

Baltimore City Board of Estimates

October 5, 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 – OCTOBER 5, 2022

Baltimore Development Corporation – Governmental/Charitable Solicitation

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 allow the Baltimore Development Corporation (BDC) President and CEO, Colin Tarbert, and members of senior staff including: Kimberly Clark, Jeffrey Pillas, Nancy Jordan-Howard, Larysa Salamacha, Susan Yum, and Daniel Taylor to solicit sponsorships/donations for the purpose of supplementing and enhancing the City's economic development initiatives. The period of the solicitation is effective upon Board approval through August 31, 2023.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction. Donations will be solicited from local, state, and federal government agencies, Baltimore-area business and civic leaders, and private foundations.

BACKGROUND/EXPLANATION:

The BDC requests approval to solicit sponsorships/ donations for the purpose of supplementing and enhancing the city's economic development activities and initiatives including the implementation of the city's five-year Comprehensive Economic Development Strategic plan from September 1, 2022 through August 31, 2023. Uses of funds will include: funding for service providers to provide hands-on business assistance to entrepreneurs in a variety of tracks; sponsorship dollars for tours of city projects; trade shows; special events; seminars; educational workshops; marketing resources; data tools; research; and expertise in various business sectors such as life sciences, logistics, and manufacturing.

Baltimore Together is a public-private initiative led by the BDC to support and implement a shared vision of inclusive economic growth with specific goals, actions, and accountability measures over a 5-year period. This initiative will serve as the Comprehensive Economic Development Strategy (CEDS) for Baltimore City, and as the guiding framework to revive the City's economy post-pandemic. Execution of the plan will benefit all residents by increasing collaboration and efficiency among public, private and nonprofit partners working together to improve workforce and small business ecosystems, develop retail recovery and reopening plans and invest in people and places - with the goal of Baltimore becoming a global model of an urban economy that is based on diversity, inclusion, and resiliency.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Development Corporation – cont'd

A potential donor list will be comprised of individuals and corporate entities that have demonstrated a history of providing financial and in-kind contributions to the small business community and Baltimore's economic revitalization. Criteria for targeting a corporate entity for solicitation will include: commitment to overall community, value to overall community, interest in entrepreneurship, and a history of providing financial and in-kind contributions to growing the business community and Baltimore's economic revitalization.

Most of the corporate entities or private foundations may or may not be controlled donors. However, those potential donors who are controlled donors with respect to the Baltimore Development Corporation, 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 all other potential donors. Solicitations will be made in the context of a scheduled formal meeting, with presentation materials, detailed budgets and follow-up as required. BDC will not provide exclusive access to BDC clients to any sponsors.

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 that has been pre-approved by the Ethics Board. Ethic Regulation 96.26B sets out the standards for approval, which include the requirement that the program, function or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

MBE/WBE PARTICIPATION: Not applicable.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Circuit Court for Baltimore City – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Administrative Office of the Courts (AOC), Mediation and Conflict Resolution Office (MACRO). The period of the Grant Award is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$250,631.00 - CCA000039 5000 GRT000964

BACKGROUND EXPLANATION:

The grant in the amount \$250,631.00 will cover the salary and fringe cost for the Program Director and Deputy Director, plus additional costs associated with running the program.

The MACRO grant will provide funding to support and expand the conflict resolution programs offered through the Circuit Court for Baltimore City.

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Circuit Court for Baltimore City - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Behavioral Health System Baltimore, Inc. The period of the Agreement is July 1, 2022, through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$676,476.00 - 4000-400523-1100-576600-404001

This program is funded at 100% by the Maryland Department of Health. No City General Funds are required.

BACKGROUND/EXPLANATION:

This program provides for mental health evaluations of seriously mentally ill citizens in Baltimore, who have been arrested for criminal offenses and either placed in the Central Booking and Intake Center or other appropriate Detention Center (e.g., MRDCC, MTC, JCI, MCI-W). When indicated, the Program arranges with the Court to have the defendant transferred to either a mental health facility as an in-patient or an appropriate outpatient facility.

As in prior years, the Program will continue to divert this population from incarceration and the criminal justice system to appropriate mental health treatment resources. By providing such services, the population of mentally ill that are incarcerated has decreased. Furthermore, coordination and/or enhancement of community-based care plans assist program participants in remaining psychiatrically stable and avoiding additional interactions with the criminal justice system. This Program clearly is a positive contribution to the reduction of trial dockets within the Courts and is a humane placement solution for the mentally ill.

In addition to the original FAST Program, this contract is also funding portions of the Circuit Court Mental Health Court docket, which offers an alternative to incarceration and links participants to community-based programs.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Circuit Court for Baltimore City - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Behavioral Health System Baltimore, Inc. The period of the Agreement is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$281,071.00 - 5000-500723-1100-117400-405001

This program is funded at 100% by the Maryland Department of Health. No City General Funds are required.

BACKGROUND/EXPLANATION:

The Competency and Responsibility Evaluation Contract provides for all court ordered competency and criminal responsibility evaluations that occur as a result of actions before the Circuit and District Courts in Baltimore City. These evaluations are conducted by the Medical Services Division of the Circuit Court. A principal function of this program is to divert those who would normally be hospitalized in either Clifton T. Perkins Hospital Center or the various regional hospital facilities within the state. As a result, many of those defendants who would be hospitalized from 30-60 or more days are diverted into either community resources or to resources within the local detention centers. The Presentence Psychiatric Evaluation portion of the contract provides for evaluations after verdicts that provide proper use of outpatient facilities.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Comptroller – Report of Corrective Actions

ACTION REQUESTED OF B/E:

The Board is requested to approve an invitation for the heads of the following agencies to attend the Board of Estimates to give updates on their performance audit implementation plans from 2019-2020: Department of Finance, Department of Public Works, Fire Department, Department of Housing & Community Development, Department of General Services, Information & Technology (BCIT), and the Mayor's Office of Homeless Services.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Over the course of 2021 and 2022, the City Auditor presented seven biennial performance audits to the Board of Estimates for Fiscal Years Ended June 30, 2020, and 2019. These Audit Reports were noted by the Board after discussion, as part of the non-routine agenda at its regular meetings.

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

In accordance with this provision of the Charter, the Board is requested to formally summon the following agencies to give the Board status updates on the implementation of all corrective actions the agencies committed to in their respective Response to the Biennial Performance Audit presented to the Board last year. These agencies will provide the Board a written update on their progress. The Department of Audits will use these updates when conducting performance audits of these agencies in future years.

The Board is requested to approve the following schedule for agencies to appear before the Board with their respective updates:

Fire Department	November 16, 2022
Department of Public Works	December 7, 2022
Department of Finance	December 14, 2022
Department of General Services	<i>January 2023</i>
Mayor's Office of Homeless Services	<i>January 2023</i>

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Comptroller – cont'd

The Department of Housing and Community Development is not required to be called back before the Board because that agency did not have any new findings in its most recent performance audit.

The Department of General Services and the Mayor's Office of Homeless Services will appear before the Board in January. The specific dates will be announced when the 2023 Board schedule is finalized.

Each agency will be sent a report on its audit findings, recommendations, and management's proposed implementation plan. Prior to appearing before the Board, the agency must submit a written status update for the agenda. Each agency will also share a PowerPoint before the meeting with the Comptroller's Office.

MBE/WBE PARTICIPATION:

N/A

AGENDA

BOARD OF ESTIMATES

10/5/2022

Fire Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the Maryland Stadium Authority (MSA) for Hazardous Materials (HazMat) assistance. The period of the Agreement is September 1, 2022 through August 31, 2025, contingent on approval of both parties and unless terminated earlier by either party. The agreement may be renewed for two additional three-year terms, unless one party gives notice of termination, at least 90 days prior to the start of the renewal term.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 -1001-000000-2121-226400-601065 - CCA000111 - Fire Land Suppression

BACKGROUND/EXPLANATION:

Under this agreement, MSA will request assistance from BCFD HazMat in advance of events and according to terms of the agreement. BCFD Hazmat will provide HazMat personnel to respond to, and provide hazard monitoring equipment and hazardous materials monitoring services for, events held at the Camden Yards Sports Complex, including M&T Bank Stadium and Orioles Park at Camden Yards. BCFD will be compensated for actual costs to the City for personnel and equipment use. MSA will pay BCFD for actual costs up to \$100,000.00.

The Agreement is late due to administrative delays.

MBE/WBE PARTICIPATION: N/A

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

10/5/2022

Mayor's Office of Homeless Services – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of a Grant Agreement to transfer funds from the United States Department of Housing and Urban Development (HUD) Continuum of Care (CoC) program. The period of the agreement was September 1, 2021 through August 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$31,459.83 – MD0014L3B012013 – September 1, 2021- August 31, 2022

\$39,030.64 – MD0091L3B012013 – June 1, 2021 – May 31, 2022

\$70,490.47 - Continuum of Care Grant (CoC)

BACKGROUND/EXPLANATION:

The Mayor's Office of Homeless Services (MOHS) has received notice of a grant agreement transferring funding for the Continuum of Care program from the U.S. Department of Housing and Urban Development in the amount of \$70,490.47. The Continuum of Care program provides rental assistance and supportive services to individuals and families experiencing homelessness in Baltimore City.

MOHS is one of three direct grantees for Continuum of Care funding for the MD-501 group. At the request of HUD, MOHS is requesting to accept this grant transfer to carry out homeless service activities, which includes transitional housing, rental assistance, and supportive services.

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

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: Citywide

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

10/5/2022

Department of Housing and Community Development – CDBG-47 Ratification Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of the CDBG-47 Ratification Agreement with Banner Neighborhoods Community Cooperation. The period of the Agreement was July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$ 75,000.00 - 2089-208922-5930-818230-607001

\$ 75,000.00 - 2089-208922-5930-818227-607001

\$150,000.00

BACKGROUND/EXPLANATION:

The subgrantee provided out-of- school and summer activities for youth of Southeast Baltimore in educational support, recreational leagues/clubs, life skills development, job readiness, entrepreneurship training and community improvement projects.

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

MWBOO GRANTED A WAIVER ON FEBRUARY 6, 2022.

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Housing and Community Development – CDBG-47 Ratification Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of the CDBG-47 Ratification Agreement with Consumer Credit Counseling Service Maryland and Delaware, Inc. d/b/a/ CCCSMD. The period of the Agreement was July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$57,000.00 – 2089-208922-5930-818291-607001

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development (HUD), an Agreement must be executed for the utilization of Community Development Block Grant (CDBG) funds to support non-profit organizations. Under the terms of this Agreement, CDBG funds were used to support pre-purchase homebuyer education and counseling, fair housing rights education, homebuyer coaching, foreclosure prevention counseling, and budget and credit counseling services.

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

MWBOO GRANTED A WAIVER ON FEBRUARY 6, 2022.

AFFECTED COUNCIL DISTRICT: Citywide

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Housing and Community Development – Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement for the sale of 3300 Walbrook Ave (Block 3017, Lot 001), 3307 Walbrook Ave (Block 3000, Lot 014), 3309 Walbrook Ave (Block 3000, Lot 013), and 3315 Walbrook Ave (Block 3000, Lot 010) to AJP Builders LLC.

AMOUNT OF MONEY AND SOURCE:

\$7,000.00 will be paid to the City of Baltimore at the settlement. The developer will be using private funds for this project.

BACKGROUND/EXPLANATION:

The project will involve new construction of modern single-family homes for sale. The authority to sell the vacant lots located at 3300, 3307, 3309 and 3315 Walbrook Ave comes from Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

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

In accordance with the Appraisal Policy of Baltimore City, DHCD has determined the vacant lot located at 3300 Walbrook Ave to be priced at \$8,000.00 and the vacant lots at 3307, 3309 and 3315 Walbrook Ave to be priced at \$5,000.00 each through the Waiver Valuation process.

The vacant lot at 3300 Walbrook Ave is being sold for \$4,000.00 and the vacant lots at 3307, 3309 and 3315 Walbrook Ave are being sold for \$1,000.00 each.

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

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 7

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Housing and Community Development – Property Donation

ACTION REQUESTED OF B/E:

The Board is requested to approve the donation of the fee simple interest in 1922 Lemmon Street as a gift from Valerie Drakeford, acting as former Director and Trustee for the assets of V V Limited Liability Company, subject to certain City liens.

AMOUNT OF MONEY AND SOURCE:

Valerie Drakeford, acting as former Director and Trustee for the assets of V V Limited Liability Company, owner of the property at 1922 Lemmon Street, has agreed to pay for any title work and all associated settlement costs, not to exceed \$600.00. No City funds will be expended.

BACKGROUND/EXPLANATION:

With the 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. This property will be redeveloped.

DHCD Land Resources seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through July 22, 2022 (date the lien certificate was issued), other than water bills, is as follows:

Real Property Tax	2022/2023	\$206.69
Real Property Tax	2021/2022	\$220.71
Real Property Tax	2020/2021	\$202.54
Real Property Tax	2019/2020	\$235.78
Real Property Tax	2018/2019	\$683.28
Real Property Tax	2017/2018	\$754.78
Real Property Tax	2016/2017	\$837.70
Real Property Tax	2015/2016	\$971.99
Real Property Tax	2014/2015	\$200.52
Real Property Tax	2013/2014	\$217.08
Real Property Tax	2012/2013	\$246.70

AGENDA

BOARD OF ESTIMATES

10/5/2022

DHCD – cont'd

Tax Sale	6/27/2022	\$75,772.86
Tax Sale	5/13/2019	\$47,054.58
Miscellaneous	8768566	\$160.03
Miscellaneous	8822207	\$149.63
Miscellaneous	8837155	\$228.75
Miscellaneous	8893588	\$309.67
Miscellaneous	9176207	\$154.86
Miscellaneous	9186982	\$190.50
Miscellaneous	9362658	\$179.20
Miscellaneous	9441163	\$143.80
Miscellaneous	9458217	\$256.77
Miscellaneous	9512054	\$167.63
Miscellaneous	9519240	\$305.00
Environmental Citation	56469018	\$900.00

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Housing and Community Development – Transfer of Funds

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 – 3rd Affordable Housing Bond

FROM:

9910 PRJ000706 905226 CAP009588 Affordable Housing Trust Fund \$750,000.00

TO:

9910 PRJ002668 CAP009588 AHTF_RND2_CAP_012 NEH11 \$750,000.00

BACKGROUND/EXPLANATION:

This capital funds transfer will support affordable housing in Baltimore City covering the costs related to the 2022 NEH11.

APPROVED FOR FUNDS BY FINANCE

(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

10/5/2022

Office of the Labor Commissioner – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the Memorandum of Understanding (“MOU”) between the City of Baltimore and AFSCME Council 67 and Local 44, AFL-CIO (“AFSCME Local 44”) for FY 2022-2023.

AMOUNT OF MONEY AND SOURCE:

The negotiated wage increases have been budgeted.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Labor Relations Ordinance (“MERO”), the Office of the Labor Commissioner has concluded the negotiations with AFSCME Local 44. The results for these negotiations have been reduced to writing in the form of the attached MOU for Fiscal Years 2022-2023.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Minority and Women-Owned Business Opportunity Office – Disparity Study

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the City of Baltimore 2022 Disparity Study prepared by MGT of America Consulting, LLC.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 10, 2020 the Board approved the award of a contract to MGT of America Consulting, LLC (MGT) to conduct the City and HABC Disparity Study. The City retained MGT to conduct an availability and disparity study to determine if there are any disparities between the utilization of minority-owned businesses (MBE), women-owned businesses (WBE), veteran-owned businesses (VBE), disabled owned businesses (DOBE), and lesbian, gay, transgender, bisexual, queer-owned businesses (LGBTQ) compared to the availability of these firms in the City's marketplace who are ready, willing, and able to perform work. MGT analyzed data for July 1, 2015 (FY16) through June 30, 2019 (FY19) for Construction, Architecture and Engineering, Goods, and Other Services (including professional services). The Study analyzed whether a disparity exists between the number of available MBEs, WBEs, VBEs, DOBEs, and LGBTQs providing goods or services in the above business categories (availability) and the number who are contracting with the City as a prime contractor or subcontractor (utilization).

The prior Disparity Study was completed in 2014. Baltimore City Code mandates that the Minority and Women's Business Program be narrowly tailored to remedy ongoing effects of past discrimination, an objective that is advanced by:

- (v) requiring regular review of the necessity for this subtitle;
- (vi) limiting those minority and women's businesses that qualify for certification under this subtitle to those located in the Baltimore City Market Area;
- (vii) requiring regular review of the categories included in the definition of minority group members; (City Code Article 5, 28-3(a)(5)(v)-(vii)).

These requirements ensure that the Minority and Women's Business Program is not overly broad and is accomplished by completing the Disparity Study. Additionally, the Disparity Study is required to avoid the sunset provision within the City Code applicable to MWBOO. See City Code Article 5, 28-5 ("This subtitle automatically expires on May 30, 2023, unless the City Council, after causing an appropriate study to be undertaken...").

AGENDA

BOARD OF ESTIMATES

10/5/2022

Minority and Women-Owned Business Opportunity – cont'd

MBE/WBE PARTICIPATION:

The Consultant committed to the following participation goals for this contract:

MBE: 20%

WBE: 13%

On May 8, 2020, MGT of America Consulting, LLC was found compliant.

AFFECTED COUNCIL DISTRICT: Citywide

AGENDA

BOARD OF ESTIMATES

10/5/2022

Law Department – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release of a lawsuit against the City and Baltimore Police Department forensics employee Franklin Sanders, Jr., filed by Megan Belich as a result of a motor vehicle accident in Baltimore City on October 15, 2018.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION

On October 15, 2018, Megan Belich sustained injuries during a collision with a City vehicle driven by Franklin Sanders, Jr., on Bel Air Road at or near its intersection with Indian Head Drive in Baltimore City. Plaintiff alleges that the accident was caused when Mr. Sanders made a right turn onto Bel Air Road from Indian Head Drive. The settlement considers the cost of further litigation in proceeding to trial.

Through counsel, Plaintiff agreed to settle her claims against the City and Mr. Sanders for the amount designated above and Plaintiff has returned an executed settlement agreement.

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

APPROVED FOR FUND BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Law Department – Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release of a lawsuit against the City filed by Metra Industries, Inc. for failure to produce records pursuant to the Maryland Public Information act.

AMOUNT OF MONEY AND SOURCE:

\$58,000.00 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

This case arises out of a dispute under the Maryland Public Information Act (MPIA) and records that were to be produced pursuant to that Act. Metra brought a State Court action pursuant to the MPIA and the City was ordered to produce the documents requested. As a result of this litigation, Metra filed a request for attorney's fees under the MPIA statute. The settlement considers the cost of further litigation in proceeding to trial.

Through counsel, Plaintiff agreed to settle its claim for attorney's fees against the City for the amount designated above and Plaintiff has returned an executed settlement agreement.

Based on a review by the Settlement Committee of the Law Department, a recommendation is made to the Board of Estimates to approve the settlement of this case.

APPROVED FOR FUND BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Law Department – Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consultant Agreement with FMI Capital Investors, Inc. (FMI). The period of the agreement is effective upon Board approval and may be terminated at any time by either party with at least ten day's written notice of termination.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 – Fund 2024, Cost Center CCA001026, Spend Category SC630321

BACKGROUND/EXPLANATION:

Baltimore City leases space in its underground conduit to several major corporations, including the Baltimore Gas and Electric Company (BGE), Verizon, and other smaller operators. While the past desire to place lines and other systems underground has been great, telecoms and other providers are shifting away from deeper underground placements as they are in directional boring (surface placements not in the Conduit) and microcells or traditional cell phone towers. The City needs to know its best and highest use for the conduit in light of these market changes.

In addition, the City is faced with the likelihood of an upcoming change to its Charter that would prohibit sale or franchise of the conduit, making the need to know how to best monetize this asset a priority. FMI is a consulting firm that has particular expertise in conduit and telecom evaluations. Its fee consists of an upfront flat fee and a contingent one-time transaction fee equal to a portion of any profit from a future deal, should it be able to identify a profit-making venture that the City accepts. FMI's upfront flat fee would be applied to any contingent transaction fee.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON AUGUST 29, 2022.

COUNCIL DISTRICT: N/A

APPROVED FOR FUND BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Finance – Public School Property Transfer Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Public School Property Transfer Agreement with the Interagency Commission on School Construction for Lake Clifton High School Building.

AMOUNT OF MONEY AND SOURCE:

\$93,652.80 – CCA000457 SC680834

BACKGROUND/EXPLANATION:

The Board of School Commissioners has determined that the Lake Clifton Building #40, consisting of a 44.9 acre site and building(s), located at 2801 St. Lo Drive, is no longer needed for educational purposes and should be transferred to the Baltimore City government pursuant to Section 4-115 Education Article of the Annotated Code of Maryland.

On August 22, 2019, the Interagency Commission on School Construction approved the closure and transfer of the school to the Baltimore City Government. As a condition of the approval of transfer, pursuant to Section 5-308 of the Education Article of the Annotated Code of Maryland, the State has required that the City assume the balance of unpaid bond debt service of \$93,652.80.

MBE/WBE PARTICIPATION:

N/A

(The Public School Property Transfer Agreement has been approved by the Law Department as to form and legal sufficiency)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Finance - Public School Property Transfer Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Property Transfer Agreement with the Interagency Commission on School Construction for Gilmor Elementary School Building.

AMOUNT OF MONEY AND SOURCE:

CCA000457 SC680834

The State will not require repayment of the unpaid bond debt so long as the building is leased to the New Song Community Learning Center, Inc. for use as a public Charter School. If New Song ceases to operate the public Charter School, the total amount of outstanding debt service at that time will be calculated.

BACKGROUND/EXPLANATION:

The Board of School Commissioners has determined that the Gilmor Elementary School # 107, consisting of a 3.47 acre site and building(s), located at 1311 N. Gilmor Street, is no longer needed for educational purposes and should be transferred to the Baltimore City government pursuant to Section 4-115 Education Article of the Annotated Code of Maryland.

On August 22, 2019, the Interagency Commission on School Construction approved the closure and transfer of the school to the Baltimore City Government. As a condition of the approval of transfer, pursuant to Section 5-308 of the Education Article of the Annotated Code of Maryland, the State has required that the City assume the balance of unpaid bond debt service.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT:

(The Public School Property Transfer Agreement has been approved by the Law Department as to form and legal sufficiency)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Finance - Public School Property Transfer Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Public School Property Transfer Agreement with the Interagency Commission on School Construction for Dr. Roland Patterson Sr. Building.

AMOUNT OF MONEY AND SOURCE:

\$477,784.59 – CCA000457 SC680834

BACKGROUND/EXPLANATION:

The Board of School Commissioners has determined that the Dr. Roland Patterson Sr. Building #82, consisting of a 26.4-acre site and building(s), located at 4701 Greenspring Drive, is no longer needed for educational purposes and should be transferred to the Baltimore City government pursuant to Section 4-115 of the Education Article of the Annotated Code of Maryland.

On August 22, 2019, the Interagency Commission on School Construction approved the closure and transfer of the school to the Baltimore City Government. As a condition of the approval of transfer, pursuant to Section 5-308 of the Education Article of the Annotated Code of Maryland, the State has required that the City assume the balance of unpaid bond debt service of \$477,784.59.

MBE/WBE PARTICIPATION:

N/A

(The Public School Property Transfer Agreement has been approved by the Law Department as to form and legal sufficiency)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Bureau of Risk Management/Department of Finance – Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Baltimore City Aircraft Hull and Liability Insurance Policy. The policy renewed on July 1, 2022 for one year.

AMOUNT OF MONEY AND SOURCE:

\$244,124.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This insurance policy provides both liability and hull coverage for the Police Department's fleet of helicopters. Coverage is being renewed with the incumbent carrier, Global Aerospace.

This item is late as final terms and conditions were not received in time for prior board meetings and coverage had to be bound prior to the expiration date of July 1, 2022.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Bureau of Risk Management/Department of Finance – Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Baltimore City Public School System Employee Crime Insurance Policy. The policy renewed on July 1, 2022 for one-year.

AMOUNT OF MONEY AND SOURCE:

\$18,297.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This insurance policy will provide coverage for the loss of money, securities or other financial instruments for which the Mayor and City Council of Baltimore and Baltimore City Public School System are legally liable. The marketplace is limited. AIG Insurance Company will continue to provide this coverage for the coming year at no increase in rate. The policy has a \$1,000,000.00 per occurrence limit, with a per occurrence deductible of \$10,000.00.

This item is late as final terms and conditions were not received in time for prior board meetings and coverage had to be bound prior to the expiration date of July 1, 2022.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Bureau of Risk Management/Department of Finance – Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Fine Arts Insurance Policy. The policy renewed on July 1, 2022 for one-year.

AMOUNT OF MONEY AND SOURCE:

\$262,273.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy is unique and superior to the standard Fine Arts Insurance Policy. It provides Fine Arts replacement cost and transit coverage to the Baltimore Museum of Art, The Walters Art Museum, and any location owned, occupied or controlled by the Mayor and City Council.

Coverage is being renewed with the incumbent carrier, Aon Hunting T. Block Fine Arts Insurance with no increase in rate or changes in coverage.

This item is late as final terms and conditions were not received in time for prior board meeting and coverage had to be bound prior to the expiration date of July 1, 2022.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Bureau of Risk Management/Department of Finance – Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the Baltimore City Marine Hull Insurance Policy. The policy renewed on July 1, 2022 for one-year.

AMOUNT OF MONEY AND SOURCE:

\$54,086.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy covers various watercraft owned and/or operated by City agencies, excluding the Constellation. Markets for this exposure are limited. The policy renewed with the incumbent carrier, AIG, at the same terms and conditions as the expiring policy, including terrorism coverage on the entire fleet.

This item is late as final terms and conditions were not received in time for prior board meetings and coverage had to be bound prior to the expiration date of July 1, 2022.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Bureau of Risk Management/Department of Finance – Insurance Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the renewal of the Master Property Insurance Policy through the incumbent carriers, Lexington Insurance Company, Zurich Insurance and Terrorism Coverage with Lloyd's of London. This policy covers the real and personal property of the Mayor and City Council and the Baltimore City Public School System. The policy renewed on July 1, 2022, for one-year.

AMOUNT OF MONEY AND SOURCE:

\$6,437,008 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

The renewal premium reflects an overall rate increase of 8.5% due to the continuing hardening property marketplace and current COVID-19 environment.

This item is late as final terms and conditions were not received in time for prior board meetings and coverage had to be bound prior to the expiration date of July 1, 2022.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

AFFECTED COUNCIL DISTRICT: N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department – Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an Intergovernmental Agreement with the Baltimore City Fire Department. The agreement will be funded through the “Sexual Assault Response Team and Human Trafficking” grant, Award # VOCA-2020-0062. The period of the Agreement was October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

Grant Worktag: GRT001044 FY22 Victims of Crime Act (VOCA)
Grant Funds: \$9,979.00 (No Cash Match)
Cost Center: CCA000719
Fund: 4000 Federal Grants Fund Spend Category: SC630326

BACKGROUND/EXPLANATION:

On January 20, 2022, the Board approved the Baltimore Police Department's SART (Sexual Assault Response Team) and Human Trafficking grant, award # VOCA-2020-0062. The award is in the amount of \$1,168,013.00. The SART program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. The Baltimore City Fire Department will provide Human Trafficking Training. The cost of the training for the term of this agreement is \$9,979.00.

The Intergovernmental Agreement is late due to late receipt of the award documents and the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Police Department – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Prevention, Youth, and Victim Services (GCPYVS) for the "Maryland Criminal Intelligence Network Program (MCIN), Award# MCIN-2023-0002. The period of the Grant Award is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

Grant Worktag: GRT000968 FY23 MCIN Maryland Crime Intelligence Network

Grant Funds: \$696,528.00

Cost Center: CCA000770 and CCA000771

Fund: 5000 State Grants Fund

BACKGROUND/EXPLANATION:

The Baltimore City Police Department's Maryland Criminal Intelligence Network program will help to reduce existing gaps in services and foster collaboration and cooperation among partner agencies and stakeholders. The program focuses on maximizing all available information and intelligence in order to identify, disrupt and dismantle gangs and violent criminal networks responsible for the distribution of illegal drugs, opioid overdoses, firearm related violence, juvenile crime, human trafficking, and other forms of inherently violent criminal enterprises. Program funds provide personnel, overtime funds, contractual services and other expenses.

The Grant Award is late due to administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Maryland Department of Public Safety and Correctional Services for BPD's FY 2022 annual reimbursement for sex offender registrants. The period of reimbursement is from July 1, 2021 through June 30, 2022, or until such time that the funds are fully expended.

AMOUNT OF MONEY AND SOURCE:

Grant Worktag: GRT001043 FY 22 Sex Offender Registration Unit (SORU)
Reimbursement
Grant Funds: \$311,400.00
Cost Center: CCA000719 and CCA000755
Fund : 5000 State Grants Fund
Revenue Category: RC0603

BACKGROUND/EXPLANATION:

The Maryland Department of Public Safety and Correctional Services (DPSCS) is mandated under the Maryland Code, Criminal Procedure Article Subsection 11-713(3) and (4), and under Code of Maryland Regulations (COMAR) 12.06.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, and photographs and for performing community notification requirements. The rate for reimbursement is \$200.00 per sexual offender registration, with 1,557 active registrants for this reimbursement period. DPSCS has determined the total reimbursement for FY 2022 to be \$311,400.00.

The Grant Award is late due to late receipt of the award documents and the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Maryland Department of Public Safety and Correctional Services for BPD's FY 2021 annual reimbursement for sex offender registrants. The period of reimbursement is from July 1, 2020 through June 30, 2021, or until such time as the funds are fully expended.

AMOUNT OF MONEY AND SOURCE:

Grant Worktag: GRT001042 FY 21 Sex Offender Registration Unit (SORU)
Reimbursement
Grant Funds: \$302,600.00
Cost Center: CCA000719 and CCA000755
Fund : 5000 State Grants Fund
Revenue Category: RC0603

BACKGROUND/EXPLANATION:

The Maryland Department of Public Safety and Correctional Services (DPSCS) is mandated under the Maryland Code, Criminal Procedure Article subsection 11-713(3) and (4), and under Code of Maryland Regulations (COMAR) 12.06.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, photographs and for performing community notification requirements. The rate for reimbursement is \$200.00 per sexual offender registration, with 1,513 active registrants for this reimbursement period. DPSCS has determined the total reimbursement for FY 2021 to be \$302,600.

The Grant Award is late due to late receipt of the award documents and the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Police Department – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an Agreement with Turnaround, Inc. The Agreement will be funded through the “Sexual Assault Response Team and Human Trafficking” grant, Award # VOCA-2020-0062. The period of this agreement was October 1, 2021 through September 30, 2022.

AMOUNT OF MONEY AND SOURCE:

Grant Worktag: GRT001044 FY22 Victims of Crime Act (VOCA)
Grant Funds: \$57,750.00 (No Cash Match)
Cost Center: CCA000719
Fund: 4000 Federal Grants Fund
Spend Category: SC630326

BACKGROUND/EXPLANATION:

On January 20, 2022, the Board approved the Baltimore Police Department’s SART (Sexual Assault Response Team) and Human Trafficking grant, award # VOCA-2020-0062. The award is in the amount of \$1,168,013.00. The SART program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. Turnaround, Inc provided the services of an Advocate through its Advocacy and Crisis Center. The Advocate provided identified victims of sexual assault support and services and/or service referrals based on the individual needs of the victim(s) and the consent granted by the victim for referral.

The Agreement is late due to late receipt of the award documents and the administrative process.

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

10/5/2022

Department of Planning – Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve a Capital Transfer.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 – 4th Community and Economic Development Bond

BACKGROUND/EXPLANATION:

This is a transfer of funds from a reserve account to an active account for critical dry docking of the USS Constellation, a project budgeted in FY22.

FROM:

Account: 909096 USS Constell Critical Dry Dock

TO:

Account: USS Constell Critical Dry Dock Act

APPROVED FOR FUNDS BY FINANCE

(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

10/5/2022

Mayor's Office of Children and Family Success – Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award with the U.S. Department of Health and Human Services. The period of the Grant Award is July 1, 2022 through June 30, 2023.

AMOUNT OF MONEY AND SOURCE:

\$8,428,632.00 - 4000-486323-1772-180300-404001

Contract # 03CH011117-04-00

Grant Title: Head Start Program

Cost Center: CCA0000502

Spend Category: SC63035

BACKGROUND/EXPLANATION:

On August 24, 2022, the City received a Department of Health and Human Services (DHHS) grant in the amount of \$8,204,134.00 to undertake the Baltimore City Head Start Program. The City will administer a Baltimore City Head Start Program that promotes school readiness of children under age five from low-income families through education, health, social, and other services. The grant will provide support to subrecipients and administration for the program.

On September 6, 2022, the City received an additional \$224,498.00 from DHHS for the purpose of providing cost of living adjustments to City of Baltimore Head Start employees and award funds for quality improvement activities.

The delay in submission is due to a delay in receiving the award acceptance notification from the DHHS.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of General Services – Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task 001 with KCI Technologies Inc. to provide design services for DGS Fleet Calverton Lift Replacement project. The Original agreement expires on November 26, 2023. The duration of this task is approximately 6 months.

AMOUNT OF MONEY AND SOURCE:

\$120,831.96 – 2030-CCA000132-69010-SC690938-AGC2600-SRV0189

BACKGROUND/EXPLANATION:

KCI Technologies, Inc. will provide structural and electrical design services, bid analysis and post award services for replacing the two Hydraulic lifts with electric lifts at DGS Fleet Calverton Station.

MBE/WBE PARTICIPATION:

KCI Technologies Inc. has committed utilizing the following firm as part of this project;

MBE: Spyder Engineers	\$ 24,569.90	20.33%
WBE: Kumi Construction Management	\$13,793.08	11.42%

THE EAR WAS APPROVED BY MWBOO ON AUGUST 1, 2022.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of General Services (DGS) – Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve a payment of \$35,495.00 to W. M. Schlosser Co., Inc. for GS16816, Mitchell Courthouse Elevator Upgrade, as a condition of a negotiated settlement with the Contractor of various Contract disputes.

AMOUNT OF MONEY AND SOURCE:

\$35,495.00 - 1st Parks and Public Facilities Loan, 2nd Parks and Public Facilities Loan
9916-PRJ001721-CAP009197-63015-SC630404-AGC2600-CIP0197

BACKGROUND/EXPLANATION:

The work of the subject Contract was satisfactorily completed and the project accepted by DGS effective November 27, 2019. This request is a result of extensive conducted by the Capital Projects and Energy Division with the Contractor. The negotiated settlement will resolve various disputed Contract issues that include: 1) credits DGS believes are due the City for various items of Contract work not completed; and 2) requests by the Contractor of payment for various disputed items of extra work. One of the terms of this negotiated settlement are the payment in the amount of \$35,495.00, the amount of this E.A.R., in satisfaction of all claims and counter claims thus far levied by each party. The negotiated settlement is being made without admission of liability on the part of the Contractor and the parties agree that the two-year Contractual Warranty Period has expired and all claims under the Contract Warranty Provisions will have been satisfied.

MBE/WBE PARTICIPATION:

W. M. Schlosser Co., Inc. will comply with Article 5 Section 28 of the Baltimore City Code.

The current MBE attainment is 29.60% of the 29.88% goal and WBE is 2.10% of the 2.14% goal.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 1, 2022.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of General Services – Extra Work Order No. 16

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work No. 16 with Lorton Stone, LLC. on Project GS 18815 – City Hall Exterior Wall Repairs, Phase 1, 2 & Alternate Phases. The new completion date of the project is February 25, 2023.

AMOUNT OF MONEY AND SOURCE:

\$197,544.00 - 3rd Parks & Public Facilities Loan
9916-PRJ907105-CAP009197-63015-SC63404-AGC2600-CIP0197

BACKGROUND/EXPLANATION:

During the Phase 4 and Phase onsite inspections, the Consultant has identified additional deteriorating mortar joints that require replacement. Maintaining sound mortar joints is critical in maintaining the façade's ability to resist water penetration which will vastly increase the longevity of this historic structure. Scope: the Contractor will remove and replace the additionally identified mortar joints.

NOTE: This is an increase in scope due to current site conditions and includes a cost reduction per linear foot due to the additional quantity.

MBE/WBE PARTICIPATION:

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

THIS EAR WAS APPROVED BY MWBOO ON JULY 11, 2022.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of General Services (DGS) – Extra Work Order No. 17

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work No. 17 with Lorton Stone, LLC. on Project GS 18815 – City Hall Exterior Wall Repairs, Phase 1, 2 & Alternate Phases. The completion date of the project is February 25, 2023.

AMOUNT OF MONEY AND SOURCE:

\$25,658.00 - 3rd Parks & Public Facilities Loan
9916-PRJ001009-CAP009197-63015-SC63404-AGC2600-CIP0197

BACKGROUND/EXPLANATION:

During on-site inspections it was observed that water was infiltrating the building at several existing window wells located on the Phase 4 section of the building. It was observed that water was infiltrating the building's interior as well as infiltrating the tunnel space between the Abel Wolman Municipal Building and City Hall. At the request of DGS the contractor will remove the exiting grating and excavate at each effected window well. The Contractor will conduct the water proof and wet test prior to back filling the cavity in accordance with the approved detail provided by the Consultant.

MBE/WBE PARTICIPATION:

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

THIS EAR WAS APPROVED BY MWBOO ON SEPTEMBER 7, 2022.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of General Services – Extra Work Order No. 18

ACTION REQUESTED OF B/E:

The Board is requested to approve Extra Work No. 18 with Lorton Stone, LLC. on Project GS 18815 – City Hall Exterior Wall Repairs, Phase 1, 2 & Alternate Phases. The completion date of the project is February 25, 2023.

AMOUNT OF MONEY AND SOURCE:

\$159,810.00 3rd Parks & Public Facilities Loan
9916-PRJ001009-CAP009197-63015-SC63404-AGC2600-CIP0197

BACKGROUND/EXPLANATION:

During the Phase 4 and 5 stone repair assessment it was discovered that water was infiltrating and exiting the building between the upper gutter and lower pan gutter systems. The water is entering into the building substructure due to a combination of failed joint sealants and misaligned stone slabs. The Contractor will remove and replace all failed joint sealants and perform water testing.

NOTE: This issue appears to be a systemic problem which will be evaluated on a Phase by Phase basis (field conditions).

MBE/WBE PARTICIPATION:

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

THIS EAR WAS APPROVED BY MWBOO ON SEPTEMBER 7, 2022.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

10/5/2022

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Urban Strategies, Inc. The period of the Agreement is effective upon Board approval through June 30 2024, unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$2,300,000.00

Cost Center: CC001329

Worktag: GRT001008

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs awarded funding on June 30, 2022 from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$2,300,000.00 to provide support for Baltimore City residents affected by the redevelopment of Perkins Homes by enrolling individuals in case management that will provide opportunities for economic mobility, youth development, education and health assistance. Specific strategies to address various issues faced by residents during the pandemic will include tutoring, tuition assistance, career exposure programming, and workforce development, as well as support for housing stability, technology to address the digital divide, and assistance for gap healthcare costs.

The Grantee may submit a written request to the City asking for: an extension to the term of this Agreement; and/or a budget reallocation not to exceed 10 percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least 60 days prior to the expiration date of this Agreement.

The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to

AGENDA

BOARD OF ESTIMATES

10/5/2022

MORP – cont'd

approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the “Board”).

APPROVED FOR FUND 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

10/5/2022

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Bikur Cholim, Inc. The period of the Agreement is effective upon Board approval through December 31, 2024 unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$285,000.00

Cost Center: CC001329

Grant Worktag: GRT001011

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

BACKGROUND/EXPLANATION:

On June 30, 2022, The Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$285,000.00 to the Baltimore Bikur Cholim, Inc. to educate and vaccinate Baltimore residents, especially in areas of low vaccination rates and residents who are homebound. Baltimore Bikur Cholim, Inc. will also provide food assistance, financial assistance with medical needs, free medical equipment, and transportation to residents experiencing medical issues.

The purpose of the agreement is to provide funding for the following: 1) \$176,000.00 for staffing including a Program Director and Operations Manager; 2) \$73,000.00 for food assistance; 3) \$28,000.00 for financial assistance for medical bills; and 4) \$8,000.00 for technology resources.

The Grantee may submit a written request to the City asking for: an extension to the term of this Agreement; and/or a budget reallocation not to exceed 10 percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least 60 days prior to the expiration date of this Agreement.

The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery

AGENDA

BOARD OF ESTIMATES

10/5/2022

MORP – cont'd

Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the “Board”).

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON SEPTEMBER 6, 2022.

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

10/5/2022

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Ministers Conference Empowerment Center CDC. The period of the agreement is effective upon Board approval through June 30, 2025, unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$1,200,000.00

Cost Center: CC001329

Grant Worktag: GRT001001

Spend Category: SC630351 – Payments to Sub-Contractors

Fund: 4001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs awarded funding on June 30, 2022 from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$1,200,000.00 to provide STEM instruction, enrichment experiences, job shadowing, workforce training, job placement, and opportunities for career advancement in the railway, maritime, and other tech careers.

The Grantee may submit a written request to the City asking for: an extension to the term of this Agreement; and/or a budget reallocation not to exceed 10 percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least 60 days prior to the expiration date of this Agreement.

The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

AGENDA

BOARD OF ESTIMATES

10/5/2022

MORP – cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUND 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

10/5/2022

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Baltimore Corps. The period of the Grant Agreement is effective upon effective upon Board approval through December 31, 2024 unless terminated earlier pursuant to the terms of the agreement.

AMOUNT OF MONEY AND SOURCE:

\$371,000.00

Cost Center: CC001329

Grant Worktag: GRT001018

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

BACKGROUND/EXPLANATION:

The Mayor's Office of Recovery Programs has awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$371,000.00 to the Baltimore Corps to recruit from the Mayor's Office of Workforce Development (MOED) workforce pools to identify those ready for career advancement; upskill candidates for careers in service by providing career navigation and training for Place for Purpose positions; and identify placement partners to hire from workforce pools and receive training in equitable hiring practices.

The purpose of the agreement is to provide funding for the following: 1) \$45,000.00 for consultant support to recruit from established workforce pools to target those ready to take a second step in career development; 2) \$5,000.00 for professional learning and development training and supplies for job seekers; 3) \$5,000.00 for career development tools that foster greater career development and access to network and engagement, including career coaching and navigation; 4) \$10,000.00 for software tools for professional and career development; 5) \$285,000.00 for personnel costs for seven staff members to support program implementation; and 6) \$21,000.00 for administrative expenses.

The Grantee may submit a written request to MORP asking for a program budget reallocation not to exceed the lesser of 10 percent or \$250,000.00 of the ARPA funding. The Grantee may submit a written request to the City asking for: an extension to the term of this Agreement; and/or a budget reallocation not to exceed 10 percent of

AGENDA

BOARD OF ESTIMATES

10/5/2022

MORP – cont'd

the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least 60 days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the "Board").

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON SEPTEMBER 6, 2022.

APPROVED FOR FUND 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

10/5/2022

Mayor's Office of Recovery Programs – Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with B'More Clubhouse, Inc. The period of the Agreement is effective upon Board approval through December 31, 2024 unless terminated earlier pursuant to the terms of this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00

Cost Center: CC001329

Grant Worktag: GRT001006

Spend Category: SC630351 - Payments to Sub-Contractors

Fund: 4001

BACKGROUND/EXPLANATION:

On June 30, 2022, The Mayor's Office of Recovery Programs awarded funding from the Coronavirus State and Local Fiscal Recovery Fund provided by the American Rescue Plan Act of 2021 in the amount of \$500,000.00 to the B'More Clubhouse, Inc. to help adults living with mental illness fight social isolation by providing recruitment, orientation, and continued engagement for members, and supporting member career development.

The purpose of the agreement is to provide funding for the following: 1) \$463,295.00 for staffing to provide program implementation including a Membership Program Coordinator, a Culinary Program Coordinator, and two Career Development Coordinators; 2) \$12,353.00 for supplies and equipment; and 3) \$24,352.00 for administrative expenses.

The Grantee may submit a written request to the City asking for: an extension to the term of this Agreement; and/or a budget reallocation not to exceed 10 percent of the Grant Funds. The request should include an explanation for why an extension and/or budget reallocation is needed and be provided to the City at least 60 days prior to the expiration date of this Agreement. The request must include all required documentation to justify the need for an extension and/or reallocation. The Chief Recovery Officer or their designee will approve or deny the request in writing. The Grantee may not expend the Grant Funds under a reallocated budget until such time they have received written approval from the Chief Recovery Officer. Such unapproved expenditure of the Grant Funds could result in

AGENDA

BOARD OF ESTIMATES

10/5/2022

MORP – cont'd

a failure to approve the Grant Funds for payment. Any additional funds or other modifications may be added to this Agreement by written Amendment setting forth the modifications/amendments signed by the parties and approved by the Board of Estimates of Baltimore City (the “Board”).

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON SEPTEMBER 6, 2022.

APPROVED FOR FUND BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

INFORMAL AWARDS

* * * * *

The Board is requested to approve
the Renewals, Increases to Contracts,
Sole Source, Selected Source and Extensions
listed on the following pages:

53 - 73

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement

1. The Board is requested to approve a renewal of **Contract Number B50005860, aka SCON-001613 – O.E.M. Parts, Service for Marine Skimmers and Fire Boats** with Marcon Engineering, Inc. at 1701 Pumphrey Street, Baltimore, MD 21224. Period covered is October 31, 2022 through October 30, 2023, with one, one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

No additional funds requested.

Account No.: Various

BACKGROUND/EXPLANATION:

On October 23, 2019, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the second of three renewal options.

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.: P549307

Agency: Dept. of General Services - Fleet

CONTRACT VALUE SUMMARY:

Initial Award approved by the Board on October 23, 2021	\$8,000,000.00
1 st Renewal approved by the Board on October 20, 2021	\$ 0.00
2 nd Renewal pending Board approval	\$ 0.00
Total Contract Value	\$8,000,000.00

MBE/WBE PARTICIPATION:

On July 23, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

2. The Board is requested to approve a renewal of **Contract Number B50005924 – Personal Care and Homemaker Services** with the vendors listed below. The renewal period is October 14, 2022 through October 13, 2023 with two, one-year renewal options at the sole discretion of the City.

Vitalis HealthCare Services, LLC
8757 Georgia Ave #440
Silver Spring, MD 20910

Trustworthy Staffing Solutions, LLC
3 Greenwood Place, Suite 304
Pikesville, MD 21208

Elizabeth Cooney Personal Care, LLC
1107 Kenilworth Drive – Suite 206
Towson, MD 2120

AMOUNT OF MONEY AND SOURCE FUNDS:

\$500,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

On October 14, 2020, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the first of three, one-year renewal options. This renewal will provide continuation of personal care and homemaker services for senior citizens.

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

P.O. Nos.: P552795, P5552794, P552793

Agency: Health Department – CARE

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on October 14, 2020	\$ 1,000,000.00
2. Increase approved by the Board on June 15, 2022	\$ 300,000.00
3. 1st Renewal pending Board approval	\$ 500,000.00
Total Contract Value	\$ 1,800,000.00

MBE/WBE PARTICIPATION:

On October 4, 2018, MWBOO set goals of 13% MBE and 10% WBE. Trustworthy Staffing Solutions, LLC was found non-compliant on May 12, 2022 due to nationwide nursing shortages affecting the staff of their MBE and WBE Subcontractors. Vitalis HealthCare Services, LLC was found compliant on April 11, 2022. Elizabeth Cooney Personal Care, LLC was found compliant on May 12, 2022.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

3. The Board is requested to approve a renewal of **Contract Number 06000 – Recruitment Solution Subscriptions** with LinkedIn Corporation, 1000 West Maude Avenue, Sunnyvale, CA 94085. Period covered is September 18, 2022 through September 17, 2025, with renewal options remaining as mutually agreed to by both parties.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$ 497,363.92

Account No.: Various

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On September 18, 2019, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the first renewal option. The Department of Human Resources is using the Talent Solution subscription and LinkedIn's recruitment capabilities. Additionally, the vendor has the ability to integrate with Workday, the City's new ERP System.

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.: P548998

Agency: Dept. of Human Resources

CONTRACT VALUE SUMMARY:

1. Initial Award approved by the Board on September 18, 2019	\$ 142,720.00
2. 1 st Renewal pending Board approval	\$ 497,363.92
Total Contract Value	\$ 640,083.92

MBE/WBE PARTICIPATION:

Not applicable. MWBOO determined there was no opportunity to segment the work on June 29, 2022.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

4. The Board is requested to approve an increase of **Sourcewell Contract #091219-NWY-Mobile Refuse Collection Vehicles with Related Equipment, Accessories, and Services** with Scranton Manufacturing Company Inc. d/b/a New Way Trucks at 101 State Street, P.O. Box 336, Scranton, Iowa 51462. The current term of the contract expires on November 15, 2023 and can be renewed by the City if renewed by the Lead Procurement Agency.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE FUNDS:

\$3,945,525.00

Account No.: Various

BACKGROUND/EXPLANATION:

On February 16, 2022, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The increase of the award is required to procure additional yard packers and front-end loaders as per requirements of the Bureau of Solid Waste -Department of Public Works.

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.: P5565

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

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on February 16, 2022	\$ 2,500,000.00
2. 1 st Increase approved by the Board on May 18, 2022	\$ 5,500,000.00
3. 2 nd Increase pending Board approval	<u>\$ 3,945,525.00</u>
Total Contract Value	\$ 11,945,525.00

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:

Applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

5. The Board is requested to approve an increase of **Sourcewell Contract 060920-KTC – Class 4-8 Chassis with Related Equipment, Accessories, and Service** with All Roads Trucks, LLC, at 925 Merritt Blvd., Dundalk, MD 21222. The current term of the contract expires on August 1, 2024 and can be renewed by the City if renewed by the Lead Procurement Agency.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$4,290,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

On July 20, 2022, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The increase of the award is required to procure additional yard packers and front-end loaders as per requirements of the Bureau of Solid Waste -Department of Public Works.

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.: P557672

Agency: Dept. of General Services -Fleet

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 20, 2022	\$ 4,500,000.00
2. Increase pending Board approval	<u>\$ 4,290,000.00</u>
Total Contract Value	\$ 8,790,000.00

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.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

6. The Board is requested to approve an increase of **Contract Number SCON-001531 (B50005601) – Supply Instrumentation Parts & Equipment** to North East Technical Sales, Inc. at 171 Ruth Road, Harleysville, PA 19438. The current term ends on February 28, 2023 with one, one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$300,000.00

Account No.: Various

BACKGROUND/EXPLANATION:

On February 27, 2019, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The more than anticipated use of the contract is due to fixing maintenance needs at waste water treatment plants.

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

P.O. No.: P547058

Agency: Dept. of Public Works

CONTRACT VALUE SUMMARY:

1.Initial award approved by the Board on February 27, 2019	\$ 320,000.00
2.Renewal approved by the Board on March 2, 2022	\$ 80,000.00
3.Increase pending Board approval	<u>\$ 300,000.00</u>
Total Contract Value	\$ 700,000.00

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On November 1, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

7. The Board is requested to approve an award of **Contract Number 08000 – VisLink Airborne Systems Installation and Maintenance** to Vislink, LLC at 350 Clark Drive Ste 125, Mt. Olive, NJ 07828. Period covered is October 5, 2022 through October 4, 2027. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$298,000.00	Account Nos.: 1001-000000-2023-814000-603098
<u>\$645,000.00</u>	1001-000000-2023-814000-606008
\$943,000.00	

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

Execution of the agreement will provide installation and support of the Vislink Airborne communications system to replace the existing Vislink system, which has reached end of service support and is malfunctioning. Due to compatibility needs, the proprietary Vislink systems hardware and software upgrades needed will be provided by the Supplier. Therefore, a sole source award is recommended.

AGENDA

BOARD OF ESTIMATES

10/5/2022

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.: RQ-000816

Agency: Baltimore Police Department

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as the proprietary hardware and software products and support are exclusively available from the Supplier, and are not available from any Subcontractor.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

8. The Board is requested to approve an award of **Contract Number 06000 – Trash Skimmer Boats and Pier Conveyors** to Henning Marine, Inc. located at 6449 S. Tex Point, Homosassa, FL 34448. This request meets the condition that there is no advantage in seeking competitive responses. This is a one-time purchase.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$1,073,800.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

Supplier to provide Trash Skimmer Boats and Pier Conveyors for replacement of the current boats that are beyond their useful and serviceable life. The above amount is the City's estimated requirement; however, the vendor shall supply the City's entire requirement, be it more or less.

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

Req. No.: RQ-000969

Agency: Dept. of General Services – Fleet

MBE/WBE PARTICIPATION:

Not Applicable. On June 22, 2021 MWBOO, determined that there was no possibility to segment the contract.

LOCAL HIRING:

Not applicable.

LIVING WAGE:

Not applicable.

9. The Board is requested to approve an award of **Contract Number 06000 – Priority Dispatch System (PDS) Agreement** to Priority Dispatch Corp. at 139 East South Temple, Suite #500, Salt Lake City, UT 84111. Period covered is from September 13, 2022 through September 12, 2027. This request meets the condition that there is no advantage in seeking competitive responses.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE FUNDS:

\$1,823,356.00

Account Nos.: Various

BACKGROUND/EXPLANATION:

Execution of this agreement will provide continuation of licensing, training, implementation, and maintenance of the proprietary Priority Dispatch System (PDS), which is a call-taking protocol and triage system used to dispatch appropriate aid to fire and medical emergencies. The cost is 100% funded by the Maryland 9-1-1-Board. Therefore, a select source award is recommended.

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.: TBD

Agency: Baltimore City Office of Information and Technology

MBE/WBE PARTICIPATION:

On August 23, 2022, MWBOO granted a waiver since this contract is being funded by the State of Maryland. MWBOO can only set goals when the initial value of City-funded contracts exceed \$50,000.00.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Not applicable.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

10. The Board is requested to approve the extension of **Contract Number B50005114 – Liquid Sodium Bisulfide for Wastewater Treatment Plants** with PVS Chemical Solutions, Inc., at 10900 Harper Avenue, Detroit, MI 48213. The contract ends October 14, 2022 with no renewal options remaining. The extension period will cover from October 15, 2022 through April 30, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$500,000.00

Account Nos: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On October 11, 2017, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The Board is requested to approve the extension on this contract to continue to source this important chemical required for waste water treatment plans till the new contract is awarded.

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.: 541298

Agency: DPW- Wastewater Facilities

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on October 11, 2017	\$ 200,000.00
2. Increase approved by the CPA on July 26, 2018	\$ 50,000.00
3. 1 st Renewal with Increase approved by the Board on August 18, 2018	\$ 644,094.00
4. 2 nd Renewal with Increase approved by the Board September 18, 2019	\$ 501,506.00
5. 3 rd Renewal with Increase approved by the Board on August 26, 2020	\$ 600,000.00
6. Increase approved by the Board on May 12, 2021	\$ 110,878.00

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

7. 4 th Renewal approved by Board on August 11, 2021	\$ 800,000.00
8. Increase approved by Board April 6, 2022	\$ 688,200.00
9. Extension pending Board approval	<u>\$ 500,000.00</u>
Total Contract Value	\$ 4,094,678.00

MBE/WBE PARTICIPATION:

On August 14, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

LOCAL HIRING:

Applicable.

LIVING WAGE:

Applicable.

11. The Board is requested to approve an extension of **Contract Number 08000 – 800 MHz Radio Facilities Maintenance Agreement** to Motorola Solutions, Inc., 7031 Columbia Gateway Drive, Columbia, MD 21046. The extension period is October 1, 2022 through June 30, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$2,337,776.42

Account Nos.: Various

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On June 23, 2016, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. The extension will provide continuation of required maintenance for the City's 800 MHz radio communications infrastructure systems equipment while a new agreement is negotiated without the Managed Services portion, which will be competitively bid.

AGENDA

BOARD OF ESTIMATES

10/5/2022

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.

P.O. No.: P536197

Agencies: MOIT, BCFD, BPD

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 23, 2016	\$ 15,000,000.00
2. Increase approved by the Board on September 16, 2020	\$ 630,000.00
3. Extension approved by the Board on September 29, 2021	\$ 2,671,660.35
4. Extension pending Board approval	<u>\$ 2,337,776.42</u>
Total contract value	\$ 20,639,437.77

MBE/WBE PARTICIPATION:

On August 31, 2021, MWBOO set commitment goals of 15% MBE and 5% WBE. Motorola agreed to a Commitment to Comply even though originally there were no goals set on this contract. On August 30, 2022, Motorola Solutions, Inc. was found non-compliant during this review period due to the Supplier having a very limited pool of City certified WBE's in the telecommunication field and as a result, was unable to find a WBE Subcontractor who has the capability to perform the requisite capabilities to work under this contract scope of work needed. Motorola achieved 14% of the 15% MBE goal and 0% of the 5% WBE goal.

EMPLOY BALTIMORE:

Not applicable.

LOCAL HIRING:

Applicable

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LIVING WAGE:

Not applicable.

12. The Board is requested to approve a ratification and renewal of **Contract Number B50004884 – Playground and Athletic Court Resurfacing Repairs** with Playground Specialists, Inc. at 4051 North Point Road, Thurmont, MD 21788. The period of the ratification is July 11, 2021 through September 21, 2022. The period of the renewal is September 22, 2022 through September 31, 2023 with one, one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$0.00

Account No.: 5000-577717-4781-363900-603026

BACKGROUND/EXPLANATION:

On July 19, 2017, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the fourth renewal option.

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

P.O. No.: P540345

Agency: Department of Recreation and Parks

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 19, 2017	\$ 200,000.00
2. 1 st Renewal approved by the Board on August 29, 2018	\$ 200,000.00
3. 2 nd Renewal approved by the Board on August 28, 2019	\$ 200,000.00
4. 3 rd renewal was approved by the BOE on December 16, 2020	\$ 200,000.00
5. 4 th ratification and renewal pending BOE approval	\$ 0.00
Total Contract value	\$ 800,000.00

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

On August 30, 2022, MWBOO found Playground Specialists non-compliant due to lack of work distribution from the user Agency. Per the agency, lack of work distribution during the review period of 2020 – 2021 was due to COVID-19 Pandemic. Then in 2021 and leading up to 2022, work was not performed due to supply chain issues. As there has been a shift in the global supply chain, the vendor is ready to provide services.

EMPLOY BALTIMORE:

Applicable.

LIVING WAGE:

Applicable.

13. The Board is requested to approve a ratification and extension of award of **Contract Number B50004256 – Laboratory Gases and Supplies** to vendors listed below. The ratification period is July 1, 2022 through October 4, 2022. The extension period is October 5, 2022 through January 31, 2023. This request meets the condition that there is no advantage in seeking competitive responses.

Fisher Scientific Company, LLC
4500 Turnberry Drive
Hanover Park, IL 60133

VWR International, LLC
100 Matson ford Road, Suite 200
Radnor, PA 19087

AMOUNT OF MONEY AND SOURCE FUNDS:

\$200,000.00

Account No.: Various

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

BACKGROUND/EXPLANATION:

On October 7, 2015, the Board approved an initial award with subsequent actions as shown in the contract value summary below. The requested action is for an extension of a competitively bid requirements contract. The items covered by the contract are required for controlling process at plants. Additional time is needed for the competitive bidding process to establish a new 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. Nos.: P532977 & P532978 Agency: Department of Public Works, etc.

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on October 7, 2015	\$ 1,000,000.00
2. 1 st Increase approved by Board on August 16, 2017	\$ 500,000.00
3. 1 st Renewal approved by the Board on October 3, 2018	\$ 500,000.00
4. 2 nd Renewal approved by Board on September 25, 2019	\$ 300,000.00
5. 2 nd Increase of the award Approved by the Board April 22, 2020	\$ 500,000.00
6. Extension approved by the Board on December 23, 2020	\$ 300,000.00
7. Extension approved by the Board on May 12, 2021	\$ 500,000.00
8. Extension approved by the Board on March 16, 2022	\$ 300,000.00
9. Ratification and extension pending Board approval	\$ 200,000.00
Total Contract Value	\$ 4,100,000.00

MBE/WBE PARTICIPATION:

On August 17, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase.

LOCAL HIRING:

Applicable.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

LIVING WAGE:

Not Applicable.

14. The Board is requested to approve a ratification and renewal of **Contract Number B50005730 – Actuarial Valuation Services for Post-Employment Benefits** to Korn Ferry (US) at 12012 Sunset Hills Road, Suite 920, Reston, VA. 20190. The ratification period is from June 30, 2022 through October 4, 2022. The renewal period is October 5, 2022 through June 29, 2023, with one, one-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$31,080.00

Account No.: Various

BACKGROUND/EXPLANATION:

On July 31, 2019, the Board approved an initial award with subsequent actions as shown in the Contract Value Summary below. This is the third of four, one-year renewal options. The requested action is a renewal 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. 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.: P548573

Agency: Department of Finance

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on July 31, 2019	\$ 31,080.00
2. 1 st Renewal approved by the Board on June 10, 2020	\$ 31,080.00
3. 2 nd Renewal approved by the Board on September 22, 2021	\$ 31,080.00
4. 1 st Ratification and Renewal pending Board approval	<u>\$ 31,080.00</u>
Total Contract Value	\$ 124,320.00

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

MBE/WBE PARTICIPATION:

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

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

15. The Board is requested to approve a ratification and renewal of **Contract Number 08000 – Workforce Central Software As A Service (SAAS) Agreement** with Kronos System Incorporated a/k/a Kronos Inc., at 297 Billerica Road, Chelmsford, MA. 01824. The ratification period is June 27, 2022 through October 4, 2022. The renewal period is October 5, 2022 through June 26, 2023 with one-year renewal options at the sole discretion of the City.

AMOUNT OF MONEY AND SOURCE FUNDS:

\$75,000.00

Account No.: 1001-000000-2101-225100-605008

BACKGROUND/EXPLANATION:

On June 27, 2018, the Board approved an initial award as shown in the Contract Value Summary below. The Board is requested to approve the second renewal option. The renewal will provide continuation of the Workforce Telestaff software subscription used to optimize deployment and scheduling of public safety personnel to ensure compliance with the required consent decree.

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

10/5/2022

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.

P.O. No.: P544389

Agencies: BCIT, BFD

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on June 27, 2018	\$ 200,000.00
2. Increase approved by City Purchasing Agent on August 19, 2020	\$ 5,831.30
3. 1 st Renewal approved by the Board on August 11, 2021	\$ 5,000.00
4. Increase approved by City Purchasing Agent on October 27, 2021	\$ 4,984.61
5. Ratification and 2 nd Renewal pending Board approval	<u>\$ 75,000.00</u>
Total contract value	\$ 290,815.91

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as this proprietary software is exclusively from the vendor.

EMPLOY BALTIMORE:

Not applicable.

LIVING WAGE:

Not applicable.

16. The Board is requested to approve an extension of **Contract Number 08000 – Parking Enforcement (Self Release SmartBoots)** with IPT LLC d/b/a Paylock, at 26 West High Street, Somerville, NJ 08876. Extension period covered is August 14, 2022 through February 23, 2023.

AGENDA

BOARD OF ESTIMATES

10/5/2022

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS & EXTENSIONS

Bureau of Procurement – cont'd

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$ 350,000.00

Account Nos: Various

BACKGROUND/EXPLANATION:

On November 20, 2013, 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 parking enforcement services for the Department of Transportation while a new solicitation is in progress.

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.: P525713

Agency: Department of Transportation

CONTRACT VALUE SUMMARY:

1. Initial award approved by the Board on November 20, 2013	\$ 601,800.00
2. Increase approved by the Board on October 22, 2014	\$ 782,950.00
3. Increase approved by the Board on December 23, 2015	\$ 700,000.00
4. 1 st Renewal approved by the Board December 21, 2016	\$ 1,000,000.00
5. 2 nd Renewal approved by the Board on December 13, 2017	\$ 800,000.00
6. Ratification and Extension approved by the Board on May 8, 2019	\$ 162,500.00
7. 2 nd Ratification and Extension approved by the Board on August 8, 2020	\$ 911,900.00
8. Extension pending board approval	\$ 350,000.00
Total contract value	\$ 5,309,150.00

MBE/WBE PARTICIPATION:

Not Applicable. This has been certified as a sole source procurement as the equipment and software are proprietary.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Mayor's Office – Third Amendment to non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to Consultant Agreement with Ernst & Young LLP (EY). This amendment will exercise the option to renew and extend the period of the agreement for an additional six months and increase compensation by \$1,010,000.00. The amendment extends the period of the agreement through August 15, 2030.

AMOUNT OF MONEY AND SOURCE:

\$1,010,000.00 - Cost Center = CCA000478
Spend Category = SC630318

BACKGROUND/EXPLANATION:

The EY Contract was initiated and planned as a multi-phased scope of work focused on the development and implementation of the Transformation Management Office (TMO). This executive initiative is being designed to provide a systematic method of accountability for both agency actions and City-wide transformation activities as outlined in the Mayor's Action Plan – a strategic roadmap for agency activities. The actions identified through the plan and by senior leaders will be executed by agencies and supported with monitoring, reporting, and analysis by the TMO. Examples of citywide transformation activities include the Performance Management System, Permitting Reform, Financial Integration, and Integrated Reporting activities.

In this phase \$660,000.00 will support additional work performed and \$350,000.00 will support development and implementation of the T-HUB software and system—creating a platform to assist in Citywide project management and oversight, support Citywide performance management including hosting agency performance plans, and integrate data from multiple sources to bolster transparency, accountability, and decision-making.

To date, the Consultant has met the requirements of the contract and continued engagement will support ongoing development and implementation and the Transformation Management Office activation activities as outlined in the scope of work.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Mayor's Office – cont'd

Contract History:

BOE APPROVAL	ACTION	AMOUNT
August 11, 2021	Contract	\$ 660,000.00
November 3, 2021	Amend 1 - Funding Source Clarification	\$ 0.00
March 16, 2022	Amend 2 - Extension & Increase	\$ 90,000.00
PENDING		
September 21, 2022	Amend 3 - Extension & Increase	\$1,010,000.00
	TOTAL	\$1,760,000.00

MBE/WBE PARTICIPATION:

Minority Business Enterprise goal is set at 6.75%
Women's Business Enterprise goal is set at 1.25%

APPROVED FOR FUNDS BY FINANCE

AUDITS HAS REVIEWED AND NO OBJECTION.

(The Third Amendment to Non-Construction Consultant Agreement has been approved by the Law Department.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Real Estate – First Renewal Option for Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the First Renewal Option for a Lease Agreement with Citizens United For The 44th District, Inc., Tenant, for the rental of 122 N. Vincent Street, former Martin Luther King Recreation Center, consisting of 0.473 acres.

AMOUNT OF MONEY AND SOURCE:

The annual rent is \$1.00 if demanded

BACKGROUND/EXPLANATION:

On December 21, 2016, the Board approved the initial Lease Agreement for five years from December 21, 2016 through December 20, 2021, with the right to renew for one, five-year term. On January 19, 2022 the Board approved an Amendment and Renewal to Lease Agreement to amend the renewal term to five, one-year terms, commencing December 21, 2021 through December 20, 2022. The Tenant has exercised the 1st renewal option for one year, commencing December 21, 2022 and terminating December 20, 2023. All other rentals, conditions and provisions of the Lease Agreement dated December 21, 2016 and the Amendment and Renewal dated January 19, 2022 will remain in full force and effect.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 9

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Real Estate - Community Benefits District

ACTION REQUESTED OF B/E:

The Board is requested to approve documents in connection with a vote to create a Community Benefits District for Port Covington.

BACKGROUND/EXPLANATION:

On May 18, 2020, the Mayor and City Council adopted City Council Ordinance 20-358, which enabled the creation of a Community Benefits District Management Authority for the Port Covington mixed-use development district.

In adopting Ordinance 20-358, the Mayor and City Council found that: 1) Port Covington should facilitate investment throughout South Baltimore; 2) a Community Benefits District is important to the long-term health and growth of Port Covington and Baltimore City; 3) the district will encourage the involvement of minority and women-owned businesses; and, 4) Port Covington will reflect a diverse mixture of business and residential properties.

The Authority was enabled to provide supplemental services to those administered by the City of Baltimore in Port Covington including but not limited to beautification and landscape maintenance, snow removal, sanitation, security, marketing and promotion, events and fundraising.

Prior to the property owners voting on whether to create a Community Benefits District Management, the Board is asked to verify the following: 1) the total assessable base of \$111,720,167.00, which is equal to the sum of the assessments of all taxable properties within the Community Benefits District; 2) approval of the list of properties and property owners eligible to vote on the creation of the Community Benefits District; and, 3) the ballot that will be used by eligible property owners or their duly authorized representatives to vote "yes" or "no" on the establishment of the Community Benefits District.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 11

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Real Estate – Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 1622 Popland Street (Block 7262, Lot 028).

AMOUNT OF MONEY AND SOURCE:

PROPERTY ADDRESS	APPRAISED VALUE	FLAT TAX AND WATER	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
1622 Popland Street	\$19,500.00	\$19,819.10	\$78,914.09	\$19,819.10

BACKGROUND/EXPLANATION:

The City acquired the tax sale certificate for 1622 Popland Street on May 17, 2021. Mr. Ibrahim Abdou Hegazi has offered to purchase the tax sale certificate for 1622 Popland Street for \$19,819.10, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price of \$19,819.10 covers the flat tax and water for the property. Other charges contributing to the total lien amount include \$41,058.23 interest and penalties, \$1,546.16 miscellaneous billing, \$4,830.00 environmental citation and \$821.40 for property registration.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 10

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Real Estate – Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 2607 Loyola Southway (Block 3347C, Lot 034).

AMOUNT OF MONEY AND SOURCE:

PROPERTY ADDRESS	APPRAISED VALUE	FLAT TAX AND WATER	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
2607 Loyola Southway	\$20,000.00	\$10,717.18	\$96,519.20	\$20,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 2607 Loyola Southway on May 17, 2021. Damilola Akinagbe has offered to purchase the Tax Sale Certificate for 2607 Loyola Southway, file a petition to foreclose, acquire title to the property, and return it to productive use.

The purchase price of \$20,000.00 for 2607 Loyola Southway 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 \$7,928.75, miscellaneous citations of \$2,671.31, and environmental citations of \$4,800.00.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 6

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Real Estate – Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property known as 1207 N. Patterson Park Avenue (Block 1536, Lot 072).

AMOUNT OF MONEY AND SOURCE:

PROPERTY ADDRESS	ASSESSED VALUE	FLAT TAX AND WATER	TOTAL LIENS	RECOMMENDED PURCHASE PRICE
1207 N. Patterson Avenue	\$7,000.00	\$2,750.51	\$20,322.85	\$7,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1207 N. Patterson Park Avenue on May 17, 2021. Damilola Akinagbe has offered to purchase the Tax Sale Certificate for 1207 N. Patterson Park Avenue, file a petition to foreclose, acquire title to the property, and return it to productive use.

The purchase price of \$7,000.00 for 1207 N. Patterson Park 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 \$974.98, miscellaneous citations of \$6,035.97, property registration fees of \$2,254.20, and environmental citations of \$3,400.00.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 13

AGENDA

BOARD OF ESTIMATES

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Living Classrooms Foundation, Inc. The term of the Agreement is July 1, 2022 – October 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00

GRT: 001015 FY23 Baltimore City Safe Streets

Cost Center: CCA000521

Fund: 5000

Spend Category: SC630351

BACKGROUND/EXPLANATION:

Living Classrooms Foundation, Inc was selected as a vendor to operate one of the Safe Streets sites. This agreement is to award a four-month contract with Living Classrooms Foundation, Inc to render violence reduction services in Baltimore City. The provider agrees to use the techniques set forth in the Agreement as the "Cure Violence/Safe Streets Model," which is a public health strategy aimed at reducing gun violence in Baltimore. The Provider will cease operations on September 30, 2022 and initiate closeout procedures through October 31, 2022.

The agreement is late due to administrative delays.

MBE/WBE PARTICIPATION:

The agreement incorporates City MWBOO requirements by reference.

AFFECTED COUNCIL DISTRICT:

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

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Family Health Center of Baltimore, Inc. The period of the Agreement is July 1, 2022 through December 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$250,000

GRT: 001015 FY23 Baltimore City Safe Streets

Cost Center: CCA000521

Fund: 5000

Spend Category: SC630351

BACKGROUND/EXPLANATION:

Family Health Center of Baltimore, Inc. was selected as a vendor to operate one of the Safe Streets sites. This agreement is to award a six-month contract with Family Health Center of Baltimore, Inc to render violence reduction services in Baltimore City. The provider agrees to use the techniques set forth in the Agreement as the "Cure Violence/Safe Streets Model," which is a public health strategy aimed at reducing gun violence in Baltimore

The agreement is late due to administrative delays.

MBE/WBE PARTICIPATION:

The agreement incorporates City MWBOO requirements by reference.

AFFECTED COUNCIL DISTRICT:

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

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of an Agreement with the Trustees of the University of Pennsylvania. The period of the Agreement was July 1, 2021 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$257,696.09	7000-715921-2255-772500-603051
\$200,000.00	7000-715721-2255-772500-603051
\$100,000.00	7000-715821-2255-772500-603051
\$25,000.00	1001-000000-2255-772500-603051
<u>\$21,485.12</u>	7000-714622-2255-772500-603051
\$604,181.21	Total

BACKGROUND/EXPLANATION:

The purpose of this Agreement is to provide comprehensive technical assistance to assist the City, the States Attorney's Office (SAO), and the Baltimore Police Department (BPD) in the planning, implementation, evaluation and institutionalization of the Group Violence Reduction Strategy (GVRS). The University provided direct technical assistance, training, technology, research services, and subject matter expertise to assist the City, including BPD, SAO and the Mayor's Office of Neighborhood Safety and Engagement, in developing, implementing and evaluating this strategy.

The agreement is late due to administrative delays.

MBE/WBE PARTICIPATION:

The agreement incorporates City MWBOO requirements by reference.

AFFECTED COUNCIL DISTRICT:

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

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with We Rise. The period of the Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00

4001-442207-1110-384920-607001

Cost Center: CCA001379 ARPA Youth and Trauma

Grant Worktag: GRT000759 OED ARPA Violence Prevention GR442207

Fund: 4001

Spend Category: SC670701

BACKGROUND/EXPLANATION:

The purpose of this agreement is for the provider to implement mentorship for juveniles moving into occupations that provide a living wage through programming. In addition, the provider will offer workforce programs to reduce delinquency and increase earnings.

MBE/WBE PARTICIPATION: N/A

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

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with House of Ruth of Maryland, Inc. The period of the Agreement is retroactive to October 1, 2021 through September 30, 2025.

AMOUNT OF MONEY AND SOURCE:

Amount: \$189,600.00

Grant Number: GRT000854

Fund: 4000

Cost Center: CCA000515 Supervised Visitation

Spend Category: SC630351

BACKGROUND/EXPLANATION:

On March 2, 2022 the Board authorized acceptance of a grant award for the “City of Baltimore, Domestic Violence Fatality Review Team and High-Risk Task Force” (award #13329633) by the U. S. Department of Justice Office on Violence Against Women (OVW) for the period of October 1, 2021 through September 30, 2025.

The primary purpose of this four-year grant is to re-establish Baltimore City's Domestic Violence Fatality Review Team (DVFRT), a multidisciplinary team that will partner to provide an interagency and coordinated community response to prevent deaths and near deaths related to intimate partner violence. Additionally, the grant will provide funding for personnel and administrative resources in support of a data-driven review and analysis of the high-risk assessment and response protocols currently utilized in Baltimore City. The goal of this evaluation will be to identify gaps and recommended solutions designed to increase the safety of victims and the accountability and supervision of high- risk offenders.

The House of Ruth Maryland will provide direct oversight for the administrative assistant funded by this grant in support of deliverables and collaborative activities as outlined in the Scope of Work. The annual salary for this person will be \$40,000.00 plus reimbursement for 18.5% for fringe benefits totaling up to \$47,400.00 as outlined in the Budget.

MBE/WBE PARTICIPATION:

The agreement incorporates City MWBOO requirements by reference.

AFFECTED COUNCIL DISTRICT:

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – cont'd

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

10/5/2022

Mayor's Office of Neighborhood Safety and Engagement – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Challenge2Change, Inc. and Fusion Partnerships, Inc. The period of the Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00

Cost Center: CCA001359

Fund: 4001

Worktag: GR442207

GRT000759

BACKGROUND/EXPLANATION:

Challenge2Change seeks to develop partnerships with a variety of public and private schools to help provide communities with a pipeline of services through in school and out of school programming. Fusion Partnerships will act as the Fiscal Sponsor for Challenge2Change.

MBE/WBE PARTICIPATION:

Grantee has signed a commitment to comply.

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

10/5/2022

Department of Transportation – Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with CC 419 Saint Paul Place, LLC. The period of the Agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$4,446.44 - 9950-906082-9512-000000-490375 - Revenue

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for The Courtland II located at 417-419 Saint Paul Street, redeveloping a 28-unit apartment building with a total of 20,000 square feet. The Developer agrees to make a one-time contribution in the amount of \$4,446.44 to fund the City's multimodal transportation improvements in the Development vicinity to the extent practicable.

MBE/WBE PARTICIPATION:

Not Applicable: The Developer is paying for all costs.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Developer’s Agreement No.1690-A

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1690-A with Alta Federal Hill II OZ Holdings, LLC. 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 \$596,398.50 has been issued to Alta Federal Hill II OZ Holdings, LLC, who assumes 100% of the financial responsibility

BACKGROUND/EXPLANATION:

Alta Federal Hill II OZ Holdings, LLC, would like to construct new water services, Streetscape, Conduit, Traffic Signal, and Roadway improvements to its property located at 1900 South Hanover 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. 1690-A has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Developer's Agreement No. 1659

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1659 with Holabird Construction Company. The period of the Agreement shall commence upon approval by the Board of Estimates and end upon final acceptance by the City.

AMOUNT OF MONEY AND SOURCE:

A Letter of Credit in the amount of \$309,034.98 has been issued to Holabird Construction Company who assumes 100% of the financial responsibility

BACKGROUND/EXPLANATION:

Holabird Construction Company would like to construct new water services, sanitary sewer, storm drain, roadway and street lighting improvements to its property located at 6625, 6639 Hartwait Street, 1710, 1714 Dundalk Avenue, 1710, 1720, 1721, 1736 Manor Avenue. 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. 1659 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Developer’s Agreement No. 1813

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer’s Agreement No. 1813 with 416-418 E. 30th Street Bal 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 Letter of Credit in the amount of Performance Bond in the amount of \$68,526.85 has been issued to 416-418 E. 30th Street Bal LLC, who assumes 100% of the financial responsibility

BACKGROUND/EXPLANATION:

416-418 E. 30th Street Bal LLC, would like to construct various utilities to its property(s) located at 416-418 E. 30th Street, Baltimore, Md. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 12

(The Developer’s Agreement No. 1813 has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Amendment No. 1 to Internship Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Internship Agreement with Morgan State University. The period of the amendment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$180,880.00 - Fund	Cost Center	Spend Category
1001-	CCA001085	SC610102
1001-	CCA 001071	SC610102
1001-	CCA001074	SC610102
1001-	CCA001015	SC610102

BACKGROUND/EXPLANATION:

On May 4, 2022, the Board approved \$45,220.00 for an Internship Agreement with Morgan State University for students enrolled in the undergraduate and graduate programs in the School of Engineering including the Department of Urban Infrastructure Studies (DUIS) for the purposes of gaining field experience in engineering and planning.

The parties now desire to amend the Original Agreement to add eight additional students and to increase funding accordingly that will allow the students to engage in meaningful and productive work experiences, giving them an opportunity to investigate the possibility of full-time employment upon completion of their work at the Baltimore City Department of Transportation. With the increase in funds of \$180,880.00, the agreement now totals \$226,100.00.

Unless otherwise changed in writing, the term and conditions of the Original Agreement as previously amended, will remain in full force and effect.

MBE/WBE PARTICIPATION: N/A

AFFECTED COUNCIL DISTRICT: 3

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with EBA Engineering, Inc. for Project No. 1288, Bridge Construction Project Management Services. The period of the Agreement is four years from the issuance of the Notice to Proceed with the option to extend for one year.

AMOUNT OF MONEY AND SOURCE:

\$800,000.00 - 9950-912036-9508-900010-705032 FED/GF(HUR)

BACKGROUND/EXPLANATION:

The Department of Transportation has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission, and now desires to utilize the services of EBA Engineering, Inc. The cost of services rendered will be on actual payroll rates (not including overhead and burdens) times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. This contract is Bridge Construction Management Services for Contract No. TR 16301 FAP No NHPP-TTDG- 3048(5) N; SHA No. 45006. Replacement of Bridge No. BC4202 Broening Highway over Colgate Creek and Associated Roadway Improvements.

DBE PARTICIPATION:

EBA Engineering, Inc. will comply with Title 49 of the Code of Federal Regulations Part 26 (49CFR26) and the DBE goal established in the original agreement.

DBE: 25%

iCivil, Inc.	\$80,000.00	10.00%
Kumi Construction Management Corp.	\$96,000.00	12.00%
DM Enterprises of Baltimore, LLC	<u>\$24,000.00</u>	<u>3.00%</u>
	\$200,00.00	25.00%

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

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation -cont'd

TRANSFER OF FUNDS

The Board is requested to approve a Transfer of Funds for project #1288 PRJ001509 (TR16301) FAP No. NHPP-TTDG-3048(5) N; SHA No. 45006 BC4500; "Replacement of Bridge No. 4202 Broening Highway o/Colgate Creek and Associated Roadway Improvements" with EBA Engineering, Inc. in the amount of \$800,000.00.

AMOUNT OF MONEY AND SOURCE:

FROM ACCOUNT:

	Construction Reserve -	
9950-944002-RES009507-PRJ002040	Reserve for Closeouts	\$ 640,000.00 Fed
9950-904087-RES009509-PRJ000494	Harford Road Bridge over	
	Herring Run	<u>\$160,000.00</u> GF HUR
		\$ 800,000.00

TO ACCOUNT:

9950-912036-CAP009508-PRJ001509	Broening Hwy O/Colgate	
	Bridge Rep.	\$ 800,000.00

BACKGROUND/EXPLANATION:

This transfer will fund the costs associated with for project #1288 PRJ001509 (TR16301) FAP No. NHPP-TTDG-3048(5) N; SHA No. 45006 BC4500; "Replacement of Bridge No. 4202 Broening Highway o/Colgate Creek and Associated Roadway Improvements" with EBA Engineering, Inc. in the amount of \$800,000.00.

(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

10/5/2022

Department of Transportation – Amendment No. 5 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 5 to Agreement with STV, Inc. for Project No. 1225, On Call Design Consultant Services for Resurfacing and Reconstruction Projects to allow for a one year time extension and an increase to the upset limit by \$750,000.00. The amendment extends the period of the agreement through June 16, 2023.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. The upset fee is \$750,000.00. No funds are required at this time.

BACKGROUND/EXPLANATION:

On June 17, 2015, the Board approved the subject agreement in the amount of \$1,000,000.00 for two years with STV, Inc. which provided for various on-call engineering services for the proposed improvements to the City's system of Streets and Highways under Project No. 1225, On Call Design Consultant Services for Resurfacing and Reconstruction Projects.

On July 19, 2017, the City approved Amendment No.1 to allow for a one-year time extension to complete numerous ongoing services ranging from roadway design, Storm Water Management, Expedited Review, construction phase review, survey and other support services complete on-going task. On June 13, 2018, the City approved Amendment No.2 to allow for a one-year time extension to continue design services of in-design projects.

On July 10, 2019, the City approved Amendment No.3 to allow for a one-year time extension to continue existing task and projects. On July 15, 2020, the City approved Amendment No.4 to allow for an increase to the upset limit by \$500,000.00 and to allow for a two-year time extension to maintain continue ongoing task.

The Department is now requesting a one-year time extension and an increase to the upset limit by \$750,000.00 to continue design services of in-design projects under Amendment No.5. This approval will result in an total upset limit of \$2,250,000.00 and a revised expiration date of June 16, 2023.

MBE /WBE PARTICIPATION:

The Consultant will comply with Article No.5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Dept. of Transportation – cont'd

MBE: 27.00%

WBE: 10.00%

On the date of preparation, the consultant achieved 31.00% of the 27.00% MBE goal and achieved 12.00% of the required 10.00% WBE required goal.

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

(The Amendment No. 5 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Amendment No. 5 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 5 to Agreement with WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.) for Project No. 1225, On Call Design Consultant Services for Resurfacing and Reconstruction Projects, to allow for a two-year time extension and an increase to the upset limit by \$500,000.00. The amendment extends the period of the agreement through July 21, 2024.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual project. The upset fee is \$500,000.00. No funds are required at this time.

BACKGROUND/EXPLANATION:

On July 22, 2015, the Board approved the subject Agreement in the amount of \$1,000,000.00 with WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.), for a period of two years to assist the Transportation, Engineering & Construction Division in providing various on-call engineering services for the proposed improvements to the City's system of Streets and Highways. On August 16, 2017, the Board approved Amendment No.1 to allow for a one year time extension to complete numerous ongoing services ranging from roadway design, Storm Water Management, Expedited Review, construction phase review, survey and other support services needed for ongoing tasks. On June 27, 2018, the Board approved Amendment No.2 to allow for a one-year time extension to continue design services of in-design projects assigned for ongoing tasks. On August 28, 2019, the Board approved Amendment No.3 to allow ongoing tasks and post award services. On July 15, 2020, the Board approved Amendment No.4 to to maintain continue ongoing task for a two-year time extension and an increase of \$500,00.00 to continue ongoing tasks and post award services The Department is now requesting a two-year time extension with an increase to the upset limit of \$500,000.00 to continue ongoing tasks as needed under Amendment No.5. This Board approval will result in an expiration of July 21, 2024 and a total upset limit of \$2,000,000.00.

MBE /WBE PARTICIPATION: The Consultant will comply with Article No.5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE 27.00%

WBE 10.00%

Dept. of Transportation – cont'd

The preparation of this task included an evaluation of the consultant's contract minority participation status. On the date of preparation, the consultant achieved 23% of the MBE goal and exceeded the 10.00% WBE required goal by achieving 11% toward the WBE goal.

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

(The Amendment No. 5 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the BOE on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code

LOCATION

APPLICANT

PRIVILEGE SIZE

400 E. Saratoga Street

Parking Authority

Conduit 40 linear
Ft., (3) Chargers
(1) Transformer

AMOUNT OF MONEY AND SOURCE:

\$280.00 Flat Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 11

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the BOE on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code

LOCATION

APPLICANT

PRIVILEGE SIZE

2700 Remington Avenue

Miller's Square, LLC

(2) Single Face
Electric Signs 30 sq.
Ft. each

AMOUNT OF MONEY AND SOURCE:

\$421.80 Flat Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 14

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the BOE on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code

LOCATION

APPLICANT

PRIVILEGE SIZE

6310 Reisterstown Road

Enoch Pratt Library

Ramp and Stairs
48.2 x 5.16'

AMOUNT OF MONEY AND SOURCE:

\$235.90 Flat Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 5

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Extra Work No. 8

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Extra Work Order No. 8 for Allan Myers MD, Inc. under FAP No. STP-3057(6) N; BC410005; Contract TR12317; Central Avenue Streetscape and Harbor Point Connector Bridge.

AMOUNT OF MONEY AND SOURCE:

\$ 1,532,467.00 – 9950-905023-9508-900010-702064 (FED) (Dynamics
9950-905023-CAP009508-PRJ000648-SC630405 (WD)
\$ 359,906.00 – 9962-926020-9562-900000-702064 (Conduit)
\$ 61,185.00 – 9960-904597-9557-900000-702064 (Rev Bond)
\$ 1,953,558.00

BACKGROUND/EXPLANATION:

The Extra Work and changes are the result of conditions found during construction which consists of the following: 1) Protected Bicycle Lane Revisions - The City of Baltimore is applying their Complete Streets Policy to TR 12317. This will revise the Central Avenue from 4-5 travel lanes, two bicycle lanes, and two parking lanes at the curb to 2-3 travel lanes, two protected bicycle lanes, and two parking lanes. The related costs are being submitted in advance of the completion of the design and construction to allow real time invoicing of the proposed work. 2) Extend the Project Field Office Lease from January 31, 2022 until July 31, 2022. 3) Extend the 119-131 Central Ave Yard Lease from December 1, 2020 through July 31, 2022. 4) Restoration of the 1314 E. Fayette Street Yard at the end of the Project. 5) Deletion of Dynamic Message Signs (DMS) from Contract.

The extra work also includes: an Investigation, Analysis, Report and Recommendations for Repairs to EMH 41-I-054; reconstruction of Existing EMH 0542; Extra Work to address underground obstruction (Eastern Avenue - Jack and Bore); alternative re-design to avoid conduit occupant delays at EMH 0507 and 1008; realignment of Duct Bank due to Concrete Encasement Conflict at EMH 41-K-0671; Site Investigation Costs resulting from location Conflict - EMH 0358 / 40-inch Watermain; Redesign of Conduit Bypass of EMH 0358; Revision of Scope and MOT at Fleet and Central to Minimize Traffic Impacts; Extra Traffic Flagging Costs and Modified Staging at Fleet and Central; Multi-Tree Removal due to Conflicts at Lombard Street and Central Avenue; Restoration of BGE Cable for Gough St. Traffic Signals; Single Tree Removal at Eastern Avenue and Central Avenue; Filling and Capping of Abandoned Structure at Lombard Street and Central Avenue; Restoration and upgrading of 40-inch watermain Fire Hydrant Connection; and Restoration and Partial Replacement of Damaged Storm Drain Repair.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Dept. of Transportation – cont'd

DBE: The contractor has achieved 27.11% of the assigned 30% goal.

This contract is not subject to the Executive Order to the Local Hiring Law 12-0159

TRANSFER OF FUNDS

The Board is requested to approve a Transfer of Funds for change order #8 on project TR12317 F. A. P. No. STP-3057(6) N; SHA No. BC4410005; "Central Avenue Streetscape and Harbor Point Connector Bridge (Design-Build)" with Allan Myers MD, Inc., in the amount of \$1,953,558.00.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

FROM ACCOUNT:

Construction Reserve -	
9950-944002-9507 Reserve for Closeouts	\$ 1,532,467.00 FED
9950-944002-RES009507-PRJ002040 (WD)	

TO ACCOUNT:

9950-905023-9508-2 Contingencies	\$ 1,532,467.00
9950-905023-CAP009508-PRJ000648 (WD)	
Central Ave. Phase II TR12317	

BACKGROUND/EXPLANATION:

This transfer will partially fund the costs of extra work and changes as a result of conditions found during construction; and other costs associated with change order #8 on project TR12317 F. A. P. No. STP-3057(6) N; SHA No. BC4410005; "Central Avenue Streetscape and Harbor Point Connector Bridge (Design-Build)" with Allan Myers MD, Inc., in the amount of \$1,953,558.00.

(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

10/5/2022

Department of Transportation – Minor Privilege Application

ACTION REQUESTED OF B/E:

The Board is requested to approve an Application for a Minor Privilege. The application is in order as to the Minor Privilege Regulations as stipulated under Article 8 Section 9 of the Baltimore City Charter and subsequent regulations issued by the BOE on January 21, 2015 and amended November 9, 2016 and current regulations under Article 32 of the Baltimore City Code

LOCATION

APPLICANT

PRIVILEGE SIZE

2201 E. Chase Street

Jesse L. Stevenson

Egress Stairway 275 sf.

AMOUNT OF MONEY AND SOURCE:

\$234.40 Annual Charge

MBE/WBE PARTICIPATION:

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

AFFECTED COUNCIL DISTRICT: 13

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Extra Work Order No. 1

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Extra Work Order No. 1 for M. Luis Construction Co., Inc. under TR20014 – Urgent Need Contract Citywide.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$0.00 - 99S0-904006-95 14-200020-702064

BACKGROUND/EXPLANATION:

This Authorization is requested on behalf of the Department of Transportation – TEC Division for additional time to complete TR20014 – Urgent Need Contract Citywide. Extra time is needed to complete ongoing work being done on the contract that requires asphalt placement, and 7-inch and 9-inch concrete repairs along with placement of sidewalk and ADA ramps to repair. A 180-day non-compensatory time extension for this contract will be needed for completion of the proposed work. The current contract completion date is July 29, 2022 and the revised contract completion date will be January 24, 2023.

MBE/WBE PARTICIPATION:

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

DOT is processing this EWO for time extension, which is warranted and within the time of performance for the overall project. According to the compliance data, TR20014 is only 26.24% toward completion of payment for the project, which means the contract award has not been fully spent. The total award was \$1,771,813.62 and to date the net amount paid is \$418,399.66 (minus retainage). The DOT PM and prime assessed more work is needed to be performed which validates the need for the time extension.

MBE - 20%; The contractor is self-performing

WBE – 8%; achievement – 6.29%

An Engineer's Certificate of Completion of Work has not been issued.

This Contract is subject to the Executive Order to the Local Hiring Law 12-0159.

THE EAR WAS APPROVED BY MWBOO ON JULY 13, 2022.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 40 to Agreement with STV/PB Construction Managers Joint Venture for Project No. 1217, On Call Construction Project Management Services. The amendment extends the period of the agreement through June 16, 2023.

AMOUNT OF MONEY AND SOURCE OF FUNDS

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

BACKGROUND/EXPLANATION:

On June 17, 2015, the Board approved the subject Agreement for three years in the amount of \$2,000,000.00 with STV/PB Construction Managers Joint Venture which provided for engineering design services in connection with projects included in the Capital Improvement Plan and other transportation infrastructure related projects. On January 31, 2018 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 these 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 November 13, 2019 the Board approved Amendment No.2 for a one year time extension and an increase to the upset limit by \$2,000,000.00 to complete extra work and continue staffing ongoing capital projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines. The Department is now requesting a one year time extension and an increase to the upset limit by \$2,000,000.00 to continue staffing for ongoing capital projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines under Amendment No.4. This approval will result with an upset limit of \$8,000,000.00 and a revised expiration of June 16, 2023.

MBE/WBE PARTICIPATION:

STV/PB Construction Managers Joint Venture will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original agreement.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Transportation – cont'd

MBE: 27.00%

WBE: 10.00%

The consultant has achieved 26.00% of the 27.00% MBE goal and exceeded the 10.00% WBE goal with 17.00% attainment at this time.

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

(The Amendment No. 4 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Community College of Baltimore County. The period of the agreement is effective upon Board Approval through May 14, 2023.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$97,920.00 - 2071-CCA000828 -63105-SC630320 -AGC6100 -SRV0671

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Water and Wastewater Treatment Plants of Baltimore City be provided with a minimum of 576 hours of classroom instruction for each year of the three years that they are employed to successfully complete the Electrical Maintenance Technician Apprenticeship Program.

Community College of Baltimore County has provided a custom curriculum that enables these employees to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Wastewater Treatment Plant.

This request is for the second and third year sessions of the three-year instruction of the class of trainees hired as Electrical Maintenance Technician Apprentices. The training will take place on-site using existing equipment and materials. The agency hired a large group of apprentices, and the agreement asks for a maximum of 17 apprentices per class. In order to accommodate this large group of apprentices, it is necessary to split the group into two first year sessions.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAS NO OBJECTIONS TO B/E APPROVAL.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Release of Retainage for SC944R

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Full Release of Retainage in the amount of \$461,420.45 to Anchor Construction Corporation for SC 944R- Rehabilitation and Improvements to Sanitary Sewer Mains at Various Locations.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$461,420.45 - 9956-903551-9951-000000-200001

BACKGROUND/EXPLANATION:

As of December 31, 2019, Anchor Construction Corporation has completed 100% of all work for ER 4020R. The Contractor has requested a Full Release of Retainage for \$461,420.45. Currently, the City is holding \$461,420.45. in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$0.00.

MBE/WBE PARTICIPATION:

The vendor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 13% and WBE: 14.35%.

MBE Goal 13% and \$1,199,693.17
Current Attainment: 14.35% and \$1,308,904.27
Compliant During Monitoring Period: Yes

WBE Goal 4% and \$369,136.36
Current Attainment: 4.48% and \$408,654.44
Compliant During Monitoring Period: Yes

MBE Goal Achieved: Yes. Total Paid to Date: \$1,308,904.27
WBE Goal Achieved: Yes Total Paid to Date: \$408,654.44

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAS NO OBJECTION TO B/E APPROVAL.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Rummel, Klepper & Kahl, LLP. under Project 1801, On-Call Project and Construction Management Assistance. The amendment extends the period of the agreement from October 23, 2023 through October 23, 2026. This amendment is within the original scope of work and requested by the Agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

To be determined with each individual project. The request increases the upset fee by \$1,500,000.00. The new upset limit will be \$8,000,000.00
No funds are required at this time.

BACKGROUND/EXPLANATION:

The scope of work includes: assisting Construction Management Section with construction monitoring and inspection; preparation of daily reports; maintenance of project records and documentation; review of contractor's application for payment; attendance at progress meetings; preparation of record drawings; review of contract claims and supports; estimating; scheduling; project engineering; constructability reviews; submittal reviews and responses; request for information (RFI) reviews and responses; and construction contract administrative support.

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 assigned to the original agreement are MBE: 27% WBE: 10%.

MBE Goal: 27% and \$1,080,000.00
Current Attainment: 40.00% and \$1,141,138.19
Compliant During Monitoring Period [Y/N]: Yes

WBE Goal: 10.% and \$650,000.00
Current Attainment: 8.00% and \$221,405.04
Compliant During Monitoring Period [Y/N]: Yes

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – cont'd

LOCAL HIRING:

Applicable

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

(The Amendment No. 2 to Agreement has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Amendment No. 3 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of Amendment No. 3 to Agreement with Rummel Klepper & Kahl, LLP under Project No. 1504, On-Call Project and Construction Management Assistance. The amendment will increase the period of the contract by 18 months for a total period of 90 months. This agreement expired on January 13, 2022, and the amendment extends the contract period retroactively through July 13, 2023.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$0.00

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of Amend. 3 to the original agreement with Rummel Klepper & Kahl, LLP so that it may continue to perform the following work: assisting the City Construction Management section with construction monitoring and inspection; preparation of daily reports; maintenance of project records and documentation; review of contractor's application for payment; attendance at progress meetings; preparation of record drawings; review of contract claims and supports; estimating; scheduling; project engineering; constructability reviews; submittal reviews and responses; request for information (RFI) reviews and responses; and construction contract administrative support. This request is late due to administrative delays.

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 assigned to the original agreement are MBE: 27% WBE: 10%.

MBE Goal: 27% and \$1,080,000.00

Current Attainment: 26.94% and \$1,077,606.25

Compliant During Monitoring Period [Y/N]: Yes

WBE Goal: 10.% and \$400,000.00

Current Attainment: 9.98% and \$395,379.69

Compliant During Monitoring Period [Y/N]: Yes

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – cont'd

LOCAL HIRING:

Applicable

AUDITS NOTED THE TIME EXTENSION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Task Assignment No. 2

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Task No. 2 with Gannett Fleming, Inc. under Project 1345G, On-Call Project and Construction Management Assistance, in accordance with their proposal dated March 17, 2022. The original contract will expire on April 19, 2026. The duration of this task is 29 months. This task was requested by the Agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$472,040.69 – 9960-902973-9557-900020-705032

BACKGROUND EXPLANATION:

The Office of Engineering & Construction is requesting Gannett Fleming, Inc. to provide Construction Management assistance and inspection services for the ongoing work on W.C. 1257-Falls Road & Vicinity Water Main Replacements. The work requested is within the original scope of the agreement.

The scope of work includes but is not limited to the following services: assisting the Office of Engineering & Construction with construction monitoring and inspection; preparation of daily reports; maintenance of project records and documentation; review of contractor's application for payment; attendance at progress meetings; preparation of record drawings; review of contract claims and supporting documents; estimating; scheduling; project engineering; constructability reviews; submittal reviews and responses; Request for Information (RFI) reviews and responses; and construction contract administrative support. Depending on the nature of other work and City staff requirements, personnel representing the selected firm shall be available on an as needed basis.

THE SCOPE OF THE CONSTRUCTION PROJECT INCLUDES: Replace approximately 20,782 linear feet of 4-inch through 16-inch ductile iron water main (restrained joint), including valves, fire hydrants, and fittings; Replace approximately 85 galvanized WHC's with copper tubing, corporation valves, and fittings; Extend and connect approximately 2,100 existing copper WHC's to new mains as needed; Reconnection of water service connections to the new DIP water mains; Installation of temporary bypass piping and water services, including but not limited to, hydrant connections, all testing and disinfection requirements, removal of temporary bypass piping and water services, and restoration of permanent services; Replace meter vaults as needed; Removal and disposal off site of all excavated and demolished materials; Clean up and restoration of construction areas; Erosion and Sediment Control devices and measures; Maintenance of Traffic requirements.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – cont'd

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 30% and WBE: 15%.

Currently, this on call agreement is not in compliance because there are no approved tasks to date on this agreement. Current goals are: MBE: 0% and WBE: 0%.

THE EAR WAS APPROVED BY MWBOO ON MAY 25, 2022.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Task Assignment No. 3

ACTION REQUESTED OF B/E:

The Board is requested to approve Task No. 3 with Gannett Fleming, Inc. under Project 1345G, On-Call Project and Construction Management Assistance, in accordance with their proposal dated April 1, 2022. The original contract will expire on April 19, 2026. The duration of this task is 11 months. This task was requested by the Agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$157,777.38 – 9960-908936-9557-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting Gannett Fleming, Inc. to provide inspection services for the ongoing work on W.C. 1285-Caroline Street & Vicinity Water Main Replacements. The work requested is within the original scope of the agreement.

Project 1345G services include but are not limited to: assisting the Office of Engineering & Construction with construction monitoring and inspection; preparation of daily reports; maintenance of project records and documentation; review of contractor's application for payment; attendance at progress meetings; preparation of record drawings; review of contract claims and supporting documents; estimating; scheduling; project engineering; constructability reviews; submittal reviews and responses; Request for Information (RFI) reviews and responses; and construction contract administrative support. Depending on the nature of other work and City staff requirements, personnel representing the selected firm shall be available on an as needed basis.

THE SCOPE OF THE CONSTRUCTION PROJECT INCLUDES: Approximately 1,101 linear feet of 12-inch diameter DIP water main and fittings; Approximately 2,522 linear feet of 10-inch diameter DIP water main and fittings; Approximately 11,912 linear feet of 8-inch diameter DIP water main and fittings; Approximately 3,933 linear feet of 6-inch diameter DIP water main and fittings; Approximately 136 linear feet of 4-inch and 3-inch diameter DIP water main and fittings; Approximately 2,417 5/8, 3/4. 1-inch diameter copper tubing, corporation valves, and fittings; Approximately 20 1-1/2 & 2-inch diameter copper tubing, corporation valves, and fittings; Approximately 97 ARB meter and water meter replacement; Various size valves and fire hydrants; Pipe restraints, thrust blocks, thrust collar, etc.; Reconnection of water service connections to the new DIP water mains;

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – cont'd

Installation of all bypass piping and temporary water services and connections to the new DIP water mains; Installation of all bypass piping and temporary water services, including but not limited to, hydrant and underground connections, all testing and disinfection requirements, removal of all bypass piping and temporary water services, and restoration of permanent services; Removal and disposal off site of all excavated and demolished materials; Clean up and restoration of construction areas; and Erosion and Sediment Control devices and measures.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 30% and WBE: 15%.

Currently, this on call agreement is not in compliance because this is the 3rd task to be submitted. No tasks has been approved as of yet. Current goals are: MBE: 10% and WBE: 5%.

THE EAR WAS APPROVED BY MWBOO ON JUNE 1, 2022.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Task Assignment No. 7

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Task No. 7 with Gannett Fleming, Inc./DFI JV under Project 1345G, On-Call Project and Construction Management Assistance, in accordance with their proposal dated April 19, 2022. The original contract will expire on April 19, 2025. The duration of this task is 22 months. This task was requested by the Agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$313,380.15 – 9960-905721-9S57-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting Gannett Fleming, Inc./DFI to provide inspection services for the ongoing work on W.C. 1252-Grantly Road and Vicinity Water Main Replacement. The work requested is within the original scope of the agreement.

THE SCOPE OF THE ORIGINAL AGREEMENT INCLUDES: Assisting the Office of Engineering & Construction with construction monitoring and inspection; preparation of daily reports; maintenance of project records and documentation; review of contractor's application for payment; attendance at progress meetings; preparation of record drawings; review of contract claims and supporting documents; estimating; scheduling; project engineering; constructability reviews; submittal reviews and responses; Request for Information (RFI) reviews and responses; and construction contract administrative support. Depending on the nature of other work and City staff requirements, personnel representing the selected firm shall be available on an as needed basis.

THE SCOPE OF THE CONSTRUCTION PROJECT INCLUDES: Replace approximately 14,734 linear feet of 4-inch through 20-inch ductile iron water main (restrained joint), including valves, fire hydrants, and fittings; Replace approximately 61 galvanized WHC's with copper tubing, corporation valves, and fittings; Extend and connect approximately 2,380 linear feet existing copper WHC's to new mains as needed; Reconnection of water service connections to the new DIP water mains; Installation of temporary bypass piping and water services, including but not limited to, hydrant connections, all testing and disinfection requirements, removal of temporary bypass piping and water services, and restoration of permanent services; Replace meter vaults as needed; Cathodic protection/corrosion control; Removal and disposal off site of all excavated and demolished materials; Clean up and restoration of construction areas; Erosion and Sediment Control devices and measures; and Maintenance of Traffic requirements.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – cont'd

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 30% and WBE: 15%.

Currently, this on call agreement is not in compliance because no tasks are approved yet. Current goals are: MBE: 10% and WBE: 5%.

THE EAR WAS APPROVED BY MWBOO ON JULY 6, 2022.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Unauthorized Purchases

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of payment for unauthorized spending on invoices 1235, 1238, and 1241 in the amount of \$9,116.61. Payment is to be made to Enav, LLC (P549531). The listed invoices are a one-time payment to resolve the outstanding invoices not previously paid by the agency.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$9,116.61 - 1001-000000-5153-387800-603013
- 1001-63025- CCA000799- SC630313

BACKGROUND/EXPLANATION:

Enav (formerly Consolidated Trailers) was the property owner of the lot where Property Management Operation parked our vehicles at the end of the day. This was due to the fact that the previous office space did not provide ample parking for our fleet vehicles (1825 Edison Hwy).

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Public Works – Ratification of Amendment No. 1 for Recycling Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify and authorize execution of Amendment No. 1 for Recycling Agreement with the Northeast Maryland Waste Disposal Authority (the Authority). The current agreement expired June 30, 2022 and the amendment extends the period of the agreement to June 30, 2023 with three optional 12-month periods, to be exercised at the City's sole discretion.

AMOUNT OF MONEY AND SOURCE:

\$2,072,302.00 annually - 1001-000000-5161-775100-603026

BACKGROUND/EXPLANATION:

On June 16, 2021 the Board approved the Original Agreement in the amount of \$2,072,302.00 with the Authority for the term of June 1, 2021 through June 30, 2022. With the requested Amendment No. 1, the term of this Agreement is extended through June 30, 2023, with three optional 12-month renewal periods, to be exercised at the City's sole discretion. The City will give the Authority 90 days' notice of its intent to renew for each annual option period.

The Bureau of Solid Waste (BSW) of the Department of Public Works collects single stream recycling from households, small businesses, government facilities, school buildings, and other buildings throughout the City. It also collects single stream recycling at its five residential drop-off centers. After collection, BSW transports the single stream recycling to a Materials Recovery Facility (MRF) where a company sorts, bales, and sells the materials to vendors to recycle into new products and uses. The purpose of this Agreement is to ensure the City has a destination to recycle the materials it collects.

This Agreement between the City and the Authority enables the City to utilize the technical expertise of the Authority to provide for the acceptance, processing, and recycling of the material collected (referred to in the Agreement as "recovered materials"). The Authority, in turn, contracts with companies that own MRFs which process and arrange to recycle materials. The Authority is a public organization of the State of Maryland and its power is "deemed to be the performance of an essential public function." Md. Code Ann., Nat'l Res Art. 3-903(i). The Authority has agreed to provide the requested services using contractors publicly procured by the Authority.

The City will pay a per ton service fee to have material processed and recycled. Under a market-based fee, the City will pay a per ton processing fee less the City's revenue share (75%) of the monthly per ton value of single stream material.

AGENDA

BOARD OF ESTIMATES

10/5/2022

DPW – cont'd

The City may have the option to pay a fixed-based service fee (not market driven) for the material, if allowed under the Authority's applicable processing contract.

The cost estimate is based on past tonnages and actual costs, and the provision for unforeseen changes in tonnage amounts and the market values of materials collected.

MBE/WBE PARTICIPATION:

N/A

AFFECTED COUNCIL DISTRICT:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAS NO OBJECTIONS TO B/E APPROVAL.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

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

A and A Plumbing Inc.	\$ 740,000.00
JAV Waterproofing Company, LLC	\$1,500,000.00
Phoenix Contracting Services, Inc. (WBE)	\$8,000,000.00
RSC Electrical and Mechanical Contractors, Inc. (MBE)	\$8,000,000.00
Stokes Mechanical LLC (MBE)	\$1,500,000.00
Stormwater Maintenance, LLC d/b/a SMC	\$8,000,000.00

2. Prequalification of Architects and Engineers

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

A Squared Plus Engineering Support Group, LLC (WBE)	Engineer
ATCS, P.L.C.	Engineer Land Survey
CV, Inc. (MBE)	Landscape Architect Engineer Land Survey
Froehling & Robertson, Incorporated	Engineer
Infrastructure Technologies, LLC (WBE)	Engineer

AGENDA

BOARD OF ESTIMATES

10/5/2022

BOARDS AND COMMISSIONS – cont'd

Landstudies, Inc.	Landscape Architect Engineer
Mott MacDonald, LLC	Engineer
O'Connell & Lawrence, Inc.	Engineer Land Survey
Soil and Land Use Technology, Inc. (MBE)	Engineer
Stantec Consulting Services Inc.	Architect Landscape Architect Engineer
Weston & Sampson Engineers, Inc.	Landscape Architect Engineer

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Recreation & Parks – Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement with Pond & Company. The period of the agreement is effective upon Board approval for one year, unless terminated sooner in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$307,076.00 - 1001-000000-1220-146000-603018
- 1001-CCA000478-SC630318

BACKGROUND/EXPLANATION:

The City has a need for a consultant to create a geographic information systems database that includes an assessment of the conditions and accurate geographic location for specified assets within the park inventory operated and maintained by City's Department of Recreation and Parks. The resultant geographic information systems database will be used by the Department to identify and plan for future capital improvements of its park assets and to manage the day-to-day maintenance of its park assets.

MBE/WBE PARTICIPATION:

Pond & Company will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals set for this contract:

MBE: 10%

WBE: 10%

MBE: Mercado Consultants, Inc.	\$30,720.00	10.00%
WBE: Unknown Studio, LLC	<u>\$30,720.00</u>	<u>10.00%</u>
	\$61,440.00	20.00%

MWBOO FOUND THE VENDOR COMPLIANT ON JULY 14, 2022.

LOCAL HIRING: YES

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Recreation & Parks – Task Assignment No. 6

ACTION REQUESTED OF B/E:

The Board is requested to approve Task No.6 for Unknown Studio Landscape Architecture and Urban Design, LLC under Project No. 1317, On-Call Landscape Architectural Design Services, to provide design services in accordance with their proposal dated May 15, 2022.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$105,259.78 ARPA - 9901.919055-9110-905001-703032

BACKGROUND/EXPLANATION:

This task will include survey for Middle Branch Trail. The period of the task is approximately 6 months.

MBE/WBE PARTICIPATION:

Unknown Studio Landscape Architecture and Urban Design, LLC will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE: 19 % WBE: 14%

The Consultant has achieved 17.87% of the MBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 18.54% of the WBE goal at this time.

This task is subject to the Local Hiring Law 27-1.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Recreation & Parks – Final Release of Retainage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Final Release of Retainage with C&N Associates, LLC under Contract RP19804 -- Mt. Pleasant Ice Arena Renovations.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$ 4,693.68 - 9938-910104-9474-000000-200001

\$52,415.98 - 9938-917022-9474-000000-200001

\$57,109.66

BACKGROUND/EXPLANATION:

As of February 1, 2022, C&N Associates, LLC has completed 100% of all work for RP19804 - Mt. Pleasant Ice Arena Renovations. The City now agrees to a Final Release of Retainage in the amount of \$57,109.66 to the Contractor. Currently, the City is holding \$72,109.66 in retainage for the referenced project. Certain disputes arose between the Contractor and the City In reference to the Standards of Quality and Workmanship of the Contractor and the Contractor's overall Performance on the Project. The City and Contractor have resolved the dispute by agreeing to allow the City to forever keep and retain \$15,000.00 from the retainage currently being held by the City. Therefore, the City wishes to release the retainage to the Contractor in the amount of \$57,109.66 and has determined that its interests are fully protected by this release.

MBE/WBE PARTICIPATION:

MBE GOAL: 21%

WBE GOAL: 8%

Current MBE attainment is 28.83% of the 21% goal and WBE is 3.68% of the 8% goal

MWBOO APPROVED THE RELEASE OF RETAINAGE ON AUGUST 22, 2022.

AFFECTED COUNCIL DISTRICT:

N/A

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Recreation & Parks – cont'd

LOCAL HIRING:

YES

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Department of Recreation & Parks – Donation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a Donation Agreement with The United States Soccer Foundation, Inc. (Donor). The period of the agreement is effective upon Board approval through the date of Final Acceptance of the Project by the City, unless earlier terminated pursuant to the terms hereof. Final Acceptance is defined as the acceptance of the Project by the City after Donor and the City have verified that the equipment and systems are fully operational, all warranty work is complete and Donor has fulfilled its contract obligations.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

N/A

BACKGROUND/EXPLANATION:

The United States Soccer Federation Foundation is a nonprofit whose mission is to enhance, assist and grow the sport of soccer in the United States, with a special emphasis on underserved communities. The Foundation's program "Safe Places to Play" transforms abandoned courts, empty schoolyards, and vacant lots into usable and safe state-of-the-art soccer fields for kids. These "mini-pitches" are hard court spaces suited for organized soccer programs and pick-up games. This agreement will allow for the construction of a public soccer "mini-pitch" in Dewees Park at 5501 Ivanhoe Avenue. This mini-pitch will provide an accessible and dedicated space for public recreational activities and soccer in that community.

This project will cost \$100,000.00 and will further improve Dewees Park and the surrounding community. The total cost of the Project will be paid entirely by the Donor, through which all funds have been raised.

AUDITS REVIEWED AND HAD NO OBJECTION.

(The Donation 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 page:

131

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

10/5/2022

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

- | | | | |
|----|--|-------------------------------|-----------------------|
| 1. | B50006654, Online Vehicle
Auctioneer Services | Copart of Connecticut,
Inc | Revenue
Generating |
| | (DOT, DGS) | | |

MBE/WBE PARTICIPATION:

On May 12, 2022, MWBOO set goals at 10% MBE and 10% WBE. Copart of Connecticut, Inc. was found compliant on September 7, 2022.

MBE: C & S Towing and Transport 10% WBE: McDel Enterprises 10%

LOCAL HIRING:

Applicable.

PERSONNEL MATTERS

* * * * *

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

133 - 168

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Baltimore City Office of Information and Technology (BCIT)

1. Reclassify the following filled position:

FROM:

Classification: Operations Officer I
Job Code: 31109
Grade: 923 (\$66,300 - \$106,331)
Position #: 12287

TO:

Classification: Operations Officer II
Job Code: 31110
Grade: 927 (\$70,509 - \$112,814)
Position #: 12287

Cost: \$5,346.00 – 1001 CCA000654 Information Tech, Fiscal Services

The Department of Human Resources has reviewed a submission from Baltimore City Information Technology Office to reclassify the above position. This position will be responsible for providing daily governance of Agency's funds, ensuring funds are budgeted appropriately and spent according to fiscal policy.

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

Health Department

2. Create the following position

Classification: Health Program Administrator II
Job Code: 61113
Grade: 927 (\$70,509 - \$112,814)
Position #: TBD

Cost: \$101,967.00 - 5000 - Cost Center ID: CCA00016 Healthcare for the Homeless

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Health Dept. – cont'd

responsible for monitoring the implementation of the awarded contract for Behavioral Health impacting individuals experiencing homelessness. The responsibilities of the role will be to develop the scope of work and budget for the program, liaise with contracted vendor as needed to develop contract documents and supporting documentation, prepare and submit quarterly reports to funders, and assist with data gathering, grant writing, and other programmatic administrative activities.

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

3. Reclassify the following filled position:

FROM:

Classification: Office Support Specialist III

Job Code: 33213

Grade: 080 (\$34,720 - \$40,843)

Position #: 46978

TO:

Classification: Administrative Coordinator

Job Code: 31100

Grade: 087 (\$44,263 - \$53,504)

Position #: Same

Cost: \$12,036.00 - 4000 Cost Center: CCA00172 Infant and Toddlers

The Department of Human Resources has reviewed a request from the Health Department's Infant and Toddler Program to reclassify the above filled position. The position is being reclassified to provide additional support to the program director, administrators, and administrative team. The responsibilities of the position will be advising management and staff on program operations and procedures, coordinating and resolving issues with the program's referrals and processes, developing administrative procedures, and coordinating all inventory processing and distribution.

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

PERSONNELHealth Dept. – cont'd4. Reclassify the following filled position**FROM:**

Classification: Program Assistant I
Job Code: 81322
Grade: 080 (\$34,720 - \$40,843)
Position #: 49630

TO:

Classification: Program Assistant II
Job Code: 81323
Grade: 084 (\$39,651 - \$47,323)
Position #: Same

Cost: \$5,308.00 - 4000 - Cost Center: CCA000167 Family Planning

The Department of Human Resources has reviewed a request from the Health Department to reclassify the above filled position. The position is being reclassified due to additional duties being assigned to the position. This position will now be assessing clients to determine program eligibility, independently planning and scheduling Asthma team home visits, and performing outreach to community partners to promote and inform them of program services and activities.

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

5. Create the following filled position

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

Cost: \$105,670.00 - 4000 Cost Center: CCA000167 Family Planning

The Department of Human Resources has reviewed a request from the Health Department for the creation of the above referenced position. The position will be

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Health Dept. – cont'd

responsible for overseeing the administrative component and the Sexual Risk Avoidance Education Project. This position creation will allow the program to establish a centralized administrative component that will oversee all contracts and procurement processes. It will also be responsible for overseeing the management of three clinics, ensuring that Title X as well as other State and Federal funding requirements are met, and planning and directing the activities of the ARH Contracts Unit.

6.	PHYLLIS ZANDER	\$22.50	\$23,400.00
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Account: 5000-533523-3044-761500-601009

The Baltimore City Health Department has requested the renewal of an employment contract for Phyllis Zander, for one-year beginning the date of Board of Estimates approval through September 30, 2023, at a rate of \$22.50 per hour, for 1,040 hours, not to exceed \$23,400.00. Phyllis Zander will work as a **Contract Services Specialist II**. Phyllis Zander will serve as a long-term Ombudsman This position is responsible for overseeing Schedule and conduct community outreach programs for various programs with the BCHD, including but not limited to Benefits Checkup, Senior Health Insurance Program (SHIP), prepare Benefits Checkup reports for seniors as requested and provide individualized counseling for seniors and their families regarding the Benefits Checkup report.

7.	LUCRETIA SHANNON	\$15.00	\$24,690.00
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Account: 4000-433423-3255-761600-601009

The Baltimore City Health Department has requested the renewal of an employment contract for Lucretia Shannon, for one-year beginning the date of Board of Estimates approval through September 30, 2023, at a rate of \$15.00 per hour, for 1,664 hours, not to exceed \$24,690.00. Lucretia Shannon will continue work as a **Contract Services Specialist II**. This position is responsible for Schedule and conduct community outreach programs for various programs with the BCHD, including but not limited to Benefits Checkup, Senior Health Insurance Program (SHIP), prepare Benefits Checkup reports for seniors as requested and provide individualized counseling for seniors and their families regarding the Benefits Checkup report.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Health Dept. – cont'd

FROM:

Classification: Licensed Practical Nurse
Job Code: 10223
Grade: 034
Hiring: \$40,040
Full Performance: \$41,475
Senior: \$45,718

TO:

Classification: Licensed Practical Nurse
Job Code: 10223
Grade: 034
Hiring: \$42,952
Full Performance: \$44,462
Senior: \$49,015

FROM:

Classification: Hearing and Vision Tester
Job Code: 10251
Grade: 038
Hiring: \$29,016
Full Performance: \$29,390
Senior: \$30,285

TO:

Classification: Hearing and Vision Tester
Job Code: 10251
Grade: 038
Hiring: \$31,720
Full Performance: \$32,135
Senior: \$33,096

Cost: \$26,320.00 - 6000 Cost Center ID: CCA000181 – School Health

The Department of Human Resources has reviewed a request from the Health Department to adjust the hourly rates for the above classifications. Positions in

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Health Dept. – cont'd

these classifications perform temporary summer work for the Health department in city schools. This change will achieve pay parity of these classifications with the comparable 10-month classifications. The work of these classifications is of the same nature and scope as the regular classifications.

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

Department of Public Works

10. Reclassify the following vacant position:

FROM:

Classification: Accountant I
Job Code: 34142
Grade: 088 (\$46,074 - \$55,823)
Position #: 48371

TO:

Classification: Budget Analyst, DPW
Job Code: 31306
Grade: 929 (\$74,943 - \$119,750)
Position #: Same

Cost: \$33,613.00 - 2072 Cost Center: CC000891 Public Works Fiscal Admin

The Department of Human Resources has reviewed a submission from the Department of Public Works to reclassify the above position. The agency has a need for a Budget Analyst, DPW to focus on analysis, research, projections, and administration of budgetary policies and procedures for both operating and capital budgets. The position will be responsible for developing projections, analyzing monthly accounting data, interpreting budget policies, advising management on strategies and other budget matters and verifying accuracy of financial information.

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

PERSONNEL

Department of Public Works – cont'd

11. Reclassify the following vacant position:

FROM:

Classification: Fiscal Supervisor
 Job Code: 34425
 Grade: 927 (\$70,509 - \$112,814)
 Position #: 48362

TO:

Classification: Budget Analyst, DPW
 Job Code: 31306
 Grade: 929 (\$74,943 - \$119,750)
 Position #: Same

There are no costs associated with this action.

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The agency has a need for a Budget Analyst, DPW to focus on analysis, research, projections, and administration of budgetary policies and procedures for both operating and capital budgets. The position will be responsible for developing projections, analyzing monthly accounting data, interpreting budget policies, advising management on strategies and other budget matters and verifying accuracy of financial information.

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

12. Create the following classification:

Classification: Procurement Officer I
 Job Code: 33587
 Grade: 091 (\$52,164 - \$63,467)

Reclassify the following vacant position:

FROM:

Classification: Purchasing Assistant
 Job Code: 33501
 Grade: 081 (\$35,761 - \$42,368)
 Position #: 23043

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public works – cont'd

TO:

Classification: Procurement Officer I
Job Code: 33587
Grade: 091 (\$52,164 - \$63,467)
Position #: Same

Cost: \$20,899.00 - Fund: 2070 Cost Center: CC000891
Public Works Fiscal Administration

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for agency procurement. The position will be responsible for coordinating the daily flow of goods and services, reviewing, analyzing, and processing requisitions for the purchase of a wide variety of supplies, equipment, and other commodities and or services, verifying documents submitted by vendors to process payments with the Bureau of Accounting and Payroll Services.

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

13. Reclassify the following filled position:

FROM:

Classification: Administrative Analyst I
Job Code: 31311
Grade: 087 (\$44,263 - \$53,504)
Position #: 19981

TO:

Classification: Operations Assistant II
Job Code: 31105
Grade: 903 (\$49,356 - \$78,924)
Position #: Same

Cost: \$10,258.00 - Fund: 1001 Cost Center: CC000891
Public Works Fiscal Administration

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for preparing the organization's capital and operating budgets, purchasing and procurement, and coordinating project financing. The position will be responsible for supporting the Chief Financial Officer, scheduling, preparing materials, attending, participating in, and ensuring follow-up for various meetings, directing and monitoring the execution of decision and policies of the CFO and interpreting decisions and policies, overseeing projects, and preparing and remitting agency travel, human resources, and other documentation.

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

14. Create the following position

Classification:	Operations Assistant II
Job Code:	31105
Grade:	903 (\$49,356 – \$78,924)
Position #:	TBA

Cost: \$78,548.00 - Fund: 2072 Cost Center: CC000891
Public Works Fiscal Administration

The Department of Human Resources has reviewed a request from the Department of Public Works to create the above positions. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for agency procurement. The position will be responsible for the coordination of procurement operations, tracking requests, facilitating performance management, managing databases, completing standard analysis, and compiling reports.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

15. Create the following two positions:

Classification: Procurement Officer I
Job Code: 33587
Grade: 091 (\$52,164 – \$63,467)
Position #'s: TBA

Cost: \$128,475.00 - Fund: 2071 Cost Center: CC000891
Public Works Fiscal Administration

The Department of Human Resources has reviewed a request from the Department of Public Works to create the above positions. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for agency procurement. The positions will be responsible for coordinating the daily flow of goods and services, reviewing, analyzing, and processing requisitions for the purchase of a wide variety of supplies, equipment, and other commodities and or services, verifying documents submitted by vendors to process payments with the Bureau of Accounting and Payroll Services.

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

16. Reclassify the following vacant position:

FROM:

Classification: Accountant I
Job Code: 33501
Grade: 088 (\$46,074 - \$55,823)
Position #: 23787

TO:

Classification: Procurement Officer I
Job Code: 33587
Grade: 091 (\$52,164 - \$63,467)
Position #: Same

Cost: \$7,760.00 - Fund: 2072 Cost Center: CC000891
Public Works Fiscal Administration

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for agency procurement. The position will be responsible for coordinating the daily flow of goods and services, reviewing, analyzing, and processing requisitions for the purchase of a wide variety of supplies, equipment, and other commodities and or services, verifying documents submitted by vendors to process payments with the Bureau of Accounting and Payroll Services.

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

17. Reclassify the following filled position:

FROM:

Classification: Office Support Specialist III
Job Code: 33213
Grade: 080 (\$34,720 - \$40,843)
Position #: 23637

TO:

Classification: Administrative Coordinator
Job Code: 31100
Grade: 087 (\$44,263 - \$53,504)
Position #: Same

Cost: \$12,432.00 - Fund: 2071 Cost Center: CC000828
Water Filtration Plants

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The duties and responsibilities of the position have expanded to include higher level duties. The position will be responsible for providing operational and administrative support to the Division of Laboratory Operations, participating and managing projects, compiling and analyzing data, assisting with recruitment efforts, reviewing and revising current office practices, monitoring the division's budget, and keeping and maintaining records.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

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

18. Create the following classification:

Classification: Sr. Financial Analyst, DPW
Job Code: 31307
Grade: 931 (\$80,743 - \$129,075)

Create the following position:

Classification: Sr. Financial Analyst, DPW
Job Code: 31307
Grade: 931 (\$80,743 - \$129,075)
Position #: TBA

Cost: \$147,546.00 Fund: 1001 Cost Center: CC000891
Public Works Fiscal Administration

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for preparing the organization's capital and operating budgets, purchasing and procurement, and coordinating project financing. The position will be responsible for assisting in the development of long-range financial plans for utilities including evaluating financial metrics, reserve funds, capital improvement program funding, and rate strategies, and, analyzing, identifying, and tracking key expense drivers to improve financial planning and cash flow forecasting.

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

19. Reclassify the following vacant position:

FROM:

Classification: Accounting Manager
Job Code: 34146
Grade: 931 (\$80,743 - \$129,075)
Position #: 23742

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

TO:

Classification: Sr. Financial Analyst, DPW
Job Code: 31307
Grade: 931 (\$80,743 - \$129,075)
Position #: 23742

There are no costs associated with this project.

The Department of Human Resources has reviewed a request from the Department of Public Works to reclassify the above position. The Office of Fiscal Management is the central financial management office for the Department of Public Works and is responsible for preparing the organization's capital and operating budgets, purchasing and procurement, and coordinating project financing. The position will be responsible for assisting in the development of long-range financial plans for utilities including evaluating financial metrics, reserve funds, capital improvement program funding, and rate strategies, and, analyzing, identifying, and tracking key expense drivers to improve financial planning and cash flow forecasting.

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

20. Reclassify the following filled position:

FROM:

Classification: Operations Officer I
Job Code: 31109
Grade: 923 (\$66,300 - \$106,331)
Position #: 36431

TO:

Classification: Operations Officer II
Job Code: 31110
Grade: 927 (\$70,509 - \$112,814)
Position #: Same

Cost: \$11,834.00 - Fund: 2070 Cost Center: CC000857
Wastewater Facilities Administration

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Public Works – cont'd

The Department of Human Resources has reviewed a submission from the Department of Public Works to reclassify the above position. The scope of work has increased to include administration and oversight of the Bureau Procurement Unit. The position will be responsible for developing, coordinating and managing the procurement needs for the agency, managing the relationships with vendors, resolving issues and leading the WEF Wise Change Management Initiative and the B'More Wise Workforce Development Program.

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

Employees' & Elected Officials Retirement System

21. Create the following position:

Classification: Accountant Supervisor
Job Code: 34145
Grade: 927 (\$70,509 - \$112,814)
Position #: TBD

Cost: \$9.168.00 - Fund: 6000 Cost Center: CCA000048
Employees Retirement System Administration

The Department of Human Resources has reviewed a request from the Employees' & Elected Officials Retirement System (ERS) for the creation of the above-referenced position. The position will be responsible for supervising accounting and paraprofessional personnel and will have operational oversight of the day-to-day fiscal and accounting duties specifically in the areas of accounts payable/receivable, the retirees' payroll, and reviewing the work of subordinate staff. The creation of this position will allow for the Accounting Manager to perform more high-level responsibilities related to the 5 distinct and separate Pension Trust Funds such as working with auditors, monitoring cash flow for operational expenses, compilation of CAFA, Workday phrase 2 Finance Implementation, budgets and variance analysis.

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

PERSONNEL

Enoch Pratt Free Library

22. Reclassify the following vacant position:

FROM:

Classification: Office Support Specialist III
 Job Code: 00704
 Grade: 078 (\$33,082 - \$38,149)
 Position #: 15644

TO:

Classification: Operations Assistant III
 Job Code: 00081
 Grade: 904 (\$52,312 - \$83,699)
 Position #: Same

Cost: \$28,120.00 - Fund: 5000 Cost Center: CCA000051
 Library Executive Direction

The Department of Human Resources has reviewed a request from the Enoch Pratt Free Library to reclassify the above vacant position. The position will support executive functions, and all the library's public service divisions. The responsibilities of the position will focus on providing executive coordination of the library's public service divisions, 21 neighborhood libraries, Central Library/State Library Resource Center, Mobile Services, and Outreach, and managing the daily work processes for Deputy Director.

Environmental Control Board

- | | | | |
|-----|-----------------------|-----------------|---------------------|
| 23. | MICHAEL TAYLOR | \$120.00 | \$102,600.00 |
|-----|-----------------------|-----------------|---------------------|

Account: 1001-000000-1170-138600-601009

On August 3, 2022 the Environmental Control Board (ECB) was granted approval of an employment contract renewal for Michael Taylor, Esquire, for one-year, beginning date of Board approval, at a rate of \$90.00 per hour, for a maximum of 855 hours, not to exceed \$76,950.00. However, on September 13, 2022, the Environmental Control Board (ECB) is requested an **Amendment** to the original

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Environmental Control Board – cont'd

agreement. Mr. Taylor is a current hearing officer for the ECB and, by operation of this amendment, would be elevated to Chief Administrative Hearing Officer. The goal would be for him to take on additional administrative duties that are specific to the administration of the hearing process. The duties would mainly focus on pre-hearing and post hearing requests, liaising between the executive staff and the hearing officers, coordinating on-going trainings, assisting in the hiring of new hearing officers, and any other appropriate tasks. In addition to the increase in responsibility, Mr. Taylor's pay rate would increase from \$90.00 to \$120.00 per hour as a reflection of the added administrative duties. The new total compensation to be paid to Mr. Taylor under the Amendment would increase to \$120,600.00. The maximum hours to be worked by Mr. Taylor is not changed by the amendment and remains at 855 hours since the ECB does not anticipate an increase in ECB work hours. Rather, the ECB anticipates an increase in Water Billing Disputes and Water4All denials, both of which are primarily heard by Mr. Taylor.

Department of Finance

24. Reclassify the following vacant position:

FROM:

Classification: Accounting Assistant II
Job Code: 34132
Grade: 078 (\$33,082 - \$38,149)
Position #: 12435

TO:

Classification: Operations Officer IV
Job Code: 31112
Grade: 931 (\$80,743 - \$129,075)
Position #: 12435

Costs: \$88,463.00 - FUND: 1001 - Cost Center ID: CCA000091

The Department of Human Resources has reviewed a submission from the Department of Finance to reclassify the above vacant position. The position is being reclassified to create a position that will be responsible for supporting the new Enterprise Resources Planning System (ERP) implementation project in Work Day. This position will be responsible for contract execution and contract

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Finance – cont'd

administration for citywide agency support relative to Professional Service Contracts and Construction Contracts that will be transferred from under the purview of the City Finance Bureau of Accounts Payables to the Bureau of Procurement. The position will also be responsible for establishing supplier contracts, maintaining electronic files for the life of the contract, which require processing the management of change orders approved by the Board of Estimates, contract amendments & task orders, assistance in monitoring contract performance, supplier management responsibility and tracking of supplier invoice payments and providing customer care to the supplier community in Work Day.

25. Create the following position:

Classification: Collections Representative II
Job Code: 34254
Grade: 082 (\$36,947 - \$43,703)
Position #: TBA

Costs: \$65,372.00 FUND: 1001 Cost Center ID: CCA000082

The Department of Human Resources has reviewed a submission from the Department of Finance to create the above position. Due to the increase number of calls being received since the pandemic, this position is being created to assist the Call Center with answering inquiries and calls from the public, researching accounts, submitting requests for adjustments or abatements and updating and maintaining customer accounts.

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

26. Create the following one position:

Classification: Customer Representative Supervisor
Job Code: 34255
Grade: 084 (\$39,651 - \$47,323)
Position #: TBA

Costs: \$73,793.00 - FUND: 1001 Cost Center ID: CCA000082

PERSONNEL

Department of Finance – cont'd

The Department of Human Resources has reviewed a submission from the Department of Finance to create the above position. Due to the increase number of calls being received since the pandemic, this position is being created to supervise staff in the Call Center. This position will be responsible for coordinating the day-to-day activities and operations of the Call Center, ensuring staff is providing professional customer service, reviewing and approving payroll and leave and making recommendations on changes to workflow procedures as needed.

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

27. Create the following three positions:

Classification: Customer Care Analyst III
 Job Code: 34265
 Grade: 084 (\$39,651 - \$47,323)
 Position #'s: TBA

Costs: \$69,409.00 - Fund: 1001 Cost Center ID: CCA000082

The Department of Human Resources has reviewed a submission from the Department of Finance to create the above three positions. Due to the increase number of calls being received since the pandemic, these positions are being created to assist in leading the staff of the Parking Fines Unit of the Collections Division by reviewing and authorizing adjustments to accounts, reviewing, calculating and authorizing abatements, resolving complex complaints and reviewing camera footage before scheduling hearings.

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

28. Create the following three positions:

Classification: Collections Representative I
 Job Code: 34253
 Grade: 080 (\$34,720 - \$40,843)
 Position #'s: TBA

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Finance – cont'd

Costs: \$62,125.00 - Fund: 1001 Cost Center ID: CCA000082

The Department of Human Resources has reviewed a submission from the Department of Finance to create the above three positions. Due to the increase number of calls being received since the pandemic, these positions are being created to assist in responding to customers calls and inquiries regarding their bills received from the city in the Call Center. These positions will also be responsible for updating and maintaining customers' accounts, researching bills, and forwarding adjustments to supervisor for review and approval.

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

29. Reclassify the following vacant position:

FROM:

Classification: Property Disposal Assistant
Job Code: 33541
Grade: 084 (\$39,651 - \$47,323)
Position #: 48847

TO:

Classification: Program Coordinator
Job Code: 31192
Grade: 923 (\$66,300 - \$106,331)
Position #: 48847

Cost: \$52,057.00 - Fund 6000 Cost Center ID:

The Department of Human Resources has reviewed a submission from the Department of Finance to reclassify the above referenced position. The position will now manage the Procurement Card (P-Card) contract. The position will coordinate all P-Card activities for 190 P-Cards, approve/disapprove applications for potential P-Card holders, schedule P-Card training, maintain a log of all transactions, distribute warning letters for policy violations, suspend P-Cards for policy violations, approve P-Card limit increases, perform a monthly audit of

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Finance – cont'd

random transactions to ensure compliance with purchasing policies, reconcile the transaction log to monthly bank statements, prepare monthly journal entries for PNC payments, evaluate existing policies and procedures for small procurements, evaluate the P-Card program and make recommendations for program improvement.

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

Mayor's Office of Employment Development

30. Reclassify the following filled position:

FROM:

Classification: Professional Services
Job Code: 01225
Grade: 923 (\$66,300 - \$106,331)
Position #: 46200

TO:

Classification: Operations Officer II
Job Code: 00086
Grade: 927 (\$70,509 - \$112,814)
Position #: 46200

Costs: \$6,976.39 - FUND: 4000 Cost Center ID: CCA001203

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to reclassify the above position. This position will be responsible for conducting technical review of project plans, budgets and supplemental materials for completeness and accuracy to ensure alignment with Requests for Proposals (RFP) requirements, to conclude Contract Readiness within 3 business days of receipt and transcribing grant award proposals into Memorandum of Understanding, Individual Training Accounts, Subcontractor Agreements or customized Training Agreements.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Employment Development – cont'd

31. Reclassify the following filled position:

FROM:

Classification: Professional Services
Job Code: 01225
Grade: 923 (\$66,300 - \$106,331)
Position #: 16226

TO:

Classification: Operations Officer II
Job Code: 00086
Grade: 927 (\$70,509 - \$112,814)
Position #: 16226

Costs: \$6,912.13 - FUND: 4000 Cost Center ID: CCA001203

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to reclassify the above position. This position will be responsible for conducting technical review of project plans, budgets and supplemental materials for completeness and accuracy to ensure alignment with Requests for Proposals (RFP) requirements, to conclude Contract Readiness within 3 business days of receipt and transcribing grant award proposals into Memorandum of Understanding, Individual Training Accounts, Subcontractor Agreements or customized Training Agreements.

32. Reclassify the following filled position:

FROM:

Classification: Professional Services
Job Code: 01225
Grade: 923 (\$66,300 - \$106,331)
Position #: 16226

TO:

Classification: Operations Officer II
Job Code: 00086
Grade: 927 (\$70,509 - \$112,814)
Position #: 16226

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Employment Development – cont'd

Costs: \$6,912.13 - Fund: 4000 Cost Center ID: CCA001203

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to reclassify the above position. This position will be responsible for conducting technical review of project plans, budgets and supplemental materials for completeness and accuracy to ensure alignment with Requests for Proposals (RFP) requirements, to conclude Contract Readiness within 3 business days of receipt and transcribing grant award proposals into Memorandum of Understanding, Individual Training Accounts, Subcontractor Agreements or customized Training Agreements.

33. Reclassify the following filled position:

FROM:

Classification: Facilities/Office Services I
Job Code: 01221
Grade: 911 (\$26,646 - \$46,480)
Position #: 16268

TO:

Classification: Custodial Worker
Job Code: 07388
Grade: 420 (\$31,015 - \$32,334)
Position #: 16268

Costs: \$3,185.00 - Fund 1001 Cost Center ID: CCA000552

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to reclassify the above position. This position will be responsible for ensuring the cleanliness of the offices by sweeping, mopping, emptying trash, securing the buildings with checking the doors, windows and emergency exits. This position will also be maintaining the cleaning equipment by completing daily inspections and making minor repairs.

34. Reclassify the following filled position:

FROM:

Classification: Facilities/Office Services I
Job Code: 01221
Grade: 911 (\$26,646 - \$46,480)
Position #: 16352

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Employment Development – cont'd

TO:

Classification: Custodial Worker
Job Code: 07388
Grade: 420 (\$31,015 - \$32,334)
Position #: 16352

Costs: \$1,876.00 - FUND: 4000 Cost Center ID: CCA001217

The Department of Human Resources has reviewed a submission from the Mayor's Office of Employment Development to reclassify the above position. This position will be responsible for ensuring the cleanliness of the offices by sweeping, mopping, emptying trash, securing the buildings with checking the doors, windows and emergency exits. This position will also be maintaining the cleaning equipment by completing daily inspections and making minor repairs.

35. Create the following position:

Classification: Office Support Specialist III
Job Code: 33213
Grade: 080 (\$34,720 - \$40,843)
Position #: TBD

Cost: \$46,864.00 - Fund: 1001 Cost Center: CCA000564
Homeless Services (MOHS) Administration

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Mayor's Office of Homeless Services for the creation of the above-referenced position. The position will be responsible with assisting with day-to-day office support operations of the agency's Emergency Services and Outreach Teams. The role will function as the administrative support for the Director of the programs and will focus on the direct services and the operation of the City's emergency shelter operations. Some of the responsibilities will be answering phones; photocopying documentation; filing, scheduling office visits; preparing reports; handling complaints and providing general information about office operations. The addition of this position will provide support to the front office and customer services.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Employment Development – cont'd

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

Mayor's Office of Homeless Services

36. Create the following position:

Classification: Office Support Specialist III
Job Code: 33213
Grade: 080 (\$34,720 - \$40,843)
Position #: TBD

Cost: \$46,864.00 - Fund: 1001 Cost Center: CCA000564
Homeless Services (MOHS) Administration

The Department of Human Resources has reviewed a request from the Mayor's Office of Homeless Services for the creation of the above-referenced position. The position will be responsible with assisting with day-to-day office support operations of the agency's Emergency Services and Outreach Teams. The role will function as the administrative support for the Director of the programs and will focus on the direct services and the operation of the City's emergency shelter operations. Some of the responsibilities will be answering phones; photocopying documentation; filing, scheduling office visits; preparing reports; handling complaints and providing general information about office operations. The addition of this position will provide support to the front office and customer services.

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

37. Create the following position:

Classification: Operation Specialist I
Job Code: 00083
Grade: 906 (\$56,521 - \$90,297)
Position #: TBD

Cost: \$105,092.00 - Fund: 1001 Cost Center: CCA000564
Homeless Services (MOHS) Administration

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Homeless Services – cont'd

The Department of Human Resources has reviewed a request from the Mayor's Office of Homeless Services for the creation of the above-referenced position. The position will be responsible for overseeing the provision of resources and housing services for the homeless in transition from the demobilization of the hotel shelters that were established during the COVID-19 Pandemic. This position will coordinate the activities of the Winter Shelter and Code Red programs; oversee daily operations of winter shelter during the season to include operations and site set up, supply orders and directly supervise seasonal employees. This position will also support other areas of the Emergency Services program.

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

Police Department

38. Create the following three positions:

Classification:	Research Analyst II
Job Code:	34512
Grade:	927 (\$70,509 - \$112,814)
Position #'s:	TBA

Costs: \$323,925.00 - FUND: 1001 Cost Center ID: CCA000771

The Department of Human Resources has reviewed a submission from the Baltimore City Police Department to create the above three positions. These positions will be assisting in maintaining, researching and updating dashboards for crime statistics from local and national databases and efficacy review of departmental efficiency projects and data support for the implementation of SMART policing strategies as outlined in the Mayor's plan for reimagining of Policing Services.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Police Department – cont'd

39. Reclassify the following filled position:

FROM:

Classification: Grant Services Specialist II
Job Code: 10216
Grade: 919 (\$38,254 - \$60,681)
Position #: 49844

TO:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$60,728 - \$104,398)
Position #: 49844

Costs: \$6,391.44 - FUND: 4000 Cost Center ID:

The Department of Human Resources has reviewed a submission from the Baltimore City Police Department to reclassify the above filled position. The position duties and responsibilities have expanded for the Survivors Advocacy Program to not only include Victims Advocacy work for Homicides and Family Crimes, but now, Non-Fatal Shootings, District Detectives Unit (DDU), City-Wide Robbery, Commercial Robbery and Carjacking's Units.

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

40. **DAVID NEVERDON** **\$20.19** **\$42,000.00**

Account: 1001-000000-2042-198100-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for David Neverdon, retiree, one year beginning the date of Board of Estimates approval or November 26, 2022 through November 25, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Police Department – cont'd

police officers on a contractual basis. David Neverdon will continue to work as a **Contract Services Specialist I** for the Evidence Control Unit. This position is responsible for the entry and accurate retention of all property retained by the police department and several surrounding agencies; receiving property/evidence submitted from police officers and lab personnel; ensuring accuracy/completeness of paperwork and all information entered into the evidence tracking system; releasing property to personnel for further examination/evidence for court; updating tracking system for chain of custody and document locations; releasing property to the public and updating in the tracking system and lifting and handling evidence submitted to Evidence Control Unit.

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

Account: 1001-000000-2042-198100-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for Linda E. Ballinger, retiree, for one-year beginning the date of Board of Estimates approval or October 23, 2022 through October 22, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. Linda Ballinger will continue to work as a **Contract Services Specialist I** assigned to the Internal Affairs Division. This position is responsible for handling requests from Legal Affairs, the State's Attorney's Office and the U.S. Attorney's Office, the Civilian Review Board and other agencies for copies of case books, documents and reports; preparing multiple copies of sustained case books including reproduction of case related CDs and DVDs for the Office of Administrative Hearings (OAH); completing, maintaining and tracking receipts and database entry for cases requested by BPD members and both the State's and US Attorney's Offices; proof reading case books and summaries to ensure accurate and professional documents; inputting all sustained cases into the Assistant State's Attorney's database; indexing, scanning and filing completed case booklets, linking case books and summaries of each case into the database and conducting research and handling of special projects.

42. **DUANE JEFFERSON** **\$20.19** **\$42,000.00**

Account: 1001-000000-2021-212600-601009

The Baltimore City Police Department has requested approval of an employment

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Police Department – cont'd

contract renewal for Duane Jefferson, retiree, for one year beginning the date of Board of Estimates approval or November 23, 2022 through November 22, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Mr. Jefferson will continue to work as a **Contract Services Specialist I** for the Special Investigation Section. This position is responsible for explaining the requirements to registrants of the Sex Offender Registry; obtaining statements signed by the registrants acknowledging receipt of requirements; photographing the registrants at a minimum of every six (6) months; obtaining and entering a DNA sample during the initial registration of the registrant into the Maryland State Police Crime Laboratory database and submitting a copy of all correspondence to the Department of Public Safety and Correctional Services within three (3) days of completing registration.

43.	JAMES PRICE	\$20.19	\$42,000.00
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Account: 1001-000000-2041-813000-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for James Price, retiree, for one year beginning the date of Board of Estimates approval or November 21, 2022 through November 20, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. James Price will continue to work as a **Contract Services Specialist I** for the Staff Review Unit. This position is responsible for managing the Citizen Online Reporting System which is also known as CopLogic; reviewing police reports submitted online by the public to ensure they are consistent with uniform crime reporting and departmental standards; communicating with the complainant to confirm report details; updating commanding officers on statistical data, database problems and/or citizen troubles with the system; processing arrest supplements and court dispositions; coordinating with the Evidence Control Unit regarding disposal of evidence upon conclusion of criminal cases and assisting with various data entry tasks.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Police Department – cont'd

44. **ESSEX WEAVER** **\$20.19** **\$42,000.00**

Account: 1001-000000-2024-796500-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for Essex Weaver, retiree, for one year beginning the date of Board of Estimates approval or November 23, 2022 through November 22, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy AM 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Mr. Weaver will continue to work as a **Contract Services Specialist I** for the Evidence Control Unit. This position is responsible for handling all of the non-Controlled Dangerous Substances (CDS), money and gun property; inventorying new property; storing and documenting the location of the property; purging old property and filling in at the receiving counter when needed.

45. **PATRICIA COCHRANE** **\$20.19** **\$42,000.00**

Account: 1001-000000-2041-813000-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for Patricia Cochrane, retiree, for one year beginning the date of Board of Estimates approval or November 21, 2022 through November 20, 2023, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Patricia Cochrane will continue to work as a **Contract Services Specialist I** for the Validation Unit. This position is responsible for reviewing original entries in the National Crime Information Center (NCIC) database for stolen auto files, reviewing the police reports and supporting documents; contacting victims, complainants, and court for follow-up information; accessing local, state and federal databases for additional information and updating records in local databases and NCIC to reflect changes and preparing police supplemental reports.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Police Department – cont'd

46. **SHEREE PETERSON** **\$20.19** **\$42,000.00**

Account: 1001-000000-2041-813000-601009

The Baltimore City Police Department has requested approval of an employment contract renewal for Sheree Peterson, retiree, for one year beginning the date of Board of Estimates approval or November 23, 2021 through November 22, 2022, whichever one comes later at a rate of \$20.19 per hour, for 2,080 hours, not to exceed \$42,000.00. This is the same hourly rate as in the previous contract period. On January 3, 1996 your Honorable Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Police Department to hire retired police officers on a contractual basis. Sheree Peterson will continue to work as a **Contract Services Specialist I** for the Validations Unit. This position is responsible for reviewing original National Crime Information Unit (NCIC) entries, police reports and supporting documentation; contacting victims, complainants, court, and other sources for follow-up information; accessing local, state and federal databases for additional information; updating records in local databases and NCIC to reflect changes and preparing police supplemental reports.

Department of Transportation

47. 1. Abolish the following two vacant positions:

Classification: Laborer

Job Code: 52941

Grade: 426 (\$33,905 - \$36,327)

Positions #: 21480 and 21273

II. Reclassify the following two vacant positions:

FROM:

Classification: Laborer

Job Code: 52941

Grade: 426 (\$33,905 - \$36,327)

Positions #: 21608 and 21550

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Transportation – cont'd

TO:

Classification: GIS Analyst

Job Code: 33187

Grade: 927 (\$70,509- \$112,814)

Positions #: 21608 and 21550

Cost: There is no cost associated with this action.

The Department of Human Resources has reviewed a submission from the Department of Transportation to reclassify the above-mentioned positions. The positions are needed to support the agency's mission in providing additional support for the GIS unit, who covers day-to-day mapping/data requests and long term/short term projects for the agency. Other duties encompass, maintaining, updating and sharing facilities updates, Asset Inventories, Mass Evacuation plans and Capital Improvement Projects; leading in the developing and coordinating complex spatial projects for the GIS; performing complex spatial analysis, using SQL and spatial queries, and creating web applications such as dashboards, story maps and web maps etc.

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

Mayor's Office of Safety and Engagement

48. Create the following position:

FROM:

Classification: Grant Services Specialist II

Job Code: 10216

Grade: 919 (\$38,254 - \$60,682)

Position #: 36431

Cost: \$67,000.00 - Fund: 4000 Cost Center: CC000515 Supervised Visitation

The Department of Human Resources has reviewed a submission from the Mayor's Office of Neighborhood Safety and Engagement (MONSE) to create the above position. The position will function as the Intimate Partner Violence

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Mayor's Office of Safety and Engagement – cont'd

Prevention Court Liaison. The position will be responsible for reaching vulnerable intimate partner violence victims and working with the court systems and ensuring victim safety and offender accountability, facilitate community education to increase awareness of the Baltimore Visitation Center and, increasing victim and family connection to legal advocacy and assistance through outreach.

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

Department of Housing and Community Development

49. Create the following four positions:

Classification: Grant Services Specialist II
Job Code: 10216
Grade: 919 (\$39,593 - \$62,805)
Position #'s: TBA

Cost: \$258,496.00

Fund: 4001

Cost Center ID: CCA001356
(ARPA New Affordable Housing)

BACKGROUND/EXPLANATION:

The Department of Human Resources has reviewed a request from the Department of Housing and Community Development to create the above positions. The City of Baltimore, over the years, has had problems with the increase of vacant properties. Eliminating vacant properties is a high priority for Mayor Scott and his administration. Mayor Scott has implemented the 30-Day vacant homes review which was conducted in February. The positions are necessary to support the administration's commitment to monitor, prevent and eliminate vacant homes in Baltimore.

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

50. Create the following four positions:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$60,728 - \$104,398)
Position #'s: TBA

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Housing and Community Development – cont'd

Cost: \$467,972.00 Fund: 4001 Cost Center ID: CCA001356
(ARPA New Affordable Housing)

The Department of Human Resources has reviewed a request from the Department of Housing and Community Development to create the above positions. The City of Baltimore, over the years, has had problems with the increase of vacant properties. Eliminating vacant properties is a high priority for Mayor Scott and his administration. Mayor Scott has implemented the 30-Day vacant homes review which was conducted in February. The positions are necessary to support the administration's commitments to monitor, prevent and eliminate vacant homes in Baltimore.

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

51. Create the following two positions:

Classification: Grant Services Specialist I
Job Code: 10215
Grade: 913 (\$31,674 - \$39,593)
Position #'s: TBA

Cost: \$109,748 Fund: 4001 Cost Center ID: CCA001356
(ARPA New Affordable Housing)

The Department of Human Resources has reviewed a request from the Department of Housing and Community Development to create the above positions. The City of Baltimore, over the years, has had problems with the increase of vacant properties. Eliminating vacant properties is a high priority for Mayor Scott and his administration. Mayor Scott has implemented the 30-Day vacant homes review which was conducted in February. The positions are necessary to support the administration's commitments to monitor, prevent and eliminate vacant homes in Baltimore.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Housing and Community Development – cont'd

52. Create the following four positions:

Classification: Assistant Counsel
Job Code: 10074
Grade: 929 (\$74,993 - \$119,750)
Position #'s: TBA

Cost: \$540,388.00 Fund: 1001 Cost Center ID: CCA000335
Land Resources (HCD)

The Department of Human Resources has reviewed a request from the Department of Housing and Community Development to create the above positions. The City of Baltimore, over the years, has had problems with the increase of vacant properties. Eliminating vacant properties is a high priority for Mayor Scott and his administration. Mayor Scott has implemented the 30-Day vacant homes review which was conducted in February. The positions are necessary to support the administration's commitments to monitor, prevent and eliminate vacant homes in Baltimore.

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

53. Create the following four positions:

Classification: Paralegal
Job Code: 84241
Grade: 090 (\$51,763 - \$62,912)
Position #'s: TBA

Cost: \$318,420.00 Fund: 1001 Cost Center ID: CCA000335
Land Resources (HCD)

The Department of Human Resources has reviewed a request from the Department of Housing and Community Development to create the above positions. The City of Baltimore, over the years, has had problems with the increase of vacant properties. Eliminating vacant properties is a high priority for

AGENDA

BOARD OF ESTIMATES

10/5/2022

PERSONNEL

Department of Housing and Community Development – cont'd

Mayor Scott and his administration. Mayor Scott has implemented the 30-Day vacant homes review which was conducted in February. The positions are necessary to support the administration's commitments to monitor, prevent and eliminate vacant homes in Baltimore.

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

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) – Spend Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Bastian Liebermann to Grand Prairie TX for Initial Pilot Training Course for Replacement Fleet of H125 Helicopters, December 11-16, 2022.

The subsistence rate for this location is \$ 231.00 per day.

Subsistence for 5 Days @ \$231.00 = \$1,155.00; Hotel Taxes = \$136.32; Rental Car \$609.37 is requested for traveling from airport to hotel and back and going to training place from hotel. The airfare, \$411.96, is paid by BPD Travel Card issued to Howard Hall. The Hotel is booked and paid by BPD Travel Card issued to Howard Hall.

AMOUNT OF MONEY AND SOURCE:

\$ 2,312.65 - 1001-CCA001228-SC630301

BACKGROUND/EXPLANATION:

The BPD will have a new fleet of H125 Helicopters and BPD Aviation Officers will be trained for this.

The total expenses for this travel will be as follows:

1. Airfare	\$ 411.96
2. Subsistence and Lodging	\$1,155.00
3. Hotel Taxes	\$ 136.32
4. Ground Transportation	<u>\$ 609.37</u>
	\$2,312.65

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) - Spend Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Officer Craig Hoover to Grand Prairie TX for Initial Pilot Training Course for Replacement Fleet of H125 Helicopters, October 30-November 11, 2022. The subsistence rate for this location is \$231.00 per day.

AMOUNT OF MONEY AND SOURCE:

\$ 3,551.82 - 1001-CCA001228-SC630301

BACKGROUND/EXPLANATION:

Subsistence for 12 Days @ \$231.00 = \$2,772.00; Hotel Taxes = \$340.86. He will use Rental Car requested by Officer Diogo Souza for Traveling from Airport to Hotel and Back and Going to Training place from Hotel as both officers are going for the same training during the same time. The airfare, \$438.96 is paid by BPD Travel Card issued to Howard Hall. The hotel, \$2,122.50, is booked and paid by BPD Travel Card issued to Howard Hall.

The BPD will have a new fleet of H125 Helicopters and BPD Aviation Officers will be trained for this.

The total expenses for this travel will be as follows:

1. Airfare	\$ 438.96
2. Subsistence and Lodging	\$2,772.00
3. Hotel Taxes	<u>\$ 340.86</u>
	\$3,551.82

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) - Spend Authorization

ACTION REQUESTED OF B/E:

The board is requested to approve a Travel Request for Officer Diogo Souza to Grand Prairie TX for Initial Pilot Training Course for Replacement Fleet of H125 Helicopters, October 30-November 11, 2022.

The subsistence rate for this location is \$ 231.00 per day.

AMOUNT OF MONEY AND SOURCE:

\$4,543.75 funded by Budget Account Number 1001-CCA001228-SC630301.

BACKGROUND/EXPLANATION:

Subsistence for 12 Days @ \$231.00 = \$2,772.00; Hotel Taxes = \$340.86; Rental Car \$991.93, is requested for traveling from airport to hotel and back and going to training place from hotel. The rental car will be used with another Officer, Craig Hoover, who is also going for the same training during the same time. The airfare, \$438.96, is paid by BPD Travel Card issued to Howard Hall. The hotel, \$2,122.50, is booked and paid by BPD Travel Card issued to Howard Hall.

The BPD will have a new fleet of H125 Helicopters and BPD Aviation Officers will be trained for this.

The total expenses for this travel are as follows:

1. Airfare	\$ 438.96
2. Subsistence and Lodging	\$2,772.00
3. Hotel Taxes	\$ 340.86
4. Ground Transportation	<u>\$ 991.93</u>
	<u>\$4,543.75</u>

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Baltimore Police Department (BPD) - Spend Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Sgt. Renonzo Belcher to Grand Prairie TX for Initial Pilot Training Course for Replacement Fleet of H125 Helicopters, October 9-14, 2022. The subsistence rate for this location is \$231.00 per day.

AMOUNT OF MONEY AND SOURCE:

\$2,194.68 - 1001-CCA001228-SC630301

BACKGROUND/EXPLANATION:

Subsistence for 5 Days @ \$231.00 = \$1,155.00; Hotel Taxes = \$100.72; Rental Car \$381.26 is requested for traveling from airport to hotel and back and going to training place from hotel. The airfare, \$557.70, is paid by BPD Travel Card issued to Howard Hall. The hotel, \$627.96, is booked and paid by BPD Travel Card issued to Howard Hall.

The BPD will have a new fleet of H125 Helicopters and BPD Aviation Officers will be trained for this.

The total expenses for this travel will be as follows:

1. Airfare	\$ 557.70
2. Subsistence and Lodging	\$1,155.00
3. Hotel Taxes	\$ 100.72
4. Ground Transportation	<u>\$ 381.26</u>
	\$2,194.68

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Police Department- Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Police Commissioner Michael Harrison to Dallas, TX to attend the Major Cities Chiefs Association/International Association of Police Chiefs (MCCA/IACP) Conference on October 12-18, 2022. The hotel charges are \$250.04 per night and total hotel charges for six nights including taxes are \$1,500.24.

AMOUNT OF MONEY AND SOURCE:

\$2,736.20 - 1001-000000-2041-716600-6030001

BACKGROUND/EXPLANATION:

MCCA/IACP 2022 is the largest and most impactful law enforcement event of the year- more than 16,000 public safety professionals come to learn new techniques, advance their knowledge and careers and equip their departments for ongoing success.

Registration Charges (\$425.00) will be paid by a credit amount from last year. The hotel charges (\$1,500.24) will be paid by BPD Credit Card issued to PC Michael Harrison. The Airfare (\$594.96) is paid by BPD Credit Card issued to PC Michael Harrison. The Conference includes most of the meals except dinners so money is requested for Dinner (\$31.00) and Incidentals (\$5.00) for six days. The total meal allowance requested is \$216.00.

The total expenses for this travel will be as follows:

1. Registration Fees	\$ 425.00
2. Hotel Charges including taxes	\$1,500.24
3. Meal and Incidental Expenses	\$ 216.00
4. Airfare	<u>\$ 594.96</u>
	\$2,736.20

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Health Department – Spend Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve a retroactive Travel Request for Amy Secrist who attended the 2022 CityMaTCH and Maternal and Child Health (MCH) Epi Conference in Chicago, IL, from September 21-23, 2022.

AMOUNT OF MONEY AND SOURCE:

\$ 317.20 - Transportation/Airfare (Paid on city issued travel card assigned to Jennifer Martin)
\$ 436.00 - Hotel (paid on city travel card assigned to Jennifer Martin)
\$ 75.86 - Hotel Taxes
\$ 616.50 - Registration (paid by Amy Secrist seeking reimbursement)
\$ 237.00 - Remaining Subsistence (3 days @ \$79.00)
\$ 60.00 - Parking
\$1,742.56 - 7000-726322-3080-294200-603001

BACKGROUND/EXPLANATION:

Amy Secrist attended the 2022 CityMaTCH and MCH Epi Conference in Chicago, IL, from September 21, 2022 through September 23, 2022.

As this travel is over \$800.00 the Department is requesting the Board to ratify this travel request.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Health Department – Spend Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Gina Baez, Health Program Administrator of the Adolescent and Reproductive Health Program, for her education trip to the 2022 Healthy Teen Conference. Ms. Baez will be traveling to the conference in Miami, Florida from October 16-19, 2022.

AMOUNT OF MONEY AND SOURCE:

\$ 249.02 - Transportation/Airfare (Paid on Gina Baez's personal credit card)
\$ 381.00 - Hotel (paid on city travel card assigned to Jennifer Martin)
\$ 49.53 - Hotel Taxes
\$ 699.00 - Registration (paid on city procurement card assigned to Leslie Thompson)
\$ 241.50 - (meals and incidentals total) - Remaining Subsistence (days @ per diem rate)
\$ 60.00 - Parking
\$1,680.05 - 6000-630722-3080-292300-603020 - Family Planning Special
Needs

BACKGROUND/EXPLANATION:

Gina Baez is requesting to attend the 2022 Healthy Teen Network Conference in Miami, Florida on October 16, 2022 through October 19, 2022. Adolescent and Reproductive Health (ARH) staff has been attending this annual conference for over 13 years. Ms. Baez will be leading a workshop on health education to a national audience. In addition, Ms. Baez is attending to learn new health education strategies and techniques for Latino youth and to connect with colleagues across the country.

Funding is available in the ARH's Family Planning Special Needs account. This account is not state or City general funds. As this travel is over \$800.00 the Department is requesting the Board to approve this travel request.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Law Department – Retroactive Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a retroactive Travel Request for Deputy City Solicitor Ebony Thompson to Austin TX for the Real Estate Block Chain Summit, September 22-25, 2022.

AMOUNT OF MONEY AND SOURCE:

\$1,938.38 - 1001-000000-1752-175200-603020

BACKGROUND/EXPLANATION:

Per Diem for 3 Days @ \$48.00 = \$144.00; Hotel = \$1,018.79; Hotel Tax = \$52.59.
\$70.00 is requested for traveling from airport to hotel and back. The airfare = \$653.

Deputy City Solicitor Ebony Thompson is leading the effort to combat the City's vacant housing blight, as directed by Mayor Brandon M. Scott. Austin TX is one of the leading cities that has successfully combated their vacant housing blight. Deputy City Solicitor Thompson participated in three days of training and educational events designed to provide guidance and strategies to combat the City of Baltimore's vacant housing blight.

The total expenses for this travel are as follows:

1. Airfare	\$ 653.00
2. Subsistence and Lodging	\$1,162.79
3. Hotel Taxes	\$ 52.59
4. Ground Transportation	<u>\$ 70.00</u>
	\$1,938.38

Due to administrative delays the request was not approved by the Board prior to departure. Therefore, the Law Department requests retroactive travel approval.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Law Department – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a retroactive Travel Request for Deputy City Solicitor Ebony Thompson to Ocean City MD for the Maryland State Bar Association Annual Summit June 1-3, 2022. The subsistence rate for this location is \$51.25 per day.

AMOUNT OF MONEY AND SOURCE:

\$ 961.10 - 1001-000000-1751-175200-603020

BACKGROUND/EXPLANATION:

Subsistence for 3 Days@ \$153.75 Hotel = \$694.63; Rental Car \$605.70; Local Mileage = 288 miles @0.625 per mile = \$180.00 is requested for roundtrip from Baltimore, MD to Ocean City, MD.

Deputy City Solicitor Thompson attended the Maryland State Bar Association as a representative and presenter on behalf of the City of Baltimore and the Law Department. The travel request was originally submitted via employee expense report May 2022, however, due to the Workday Financial Implementation, the submission was not processed. As a result, request the Department requests a special exception for approval of this travel as it has already occurred and Deputy City Solicitor Thompson has paid out of pocket for these expenses.

1. Mileage	\$180.00
2. Subsistence and Lodging	\$781.10
Total	\$961.10

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Inspector General – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Isabel Cumming to attend the 2022 Association of Inspectors General Annual Conference on October 10 – 11, 2022, in Washington, DC.

AMOUNT OF MONEY AND SOURCE:

\$265.34

BACKGROUND/EXPLANATION:

In accordance with Administrative Manual AM-240-3, if travel is paid for by a third party and exceeds \$100.00, disclosure and approval are required by the Board. Ms. Cumming serves as a Board Member and Second Vice President of the Association of Inspectors General (AIG). It meets twice a year and the second meeting for this year will be on October 11, 2022 beginning at 8:00 a.m. The AIG pays the hotel fees for all board members for the evening of October 10, 2022. Hotel fees of \$256.34 were paid on behalf of Ms. Cumming by the AIG. The OIG requests approval of this amount.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the City Council – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Travel Request for Kimberly Sauer to attend the Maryland Human Trafficking Professionals Seminar. The event is being held in Ocean City, MD on October 16-19, 2022.

AMOUNT OF MONEY AND SOURCE:

\$612.90 - Cost Center CCA0000014 – City Council District 8
Spend Category SC630301 – Travel

BACKGROUND/EXPLANATION

Kimberly Sauer is traveling to Ocean City, MD to attend the Maryland Human Trafficking Professionals Seminar on October 16-19, 2022. As Chair of the Public Awareness Committee for the BCHTC, she has been invited to participate in the annual MD Human Trafficking Professionals Seminar. This opportunity will provide her with takeaways to better inform/engage community members on combatting human trafficking and provide her with innovative policies that better protect victims of trafficking. The per diem hotel rate for this location is \$130.00/day and the M&I rate is \$69.00/day as per GSA's Per Diem rates for FY 2023. The hotel was paid using Hosea T. Chew's city-issued Travel Card. There is no registration fee for this event. This event starts on a on a weekend day (Sunday). The employee is traveling with Councilman Kristerfer Burnette and not seeking reimbursement for mileage or tolls. There is no registration fee for this seminar.

Subsistence Rate (Hotel, M&I) \$199.00 x 3	= \$597.00
Hotel Tax .05%	<u>\$ 15.90</u>
	\$612.90

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Mayor – Retroactive Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve a Retroactive Travel Request for Faith Leach who attended the Baltimore Metropolitan Council's Chesapeake Connect 2022 on July 20 – 22, 2022 in Detroit, MI.

AMOUNT OF MONEY AND SOURCE:

\$1,500.00 – Cost Center: CCA000394
Spend Category: SC630301

BACKGROUND/EXPLANATION:

Ms. Leach attended the Baltimore Metropolitan Council's Chesapeake Connect 2022 in Detroit, MI to participate and experience a forum for civic-minded leader from the region to strengthen and expand their own networks and relationships. The event was an opportunity to engage in dialogue to explore solutions and exchange ideas for improving the Baltimore Region and fostering positive community change. Ms. Leach transportation, hotel and other expenses were paid by Baltimore Metropolitan Council minus the government rate of \$1,500.00. This travel request was not received in time to get prior Board approval. The item is submitted pursuant to AM 240-3 Board of Estimates approval for Employee Travel.

Airfare	\$ 243.98
Meals	\$ 600.00
Ground Transportation	\$ 150.00
Hotel	\$ 457.70
Admin. Costs	<u>\$ 640.88</u>
Total Participant Cost	\$ 2,092.96
Adjusted Gov. Rate	\$-1,500.00
3 rd Party funding	\$ 592.56

AUDITS REVIEWED AND HAD NO OBJECTION.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Mayor – Retroactive Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve the Retroactive Travel Request for Christopher Shorter who attended the Baltimore Metropolitan Council's Chesapeake Connect 2022 on July 20 – 22, 2022 in Detroit, MI.

AMOUNT OF MONEY AND SOURCE:

\$1,500.00 – Cost Center: CCA000394
Spend Category SC630301

BACKGROUND/EXPLANATION:

Mr. Shorter attended the Baltimore Metropolitan Council's Chesapeake Connect 2022 in Detroit, MI to participate in and experience a forum for civic-minded leader from the region to strengthen and expand their own networks and relationships. The event was an opportunity to engage in dialogue to explore solutions and exchange ideas for improving the Baltimore Region and fostering positive community change. Mr. Shorter's transportation, hotel and other expenses were paid by Baltimore Metropolitan Council minus the government rate of \$1,500.00. This travel request was not received in time to get prior Board approval. The item is presented pursuant to AM 240-3 Board of Estimates approval for Employee Travel.

Transportation	\$ 397.14
Meals	\$ 600.00
Ground Transportation	\$ 150.00
Hotel	\$ 457.70
Admin. Costs	<u>\$ 640.88</u>
Total Participant Cost	\$ 2,245.72
Adjusted Gov. Rate	\$-1,500.00
3 rd Party funding	\$ 745.42

AUDITS REVIEWED AND HAD NO OBJECTION.

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

Office of the Mayor – Travel Request

ACTION REQUESTED OF B/E:

The Board is requested to approve travel for Ms. Faith Leach to participate in CityLab2022. The event is held in Amsterdam, Netherlands on October 8-13, 2022.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - Cost Center: CCA000414

Spend Category: SC630301

Funding Source: General Funds

BACKGROUND/EXPLANATION:

Deputy Mayor Faith Leach is attending the CityLab2022 Conference in Amsterdam, Netherlands to participate in a global forum that brings together mayors alongside prominent city innovators, business leaders, urban experts, artists, and activists to discuss and discover replicable solutions to pressing issues – from leading cities through pandemic recovery to welcoming refugees from global conflicts to combatting climate change.

Airfare, hotel and meal expenses for Deputy Mayor Leach will be paid by for by the Aspen Institute. Deputy Mayor Leach is paying for additional hotel stay at her own expense. The item is submitted to the Board pursuant to AM 239-1-2, Board of Estimates Approval for Third Party Funded Travel.

Listed below are the items covered:

Airfare	\$	1,500.00
Hotel	\$	1,050.00
Meals	\$	300.00
Total 3 rd Party Funding	\$	2,850.00

REVIEWED AND APPROVED FOR ACCURACY AND FUNDS BY FISCAL AGENCY DIRECTOR.

AGENDA

BOARD OF ESTIMATES

10/5/2022

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 22014, Urgent Need Contract,
Citywide
BIDS TO BE RECV'D: 11/2/2022
BIDS TO BE OPENED: 11/2/2022

2. Department of General Services - GS 19825R, Market Center Garage
Renovation
BIDS TO BE RECV'D: 11/2/2022
BIDS TO BE OPENED: 11/2/2022

12:00 NOON

ANNOUNCEMENT OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED