

## **NOTICE:**

On March 20, 2019, the Board of Estimates adopted the Regulations on Procurement, Protests, Minority and Women-owned Business Enterprise and Debarment/Suspension (Regulations) effective July 1, 2019. Pursuant to Section II. Protest Regulations:

- a. The Resolution on the Regulations of Board Meetings and protests adopted by the Board on January 22, 2014 was repealed effective July 1, 2019.
- b. Protests.
  1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or by an alternative date and time specified in the agenda for the next scheduled meeting.
  2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
  3. The written protest shall include:
    - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
    - b. A narrative description of the issues and facts supporting the protest; and
    - c. A description as to how the protestant will be harmed by the proposed Board action.
    - d. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.

c. Procurement Lobbyist

1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c) must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

d. Required Posting

The full provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's web site and the Secretary to the Board's web site.

Submit Protests to:  
Attn: Clerk,  
Board of Estimates  
Room 204, City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

**BOARD OF ESTIMATES' AGENDA - NOVEMBER 6, 2019**

1. Prequalification of Contractors

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

Allec, LLC	\$ 1,500,000.00
Brawner Builders, Inc.	\$ 8,000,000.00
Concrete General, Inc.	\$184,410,000.00
Empire Landscape, LLC	\$ 8,000,000.00
Johnson Bros. Corporation, A Southland Company	\$379,980,000.00
Oscar Renda Contracting, Inc.	\$187,520,000.00
Retro Environmental, Inc.	\$ 8,000,000.00
Southland Contracting, Inc.	\$734,950,000.00
Sparks Quality Fence Company	\$ 1,160,000.00
The Cotten Construction Company	\$ 450,000.00
Total Environmental Concepts, Inc.	\$ 8,000,000.00
Towson Mechanical Incorporated	\$100,800,000.00

2. Prequalification of Architects and Engineers

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

Hazen and Sawyer, P.C.	Architect Engineer
Manns Woodward Studios, Inc.	Architect

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Real Estate - Assignment of Tax Sale Certificates

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tax Sale Certificates in an amount that is less than the lien amount for the properties listed below:

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
2206 Elsinore Ave.	\$7,000.00	\$3,509.95	\$7,487.17	\$7,000.00
2219 Roslyn Ave.	\$8,400.00	\$5,248.24	\$404,093.84	\$8,400.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates on May 14, 2018.

Better Homes Better Lives, LLC, has offered to purchase the Tax Sale Certificate for the assessed value of \$7,000.00 for 2206 Elsinore Avenue which will cover the flat taxes and water bills and \$8,400.00 for 2219 Roslyn Avenue which will cover the flat taxes and water bills, file petitions to foreclose, acquire title to the properties and return them to a productive use.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Parking Authority of Baltimore City - Multi-Space Meter  
Maintenance Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Multi-Space Meter Maintenance Agreement with IPS, Inc. (Maintenance Agreement). The period of the Maintenance Agreement is effective upon the date of the first installation of an IPS multi-space meter in the City and will continue for two years, with a two-year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

\$456,000.00 - 2076-000000-2321-252800-607001

**BACKGROUND/EXPLANATION:**

The PABC was asked to oversee the City's metered parking program roughly fifteen years ago. In 2004, the PABC began replacing most of the City's aging mechanical single-space meters with multi-space meters manufactures by CALE. The PABC contracted with CALE for the maintenance of their meters in the City. The CALE meters that were installed beginning in 2004 are now up to 15 years old, have exceeded their useful life, and require replacement.

On May 1, 2019 the Board of Estimates approved a \$5,000,000.00 award to IPS, Inc. (IPS) to provide new multi-space meters to the City. The IPS will begin delivering and installing these meters in the Fall of 2019.

This Maintenance Agreement now before the Board will ensure continued success of the PABC's metered parking program by requiring regular preventive maintenance by the IPS technicians on the newly installed IPS multi-space parking meters, tracking repair alarms/complaints, and requiring response times by IPS technicians when meters require repairs.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Parking Authority of Baltimore City - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Multi-Space Meter Maintenance Agreement has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Mayor's Office of Immigrant Affairs - Subgrant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Subgrant Agreement with the International Rescue Committee, Inc. (IRC). The period of the agreement is October 1, 2019 through completion of services but no later than September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$333,978.00 - 5000-535920-1250-775700-603026

**BACKGROUND/EXPLANATION:**

In May 2019, the Mayor's Office of Immigrant Affairs (MIMA) responded to the Request for Proposals for the Vocational Training and Employment Services program issued by the Department of Human Services, Office of Refugee and Asylees. As a result, the City was selected as the contractor and MIMA as the administrator. The employment and English Language training services required by the grant will be provided by the IRC in Baltimore as the subcontractor.

The funds for the agreement originate from the Federal Office of Refugee Resettlement (ORR). The employment program is designed to enable employable refugees in the Baltimore Metropolitan Region to achieve economic self-sufficiency as soon as possible through job development and placement, removal of employment barriers, participation in vocational training, case management, and follow-up after job placement.

The Subgrant Agreement is late because budget revision delayed its processing.

**MWBOO GRANTED A WAIVER ON OCTOBER 22, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Audits - Audit Report

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

1. Department of Public Works - Bureau of Solid Waste Biennial Financial Audit Report for Fiscal Years Ended June 30, 2018 and 2017.



EXTRA WORK ORDER

\* \* \* \* \*

The Board is requested to approve  
the Extra Work Order  
as listed on the following page:

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

**EXTRA WORK ORDER**

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

Department of Transportation/Office  
of Engineering and Construction

1. EWO #004, \$205,575.00 - TR 11013R, Loch Raven Watershed Culvert Repair, Replacement and Resurfacing  


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\$7,857,814.39 \$295,033.79 Civil Construction, LLC 99%

The authorization is on behalf of the Department because of the deteriorated conditions of the roadway on Loch Raven Drive, Morgan Mill Road, and Dulaney Valley Road. The roadway's asphalt base was either non-existent or in a deteriorated condition. The additional funds will cover the cost of base repair excavation and the base course asphalt at the various locations. The work was performed prior to Board approval to avoid delay in the contract.

**MBE/WBE PARTICIPATION:**

**MBE:** 23.88%

**WBE:** 6.81%

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 1, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Office of the State's Attorney - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the State of Maryland Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant award is October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$1,748,005.00 - 4000-406220-1156-117900-404001 - 79.2%  
458,959.00 - 1001-000000-1156-117900-601001 - 20.8%  
**\$2,206,964.00**

The Office of the State's Attorney will utilize the grant funds to assist in developing and implementing strategies specifically intended to provide assistance to victims of crime in Baltimore. The funds will provide personnel, operating and other expenses.

The Victim/Witness Unit serves the victims and witnesses of all crimes that occur in Baltimore City. The trained therapists and advocates in the Victim/Witness Unit provide court support and accompaniment, individual and group counseling, relocation assistance, restitution assistance and liaison services with prosecutors, public defenders and law enforcement personnel.

**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

11/6/2019

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Option</u>			
1. Glenn H. Goldberg and Stevan Weinberg	2020 E. Biddle Street	G/R \$60.00	\$ 550.00

Funds are available in account no. 9910-907079-9588-900000-704040, Hoen Parking.

In the event that the option agreement fails and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property by condemnation proceedings for an amount equal to or lesser than the option amount.

AGENDA

BOARD OF ESTIMATES

11/6/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

12 - 13

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

In connection with the Transfer of Funds,  
a report has been requested from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

AGENDA

BOARD OF ESTIMATES

11/6/2019

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

- 1. TR 14302                                      J. Villa Construction,                                      \$4,730,000.00  
     Greenmount Ave                                      Inc.  
     Streetscape from  
     29<sup>th</sup> Street to  
     43<sup>rd</sup> Street

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$4,351,600.00	9950-927009-9528	
Fed.	Waverly-Greenmount	
940,000.00	" " "	
State Rev.		
147,900.00	" " "	
GF (HUR)		
<b>\$5,439,500.00</b>		
\$4,730,000.00	-----	9950-903188-9527-6
		Structure & Improvements
473,000.00	-----	9950-903188-9527-5
		Inspection
236,500.00	-----	9950-903188-9527-2
<u>236,500.00</u>		Contingencies
<b>\$5,439,500.00</b>		Greenmount 29 <sup>th</sup> - 43 <sup>rd</sup>

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

**TRANSFER OF FUNDS** - cont'd

This transfer will fund the costs associated with the Award of Project No. TR 14302 (FAP No. NHPP-3-25 (18) ESHA No. BC420010) Greenmount Ave. Streetscape from 29<sup>th</sup> Street to 43<sup>rd</sup> Street with J. Villa Construction, Inc. in the amount of \$4,730,000.00.

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 861 W. 36 <sup>th</sup> Street	Nicole M. Verdeccia	A-Frame sign 20" x 40"
Flat charge: \$ 52.80		
2. 2431 N. Calvert Street	Sava Kobilarov	Open areaway 10' 9/58" x 4'
Annual charge: \$564.00		
3. 400 W. Fayette Street	Baltimore Properties I, LLC	One oriel window 33.125' 3 <sup>rd</sup> floor, two canopies 102 sf. each
Flat charge: \$650.70		
4. 509 S. Exeter Street	Skylar Development, LLC	One single face electric sign 10.66 sf., two bracket signs 3.17 sf. each
Flat charge: \$739.00		
5. 520 S. Caroline Street	520 S. Caroline, LLC	One ADA ramp 56' x 4'6", one set of steps 5'6" x 4'2"
Flat charge: \$105.30		

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



**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 25 to Rummel, Klepper & Kahl, LLP under Project 1217, On-Call Consultant Project Management Services. The Task Assignment is approximately one year.

**AMOUNT OF MONEY AND SOURCE:**

\$170,451.33 - 9962-926020-9562-900000-705032

**BACKGROUND/EXPLANATION:**

This task will provide for continued services of a Senior Construction Inspector for Central Ave. Phase II Design Build Project Contract No. TR 12317.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27% and WBE: 10%.

**MWBOO APPROVED ON OCTOBER 9, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 26 to Rummel, Klepper & Kahl, LLP under Project 1217, On-Call Project Management Services. The Task Assignment is approximately one year.

**AMOUNT OF MONEY AND SOURCE:**

\$129,395.65 - 9962-926020-9562-900000-705032

**BACKGROUND/EXPLANATION:**

This task will provide for continued Construction Management Services for various capital projects within the Department's Transportation Engineering and Construction Division.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement of MBE: 27% and WBE: 10%.

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 9, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

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 House of Freedom, Inc., Developer. 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:**

\$12,973.78 - 9950-912087-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for the House of Freedom located at 1208-1226 East Baltimore Street, constructing a residential care facility with 260 beds for a total of 157,000 sq. ft. The Developer agrees to make a one-time contribution for \$12,973.78 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

**MBE/WBE PARTICIPATION:**

N/A

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

TRANSFERS OF FUNDS

\* \* \* \* \*

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

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

AGENDA

BOARD OF ESTIMATES

11/6/2019

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. <b>\$62,760.00</b> 24 <sup>th</sup> Eco. Bond Fund	9910-919026-9600 Constr. Res. (Liberty Heights Plan)	9910-937013-9601 Façade Improv.

This transfer will provide funding to continue the Baltimore Development Corporation Façade Improvement Grant Program throughout commercial districts. The goal of the program is to aesthetically improve the look of business districts, while making revitalization efforts affordable and creative for small business owners.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

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 Control and Prevention. The period of the Grant Award is October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$ 918,181.00 - 4000-412720-2021-746300-607004 (Grant)

\$ 229,546.00 - 1001-000000-2021-213000-601062 (Match)

**\$1,147,727.00**

**BACKGROUND/EXPLANATION:**

The Baltimore Police Department's SART (Sexual Assault Response Team) and Human Trafficking program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. This program is combined with the Department's Improving Criminal Justice Responses to Domestic Violence and Sexual Assault Program. Both programs improve the Department's response to crimes of domestic violence, sexual violence and human trafficking and increase services and support for victims to address trauma and encourage healing. Program funds will provide personnel, travel, contractual and other services. The total amount of funds for this grant is \$1,147,727.00. The grant funds are \$918,181.00 and there is a cash match of \$229,546.00.

This grant is late because of a delay in receipt of the award documents and the administrative process.

**MBE/WBE PARTICIPATION:**

N/A

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Police Department - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Police Department - Intergovernmental Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of an Intergovernmental Agreement between the Mayor and City Council of Baltimore acting by and through the Police Department of Baltimore City and the State's Attorney's Office of Baltimore City. The period of the agreement is July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$524,915.00 - 5000-510620-2023-744600-603026

**BACKGROUND/EXPLANATION:**

On October 16, 2019 the Board of Estimates approved acceptance of the grant for Maryland Criminal Intelligence Network (MCIN) from the Governor's Office of Crime Control and Prevention in the amount of \$863,515.00. The State's Attorney Office will use the funds to help reduce existing gaps in the services and foster collaboration among partner agencies and stakeholders. The MCIN 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, firearm related violence, human trafficking, and other forms of inherently violent criminal enterprises.

This agreement is late because of a delay in the administrative process.

**MBE/WBE PARTICIPATION:**

N/A

**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**

**11/6/2019**

Department of Public Works/Office - Amendment No. 1 for Water  
of Engineering and Construction Contract No. 1120 Guilford  
Pumping Station  
Rehabilitation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 1 for W.C. 1120, Guilford Pumping Station Rehabilitation with Mott McDonald, LLC. (Amendment No. 1). The Amendment No. 1 extends the period of the contract through December 29, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 9960-901917-9557-900020-703032

**BACKGROUND/EXPLANATION:**

Amendment No. 1 is within the original scope of work and was requested by the Department. The scope of the original agreement includes: construction schedule conformed plans and specifications, submittal review, request for information interpretation, shop drawings, substitute produce review, assistance in proposed change orders, claims review, inspection services, witness testing, certifications, record operations & maintenance document review/preparation, as-built/mylars, acceptance inspection, and community outreach. The Amendment No. 1 is needed to complete operational testing required for two large new pumps.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 27% MBE 10% WBE.**

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 1, 2019.**

**AUDITS NOTED THE TIME EXTENSION.**

(The Amendment No. 1 for Water Contract No. 1120, Guilford Pumping Station Rehabilitation has been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Public Works/Office - Amendment No. 1 to Agreement  
Of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No 1 to the Agreement (Amendment No. 1) with Whitman, Requardt & Associates under Project 1254W, On-Call Environmental Services. The Amendment No. 1 to the Agreement will extend the term of the agreement through January 16, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - increase in Upset Limit

**BACKGROUND/EXPLANATION:**

This amendment is within the original scope of work requested by the Agency. The Office of Engineering and Construction is requesting a one-year extension and an increase in the upset limit amount of \$500,000.00. Additional tasks are required for Montebello Lake and Washwater Lake Dredging design as well as design tasks for Montebello Plant No. 1 Dehumidification Improvements and the rehabilitation of the Cromwell Shaft Altitude Valves. This increase will make the total upset limit \$1,500,000.00.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the Minority and Women's Business Opportunity goals established in the original agreement.

**MBE: 27% WBE 10%.**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Expenditure of Funds to pay Progressus Therapy, LLC for additional services provided under Contract No. 38931, Baltimore Infants and Toddlers Program.

**AMOUNT OF MONEY AND SOURCE:**

<b><u>AMOUNT</u></b>	<b><u>INVOICE NO.</u></b>
\$19,750.00	19458
2,500.00	19467
5,000.00	19850
5,375.00	19851
250.00	19886
22,750.00	19916
19,000.00	19917
<b><u>\$74,625.00</u></b>	

\$30,429.00	-	4000-427119-3080-294301-603051	-	Federal Funds
44,196.00	-	6000-622119-3080-294300-603051	-	Special Funds
<b><u>\$74,625.00</u></b>				

**BACKGROUND/EXPLANATION:**

On May 15, 2019 the Board approved the Agreement with Progressus Therapy, LLC in the amount of \$417,200.00 for the period of July 1, 2018 through September 30, 2019.

Because of an increase in clients, additional therapy services were provided for the Baltimore Infants & Toddlers Program. This Expenditure of Funds will allow the Department to pay Progressus Therapy, LLC for additional services provided.

This request is late because of administrative delays in receiving the required documentation.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - Revised Notices of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Revised Notices of Award (NOA) for the Project titled Strengthening STD Prevention and Control for Health Departments (STD PCHD) from the Department of Health and Human Services, Centers for Disease Control and Prevention. The period of the NOA is January 1, 2019 through December 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - 4000-422519-3030-271500-404001

**BACKGROUND/EXPLANATION:**

On January 23, 2019, the Board approved the original NOA in the amount of \$1,066,274.00 for the period of January 1, 2019 through December 31, 2019.

On February 19, 2019, the Department received the first revised NOA, which approved the revised budget submitted on February 4, 2019.

On September 10, 2019, the Department received the second revised NOA, which approved supplemental funding in the amount of \$500,000.00. The second revision will allow the acceptance of an additional \$500,000.00 in federal aid. This revision will make the total amount of financial assistance \$1,566,274.00.

**APPROVED FOR FUNDS BY FINANCE**

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

The revised NOA's are late because of administrative delays.

(The Terms and Conditions of the Notices of Award have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an Agreement with The Johns Hopkins University (JHU). The period of the Agreement was September 30, 2018 through September 29, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$231,240.00 - 4000-422618-3030-271500-603051

**BACKGROUND/EXPLANATION:**

The JHU provided scientific guidance and oversight in all aspects of the Sexually Transmitted Disease (STD) Surveillance Network, including coordination and development of the grant application.

The STD Surveillance Network coordinated across all agencies and facilitated collaborating on the network and served as the principal liaison with Project Officers at the Centers for Disease Control.

The agreement was late because it was delayed during the administrative review process.

**MWBO GRANTED A WAIVER ON SEPTEMBER 22, 2019.**

**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**

**11/6/2019**

Health Department - Ratification of Notice of Grant Award and  
Amendment No. 1 to Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Notice of Grant Award (NGA) from the Maryland State Department of Education. The period of the NGA was July 1, 2018 through June 30, 2019.

The Board is further requested to approve and authorize execution of Amendment No. 1 to NGA (Amendment) with the Maryland State Department of Education.

**AMOUNT OF MONEY AND SOURCE:**

\$296,455.00 - 4000-427119-3080-294303-404001

**BACKGROUND/EXPLANATION:**

The award was for the Consolidated Local Implementation Grant (CLIG). The CLIG provided funds to support the provisions of early intervention services to infants and toddlers with disabilities and their families.

The Amendment corrects the payment code on the NGA to "0".

No additional funds are associated with this amendment.

The NGA and Amendment were late because of delay in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

(The terms and conditions of the Grant Award and Amendment No. 1 to Grant Award have been approved by the Law Department as to form and legal sufficiency.)

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - Agreements

The Board is requested to approve and authorize execution of various Agreements. The period of the agreements is July 1, 2019 through June 30, 2020.

1. **HEALTHY TEEN NETWORK, INC.** **\$ 10,000.00**

Account: 4000-494420-3080-292300-603051

Healthy Teen Network, Inc. will utilize the funds to partner with Coppin State University to develop and implement a training component, which includes training for the Seventeen Days curriculum, a theory based interactive DVD designed to educate young women about contraception and STD's.

The agreement is late because of administration delays.

2. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$100,191.00**  
**(UMB)**

Account: 4000-423120-3150-295905-603051

The UMB's Center for Health and Homeland Security (CHHS) will utilize the funds to assist with further developing the Department's public health emergency plans for Strategic National Stockpile and Emergency Medical Countermeasure dispensing. In addition, the UMB's CHHS will assist with other preparedness and response initiatives, under the guidance of the Department's Office of Public Health Preparedness and Response Director and the Deputy Director.

The agreement is late because of the Department's administrative review process.

**MWBOO GRANTED A WAIVER ON AUGUST 2, 2019.**

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - cont'd

3. **BALTIMORE MEDICAL SYSTEM, INC.** **\$150,000.00**

Account: 4000-480620-3080-291900-603051

U Choose, an Evidence-Based Teen Pregnancy Prevention Services provider, led by the Department's Bureau of Maternal and Child Health, intends to decrease the teen birth rate among African American and Hispanic teens, through reductions in disparities and ensuring delivery of an abstinence-focused-based program. Baltimore Medical System, Inc. will utilize the funds to implement the Seventeen Days curriculum, an evidenced-based teen pregnancy prevention program within its family planning clinics.

The agreement is late because the Department was waiting for budgets and signatures.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 30, 2019.**

4. **THE JOHNS HOPKINS UNIVERSITY, SCHOOL OF MEDICINE (JHUSOM)** **\$150,238.00**

Account: 5000-505420-3070-286400-603051

The JHUSOM provides clinical services and oversight of clinical operations at the Department's STD/HIV clinics. Under this project, the Baltimore City Health Department STD/HIV clinics will utilize the funds to implement a graduated program of buprenorphine treatment by identifying HIV and Hepatitis C continuity patients who would benefit from buprenorphine treatment.

The agreement is late because of administrative reviews.

**MWBOO GRANTED A WAIVER ON OCTOBER 2, 2019.**



**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - cont'd

5. **INSTITUTES FOR BEHAVIOR RESOURCES, INC. (IBR)** **\$375,488.00**

Account: 5000-505420-3070-286400-603051

The IBR's Recovery Enhanced by Access to Comprehensive HealthCare Health Services Program will work with the Department and Behavioral Health System Baltimore to increase access to buprenorphine treatment for Baltimore residents with opioid use disorder. The IBR will serve as a "hub" in the City's "hub and spokes" network of buprenorphine treatment. The IBR will offer the following: same or next-day intake for residents with opioid use disorder, buprenorphine induction and stabilization, referrals into spokes for long-term community-based treatment and ongoing consultation with spokes, as needed. Transfers between hubs and spokes are bidirectional and patients may transfer back and forth as needed.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON OCTOBER 2, 2019.**

6. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$595,100.00**

Account: 1001-000000-3100-295900-603051

The BMS will work with the Department to provide School Health services which consist of School Health Suite Coverage (SHSC) and School Based Health Centers (SBHC). The BMS will provide services at Furley Elementary, Tench Tilghman Elementary/Middle School, Harford Heights Elementary, Collington Square Elementary/Middle School, Vanguard Collegiate Middle School, Patterson High School, Forest Park High School, Mergenthaler Vocational Technical High School, and Paul Lawrence Dunbar High School.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Health Department - cont'd

The BMS will also provide extended school year coverage at Paul Lawrence Dunbar High School for the period July 8, 2019 through August 9, 2019.

The BMS will maintain approval from the Maryland Medical Assistance Program for designation of the school-based clinics at Collington Square Elementary/Middle School, Vanguard Collegiate Middle School, Harford Heights Elementary School, Paul Lawrence Dunbar and Patterson High Schools as SBHCs. The BMS will provide the Department with documentation of such approval. If for any reason should either of the sites lose its designation as a SBHC, the BMS will notify the Department in writing within 15 days of the loss of such designation.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON OCTOBER 4, 2019.**

**7. THE JOHNS HOPKINS UNIVERSITY (JHU) \$15,000.00**

Account: 4000-480620-3080-291900-603051

The JHU School of Medicine administers the Norman Rales Health Center at KIPP Baltimore. The JHU will provide school-based health services for the KIPP Baltimore. The Rales Health Center will work with the Department to implement the Seventeen Days curriculum within its setting. The curriculum is designed to educate young women about contraception and sexually transmitted diseases.

The agreement is late because of administrative delays.

AGENDA

BOARD OF ESTIMATES

11/6/2019

Health Department - cont'd

8. KENNEDY KRIEGER INSTITUTE, INC. (KKI) \$211,894.37

Account: 6000-622120-3080-294300-603051	\$182,929.37
1000-000000-3080-288500-603051	\$ 28,965.00

<u>Number of Cases</u>	<u>Cost Per Case</u>	<u>Total</u>
174 Initial	\$250.00	\$ 43,500.00
427 Individualized Family Services Plan (annual)	\$137.50	\$ 58,712.50
1,961 On-going Case Management	\$ 75.00	<u>\$147,075.00</u>
		\$249,287.50
Less 15% administrative fee		<u>(\$37,393.13)</u>
Net Reimbursement		<b>\$211,894.37</b>

The KKI will provide health-related early intervention/case management services to eligible patients for the Baltimore Infants and Toddlers program. The KKI will be reimbursed according to the Department's Health and Mental Hygiene (DHMH) policies for the Medical Assistance program. The KKI will directly bill the State of Maryland's Department of Health and Mental Hygiene \$249,287.50 of the amount billed to DHMH, the Department will retain a 15% administrative fee in the amount of \$37,393.13.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 5, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Mayor's Office of Homeless Services - Agreements

The Board is requested to approve and authorize execution of two Agreements and ratify and correct one Agreement.

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$513,542.00**

Account: 4000-407018-3573-759200-603051

The City received a grant from the U.S. Department of Housing and Urban Development to undertake the Continuum of Care Program. As a sub-recipient, St. Vincent De Paul of Baltimore, Inc. will provide rental assistance and supportive services to 32 individuals and/or families in Baltimore City experiencing homelessness. St. Vincent De Paul of Baltimore, Inc. will offer services under their Home Connections II Program. The goal of the project is to increase housing stability and enhance self-sufficiency so clients do not return to a homelessness status. The period of the agreement is October 1, 2019 through September 30, 2020.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 24, 2019.**

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$119,736.00**

Account: 4000-407018-3573-759200-603051

The City received a grant from the U.S. Department of Housing and Urban Development to undertake the Continuum of Care program. As a sub-recipient, St. Vincent De Paul of Baltimore, Inc. will provide supportive services to 60 individuals and/or families in Baltimore City facing homelessness. St. Vincent De Paul of Baltimore, Inc., will offer services under their Home Connections III program. The goal of the project is to increase housing stability and enhance self-sufficiency

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Mayor's Office of Homeless Services - cont'd

so clients do not return to a homelessness status. The period of the agreement is August 1, 2019 through July 31, 2020.

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

**MWBOO GRANTED A WAIVER ON SEPTEMBER 24, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement with Ms. Christine Njadja, for the sale of City owned property located at 2345 McElderry Street.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - purchase price

**BACKGROUND/EXPLANATION:**

Four hundred dollars of the purchase price will be held in escrow by the City for the benefit of the Purchaser to be applied at settlement for closing costs including transfer taxes recordation fees, taxes and associated title services. DHCD's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 2345 McElderry Street to the adjacent property owner. As a condition of conveyance, Ms. Christine Njadja has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City is authorized to dispose of the property under Article 28, Subtitle 8 of the Baltimore City Code.

The purchaser owns the adjacent property at 2343 as her primary residence/owner occupied. The city Side Yard Policy authorizes the sale of lots up to 1,500 square feet to an adjacent-owner occupant for \$500.00.

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

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

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Housing and - Community Catalyst Grants  
Community Development      Operating Program

**ACTION REQUESTED OF B/E:**

The Board is requested to approve two project budgets and scopes of work for the Community Catalyst Operating Grants Program: one project budget and one scope of work for each of the two Awardees. The two Awardees are as follows:

Forest Park Alliance & WBC Community Development Corporation and The Sandtown-Winchester Harlem Park Master Plan Collective.

The total amount of the two projects is \$135,000.00. Following approval, DHCD will execute individual agreements with Awardees and/or their fiscal agents. The term of the agreement will vary for each grantee but can be a maximum of three years effective from the date agreements are executed with DHCD. There is a total of 35 grantees, and information will be submitted to the Board as multiple submissions. The first submission of eight projects was approved by the Board on October 2, 2019. The second submission of ten projects was approved by the Board on October 16 2019, the third submission of ten and fourth submission of five projects was approved by the Board on October 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$ 75,000.00 - 9910-906222-9588 Forest Park Alliance & WBC Community Development Corporation;

60,000.00 - 9910-906222-9588 The Sandtown-Winchester Harlem Park Master Plan Collective.  
**\$135,000.00**

**BACKGROUND/EXPLANATION:**

The DHCD's community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and attract additional investment. DHCD



**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

DHCD - cont'd

created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led organizations to increase their capacity and ability to undertake neighborhood revitalization initiatives. Up to \$2,000,000.00 of CCG Funds were allocated to supporting operating costs and up to \$3,000,000.00 to supporting capital projects.

In October 2018, DHCD released the CCG operating Grant Guidelines and Application. On March 7, 2019, the Mayor awarded 35 organizations a total of \$1,750,000.00. The balance of \$250,000.00 will be maintained for DHCD's administrative cost.

On September 18, 2019, the Board approved a Form Agreement for Grantees and a Form Agreement for Grantees with Fiscal Agents. The form agreements were approved by the Law Department as to form and legal sufficiency. The agreement stipulates that final budgets and scopes of work are to be approved by the Board of Estimates before DHCD can execute agreements. This information will be provided to the Board as multiple submissions.

**MBE/WBE PARTICIPATION:**

The MWBOO has reviewed and approved waivers for all awards \$50,000.00 and greater.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

AGENDA

BOARD OF ESTIMATES

11/6/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

- |   |              |         |
|---|--------------|---------|
| 1. CHESAPEAKE FLOW SOLUTIONS, LLC   | \$100,000.00 | Renewal |
| Contract No. B50004772 - Instruments and Instrumentation Parts - Department of Public Works - Wastewater Facilities - P.O. No.: P537536 |              |         |

On November 9, 2016, the Board approved the initial award in the amount of \$150,000.00. The award contained four 1-year renewal options. Two renewal options have been exercised. This third renewal in the amount of \$100,000.00 is for the period November 15, 2019 through November 14, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 12, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 12, 2016.**

- |   |              |         |
|---|--------------|---------|
| 2. BFPE INTERNATIONAL, INC.   | \$ 24,999.99 | Renewal |
| Contract No. 06000 - Electronic Fire Alarm Systems - Department of General Services, etc. P.O. No.: P545298 |              |         |

On September 27, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,999.99. The award contained two 1-year renewal options. This first renewal in the amount of \$24,999.99 is for the period September 26, 2019 through September 25, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

AGENDA

BOARD OF ESTIMATES

11/6/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

**MBE/WBE PARTICIPATION:**

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

3. ZENMAR POWER TOOL AND HOIST SYSTEMS,	\$ 0.00 <u>40,000.00</u>	Ratification and Renewal
	<b><u>\$40,000.00</u></b>	

Contract No. B50004817 - Repair of Air Operated Tools - Department of Public Works - P.O. No.: P537750

On November 30, 2016, the Board approved the initial award in the amount of \$40,000.00. The award contained three one-year renewal options. On November 22, 2017, the Board approved the first renewal in the amount of \$20,000.00. The ratification is for the second renewal for the period of December 1, 2018 through November 30, 2020. The third renewal in the amount of \$40,000.00 is for the period December 1, 2019 through November 30, 2020 with no renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

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.

AGENDA

BOARD OF ESTIMATES

11/6/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Procurement - cont'd

4. LEVEL 3 COMMUNICATIONS, LLC	\$ 0.00	Non-Competitive Procurement/ Cooperative Contract
Contract No. 140AN-TISA2013-0116 (under MiCTA) - Telecommunications Master Service Agreement - Municipal Telephone Exchange - P.O. No.: P537894		

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

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

On December 7, 2016, the Board approved the initial award in the amount of \$450,000.00. The award contained two 1-year renewal options. The Municipal Telephone Exchange has initiated providing new VoIP telephones per Contract B50003985 - Telecommunication Improvement and Procurement Project (TIPP). MiCTA issued a competitive Request for Proposal for telecommunications, internet, specialty services and applications and that contract is being utilized by several members including State agencies and municipalities resulting in significant cost savings in long distance and access charges being acquired through this contract. This first renewal in the amount of \$0.00 is for the period December 8, 2019 through December 7, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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.

AGENDA

BOARD OF ESTIMATES

11/6/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

5. SHOTSPOTTER, INC.	\$759,500.00	Amendment One to Agreement
Contract No. 08000 - ShotSpotter Annual Subscription Services - Mayor's Office of Criminal Justice - Req. No.: R789514		

The Board is requested to approve and authorize execution of Amendment No. One to Agreement and a renewal of the Agreement with ShotSpotter, Inc. The period of the renewal is July 12, 2019 through July 11, 2020.

On April 4, 2018, the Board approved the initial award in the amount of \$860,000.00. This Amendment No. One to the Agreement is necessary for the continuation of specialized gunshot detection technology and maintenance services. The Amendment also makes changes in the forensic reports and expert witness testimony. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

On April 4, 2018, no goals were set by MWBOO as this meets the requirements for a sole source procurement. However, the vendor has identified an opportunity for segmentation and has voluntarily entered into an agreement for electrical services. The 8% MBE participation goal on this contract was purely aspirational due to the sole source nature of the contract. On September 23, 2019 MWBOO found ShotSpotter, Inc. in compliance.

AGENDA

BOARD OF ESTIMATES

11/6/2019

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Calmi Electrical Company, Inc.	8%	\$261,811.40 30.4%
<b>WBE:</b> N/A		

**MWBOO FOUND VENDOR IN COMPLIANCE ON SEPTEMBER 23, 2019.**

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

6. WESTERN MICROSYSTEMS, INC. d/b/a DESERTMICRO	\$ 0.00	Non-Competitive Procurement/ Extension
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Contract No. B50003687 - ScaleHouse Software - Department of Public Works, Bureau of Solid Waste - P.O. No.: P529202

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

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

On October 22, 2014, the Board approved the initial award in the amount of \$112,719.17. The award contained two renewal options. On October 18, 2017, the Board approved the first renewal in the amount of \$50,000.00. An extension is necessary to continue acquiring software services with the vendor while a new contract is awarded. The contract expires on October 22, 2019. The period of the extension is October 23, 2019 through April 22, 2020. The above amount is the City's estimated requirement.



**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Mayor's Office of Employment - Amendment and Renewal of  
Development (MOED) the Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an Amendment to the Provider Agreement with Maryland New Directions, Inc. and exercise the option to renew the Agreement. The period of the renewal is October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$120,000.00 - 4000-806419-6313-784105-603051  
4000-806420-6313-784105-603051

**BACKGROUND/EXPLANATION:**

On January 23, 2019, the Board approved an Agreement with Maryland New Directions, Inc. This Agreement authorizes the Provider to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for Baltimore City residents.

The original Agreement is being amended to expand the number of participants from 20 to 40 and provide \$120,000.00 for the renewal year ending September 30, 2020.

In addition, the original Agreement contained a clause allowing the City to renew the term of the Agreement for one additional one-year term at the City's sole discretion. The renewal is being requested to extend the contract period by one year through September 30, 2020.

**MBE/WBE PARTICIPATION:**

N/A



**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

MOED - cont'd

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Baltimore City Office of Information and Technology (BCIT) - Performance Measures Update

The Board is requested to **NOTE** receipt of the Performance Measures Update.

On September 11, 2019, the Baltimore City Office of Information and Technology appeared before the Board of Estimates for its Biennial Performance Audit Report for Fiscal Years ended June 30, 2018 and 2017. During the meeting the agency was advised that it had not met the previous fiscal years' recommendations as set out in the Audits. As a result, the Board allowed BCIT a total of 60-days to review, revise and resubmit the FY20 Performance Measures for the City's budget book.

The following has been determined after a full review of the current performance measures:

- 1) Removal of any irrelevant metric from the budget books
- 2) Revision of specific current metrics to satisfy the business needs and direction of BCIT
- 3) Addition of new metrics to satisfy the business needs and direction of BCIT

The BCIT will be meeting with the Finance Department to discuss the proposed revisions of BCIT's original submission for the FY20 annual budget book.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Audits - BCIT Performance Measures

The Board is requested to **NOTE** receipt of the Department of Audits response to the Baltimore City Information and Technology (BCIT) Performance Measure Update.

During the BCIT Biennial Performance Audit for fiscal years ending June 30, 2018 and 2017, dated September 4, 2019, the Department of Audits reported that BCIT did not respond to the Department of Audits' request for status updates on the prior audit findings.

See Table 1 below for the relevant prior audit findings.

Table 1: Summary of Prior Audit Findings:

Item	Selected Service	Measure	Management Action Plan
1	Enterprise Innovation and Application Services – Service 803	Number of applications moved off the mainframe	Establish written policies and procedures to document the methodology for developing and reporting actual results for targets and reporting actual results of the performance measures.
2	Enterprise IT Delivery Services – Service 805	Average Resolution Time per Ticket	Evaluate targets from year to year based on actual performance results to ensure targets represent the goal for improving performance.
3	Enterprise Innovation and Application Services – Service 803	All Measures	Revise current measures to prescribe realistic targets or create sources for reliable data which can be managed more efficiently.
4	Enterprise Innovation and Application Services – Service 803	All Measures	Integrate performance data into its decision making process.
5	Enterprise Innovation and Application Services – Service 803	All Measures	Develop policies and procedures for recording, reviewing, maintaining or reporting performance measurement.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

Department of Audits - cont'd

The Board of Estimates requested an update on how BCIT has been improving on this. The Department of Audits received and reviewed BCIT's response sent by Memo to the Board of Estimates dated October 25, 2019.

The BCIT's response addressed Items 2, 3, and 4 from Table 1. Items 1 and 5, developing policies and procedures for performance metrics was not addressed in the Memo. However, BCIT did verbally communicate, to the City Auditor, their plan to implement policies and procedures, including documentation retention to support metrics presented.

Note: The Department of Audits did not evaluate the performance measure revisions proposed by BCIT in the Memo. Per the FY2020 budget book: Agencies work with the Bureau of the Budget and Management Research (BBMR) and the Mayor's Office of Sustainable Solutions (MOSS) to develop performance measures for each service.

AGENDA

BOARD OF ESTIMATES

11/6/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Gloria Marfo	Rooted in Community Moving from Trauma To Healing Long Beach, CA Nov. 19 - 21, 2019 (Reg. Fee \$395.00)	Grant Funds	\$1,243.56

The airfare cost of \$279.48, registration cost of \$395.00, and hotel cost including tax of \$417.08 were prepaid using EA00033568. Therefore, the disbursement to Ms. Marfo is \$152.00.

Department of Recreation and Parks

2. Reginald R. Moore	Athletic Business Show 2019 Orlando, FL Nov. 13 - 16, 2019 (Reg. Fee \$449.00)	Accessory Account Funds	\$1,393.18
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The subsistence rate for this location is \$188.00 per day. The Department is requesting subsistence for the cost of the hotel, which is \$90.00 per night and \$40.00 per day for meals and incidentals. Mr. Moore will transport employees Ms. Denise Caldwell and Mr. Darryl Sutton from the airport, hotel, and convention center using a rental car. The unused subsistence from Mr. Moore, Ms. Caldwell, and Mr. Sutton will offset the rental car cost of \$191.22.

The airfare cost of \$287.96, rental vehicle cost of \$191.22, and registration costs of \$449.00 were prepaid using a City-issued credit card assigned to Mr. Reginald R. Moore. Therefore, the disbursement to Mr. Moore is \$465.00.

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

- |    |                            |  |                               |            |
|----|----------------------------|--|-------------------------------|------------|
| 3. | Denise Johnson<br>Caldwell | Athletic Business<br>Show 2019<br>Orlando, FL<br>Nov. 13 - 16, 2019<br>(Reg. Fee \$199.00) | Accessory<br>Account<br>Funds | \$1,110.59 |
|----|----------------------------|--|-------------------------------|------------|

The subsistence rate for this location is \$188.00 per day. The Department is requesting subsistence cost of the hotel, which is \$127.00 per night and \$40.00 per day for meals and incidentals. The unused subsistence will be used to pay for the cost of the car rental.

The airfare cost of \$332.96 was prepaid using a City-issued credit card assigned to Makponse Yamonche. The registration costs of \$199.00 and total hotel cost of \$428.63 were prepaid using a City-issued credit card assigned to Mr. Reginald R. Moore. Therefore, the disbursement to Ms. Caldwell is \$150.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

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BOARD OF ESTIMATES

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			
4. Darryl Sutton	Athletic Business Show 2019 Orlando, FL Nov. 13 - 16, 2019 (Reg. Fee \$399.00)	Accessory Account Funds	\$1,236.34

The subsistence rate for this location is \$188.00 per day. The Department is requesting subsistence cost of the hotel, which is \$105.00 per night and \$40.00 per day for meals and incidentals. The additional subsistence will be used to pay for the cost of the car rental.

The airfare cost of \$332.96, registration costs of \$399.00, and total hotel cost of \$354.38 were prepaid using a City-issued credit card assigned to Mr. Sutton. Therefore, the disbursement to Mr. Sutton is \$150.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

5. Quinton Matthews	Athletic Business Show 2019 Orlando, FL Nov. 12 - 16, 2019 (Reg. Fee \$399.00)	Accessory Account	\$2,014.64
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The subsistence rate for this location is \$188.00 per day. The hotel cost is \$127.00 per night, plus hotel taxes of \$21.17 per night. The airfare cost of \$392.96 and registration fee of \$399.00 were prepaid on a City-issued procurement card assigned to Dale Smith. The hotel cost of

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BOARD OF ESTIMATES

11/6/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Department of Recreation and Parks - cont'd

\$508.00, plus total hotel taxes of \$63.50 were prepaid on a City-issued procurement card assigned to Quinton Matthews. Therefore, Mr. Matthews will be disbursed \$190.00.

Due to the location of the hotel and the airport and number of participants, a car was rented to transport the participants; Ms. Dale Smith, Mr. Robert Schoppert, and Mr. Peter Bleich. The above reverenced attendees are using unused subsistence of \$336.00 to pay part of the rental car cost of \$461.18. Each of the attendees is requesting \$31.30 to cover the balance of the car rental.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

- |    |            |   |                      |            |
|----|------------|---|----------------------|------------|
| 6. | Dale Smith | AB Athletic Business<br>Show 2019<br>Orlando, FL<br>Nov. 12 - 16, 2019<br>(Reg. Fee \$349.00) | Accessory<br>Account | \$1,503.46 |
|----|------------|---|----------------------|------------|

The subsistence rate for this location is \$188.00 per night. The hotel cost is \$127.00 per night, plus hotel taxes of \$21.17 per night. The airfare cost of \$392.96 and registration fee of \$349.00 were prepaid on a City-issued procurement card assigned to Dale Smith. The hotel cost of \$508.00, plus total hotel taxes of \$63.50 were prepaid on a City-issued procurement card assigned to Quinton Matthews. Therefore, Mr. Smith will be disbursed \$190.00. Mr. Smith is requesting additional funds of \$31.30 to pay for the rental car that is partially paid for with subsistence.



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BOARD OF ESTIMATES

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Department of Recreation and Parks - cont'd

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

7. Robert Schoppert	AB Athletic Business Show 2019 Orlando, FL Nov. 12 - 16, 2019 (Reg. Fee \$360.00)	Accessory Account	\$1,514.46
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The subsistence rate for this location is \$188.00 per night. The hotel cost is \$127.00 per night, plus hotel taxes of \$15.88 per night. The airfare cost of \$392.96 and registration fee of \$360.00 were prepaid on a City-issued procurement card assigned to Dale Smith. The hotel cost of \$508.00, plus total hotel taxes of \$63.50 were prepaid on a City-issued procurement card assigned to Mr. Quinton Matthews. Therefore, Mr. Schoppert will be disbursed \$190.00. Mr. Schoppert is requesting additional funds of \$31.30 to pay for the rental car that is partially paid for with subsistence.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

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BOARD OF ESTIMATES

11/6/2019

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			
8. Peter Bleich	AB Athletic Business Show 2019 Orlando, FL Nov. 12 - 16, 2019 (Reg. Fee \$399.00)	Accessory Account	\$1,553.46

The subsistence rate for this location is \$188.00 per night. The hotel cost is \$127.00 per night, plus hotel taxes of \$15.87 per night. The Department is requesting additional subsistence of \$40.00 per day for meals and incidentals. The airfare cost of \$392.96 and registration fee of \$399.00 were prepaid on a City-issued procurement card assigned to Dale Smith. The hotel cost of \$508.00, plus total hotel taxes of \$63.50 were prepaid on a City-issued procurement card assigned to Quinton Matthews. Therefore, Mr. Bleich will be disbursed \$190.00. Mr. Bleich is requesting additional funds of \$31.30 to pay for the rental car that is partially paid for with subsistence.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Department of Planning

9. Holly Freishtat	The Urban Food Agenda Rome, Italy Nov. 19 - 23, 2019 (Reg. Fee \$0.00)	Non-City Funds	\$ 0.00
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The Food and Agriculture Organization of the United Nations will pay the cost of airfare, ground transportation, hotel

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**BOARD OF ESTIMATES**

**11/6/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Planning - cont'd</u>			
<p>accommodations and meals during the conference. City funds will not be expended.</p> <p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. City funds will not be expended.</p> <p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.</p>			
10. Abby Cocke	Northeast Sustainable Agriculture Working Group 26 <sup>th</sup> Annual It Takes a Region Conference Jersey City, NJ Nov. 7 - 9, 2019 (Reg. Fee \$132.34)	Non City Funds	\$ 553.00

The subsistence rate for this location is \$202.00 per night. The hotel cost is \$55.00 per night, plus a cleaning fee of \$7.50 per night, service fee of \$8.06 per night, occupancy tax of \$7.26 per night and train fare of \$125.00. Abby Cocke personally incurred the cost of the train fare, hotel and registration fee. Therefore, Abby Cocke will be disbursed \$553.00.

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Planning - cont'd</u>			
<p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.</p>			
11. Ava Richardson	National Resources Defense Council (NRDC) Food Matters Summit Denver, CO Nov. 12 - 15, 2019 (Reg. Fee \$0.00)	Non City Funds	\$ 0.00

The National Resources Defense Council will pay the cost of registration, airfare, ground transportation, hotel accommodation, and meals during the summit. City funds will not be expended.

12. Kristyn Oldendorf	National Resources Defense Council (NRDC) Food Matters Summit Denver, CO Nov. 12 - 14, 2019 (Reg. Fee \$0.00)	Non City Funds	\$ 0.00
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The National Resources Defense Council will pay the cost of registration, airfare, ground transportation, hotel accommodation, and meals during the summit. City funds will not be expended.

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**BOARD OF ESTIMATES**

**11/6/2019**

**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Office of Information of Technology (BCIT)</u>			

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

13. Angela Jackson	Workday HCM Training Atlanta, GA Sept. 23 - 27, 2019 (Reg. Fee \$0.00)	Capital Funds	\$1,018.48
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On September 23 - 27, 2019, Ms. Jackson traveled to Atlanta, Georgia to attend the Workday HCM Training. The allowed subsistence rate for this location is \$225.00 per day. The hotel rate was \$126.00 per night and the hotel tax was \$26.29 per night. The hotel cost, hotel tax, and airfare were prepaid using a City-issued credit card assigned to Ms. Charmane Baker. Ms. Jackson paid \$112.86 for meals and \$43.50 for ground transportation. Therefore, the reimbursement to Ms. Jackson is \$156.36.

This request is late because of administrative delays. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

**TRAVEL REIMBURSEMENT**

\$112.86 - Meals
<u>43.50 - Ground Transportation</u>
<b>\$156.36</b>

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BOARD OF ESTIMATES

11/6/2019

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>BCIT</u> - cont'd			
14. Maryanne Byrne	Workday HCM Training Atlanta, GA Sept. 23 - 27, 2019 (Reg. Fee \$0.00)	Capital Funds	\$960.40

On September 23 - 27, 2019, Ms. Byrne traveled to Atlanta, Georgia to attend the Workday HR Systems Training. The allowed subsistence rate for this location is \$225.00 per day.

The hotel rate was \$126.00 per night and the hotel tax was \$26.29 per night. The hotel cost, hotel tax, and airfare were prepaid using a City-issued credit card assigned to Charmane Baker. Ms. Byrne paid \$101.72 for meals and \$42.00 for ground transportation. Therefore, the reimbursement to Ms. Byrne is \$143.28.

This request is late because of administrative delays. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$101.28	- Meals
<u>42.00</u>	- Ground Transportation
<b>\$143.28</b>	

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT** - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
15. Stacey Tuck	2019 CityMatch Maternal and Child Health Leadership Conference Providence, RI Sept. 23 - 25, 2019 (Reg. Fee \$650.00)	General Funds	\$2,059.91

Ms. Tuck traveled to Providence, Rhode Island to attend the 2019 CityMatch Maternal and Child Health Leadership Conference from September 23 - 25, 2019.

The subsistence rate for this location was \$217.00 per night. The cost of the hotel was \$219.00 per night, plus hotel taxes of \$28.47 per night. The airfare, hotel cost, hotel tax were prepaid on a City-issued procurement card assigned to Mr. Malcolm Green-Haynes. The registration fee of \$650.00 was prepaid by EA000330564. The Department is requesting reimbursement of \$123.54 for meals and incidentals. Therefore, Ms. Tuck will be reimbursed \$123.54.

This request is late because needed information was missing causing the travel request packet to be incomplete and not in time to be given to the Board of Estimates before the actual travel.

**TRAVEL REIMBURSEMENT**

\$123.54 - Meals and incidentals

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**AGENDA**

**BOARD OF ESTIMATES**

**11/6/2019**

**PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/Office of Engineering and Construction - SC 1001, Rehabilitation and Improvements to Sanitary Sewers at Various Locations In Baltimore City  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**
  
2. Department of Transportation - TR 19006R, Urgent Need Contract Citywide  
**BIDS TO BE RECV'D: 11/20/2019**  
**BIDS TO BE OPENED: 11/20/2019**

**12:00 NOON**

**ANNOUNCEMENTS OF BIDS RECEIVED**

**AND**

**OPENING OF BIDS, AS SCHEDULED**