II. SCOPE

This policy applies to all complaints of whistleblower retaliation, except those raised by a non-probationary member of the Civil Service, where the alleged retaliation involves actions disallowed by statute (Baltimore City Code, Article 1, Subtitle 8, Whistleblower Rights and Responsibilities). In those instances, jurisdiction will reside with either the Civil Service Commission (CSC) or the Office of the Labor Commission (OLC). The CSC or OLC, at its discretion, may request assistance from the Office of the Inspector General (OIG).

III. DEFINITIONS

- A. Abuse of Authority** - the arbitrary or capricious exercise of power by a City official or employee that adversely affects the rights of any person or that results in personal gain or advantage to the City official or employee or to preferred other individuals.
- B. Agency** – any department, board, commission, council, authority, committee, office, or other unit of City government, including the Baltimore City Parking Authority, the Baltimore Development Corporation, or the South Baltimore Gateway Community Impact District Management Authority.
- C. Covered Disclosure** – a disclosure:
 - 1) made by an employee;
 - 2) concerning actions arising within the Baltimore City government;
 - 3) initially made to a personnel officer or to the OIG; and
 - 4) that the employee reasonably believes to be evidence of:

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*m****Whistleblower Retaliation***

- (a) fraud;
- (b) gross misuse or waste of public resources;
- (c) abuse of authority;
- (d) a violation of law; or
- (e) a substantial and specific threat to health, safety, or security.

A covered disclosure does not include a disclosure that is prohibited by law.

- D. Claim or Complaint in Bad Faith** – a claim or complaint made either (1) with knowledge that it is false in material part or as a whole; or (2) with reckless disregard for its truth.
- E. Complainant** – a City employee who files a complaint of whistleblower retaliation to his or her Human Resources Practitioner (Personnel Officer) or to the OIG.
- F. Employee** – *in accordance with the statute, ((Baltimore City Code, Article 1, Subtitle 8, Whistleblower Rights and Responsibilities) where referenced in this policy, employee is defined as:* an employee of a City agency, whether employed full-time, part-time, seasonal, contractual, or otherwise, including any member of a City board or commission, regardless of whether the member is compensated.
- F. Good Faith Claim or Complaint** – a claim or complaint that the complainant reasonably believes to be evidence of wrongdoing.
- G. Notice of Declination** - the notice sent by the Office of the Inspector General that informs the whistleblower their complaint is insufficient for the Office of the Inspector General to investigate.
- H. Notice of Investigation** - the notice sent by the Office of the Inspector General that informs the whistleblower the Office of the Inspector General will be initiating a whistleblower investigation based on the complaint.
- I. Personnel Action** - an act or omission by a supervisor that has a significant adverse impact on an employee, including dismissal, demotion, suspension, punitive transfer or assignment, disciplinary action, negative performance evaluation, failure to appoint, failure to promote, failure to transfer or failure to assign.
- J. Personnel Officer (aka “HR Practitioner”)** – means an employee of the agency associated with the complaint who is responsible for administering personnel functions.
- K. Supervisor** - any individual who directly or indirectly oversees the work of an employee who files a whistleblower retaliation complaint.
- L. Whistleblower** - an employee who makes a covered disclosure.

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*m****Whistleblower Retaliation*****IV. WHISTLEBLOWER RETALIATION STANDARD**

In order to sustain a finding of Whistleblower retaliation, the evidence must show by a **preponderance of evidence** that the covered disclosure was a factor for the imposition of the adverse personnel action.

A. Preponderance of Evidence – the evidence establishes that a fact is more likely true than not true.

B. Contributing Factor – an event that influences or contributes to a result.

V. FILING A COMPLAINT

Employees who believe they have been retaliated against for making a covered disclosure must file a whistleblower retaliation complaint within thirty **(30) calendar days**, by close of business on the 30th day, from when they knew or reasonably should have known of the retaliation. *See the Whistleblower Act, §8-6.* Most often, this will require employees to file such complaints within thirty **(30) calendar days** from when they learned of the adverse personnel action. If the last day of the filing period falls on a weekend or holiday, or if City offices are closed for an emergency on that day, the next business day when City offices are open will count as the final day to file a complaint.

An employee who believes he or she has been retaliated against for making a covered disclosure must file a written complaint with the Agency's HR Practitioner. Alternatively, a whistleblower may choose to file a covered disclosure directly with the Office of the Inspector General if the whistleblower possesses a reasonable and articulable belief that any HR Practitioner cannot competently investigate the covered disclosure due to a conflict of interest or other specified reason.

VI. APPEALS

If a Whistleblower retaliation complaint was initially made to an Agency HR Practitioner, the complainant may file an appeal to the OIG if:

- A.** An Agency HR Practitioner failed to provide the complainant with a final report within sixty **(60) calendar days** after receiving the complaint; or
- B.** The complainant does not agree with the HR Practitioner's findings.

The appeal must be filed within thirty **(30) calendar days** of either: (1) the date the Agency HR Practitioner sent the final report to the complainant; or (2) the date by which the HR Practitioner should have issued a final report, but failed to do so.

Upon receipt of a Whistleblower appeal, the OIG will:

- A.** Review the final report issued by the Agency's HR Practitioner, if any, and any documents created or collected during the Agency's HR Practitioner's investigation;

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*m****Whistleblower Retaliation***

1. Conduct additional independent investigation, if warranted; and
2. Issue a written report to the complainant and the Agency head stating the OIG's findings.

VII. ROLES AND RESPONSIBILITIES**A. Employee Responsibilities**

1. Report instances of Whistleblower retaliation either to a Human Resources Practitioner (Personnel Officer) within the agency, or to the OIG.
2. Reports to Agency HR Practitioners, or to the OIG should be based on the employee's good faith belief that a Whistleblower retaliation has occurred. Employees may not make reports in bad faith.
3. Report whistleblower retaliation in writing, using the Whistleblower Retaliation Complaint Form, within thirty **(30) calendar days** from when the employee knew or should have known of the violation.
4. Failure to file a Whistleblower retaliation complaint within thirty **(30) calendar days** may result in the complaint being dismissed.
5. Provide timely responses to HR Practitioner's or the OIG's requests for information relating to whistleblower retaliation investigations.

C. Agency's HR Practitioner or Designee's Responsibilities

1. Give the whistleblower written notice of the complaint's receipt within five (5) business days of receiving notice of the complaint.
2. Notify the Agency Head and the OIG that a Whistleblower retaliation complaint has been filed within ten (10) business days of receiving notice of the complaint.
3. Conduct a thorough investigation into allegations of Whistleblower retaliation as soon as practicable, upon receipt of such a complaint. Every effort will be made to interview all witnesses and all other involved parties.
4. Maintain confidentiality regarding Whistleblower retaliation investigations, except to the extent that disclosure is required by this policy or by law.
5. Conclude the Whistleblower retaliation investigation and issue a written report of findings to the Agency Head within sixty **(60) calendar days** after receiving notice of the complaint.
6. If an appeal is filed to the OIG, forward all documents created or collected during the Whistleblower retaliation investigation to the OIG upon request.
7. Failure to follow these procedures may result in disciplinary action against the responsible HR Practitioner or Designee.

D. OIG's Responsibilities

1. Conduct a thorough investigation into allegations of Whistleblower retaliation as soon as practicable, upon receipt of such a complaint.

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*m****Whistleblower Retaliation***

2. Maintain confidentiality regarding Whistleblower retaliation investigations, except to the extent that disclosure is required by this policy or by law.
3. Conclude the Whistleblower retaliation investigation and issue a written report of findings and/or recommendations to the Agency Head within one-hundred fifty **(150) calendar days** after receiving notice of the complaint.
4. Present written findings to: (i) the City Administrator; (ii) the relevant agency head; and (iii) the whistleblower.
5. Maintain statistical data on the number of Whistleblower retaliation complaints filed in the City and the outcomes of related investigations, and report the same in the OIG's Annual Report.

Within 14 days of receipt of the Office of the Inspector General's written findings, the City Administrator must meet with the relevant agency head and the Inspector General to discuss the recommendations included in the written findings.

E. Agency's Responsibilities

1. Cooperate with all investigations into Whistleblower retaliation conducted either internally by the Agency's HR Practitioner or the OIG.
2. Comply with the OIG's requests for information involving Whistleblower retaliation if either: (1) a Whistleblower retaliation complaint is filed directly with the OIG; or (2) an appeal of the agency's Whistleblower retaliation findings is filed with the OIG.
3. Following the release of an OIG Whistleblower retaliation investigation report, advise the OIG what remedial action – if any – has been taken in light of the OIG's findings.
4. Maintain statistical data on the number of Whistleblower retaliation complaints filed within the agency and the outcomes of any internal Whistleblower retaliation investigations, and report the same to the OIG annually.

G. CSC/OLC Responsibilities

1. When Civil Service employees file a grievance with the OLC or an appeal with the CSC following termination, reduction in pay or position, or suspension of more than 30 days, notify the OIG of all complaints alleging Whistleblower retaliation.
2. Provide information to the OIG upon request regarding the outcome of Civil Service appeals or grievances that allege Whistleblower retaliation.

H. Remedies

To remedy any violation of this policy, an agency head may:

- (1) order the removal of detrimental information in the whistleblower's employment record put there due to retaliation related to the complaint;
- (2) require the relevant supervisor to:

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Whistleblower Retaliation

- (i) hire, promote, or reinstate the whistleblower;
 - (ii) end the whistleblower's suspension from employment; or
 - (iii) award the whistleblower back pay to the date of the violation; or
- (3) provide any other remedy consistent with the agency's mission

RELATED DOCUMENTS

Whistleblower Complaint Form

Request for Civil Service Appeal or Grievance Hearing

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m**Job Related Injuries and Illnesses*

AM 204-10

The City of Baltimore strives to maintain a safe and healthy working environment. When accidents or other health-related matters impact the working environment, certain measures must be taken to ensure the proper review of, and decisions for, any instance of job-related injury or illness.

I. SCOPE

This policy is intended to provide employees with a comprehensive response to on-the-job injuries and illnesses, prompt medical examination and a timely return to work. It complies with OSHA regulation 29 CFR 1904.35 on informing each employee how to report on-the-job injuries and illnesses.

II. POLICY SECTIONS

- Definitions
- Reporting Requirements
- Employee Responsibilities
- Supervisor Responsibilities
- Severe Injuries/Out of Town on City Business Injuries
- City of Baltimore Occupational Medical Services (Mercy Clinic)
- Notification of Return to Duty
- Job Injury Leave
- Leave Usage
- Delayed or Failure to Report Incidents - Progressive Disciplinary Procedures
- Fraud Warning
- Related Policies
- Related Procedures and/or Documents

III. DEFINITIONS

City of Baltimore Occupational Medical Services - A health care organization designated by the City of Baltimore and confirmed by contract that provides initial visits and reviews of medical treatment obtained elsewhere on behalf of the City of Baltimore for on-the-job injuries and illnesses at the site designated and performs duty status determinations for all City Employees, as well as sick visits for some City employees. Treatment by the Provider to the Employee shall only be rendered to employees injured at work in an emergency or if the employee consents to be treated by the Organization in writing, as the only primary care giver of the employee and if the Provider guarantees and holds harmless the City from any conflict of interest that will affect its primary obligations to the City. The site must be in the city and agreed to by the Provider and the City.

Discharge Instructions - A written document provided to employees seen at the site at the end of each visit that indicates diagnosis, a statement of what treatment would be appropriate going forward, work status and the time and place of the employee's next visit, if any. The employee

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m**Job Related Injuries and Illnesses*

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should give a copy of the document to his/her supervisor immediately following each appointment.

Employee - This includes permanent full-time, permanent part-time employees and temporary employees contracted directly by the agencies (seasonal employees). It excludes consultants, volunteers and staff provided by temporary personnel agencies. For specific information on who is considered an employee for workers' compensation purposes, contact the City's Department of Law, Workers' Compensation Division, at 410-396-5479.

Employee Incident Report ("EIR") - A City form that is used to report job-related injuries and illness. The warehouse form number is 28-1608-5149. It is to be completed within 24 hours by the Employee, with the assistance of the supervisor and signed by the Employee. The City shall then report the incident to the Third-Party Administrator, by calling 1-877-607-8600 or whatever other means are then available and sending the original of the signed and dated EIR to the current Third-Party Claims Administrator ("TPA") of the City (currently Sedgwick). The employee is to take the appropriate copy of the signed and dated EIR form with him/her to the clinic.

The EIR form has 4 parts:

1. **Original** - is for the TPA and the original EIR, signed and dated by the employee must be forwarded by the employee's supervisor or whoever else may be designated by the given Agency to handle reporting the incident and completing and sending the EIR to the TPA and the others listed below, except for Medical Services, which is taken by the employee as stated above.
2. **Safety** - is designated for the Division of Occupational Safety and shall be .
3. **Medical Services** - is the copy which accompanies the employee to the Mercy Clinic.
4. **Agency** - is to be retained with the Agency Human Resources Office.

Failure to complete the EIR, to report the incident to the TPA and/or to send the various copies of the EIR to the appropriate places shall result in discipline as it hinders the handling of these accidents harming employees and harms the City financially as well.

Medical Director - A physician licensed in the State of Maryland and board certified in Occupational and Environmental Medicine who oversees the operation of the City of Baltimore Occupational Medical Services and serves as the chief physician of the City for matters of City employee medical services set forth herein.

Supervisor - An employee designated by management, who exercises major, supervisory functions over other employees. These functions include hiring, evaluating, assigning work

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m**Job Related Injuries and Illnesses*

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disciplining, and dismissing.

Third Party Administrator ("TPA") - An organization designated by the City of Baltimore to receive, investigate and process claims pursuant to a service contract and in accordance with the Maryland Workers' Compensation statute that is under contract with the City at that time

Workers' Compensation Claim - A workers' compensation claim is a report of a job-related injury or illness that arises out of or in the course of his/her employment with the City (whether at the regular jobsite, a temporary jobsite, traveling on business for the City or driving on City business) that has been reported to the TPA and the Workers' Compensation Commission within the statutory time frame.

IV. REPORTING REQUIREMENTS

Prompt reporting of job-related injuries and illnesses is essential for the following reasons:

- An employee will not be seen at the Mercy Clinic (unless the injury is severe) without a copy of the completed EIR, resulting in delay of obtaining off work status.
- Each employee is obligated to report every incident/accident/first sign of occupational disease or exposure that could lead to an occupational disease to their supervisor immediately after the occurrence or as soon thereafter as possible. If an employee's Agency requires reporting to anyone else, that reporting shall also occur as soon as possible. Employee shall then assist in completing the EIR and signing and dating the employee section.
- The setup of a claim by the TPA will not occur and authorization of treatment or payments to the employee will be delayed until the original EIR has been sent and has been received by the TPA and the incident has been reported to the TPA, thereby delaying benefits to the employee, reporting to the Workers' Compensation Commission and hindering possible valid defenses of the City causing financial harm to the City.
- The Maryland Department of Labor, Licensing and Regulation as well as the Maryland Workers' Compensation Commission can levy late reporting actions against the City. If the City of Baltimore is fined for late reporting, any fine up to \$1,000 will be charged back to the agency responsible for the late reporting.
- Failure to report incidents or delayed reporting of incidents by employees and supervisors shall result in disciplinary action and failure of an Agency to enforce these rules can result in further discipline.

V. EMPLOYEE RESPONSIBILITIES

Employees shall follow these procedures in the event of a job-related injury or illness:

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m**Job Related Injuries and Illnesses*

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1. Report any job-related injury or illness to the appropriate supervisor on the date or shift that it occurs, unless incapacitated.
2. Complete the appropriate section on the EIR and sign it as soon as possible.
3. Report to the Mercy Clinic (323 N. Calvert Street, Baltimore, MD 21202) to seek evaluation and work status with the EIR copy for Medical Services. A valid City identification and a copy of the EIR are required.
4. Provide the supervisor with the agency's copy of the Discharge Instructions immediately following each appointment. The document includes the patient's diagnosis, work status, return appointment and any information relating to a referral outside of the clinic.

VI. SUPERVISOR RESPONSIBILITIES

The supervisor's first priority is to see that prompt medical treatment is provided to an injured employee. In the event of a serious job-related injury or illness, dial 911. The employee should be taken to the closest medical facility.

In all other cases, when an employee reports a job-related injury or illness, the supervisor shall follow these procedures:

1. Complete the EIR form (#28-1608-5149) and send the employee to the clinic with the EIR copy for "Medical Services."
2. Report the incident to the TPA by calling the Teleprompt number (1-877-607-8600) or by any other means made available and sending the EIR to the TPA. The claim reporting telephone number is available 24 hours a day, 7 days a week. This is an essential step as it officially establishes a claim with the TPA. Immediately calling the Teleprompt ensures prompt services will be provided to injured employees.
3. Do not delay in calling Teleprompt or reporting electronically, even if additional investigation is needed (Such should be reported and included on the Supervisor section of the EIR). Required fields for reporting to Teleprompt are: employee's name, address, phone number, date and description of injury, agency name, and contact information.
4. Forward the completed, signed and dated "Original" copy of the EIR form to the TPA at FAX: 410-864-2600, mail to 7 St. Paul Street, Suite 450, Baltimore, MD 21202 or uploaded it if reporting electronically at the time of reporting or as soon thereafter as possible if the employee is not available to complete the EIR due to the injury, which reporting should be done ASAP after the incident.
5. Send the "Safety" copy by mail, facsimile or in person to the Department of Finance, Office of Risk Management, Division of Occupational Safety, 401 E. Fayette Street, 7th Floor, Baltimore MD 21202 or FAX to 410-396-7278.

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6. Send the copy designated for "Agency" to the Agency Human Resources Office.
7. Coordinate with the Agency Human Resources Office to provide light duty or transitional work assignments in accordance with the medical restrictions on the Discharge Instructions.

Supervisors shall follow these accident investigation procedures to ensure a complete report:

1. Report to the incident site, when possible.
2. Obtain names, phone numbers, email addresses, and addresses of all witnesses.
3. Interview and document statements of witnesses. Accurately note the date, time, place, weather, and circumstances surrounding the accident. Obtain, produce or sketch detailed drawings and measurements. Take photographs of the site, if possible. Document first aid and medical treatment provided to all parties. Identify use of safety equipment and personal protective equipment. Identify every complaint or injury of the employee as a result of the incident of which the witness is aware.
4. Secure and preserve all evidence in regard to the incident.
5. Avoid disputes and make no commitments relative to repairs and acceptance of liability.
6. When the accident investigation is complete, every question on the completed EIR form shall be answered. Again, do not delay reporting the initial claim to TPA, as that needs to be done as soon after the incident as possible. The EIR can always be forwarded to the TPA when completed, if there is a reason for the delay as set forth above..
7. Even if you doubt the incident occurred, complete a form and indicate what the employee told you in the section the employee signs and why the supervisor doubts it in the section they sign.

VII. SEVERE INJURIES OR OUT OF TOWN ON CITY BUSINESS INJURIES

If a job-related injury is severe or occurs when the employee is on City business out of the area, the employee must go to an urgent care or emergency center for treatment and then contact the supervisor to process an EIR. The supervisor prepares the EIR and reports the incident by phone (1-877-607-8600) or otherwise to the TPA. The employee must be seen at Baltimore City Occupational Medical Services for an initial examination and work status determination as soon medically able. After being seen at the City of Baltimore Occupational Medical Services the Employee must elect to be treated by his own Dr. or by the City of Baltimore Occupational Health Services, if they elect to name them as their only primary treating Dr., but the employee shall not be treated by more than one primary physician or one specialist in any

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given specialty at a time. If the employee chooses to be treated by the Clinic a plan of care shall be developed and managed by the Medical Director. If or once the Employee elects to treat elsewhere, the City of Baltimore Occupational Health Services will cease treatment and the Medical Director will request medical records from all treating facilities and review that treatment for the City. The attending physician with the City of Baltimore Occupational Health Services will issue Discharge Instructions indicating return to work abilities after each visit and or review of new medical records and may schedule a new visit to determine work status if needed based on the new record review (but not for treatment)

VIII. NOTIFICATION OF RETURN TO DUTY

Before leaving the Mercy Clinic, the employee will be given a written document in duplicate, called Discharge Instructions. This document will include the patient's diagnosis, work status, return appointment date, any work limitations and the name of any outside medical provider that the employee has seen or elected to see. It is the employee's responsibility to provide the supervisor with the agency's copy of the Discharge Instructions, no later than the start of the employee's next scheduled shift.

IX. JOB INJURY LEAVE

The TPA will generate a First Report of Injury and send a copy to the reporting agency within 48 hours. The TPA will make a determination as to the whether the claim is covered or not (compensability) within 14 working days after receiving the EIR and necessary documentation. If the Discharge Instructions authorize days off from work due to a covered injury, the TPA generates an Accident Leave Voucher (A-time) authorizing compensable covered dates. It is forwarded by the TPA to the agency's human resources/personnel office and the Department of Finance, Central Payroll Division, authorizing the employee to be paid Accident Leave (A-time).

X. LEAVE USAGE

Job injury leave ("A time") is granted for a specific period of time and is not charged against accumulated sick leave, vacation leave, personal leave or compensatory time. The maximum amount of job injury leave granted to an employee is established by the applicable labor agreements negotiated by the employee's representative organization. For additional information on job injury leave, employees should consult their negotiated labor agreement or their Agency's Human Resources Office.

XI. DELAYED OR FAILURE TO REPORT INCIDENTS- PROGRESSIVE DISCIPLINARY PROCEDURES

Delays or failures by employees and supervisors to report a job-related injury or illness, complete

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an EIR, or contact the TPA, shall result in disciplinary action up to and including termination.

XII. FRAUD WARNING

It is a crime to lie or provide false information in order to receive workers' compensation benefits. Employees, employers and other parties who lie or provide false information regarding a claim are subject to prosecution for fraud. The Fraud Hotline of the TPA is available 24 hours a day, 7 days a week by calling 1-866-841-1044. Information about Workers' Compensation fraud should also be communicated to the Maryland Workers' Compensation Commission at 1-800-492-0479, 410-864- 5100.

XIII. RELATED POLICIES

AM 203-2	Family and Medical Leave
AM 501-2 Part II	Commercial Driver's License
AM 501-10	Motor Vehicle Accident

XIV. RELATED PROCEDURES AND/OR DOCUMENTS

Employee's Incident Report (EIR)

TPA - Workers Compensation - "First Report of Injury or Illness" - TPA generated documents used by TPA to generate/confirm the existence of a submitted claim.


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AM-205-6

*m****Night or Shift Differential*****A. SCOPE**

This policy provides direction on night or shift differential rates of pay, hours of limitations for such pay, eligibility, pay calculation and affected City personnel. It further specifies the shift differential period. Current negotiated agreements should be consulted for applicability of this policy, rates, and those City employees subject to it.

B. POLICY PROVISIONS

City employees assigned to regularly scheduled night or shift work that begins between 2:00

p.m. and 5 a.m. shall be paid thirty cents (30 cents) per hour above the established rate for each hour worked unless otherwise negotiated except when working such shifts as part of overtime appended to their regular shift, i.e., an employee not regularly assigned to the night shift but who works overtime hours into the night shift. Otherwise, the night differential rate shall be paid at the appropriate overtime rate. Certain employees not regularly assigned to the night shift but who work overtime hours into the night shift, (e.g., CUB employees, et al) shall receive the night differential rate or the appropriate overtime rate for all overtime hours worked into the night shift in excess of 10 hours in a given bi-weekly payroll period. Shift differential will immediately become part of an employee's base pay for paid leave purposes after they have been assigned to an eligible shift.

C. EXCLUDED PERSONNEL

Night or shift differential does not apply to guards, members of the Fire or Police Departments, or other employees whose emergency assignments start or carry into this period.

D. SPECIAL CIRCUMSTANCES

Certain City employees shall have a period of fifteen (15) minutes appended to their regular workday for the personnel shift changeover. Consult appropriate negotiated agreements for affected employees.

E. HOURS LIMITATION

Employees shall not be required to work more than sixteen (16) consecutive hours without an eight (8) hour break except in the case of an emergency endangering life, health, or safety. If an employee is required to work for more than sixteen (16) consecutive hours under such an emergency situation, the period shall not exceed twenty-four (24) consecutive hours.

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PROPOSALS AND SPECIFICATIONS

1. Department of Public Works - SC 992R, Egg Shaped Digester
Rehabilitation Improvements at the
Back River Wastewater Treatment Plant
BIDS TO BE RECV'D: 9/7/2022
BIDS TO BE OPENED: 9/7/2022

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED