

NOTICES

PROTESTS

BALTIMORE CITY OFFICES WERE CLOSED ON MONDAY, FEBRUARY 20, 2012 IN OBSERVANCE OF PRESIDENTS' DAY.

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 8:45 A.M. ON WEDNESDAY, FEBRUARY 22, 2012 PRECEDING THE BOARD OF ESTIMATES' MEETING.

ALL PROTESTS MUST BE IN WRITING AND STATE:

1. whom you represent,
2. what the issues are, and
3. how the protestant will be harmed by the proposed Board of Estimates' action.

Please submit all protests to Board of Estimates, Attn: Clerk, Room 204 City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202.

BOARD OF ESTIMATES' AGENDA - FEBRUARY 22, 2012

Department of Real Estate - Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a deed with UMB Health Sciences Research Park Corporation, for the closing and conveyance of a portion of W. Fairmount Avenue and an alley, which has been legally closed.

AMOUNT OF MONEY AND SOURCE:

\$208,000.00 - Appraised Value

BACKGROUND/EXPLANATION:

On October 6, 2011, the City entered into a closing agreement with UMB Health Sciences Research Park Corporation for the closing and conveyance of a portion of W. Fairmount Avenue and an alley for the University of Maryland at Baltimore. The University of Maryland at Baltimore is proposing to build a Proton Therapy Center at this site and will need the portion of Fairmount Avenue for the footprint of the building. In the closing agreement UMB Health Sciences Research Park Corporation agreed to pay the fair market value for the property.

The sale of the public right-of-way was authorized by means of Sales Ordinance No. 11-554, approved on November 22, 2011. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. This deed was recently submitted by the Department of General Services to the Law Department for approval.

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

TRANSFERS OF FUNDS

* * * * *

The Board is requested to approve
the Transfers of Funds
listed on the following pages:

3 - 6

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

02/22/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 12,000.00 MVR	9950-907312-9528 Constr. Res. Inner Harbor Infrastructure	9950-906312-9527-2 Contingencies Waterfront Project

This transfer will cover the cost associated with plans and contract documents prepared for the Waterfront project at the Inner Harbor East Area.

2. \$ 39,599.57 State Const. Loan	9950-903454-9509 Const. Res. Reisterstown Rd. Streetscape	9950-902454-9508-3 Design & Study Reisterstown Rd. Streetscape
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This transfer will fund the cost related to BD 08038 Task No. 28, On Call Consultant Services for Reconstruction, Rehabilitation and/or Resurfacing Projects No. 1074, Reisterstown Road Streetscape, by STV, Inc.

Department of Recreation and Parks

3. \$ 230,000.00 Rec. & Parks 25 th Series	9938-905793-9475 Res. Citywide Park Maintenance	9938-904793-9474 Active Citywide Park Maintenance
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This transfer will provide funds to cover the costs associated with the construction of the Patterson Park Dog Run and to reconcile the account's deficit.

Department of Housing and Community Development(DHCD)

4. \$1,000,000.00 25 th CDBG	9991-945002-9587 Unallocated Res.	
1,000,000.00 <u>37th CDBG</u>	9992-910983-9587 Demolition Program	
\$2,000,000.00		

AGENDA

BOARD OF ESTIMATES

02/22/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
DHCD - cont'd		
\$1,000,000.00	-----	9991-911983-9593 Demolition CDBG
<u>1,000,000.00</u>	-----	9992-912983-9593 Demolition CDBG
\$2,000,000.00		

This transfer will provide Community Development Block Grant funds for the Department's demolition program.

Baltimore Development Corporation (BDC)

5. \$ 23,800.00 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-905852-9601 Economic Dev. Incentive
475.00 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-904354-9601 W. Balto. Ind. & Com. Dev.
359.05 15 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
200.00 19 th EDF	9910-904115-9600 Const. Res. Westside Initia- tive	9910-906835-9603 Westside Project Initiative
2,276.78 19 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-902860-9601 Industrial & Coml. Financing
735.00 19 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-905852-9601 Economic Dev. Incentive
6,802.85 19 th EDF	9910-994001-9600 Const. Res. Unallocated Res.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.

AGENDA

BOARD OF ESTIMATES

02/22/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
943.46 21 st EDF	9910-901860-9600 Const. Res. Industrial & Coml.	9910-902860-9601 Ind. & Coml. Financing
6,879.54 21 st EDF	9910-902483-9600 Const. Res. S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
35,424.00 22 nd EDF	9910-902483-9600 Const. Res. S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
2,500.00 22 nd EDF	9910-903354-9600 Const. Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
1,248.56 22 nd EDF	9910-904115-9600 Const. Res. Westside Initia- tive	9910-906835-9603 Westside Project Initiative
<u>\$ 81,644.24</u>		

This transfer will provide funds to reimburse the BDC for eligible capital expenses for the month ending November 30, 2011.

6. 19 th EDF	1,661.01	9910-994001-9600 Const. Res. Unallocated Res.	9910-902879-9601 Commercial Revitalization
19 th EDF	959.74	9910-994001-9600 Const. Res. Unallocated Res.	9910-905852-9601 Economic Dev. Incentive

AGENDA

BOARD OF ESTIMATES

02/22/2012

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC - cont'd</u>		
320.00	9910-994001-9600	9910-906575-9601
19 th EDF	Const. Res.	E. Balto. Ind.
	Unallocated Res.	& Coml. Dev.
3,879.00	9910-902483-9600	9910-903483-9601
21 st EDF	Const. Res.	S. Balto. Ind.
	S. Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
344.85	9910-903354-9600	9910-904354-9601
21 st EDF	Const. Res.	W. Balto. Ind.
	W. Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
2,395.05	9910-903354-9600	9910-902879-9601
22 nd EDF	Const. Res.	Commercial
	W. Balto. Ind.	Revitalization
	& Coml. Dev.	
125.00	9910-903354-9600	9910-904354-9601
22 nd EDF	Const. Res.	W. Balto. Ind. W.
	Balto. Ind.	& Coml. Dev.
	& Coml. Dev.	
726.62	9910-904115-9600	9910-906835-9603
22 nd EDF	Const. Res.	Westside Project
	Westside Initia-	Initiative
	tive	
\$ 10,411.27		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2011.

AGENDA

BOARD OF ESTIMATES

02/22/2012

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Qualification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

All About Doors, Inc.	\$	1,500,000.00
Civil Construction, LLC	\$	65,178,000.00
Coldspring Company, Inc.	\$	1,500,000.00
Combustioneer Corporation d/b/a EMCOR Services Combustioneer	*\$	10,000,000.00
*Work Capacity Rating is underwritten with a \$10,000,000.00 Blanket Guarantee from the parent company EMCOR Group, Inc.		
Communications Construction Group, LLC	\$	24,489,000.00
DSM Properties, LLC	\$	531,000.00
G.A. & F.C. Wagman, Inc.	\$	491,004,000.00
Glenelg Construction, Inc.	\$	342,000.00
Hudak's Insulation, Inc.	\$	8,000,000.00
Kalyani Environmental Solutions, LLC	\$	1,500,000.00
Key Systems, Inc.	\$	8,000,000.00
Native Sons, LTD	\$	34,380,000.00
Plexus Installations, Inc.	\$	1,500,000.00
Shook National Corporation and Subsidiaries d/b/a Shook, Inc.	\$	82,692,000.00
Traffic Systems, Inc.	\$	8,000,000.00

2. Prequalification of Architects and Engineers

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

Jenny Engineering Corporation, Inc.	Engineer
Malcolm Pirnie, Inc.	Engineer

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Human Services - Grant Agreements
Homeless Services Program

The Board is requested to approve and authorize execution of the below-listed grant agreements.

1. **AIDS INTERFAITH RESIDENTIAL SERVICES** **\$1,385,650.00**
(AIRS)

Account: 4000-494212-3573-333701-603051

The organization will oversee the coordination of permanent housing placement, security deposits, rental payments and access to supportive services for approximately 39 newly released prisoners with HIV/AIDS per year for three years. Services to be provided will include but are not limited to, assessing client's needs and determining appropriate housing, leveraging a wide variety of supportive services including housing readiness training, job skills training, and job search assistance. The period of the agreement is March 1, 2012 through February 28, 2015.

MWBOO GRANTED A WAIVER.

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 95,038.00**
(ACC)

Account: 4000-496211-3573-267804-603051

The ACC will provide permanent housing and supportive services to five homeless families whose head of household meets the U.S. Department of Housing and Urban Development (HUD) definition of eligibility for the Supportive Housing Program. The ACC will ensure that the clients enrolled in the program are homeless families identified through a variety of sources, including but not limited to family shelters, local schools and the Department of Social Services. The period of the agreement is December 1, 2011 through November 30, 2012.

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Human Services - cont'd
Homeless Services Program

3. **PRISONER'S AID ASSOCIATION OF MARYLAND,** **\$ 32,198.00**
 (PAA)

Account: 4000-496211-3573-267825-603051

The PAA will employ the services of one FTE Case Manager to provide intensive case management and support services to 33 homeless individuals and four families with a primary history of disability due to substance abuse and/or mental illness, as appropriate for Shelter Plus Care Housing. Services will include but are not limited to assessment and evaluation of the needs of each program client and a determination of their readiness to function independently without 24-hour day support. The period of the agreement is June 1, 2011 through May 31, 2012.

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

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

02/22/2012

Department of Audits - Report and Related Digest

The Board is requested to **NOTE** receipt of the following Report and Related Digest:

1. Review of Allegations Regarding Water and Wastewater Billing Procedures to Determine the Validity of Those Allegations and Identify Opportunities for Improvement

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of General Services (DGS) - Energy Efficiency and
Conservation Block
Grant Agreements

The Board is requested to approve and authorize execution of the energy efficiency and conservation block grant agreements with the various community non-profit organizations. The period of the agreement is effective upon Board approval through August 31, 2012.

1. **SOUTHWEST BALTIMORE CHARTER SCHOOL, INC** **\$ 10,000.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, this community non-profit will implement energy efficiency upgrades to its facility located at 1300 Herkimer Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$10,000.00.

2. **BALTIMORE CHILD ABUSE CENTER** **\$ 2,800.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 2300 North Charles Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$5,425.00. The Baltimore Child Abuse Center is leveraging 48% (\$2,625.00) of the project cost.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DGS - cont'd

3. **PARK-REIST CORRIDOR COALITION, INC.** **\$ 17,901.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facility located at 3901 Park Heights Avenue, Ste. 3. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$17,901.00.

4. **ST. AMBROSE HOUSING AID CENTER, INC** **\$ 9,319.00**

Account: 9916-913900-9197

Under the terms of the sub-grant agreement, the community non-profit will implement energy efficiency upgrades to its facilities located at 317, 319, and 321 E. 25th Street. The DGS and the Department of Planning, Office of Sustainability have worked in collaboration to solicit, review, and numerically score "Energy Saver Grant" applications from Baltimore non-profits for use of these funds. This organization received a qualifying score for proposed energy upgrades. The total project cost is \$11,774.00. The St. Ambrose Housing Aid Center, Inc. is leveraging 21% (\$2,455.00) of the project cost.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of General Services - 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.	2121 E. Monument Street Annual Charge: \$70.30	Man Ji Kang	Retain cornice sign 16' x 2'
2.	2125 E. Monument Street Annual Charge: \$70.30	Poonam Suri	Retain cornice sign 12'x 6" x 2½'
3.	509 S. Exeter Street Annual Charge: \$140.60	Skylar Development, LLC	One single face electric sign 10' 4¼" x 3'4"
4.	2127 E. Monument Street Annual Charge: \$342.15	Richard R. Riha	Retain cornice sign 50'x 2½', seven goose- necks
5.	500 E. Pratt Street Annual Charge: \$1,024.10	Board of Trustees of the New Community College of Baltimore	One awning 77' x 3'6"

AGENDA

BOARD OF ESTIMATES

02/22/2012

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	2542 Harford Road	Deung IK Choi	Retain awning 6' x 3.5'
	Annual Charge: \$ 70.30		
7.	36 Light Street	Two Farms, Inc.	Two single face electric signs @ 19.75' x 1.75', five cornice signs @ 9.83'
	Annual Charge: \$563.10		
8.	5700 Newbury Street	Tavern Realty Investors, LLC	One set of steps, one handicap ramp
	Annual Charge: \$140.60		
9.	1746 Ashland Avenue	Maryland Economic Development Corp.	Pile caps @ 1,015 linear feet, tiebacks @ 2,021 linear feet, sheeting and shoring @ 257 linear feet
	Annual Charge: \$ 9,944.85		

There were no objections, since no protests were received.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of General Services - Right-of-Entry Agreements and License Agreement

The Board is requested to approve and authorize execution of the various right-of-entry agreements and a license agreement.

RIGHT-OF-ENTRY AGREEMENTS

1. **3202 NORTH HILTON STREET** **\$ 0.00**

The Bureau of Water and Wastewater wishes to enter on to the property known as 3202 North Hilton Street, owned by Mr. Fred Foster and Mrs. Lorraine E. Foster to perform work associated with SC 879. The project will consist of replacement and upgrade of an under-sized sanitary sewer pipe and if necessary, sidewalks, steps and landscaping may need to be replaced. All of the work will be performed at no cost to the property owners.

2. **HOLLYWOOD ONE, LLC** **\$ 0.00**

The Bureau of Water and Wastewater is proposing a project to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. This right-of-entry agreement will allow the City access on to the property located at Map 58, Parcel 222, Rte. 7, Abingdon, MD 21009, to make these improvements.

LICENSE AGREEMENT

3. **EXELON GENERATION COMPANY, LLC** **\$ 0.00**

The Bureau of Water and Wastewater is proposing to locate and replace existing air/vacuum relief valves, surge valves and/or drain valves as part of water project no. WC-1197R, Susquehanna Transmission Main Valve Replacements. The work will be performed along the Susquehanna River, Conowingo Dam and the Abingdon Filtration Plant. This right of entry will allow the City access on to the property to make these improvements. The period of the agreement is effective upon Board approval through December 31, 2012.

(The right-of-entry agreements and license agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

02/22/2012

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Depart. of Housing and Community Development (DHCD) - Condemnations</u>			

- | | | | |
|--------------------------|----------------------|----------------|-------------|
| 1. Unknown | 4976 Denmore Ave. | G/R
\$90.00 | \$ 750.00 |
| 2. Rashaun Lee
Monroe | 4914 Denmore Ave. | L/H | \$ 6,860.00 |
| 3. Elizabeth Sullivan | 3332.5 Woodland Ave. | L/H | \$ 7,360.00 |
| 4. Celine Bobb Innis | 4942 Denmore Ave. | L/H | \$ 3,200.00 |
| 5. Lee D. Higginbotham | 4938 Denmore Ave. | L/H | \$12,200.00 |

Funds are available in City Bond Funds account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Ave. Corridor.

- | | | | |
|-------------------------------------|--------------------|-----|-------------|
| 6. Abase Hussen and
Mesfin Abebe | 739 E. Preston St. | F/S | \$ 5,500.00 |
| 7. Willard Avenue,
LLC | 730 Mura St. | L/H | \$ 4,260.00 |
| 8. KBG #14 Corpora-
tion | 709 Mura St. | L/H | \$ 3,900.00 |

Funds are available in CDBG Funds account no. 9990-907714-9593-900001-704040, Johnston Square Project.

- | | | | |
|---|--------------------|----------------|-----------|
| 9. Lee and Joyce,
Inc. | 957 N. Chester St. | G/R
\$34.50 | \$ 230.00 |
| 10. Lutheran Mission
Society of Maryland | 930 N. Madeira St. | G/R
\$30.00 | \$ 250.00 |

AGENDA

BOARD OF ESTIMATES

02/22/2012

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
11. Burton King and Renee King	904 N. Patterson Park Ave.	G/R \$120.00	\$ 800.00

Funds are available in State Funds account no. 9910-906416-9588-900000-704040, EBDI Phase II Project.

DHCD - Options

12. Michelle V. Brown	3323 Virginia Ave.	F/S	\$38,500.00
Funds are available in account no. 9910-903187-9588-900000-704040, Park Heights Demo-Woodland/Virginia Ave. Corridor.			
13. Eileen Strouse	709 Mura St.	G/R \$90.00	\$ 600.00
14. Isabella Wilmer Athey Milch (now Isabella Wilmer Athey), deceased	726 Mura St.	G/R \$36.00	\$ 240.00

Funds are available in account no. 9990-907714-9593-900001-704040, Johnston Square Project.

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Prior</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Owner(s)</u>			
<u>Department of Law - Payments of Settlements</u>			
15.Mojtaba Nabavian	924 N. Patterson Park Ave.	F/S	\$9,000.00

On November 25, 2009, the Board approved acquisition of the fee simple interest in 924 N. Patterson Park Avenue by condemnation in the amount of \$46,000.00. The previous owner valued the property interest at \$88,000.00. The parties agreed to settle the action for \$55,000.00. Therefore, the Board is requested to approve payment of the settlement balance in the amount of \$9,000.00.

Funds are available in State funds, account no. 9910-906416-9588-900000-704040.

16.Cecilia Oladokun	2794½ Tivoly Ave.	L/H	\$9,000.00
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On August 25, 2010, the Board approved acquisition of the leasehold interest in 2794½ Tivoly Avenue by condemnation in the amount of \$30,000.00 based upon the City's independent appraiser's fair market valuation. The previous owner of the leasehold interest offered an appraisal valuation in the amount of \$72,300.00, but has agreed to settle the case for the amount of \$39,000.00. Therefore, the Board is requested to approve payment of the settlement balance in the amount of \$9,000.00.

Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream, Homestead, Montebello Project.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Baltimore City Fire Department - Service Agreement for
Paramedic Refresher Classes

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Service Agreement with the University of Maryland, Maryland Fire and Rescue Institute. The period of the agreement is January 31, 2012 through March 07, 2012.

AMOUNT OF MONEY AND SOURCE:

\$44,440.00 - 1001-000000-2112-225900-603020

BACKGROUND/EXPLANATION:

University of Maryland, Maryland Fire and Rescue Institute will provide planning, coordination, instruction by qualified instructors and support equipment necessary for paramedic refresher classes. The program will be offered to a maximum of 25 students per class on mutually agreeable dates and times.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Information Technology - Year Up Internship Program Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Year Up Internship Program agreement with Year Up, Inc., consultant. The period of the Year Up Internship Program agreement is January 30, 2012 through July 27, 2012.

AMOUNT OF MONEY AND SOURCE:

\$24,165.00 - 1001-000000-1474-167700-603051

BACKGROUND/EXPLANATION:

The Year Up Internship Program (Year Up) provides on the job training to students, as interns who are concurrently enrolled in the Year Up Program. The Mayor's Office of Information Technology (MOIT) will engage the consultant to develop the format of the internship program for 2012, to recruit, screen, and employ students as interns for the Year Up internship program, as well as provide training and a stipend to the interns.

The Year Up Program is a non-profit experimental program, and is a local institution for higher education. The City will reimburse the Year Up Program for providing satisfactory services in an amount not to exceed \$24,165.00. The internship program will be paid for actual hours worked and services performed.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

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 Purchases

1. UNITED STATES NORTH AMERICA, INC.	\$10,000.00	Increase
Solicitation No. B50001690 - Preventative Maintenance for United States Rental Lifts - Baltimore Convention Center - Req. No. P515380		

On November 10, 2010, the Board approved the initial award in the amount of \$5,900.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Additional funds are necessary due to increased usage of this contract. This increase in the amount of \$10,000.00 will make the award amount \$28,800.00.

2. ALBAN TRACTOR COMPANY	\$ 0.00	Extension
Solicitation No. B50000562 - Caterpillar Maintenance and Repair - Department of Public Works, Bureau of Solid Waste - P.O. No. P510584		

On August 20, 2008, the Board approved the initial award in the amount of \$200,000.00. Subsequent actions have been approved. A new solicitation for this requirement B50002267 was issued and the bids are currently under evaluation. An extension of the current contract is required in order to maintain continuity of services until the new solicitation is concluded. The period of the extension is February 29, 2012 through April 30, 2012.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

- | | | |
|---|--------------|----------|
| 3. KEMIRA WATER SOLUTIONS | \$200,000.00 | Increase |
| Solicitation No. B50001140 - Department of Public Works,
Bureau of Water and Wastewater - P.O. No. P510045 | | |

On August 26, 2009, the Board approved the initial award in the amount of \$77,825.00. Subsequent actions have been approved. The shortage of the supply of alternate chemical, Ferrous Chloride has caused increased usage of Ferric Chloride. This increase in the amount of \$200,000.00 will make the award amount \$527,825.00. The contract will expire on September 30, 2013.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 4. WATEC CO. | \$ 30,000.00 | Renewal |
| Solicitation No. B50001401 - Water Boiler Treatment -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P512762 | | |

On March 31, 2010, the Board approved the initial award in the amount of \$24,927.50. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$30,000.00 is for the period March 28, 2012 through March 27, 2013.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 5. PERMA PATCH | \$100,000.00 | Renewal |
| Solicitation No. B50000992 - Furnish and Deliver Black Fill
Mix - Agencies - Various - Req. Nos. Various | | |

On April 15, 2009, the Board approved the initial award in the amount of \$57,750.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This is the final renewal in the amount of \$100,000.00 for the period April 15, 2012 through April 14, 2013.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

6. UNIVERSITY OF BALTIMORE		
SCHAEFER CENTER	\$57,600.00	Increase
Contract No. 06000 - Election Judge Training Services - Board of Elections - P.O. No. P517454		

On June 22, 2011, the Board approved the initial award in the amount of \$242,511.00. The award covers Election Judge Training Services for the 2011 Mayoral Primary and General Elections and 2012 Presidential Primary Elections. Per a recent change to Maryland State Law, Section 10-206, all Election Judges are now required to receive certified training. This increase in the amount of \$57,600.00 is for the required training for the 2012 Presidential Primary Election including early voting. The period of the increase is through June 30, 2012.

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

MWBOO GRANTED A WAIVER.

7. ABACUS CORPORATION	\$ 500,000.00	
WATKINS SECURITY AGENCY INC.	500,000.00 \$1,000,000.00	Extension
Solicitation No. BP-07140 - Unarmed Uniformed Security Guards - Departments - Various - Req. Nos. Various		

On March 28, 2007, the Board approved the initial two-year contract in the amount of \$2,561,244.25. Subsequent actions have been approved. A replacement bid is being prepared for a new contract and an extension is needed to allow time to complete the solicitation and award and also to allow for a transition period, if needed. The period of the extension is April 1, 2012 through June 30, 2012, with no renewal options. On January 29, 2007, MWBOO set goals of 0% MBE and 0% WBE. Watkins Security Agency, Inc. is a certified minority vendor. The new contract will contain MBE/WBE participation.

MWBOO SET GOALS OF 0% MBE AND 0% WBE.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of Recreation and Parks - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a memorandum of agreement with the Family League of Baltimore City, Inc. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$3,920.00 - 2096-796354-7960-835400-600000

BACKGROUND/EXPLANATION:

Under the terms of this memorandum of agreement, the Department will provide support and resources that will allow the Family League of Baltimore City, Inc. to implement the "B'More Fit for Health Babies Initiative." Services will be provided to families at the Patterson Park and CC Jackson Recreation Centers on a weekly basis. The Family League of Baltimore City, Inc. will reimburse the Department for overtime costs it incurs to accommodate the program.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

The Board is requested to approve

all of the

Extra Work Orders

as listed on the following pages:

26 - 27

The EWOs have been reviewed and approved

by the Department of

Audits, CORC, and MWBOO

unless otherwise indicated.

In connection with the Transfer of Funds,
pursuant to Charter provisions, a report has

been requested from the Planning

Commission, the Director of Finance

having reported favorably thereon.

AGENDA

BOARD OF ESTIMATES

02/22/2012

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO 001, \$4,575.00 - TR 11301, Resurfacing Highways at Various Locations - NW Sector II

\$2,043,094.97	-	M. Luis Construc-	90	-
		tion Co., Inc.		

2. EWO 003, \$146,835.91 - Project 1040, Reconstruction of the Annapolis Road Bridge over the Baltimore Washington Parkway

\$ 998,821.38	\$467,755.41	T.Y. Lin Inter-	-	-
		national		

3. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$129,214.40	9950-901824-9509	
Federal	Constr. Reserve	
	Motor Vehicle Funds	
32,303.60	" "	
<u>MVR</u>		
\$161,518.00	-----	9950-901882-9508-3
		Design & Study
		Annapolis Road
		Bridge

This transfer will fund the costs related to Project 1040, Change Order No. 3, for design engineering services in connection with the reconstruction of Annapolis Road over Baltimore Washington Parkway.

AGENDA

BOARD OF ESTIMATES

02/22/2012

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

4. EWO #023, \$81,992.03 - SC 852R, Denitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant
-
- | | | | | |
|------------------|-----------------|----------------------------|---|----|
| \$115,688,000.00 | \$ 1,052,960.79 | Fru-Con Construction, LLC. | 0 | 29 |
|------------------|-----------------|----------------------------|---|----|

Office of the State's Attorney - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the Judicial Dialog Systems.

AMOUNT OF MONEY AND SOURCE:

\$22,000.00 - 1001-000000-1151-117900-603026

BACKGROUND/EXPLANATION:

The Judicial Dialog Systems will provide software support, upgrades, and maintenance for the Judicial Dialog Case Management system during the period of January 1, 2012 through December 31, 2012.

The Judicial Dialog Systems specializes in providing judicial professionals with case management solutions. Judicial Dialog Systems has been one of the nation's leading providers of customizable case management solutions for prosecuting attorney's, public defenders and other courtroom and law enforcement professionals. The Judicial Dialog Systems provides software support for the Case Management System and Dialog Integration Solution to the State's Attorney's Office.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

Baltimore Development Corporation - Motorsports Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the motorsports development agreement with Downforce Racing, LLC. The period of the agreement is effective upon Board approval through November 01, 2016.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 05, 2010, the Board approved a Motorsports Development Agreement with Baltimore Racing Development (BRD) providing for a series of annual automobile races to be held on City streets over a five-year period, to be known as the "Baltimore Grand Prix." The inaugural Baltimore Grand Prix took place on September 1-4, 2011.

Following the completion of the inaugural Baltimore Grand Prix, BRD became financially insolvent and incapable of continued performance under the terms of the Motorsports Development Agreement. As a result, the City terminated the agreement in December of 2011.

Following termination of the BRD agreement, the City solicited and received proposals from interested parties to identify and enter into a new contract with a substitute entity who would produce the event in 2012. As a result of those efforts, the Baltimore Development Corporation is recommending that the City enter into a new Motorsports Development Agreement with Downforce Racing, LLC, a Delaware Limited Liability Company.

Under the terms of the agreement, the City will grant to Downforce Racing, LLC the right to conduct the IndyCar-sanctioned motorsports event on certain City streets. Downforce Racing, LLC will agree to privately finance and conduct the event for an initial term of five years, beginning in September 2012, and concluding in September 2016. The agreement contains an option for an additional five-year term.

Baltimore Development Corporation - cont'd

MBE/WBE PARTICIPATION:

The Motorsports Development Agreement requires Downforce Racing, LLC to comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

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

A PROTEST HAS BEEN RECEIVED FROM THE MARYLAND MINORITY CONTRACTORS ASSOCIATION, INC.

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of task no. 24, to Rummel, Klepper & Kahl, LLP under Project 1074, On-Call Consultant Services, Reconstruction, Rehabilitation and/or Resurfacing.

AMOUNT OF MONEY AND SOURCE:

\$373,522.45 - 9950-909632-9527-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide design engineering services in connection with demolishing of two pedestrian bridges near the Inner Harbor; 1) Gay Street Bridge located over Pratt and, 2) Charles Street Bridge located over Pratt and Charles Streets. The services to be provided will include but are not limited to preparation of plans, contract specifications and cost estimates, attending meetings, and agency coordination.

MBE/WBE PARTICIPATION:

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

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

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$150,000.00 MVR	9950-908632-9528 Constr. Reserve Superblock-Related Streetscape	
132,371.75 MVR	9950-901509-9506 Constr. Program FY 2003 Bridge Inspection Program	
113,898.58 <u>MVR</u>	9950-901533-9506 Constr. Program FY 2005 Bridge Inspection Program	
\$396,270.33	-----	9950-909632-9527-3 Design & Study Inner Harbor Pedestrian Bridge Demolition

This transfer will fund the cost related to assignment of Task No. 24, On-Call Consultant Services, Project 1074, BD No. 08039, Inner Harbor Pedestrian Bridge Demolition to Rummel, Klepper & Kahl, LLP.

(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

02/22/2012

Health Department - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the various expense reports for following employees.

1. JOYCE ARAWOU	\$560.10
Account: 4000-422812-3080-294286-603002 May 2011 - Mileage	\$149.94
4000-422812-3080-294286-603002 July 2011 - Mileage	\$111.56
4000-422812-3080-297286-603003 July 2011 - Mileage	\$ 2.00
4000-422812-3080-294286-503002 August 2011 - Mileage	\$158.73
4000-422812-3080-294286-603003 August 2011 - Mileage	\$ 3.00
4000-422812-3080-294286-603002 September 2011 - Mileage	\$134.87
2. ELIZABETH GAMPER	\$135.42
Account: 4000-422812-3080-294286-603002 August 2011 - Mileage	
3. VIRGINIA WALKER	\$ 90.47
Account: 1001-000000-3080-288700-603002 September 2011 - Mileage	

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

4. GLORIA JULIUS	\$138.70
Account: 4000-422812-3080-294286-603002	\$138.20
August 2011 - Mileage	
4000-422812-3080-294286-603003	\$.50
August 2011 - Mileage	
5. DENISE PAYNE	\$ 73.26
Account: 4000-422812-3080-294286-603002	
August 2011 - Mileage	
6. LAWANDA DEZURN	\$104.90
Account: 4000-422812-3080-294286-603002	
August 2011 - Mileage	
7. JOANN KELLY.	\$148.31
Account: 4000-422812-3080-294286-603002	\$139.31
August 2011 - Mileage	
4000-422812-3080-294286-603003	\$ 9.00
August 2011 - Mileage	

The expense report was submitted timely by the employee, but the supervisor failed to process the expense report within the prescribed time-period. The Department apologizes for the lateness.

8. RODRIQUE SUMPTER	\$348.05
Account: 4000-422312-3030-513200-603002	\$334.05
June 2011 - Mileage	
4000-422312-3080-513200-603003	\$ 14.00
June 2011 - Mileage	

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

Mr. Sumpter's expense statement is late because he was waiting to be given the correct budget account number to use to be reimbursed. The delay resulted in his not being able to submit in a timely fashion. The Department apologizes for the lateness of this report.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - Grant Awards and Agreements

The Board is requested to approve and acceptance of notice of grant awards and approve and authorize execution of the agreements.

1. **MARYLAND STATE DEPARTMENT OF EDUCATION, DIVISION OF SPECIAL EDUCATION/EARLY INTERVENTION** **\$276,339.00**

Account: 4000-498912-3080-294300-404001

The notice of grant award is for the Extended Individualized Family Service Plan Option Discretionary grant. The funds will be used to support early intervention for services provided in Baltimore City to three year-old children with disabilities and their families receiving services through an Individualized Family Service Plan. The grant is for the period December 1, 2011 through September 30, 2012.

2. **MARYLAND DEPARTMENT OF AGING STATE ALLOCATIONS FOR FY'12** **\$ 16,333.00**

Account: 4000-436412-3255-316200-404001

The grant will provide funding for the Senior Medicare Patrol program. The Department will also abide by the Older Americans Act, as amended, and all applicable Federal and State policies, rules and procedures. The grant is for the period July 1, 2011 through June 30, 2012.

3. **OPEN SOCIETY INSTITUTE** **\$ 85,000.00**

Account: 6000-620412-3100-295900-600000

The purpose of this grant award is for an electronic health record system in Baltimore City Public Schools' medical suites. The grant is for the period December 1, 2011 through November 30, 2012.

The notice of grant awards are late because the Department recently received notification of the grant awards from the grantors.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

GRANT AGREEMENT

4. **STATE OF MARYLAND, COMMUNITY HEALTH RESOURCES COMMISSION** **\$ 58,428.00**

Account: 5000-530512-3030-271900-405001

This grant is for The Well Smiles 4ever Project and will provide funds to support dental care services for low-income children and youth in Baltimore City. The grant agreement is for the period January 1, 2012 through August 31, 2013.

AUDITS REVIEWED AND FOUND THAT THE SUBMITTED DOCUMENTATION CONFIRMED THE GRANT AWARDS.

AMENDMENT TO AGREEMENT

5. **ASSOCIATED BLACK CHARITIES, INC. (ABC)** **\$155,583.00**

Account: 4000-427711-3023-603051

On November 16, 2012, the Board approved the original agreement with the ABC for the period July 1, 2011 through February 29, 2012 in the amount of \$10,528,363.00. The ABC serves as the Administrative Fiscal Agent for the HIV Emergency Relief Project Grants. This amendment will increase the award to ABC by \$155,583.00 for a total award of \$10,683,946.00.

MWBOO GRANTED A WAIVER.

The agreement and amendment are late because they were recently completed.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

(The grant awards, grant agreement and amendment to agreement have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

3. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 60,000.00**

Account: 4000-424512-3023-274423-603051

The organization will provide non-medical case management for clients encountered through outreach services under the Ryan White Part B Program. The clients will be assessed for HIV status, residency, income, and insurance and will sign all Department forms. The organization will complete a bio-psychosocial assessment, develop an action plan outlining the goals and objectives for each client, make referrals, and conduct follow up on the referrals until they are resolved.

MWBOO GRANTED A WAIVER.

4. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 32,849.00**

Account: 4000-424512-3023-274409-603051

The organization will provide Outpatient Ambulatory Health Service under the Ryan White Part B Program. The organization will provide primary care services including a comprehensive physical examination, updated labs, sub-specialty care referrals, and follow up in a timely manner for HIV positive clients. Park West Health Systems, Inc. will ensure that 80 clients receive ambulatory outpatient health services in an efficient and effective manner based on the minimum standards of care.

5. **THE PEOPLE'S COMMUNITY HEALTH CENTER, INC. (PCHC)** **\$ 47,150.00**

Account: 4000-424512-3023-274405-603051

The PCHC will provide full comprehensive primary medical care services by an Infectious Disease Specialist, with referrals for other Specialty Care. Based on CD4 counts and viral loads and genotype results, treatment will be initiated for HIV infection and for any opportunistic infections. The PCHC's overall goal is to provide effective primary medical care and support services to HIV+ infected patients.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

6. **LIGHT HEALTH AND WELLNESS** **\$ 61,000.00**
COMPREHENSIVE SERVICES, INC.

Account: 4000-424512-3023-274406-603051

The organization will provide non-medical case management (Client/Advocacy) services to 45 low-income individuals who are infected with HIV/AIDS. The services will consist of advising and assisting People Living With HIV/AIDS in obtaining medical, social community, legal financial, and other needed support services. The Client Advocacy will also make sure that the client has access to special HIV resources not offered by other service providers.

MWBOO GRANTED A WAIVER.

7. **TOTAL HEALTH CARE, INC.** **\$100,000.00**

Account: 4000-424512-3023-274410-603051

The organization will provide site-based outreach, HIV counseling and testing, linkage to pharmacy assistance programs, primary medical care and support services, specialized case management services, HIV education and prevention, and psycho-educational group therapy.

MWBOO GRANTED A WAIVER.

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 71,670.00**
(JHU)

Account: 4000-425612-3023-274404-603051

The JHU will provide Outpatient Ambulatory Health Services for the Ryan White Part D. The organization will provide comprehensive services to HIV infected women during pregnancy to minimize the risk of mother to child transmission of HIV to the infant, while maintaining the optimal health of the mother and antiretroviral treatment during pregnancy. The program addresses co-morbid medical and the psychosocial needs of the women addressing barriers to care that could impact the health of the mother and her baby during pregnancy.

The agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) program-matically manages all Ryan White Part D services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

MWBOO GRANTED A WAIVER.

9. **THE JOHNS HOPKINS UNIVERSITY** **\$ 96,583.00**
(JHU)

Account: 4000-427711-3023-606121-603051

The JHU will provide Outreach Services for the Ryan White Part A Program. The organization will identify and link to care, HIV-positive residents of the Baltimore Eligible Metropolitan Area (EMA) who have HIV, but are not in care. The JHU will also test people engaged in high-risk activities who do not know their HIV status.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

10. **THE JOHNS HOPKINS UNIVERSITY** **\$577,118.00**
(JHU)

Account: 4000-427711-3023-606110-603051

The JHU will provide Outreach Ambulatory Health Services for the Ryan White Part A Program. The organization will provide high-quality, easily accessible outpatient medical treatment within the Sexually Transmitted Disease (STD) clinic infrastructure, with the objective of enrolling 165 new patients in the Early Intervention Initiative Program. The JHU will perform baseline assessments, provide continuity primary care to 420 continuing patients, provide same-day walk-in acute STD testing and episodic HIV care for 175 HIV patients who receive on-going HIV care at other locations, and 85 continuity patients will receive sub-specialty consultation.

In addition, the organization will provide secondary prevention (risk reduction) counseling to all patients and provide linguistically and culturally appropriate services to Spanish-dominant patients presenting for HIV care. The period of the agreement is March 1, 2011 through February 29, 2012.

The agreements are late because the awards were made late in the Fiscal Year. The Health Resources and Services Administration programmatically manages all Ryan White Part A services. Providers are selected through the Request for Proposal process. The Department prepares the agreements after receipt of an approved budget and scope of services and processes payments following approval.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

11. **THE JOHNS HOPKINS UNIVERSITY** **\$ 80,733.00**
(JHU)

Account: 5000-522312-3030-272500-603051

The JHU will provide the services of a Infertility Prevention Project (IPP) Coordinator serving as the Maryland State contact with the Regional III Infertility Prevention Project in Philadelphia. This individual will consult with local health and private providers, provide support to Adolescent STD programs, schedule training sessions, attend medical consultant events and annual meetings, and assist with data analysis and reporting.

The agreement is late because funds were received late in the grant year and there was a delay in the receipt of the budget and scope of services.

MWBOO GRANTED A WAIVER.

12. **KOINONIA BAPTIST CHURCH, INC.** **\$ 5,000.00**

Account: 5000-523012-3041-605800-603051

Koinonia Baptist Church, Inc. will work with the Health Department to conduct a faith-based, educational initiative for African-American residents. The educational initiative will be on tobacco use prevention and cessation, tobacco as a risk factor for chronic illness, smoke free homes, and also provide leadership training.

The agreement is late because it was just finalized.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

13. **BALTIMORE SUBSTANCE ABUSE SYSTEMS, INC. \$590,000.00**
 (BSAS)

Account: 5000-531112-3070-518500-603051

The BSAS will administer treatment services to certain offenders in the criminal justice system referred by the Division of Parole and Probation, the Maryland Department of Public Safety and Correctional Services (DPSCS).

The agreement is late because the memorandum of understanding (MOU) with the DPSCS was not finalized until December 2011. On December 14, 2011, the MOU was approved by the Board and it authorized funding for the agreement with BSAS.

MWBOO GRANTED A WAIVER.

14. **NURSE-FAMILY PARTNERSHIP (NFP) \$ 36,220.00**

Account: 4000-498812-3080-284000-603051

The NFP will provide training programs, consultation and technical assistance by nurse consultants and IT professionals. Under this agreement, the NFP will also provide the Department rights to use program materials and software for the Maternal and Infant Care Program. The NFP will also provide home visiting staff to serve low-income first-time mothers. The period of the agreement is effective upon Board approval through June 30, 2012.

The agreement is late because it was just completed.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Health Department - cont'd

15. **FAMILY LEAGUE OF BALTIMORE CITY, INC.** **\$100,000.00**
(FLBC)

Account: 6000-625212-3080-289400-603051 \$ 50,000.00
MiEspacio

6000-627812-3080-294400-603051 \$ 50,000.00
Carrera Young Executives

The FLBC will provide funds to support the Mi Espacio and the Carrera Young Executives After School Programs. The program staff will actively engage participants, school personnel and parents to ensure that school absenteeism is minimal and participants are successful in core subjects such as math and English and have the resources they need to succeed in school. The period of the agreement is July 1, 2011 through June 30, 2012.

This item is late because it was prepared by the FLBC and was just completed.

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

02/22/2012

Bureau of Water and Wastewater - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with Gannett Fleming, Inc., for Project SC 919, Wastewater Engineering Services for the Improvement of Outfall Sewershed. The period of the agreement is effective upon Board approval for five years, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,084,746.44 - Baltimore City Wastewater Revenue Bonds
 931,327.26 - Baltimore County
\$2,016,073.70 - 9956-908614-9551-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide engineering services necessary to evaluate, prepare a design memorandum, develop contract documents including plans and specifications and post award services for the project. The improvements include rehabilitation/replacement of approximately 97,697 feet of sanitary sewers (8" to 24") and 160 manholes; heavy cleaning and inspection of 7,273 feet of sewers, cleaning of 28,000 feet of outfall sewers; 62 point repairs; reinspection of 92,108 feet of sewers and 1,705 manholes; 0.065 million gallon storage tank; and update the program level database and GIS update. The Consultant will also provide certain engineering services during construction, review submittals, RFI and change order, provide technical consultation, attend progress meetings, prepare as-built drawings, review CCTV inspection, and perform conditional and final inspections. The Consultant was approved by the Architectural and Engineering Awards Commission.

MBE/WBE PARTICIPATION:

MBE:	EBA Engineering, Inc.	\$ 184,887.68	9.17%
	RJM Engineering, Inc.	70,231.05	3.48%
	Savin Engineers, P.C.	25,823.04	1.28%
	Findling, Inc.	68,599.18	3.40%
	Navarro & Wright Consulting Engineers, Inc.	169,904.85	8.43%
	Reviera Enterprises, Inc.	25,623.04	1.27%
	(REI/DRAYCO)	\$ 545,068.84	27.03%

AGENDA

BOARD OF ESTIMATES

02/22/2012

BW&WW - cont'd

WBE:	Phoenix Engineering, Inc.	\$ 103,258.03	5.12%
	Ruxton Design Corporation	40,913.20	2.03%
	Sahara Communications, Inc.	38,083.75	1.89%
		<u>\$ 182,254.98</u>	<u>9.04%</u>

MWBOO FOUND THE VENDOR IN COMPLIANCE

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

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,210,610.25	9956-909612-9549	
WW Revenue	Constr. Reserve	
Bonds	Sewer System	
	Rehab-Main	
	Outfall	
1,039,389.75	" "	
Baltimore		
County		
<u>\$2,250,000.00</u>		
\$2,016,119.73	-----	9956-908614-9551-3
		Engineering
233,880.27	-----	9956-908614-9551-9
<u>\$2,250,000.00</u>		Administration

The funds are required to cover the cost of SC 919, Wastewater Engineering Services for the Improvement of Outfall Sewershed.

(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

02/22/2012

Bureau of Water and Wastewater - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an agreement with Ross Technical Services, Inc. The period of the agreement was October 31, 2011 through December 21, 2011.

AMOUNT OF MONEY AND SOURCE:

\$ 5,589.50 - 2070-000000-5501-630004-603020
5,644.50 - 2070-000000-5501-396804-603020
5,649.00 - 2070-000000-5501-397204-603020
\$16,883.00

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Waste Water Treatment plants of Baltimore City be provided with 144 hours of classroom instruction per year for each of the three years that they are employed to successfully complete the Waste Water Treatment Technician Apprenticeship Program.

Ross Technical Services, Inc. has an extensive background in Waste Water Treatment training and has provided a custom curriculum that enables apprentices to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Waste Water Treatment Plant.

This request is for the third year instruction for the class of trainees hired as Waste Water Treatment apprentices. The training was conducted on-site using existing equipment and materials.

The agreement was not submitted prior to the training because of numerous personnel changes within the Department of Public Works.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

Bureau of Water and Wastewater - Single Bond for Drain
Layers #017021774

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Single Bond for Drain Layers #017021774 for the firm, Trenton Contracting Co., Inc. The period of the bond will continue until either the firm or the surety gives notice of its termination.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 Bond

BACKGROUND/EXPLANATION:

The firm, Trenton Contracting Co., Inc. from time to time obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways, and City of Baltimore rights-of-way for which they are obligated to give bonds. The firm desires to provide one bond to cover all permits that may be issued instead of being obligated to give a separate bond or money in each case.

(The single bond for drain layers has been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

02/22/2012

Bureau of Water and Wastewater - Employee Expense Report

ACTION REQUESTED OF B/E:

The Board is requested to approve the various expense reports for following employees.

1. BRUCE R. ALLEN \$75.00

Account: 2071-000000-5521-632440-603019
July 2011 - Environmental Operation
Distribution License Renewal

2. MARIO O. FUENTES \$75.00

Account: 2071-000000-5521-632401-603019
August 2011 - Environmental Superintendent
Distribution License Renewal

3. DANYEL CROMARTIE \$75.00

Account: 2071-000000-5521-632440-603019
September 2011 - Environmental Operation
Distribution License Renewal

The employees are entitled to reimbursement for the license renewals based on the provision in the AFSME Council 67 and Local 44, Contract Article 18E, 19D which states, "The Department of Public Works will reimburse employees for permanent certification once every three years by paying the applicable certificate fee for Water and Wastewater operators. Employees holding temporary or limited certifications will not be reimbursed."

4. ANNETTE V. BOLLING \$157.47

Account: 2071-000000-5521-632640-603003 \$ 10.95
October 2011 - Parking/Tolls

2017-000000-5521-632640-603002 \$146.52
October 2011 - Mileage

The employee incurred the mileage and parking fees while conducting business for the Department of Public Works, as Loaned Executive to the 2011 Combined Charities Campaign. Based

AGENDA

BOARD OF ESTIMATES

02/22/2012

Bureau of Water and Wastewater - cont'd

on a provision in the CUB Contract Article 35, "All Personnel required to travel for the Employer, will be reimbursed for mileage, parking and other fees that may be associated."

The Employee Expense Reports are late because the employees failed to submit them timely to the supervisor for review.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

AGENDA

BOARD OF ESTIMATES

02/22/2012

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
1. Donald Salamone	All American Amateur Baseball Association Annual Meeting Ft. Lauderdale, FL Mar. 01 - 04, 2012	Special Funds	\$1,305.58

The Department has paid the air fare in the amount of \$348.00 using a City issued credit card assigned to Mr. Kenn L. King. The disbursement to Mr. Salamone will be in the amount of \$957.58.

In addition, the Department is requesting \$251.98 for the cost of a rental vehicle. The rental vehicle is required for Mr. Salamone to visit site/locations to meet with other heads of franchises to view the different baseball fields and facilities. Some of the locations have been determined, however, other sites will be given to the attendee while at the annual meeting. All information will be used to enhance the baseball programs offered by the City.

AM-240-8

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip.

TRAVEL REIMBURSEMENT

Dept. of Public Works

2. Eduardo M. Mueva	2011 CSAWWA/CWEA/ WVOA Tri-Assoc. Conf. Ocean City, MD Aug. 30 - Sept. 2, 2011 (Reg. Fee \$250.00)	MVR	\$ 159.62
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On August 10, 2011, the Board approved the original travel request in the amount of \$3,808.00 for four attendees. The travel did not include mileage for Mr. Mueva. Mr. Mueva received \$952.00 to cover his subsistence and registration (\$702.00 and \$250.00 respectively). Mr. Mueva incurred roundtrip mileage in the amount of \$159.62.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of 1050 N. Milton Avenue by gift from Mr. Jacob Mayhew, SUBJECT to all municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Mayhew agrees to pay for all title work and all associated settlement costs not to exceed \$600.00.

BACKGROUND/EXPLANATION:

Mr. Mayhew has offered to donate the property located at 1050 N. Milton Avenue as a gift to the City. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The municipal liens total \$4,384.12.

Real Property	\$ 357.00
Interest/Penalties	\$ 187.65
Other	\$ 74.16
Misc.	\$1,746.10
Metered Water	\$ 519.21
Environmental Fine	<u>\$1,500.00</u>
	\$4,384.12

The municipal liens will be administratively abated after settlement.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of Housing and - Agreements
Community Development

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

1. SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION, INC. (SECO) \$111,424.00

Accounts:	2089-208912-5930-437681-603051	\$ 7,056.00
	2089-208912-5930-437683-603051	\$ 14,944.00
	2089-208912-5930-437691-603051	\$ 89,424.00

SECO will implement its Healthy Communities Strategy which includes the provision of housing counseling services, increased marketing of new purchase rehabilitation products and neighborhood outreach and community building activities. The agreement is for the period August 1, 2011 through July 31, 2012.

FOR THE FY 2012, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$20,100.00, AS FOLLOWS:

MBE: \$2,010.00
WBE: \$1,005.00

2. COMMUNITY HOUSING ASSOCIATES, INC. \$ 68,229.00

Account: 2089-208912-5930-532361-603051

The organization will acquire, rehabilitate, and develop properties to create rental housing opportunities for low and moderate-income non-elderly disabled and homeless persons. The funds will be used to subsidize the agency's operating costs for one year. The agreement is for the period September 1, 2011 through August 31, 2012.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

On June 22, 2011, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2011 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2011 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

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

02/22/2012

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a side yard land disposition agreement with Mr. Andrew P. Dize, purchaser, for the purchase of 1507 Elmtree Street, Block 7201, Lot 016.

AMOUNT OF MONEY AND SOURCE:

\$1,653.68 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit was not paid by the purchaser, the entire balance will be paid prior to settlement by Cashiers or Certified Check.

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

The City 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 1507 Elmtree Street (Block 7201, Lot 016) to the adjacent owner-occupied property. As a condition of conveyance, Mr. Dize has agreed to the terms of the Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The property is being sold for \$1,653.68. The rationale for the conveyance is the sale will serve a specific benefit to the immediate community and eliminate blight. Mr. Dize intends to clear the land, green a portion, and install lights around the property to prevent crime that has been occurring on the lot.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Adopt A Block, Inc., developer, for the property located at 417 Pitman Place.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit in the amount of \$250.00 has been paid by the developer. The balance will be paid at the time of settlement.

The City will convey all of its rights, title, and interest in 417 Pitman Place to the developer. The developer will purchase the vacant row house known as 417 Pitman Place from the City for rehabilitation as a single family home. The property is located within and will be redeveloped in accordance with the Greenmount West Urban Renewal Plan.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The DHCD has determined the fair market value of the property using available real estate data. The vacant building was valued at \$3,500.00. The sale price of this vacant building is \$2,500.00. The sale of this vacant property at a price below the price determined by the waiver valuation process will eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

MBE/WBE PARTICIPATION:

Adopt A Block, Inc. will purchase the property at a price that is less than \$20,000.00 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

02/22/2012

Department of Housing and - Local Government Resolutions
Community Development

The Board is requested to approve and authorize execution of the various local government resolutions.

The below-listed organizations are applying to the State of Maryland's Community Investment Tax Credit Program (CITCP). A local government resolution of support is required by the State for all applications to the programs for funding.

1. **CREATIVE ALLIANCE** **\$ 50,000.00**
(CITCP)

The Creative Alliance located at 3134 Eastern Avenue, Baltimore, 21214, proposes the Youth Arts Education Program Project. The project will provide free arts education to children and youth in Southeast and East Baltimore neighborhoods. Trained artists will teach youth new skills and vocabulary allowing kids to learn through other modalities than those that are encouraged in the regular school curriculum. The targeted communities are home to culturally diverse families of low to moderate-income African American, Native American, refugees from Africa, Iraq, Bhutan, Eastern Europe and Southern and Eastern European immigrants. In addition, there is a large and growing population of new immigrants from Latin and South America.

The Creative Alliance builds communities by bringing together artists and audiences from diverse backgrounds to experience spectacular arts programs and engage in the creative process. Support is also provided to area artists and Baltimore is promoted as a center for creative production.

2. **PROJECT PLASE, INC.** **\$ 50,000.00**
(CITCP)

Project PLASE, Inc., located at 1814 Maryland Avenue, Baltimore, 21201, proposes the Transitional Housing Program and Permanent Housing Program Project. Both programs will be conducted at 3601 Old Frederick Road, Baltimore, 21229.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

The Transitional Housing Program will provide adult men and women with a safe place to achieve stability and address the underlying problems contributing to homelessness before moving on to permanent housing. The focus is to serve homeless citizens who have special needs, such as HIV/AIDS, mental health issues, psychiatric needs, chemical dependencies, developmental disabilities, and ex-offenders, etc. The program will provide temporary housing for three months to two years with 24-hour supported supervision, case management and counseling in order to help each individual function at the highest level possible. The facility has the capacity to house 65 persons at a time and assist 250 persons over the course of a year.

The Permanent Housing Program offers both personal independence and continued support from dedicated counselors to assist clients to remain in permanent housing. Services will include case management, daily living skills and mental health support.

The mission of Project PLASE, Inc. is to provide transitional housing and permanent housing and supportive services to Baltimore's homeless citizens with a focus on the most vulnerable.

3. **PAUL'S PLACE, INC.** **\$ 5,000.00**
(CITCP)

Paul's Place, Inc. located at 1118 Ward Street, Baltimore, 21230, proposes the Strengthening Lives/Transforming Community Project. The project will develop a comprehensive case management program to provide an organized, structured process for clients as they move through crisis and transitional support toward greater individual and familial self-sufficiency. The number of clients will increase from zero to 350 within three years. As a result, housing stability will increase with transformative repair/renovation projects.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

Paul's Place, Inc. began serving soup and sandwiches two days a week at St. Paul the Apostle Church on Washington Boulevard in 1982. To meet the increasing neighborhood needs, the Center on Ward Street opened in 1996 and expanded in 1999 and 2006. Paul's Place, Inc. is an anchor organization in Southwest Baltimore and offers leadership for change in partnership with community organizations and community groups, as well as 20 direct human service programs for low-income individuals and families.

The mission of Paul's Place, Inc. is to be a catalyst and leader for change, building community coalitions to improve the quality of life for individuals and families in Southwest Baltimore.

**4. MARYLAND CAPITAL ENTERPRISES, INC. \$ 25,000.00
(CITCP)**

Maryland Capital Enterprises, Inc., located at 1800 N. Charles Street, Suite 810, Baltimore, 21201, proposes the Baltimore Micro-Business Loan Project. The project will enhance efforts to provide micro-loans to small businesses in Baltimore City. Loans are provided in cooperation with the Central Baltimore Small Business Development Center at Baltimore University, Central Baltimore Partnership, WEB, Historic Federal Hill Main Street, Baltimore Development Corporation and other local partners. Funds will be raised to support a counselor/loan officer at one of the local partners.

Maryland Capital Enterprises, Inc., is a private, non-profit microenterprise development organization serving the Eastern Shore of Maryland with comprehensive business development since 1998. Last year, the microlending activity was expanded to Baltimore City due to numerous requests from businesses in the City needing the services that are offered by Maryland Capital Enterprise, Inc. and the lack of a Small Business Administration (SBA) providing microloan intermediary service in the City. The SBA has awarded \$375,000.00 as seed money to establish the revolving loan fund to serve the area.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

The mission of Maryland Capital Enterprises, Inc., is to help economically disadvantaged residents of Maryland become self-sufficient through entrepreneurship by aiding in the creation and expansion of micro-businesses.

5. **FUEL FUND OF MARYLAND, INC.** **\$ 5,000.00**
(CITCP)

Fuel Fund of Maryland, Inc., located at 305 W. Chesapeake Avenue, Towson, 21204, proposes the Watt Watchers Projects. The project is an energy conservation and financial education initiative of the Fuel Fund of Maryland, Inc., to help low-income consumers save money on their fuel and utility bills, conserve energy and stay safe regardless of the weather and temperatures of the season. The program is free to Baltimore City residents.

The Fuel Fund of Maryland, Inc., serves vulnerable Marylanders in Baltimore City, Anne Arundel, Baltimore, Carroll, Harford, Howard, Prince Georges, Montgomery and the Southern Tri-counties. The Fuel Fund of Maryland, Inc. has helped as many as 18,000 individuals in a single year.

The mission of the Fuel Fund of Maryland, Inc. is to provide resources to vulnerable Maryland families for heat and home utility needs.

6. **BIG BROTHERS BIG SISTERS OF CENTRAL MARYLAND AND THE MARYLAND MENTORING RESOURCE CENTER, INC.** **\$50,000.00**
(CITCP)

Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center, Inc., located at 3600 Clipper Mill Road, Suite 250, Baltimore 21211 proposes the Baltimore City One-to-One Mentoring Project. The project will provide one of the most basic human needs to underserved children and youth, a wise and trusted adult guide, friend and mentor. The objective is for youth and children to improve academically, socially and emotionally because they have trained and professionally supported adult mentors. The mentors will be volunteers who have undergone screening, background investigations and training

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

before being paired in mentoring relationships. Professional staff will supervise and support the mentoring relationships on both an individual match level and program level to ensure that the children and volunteers have the maximum level of emotional and academic support.

In July 2010, Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center Inc. became one organization. The mission of the Big Brothers Big Sisters of Central Maryland and the Maryland Mentoring Resource Center Inc., is to help children and youth reach their fullest potential through professionally supported mentoring relationships and a broad range of services with quality standards and measurable impact.

7. **SECOND CHANCE, INC.** **\$30,000.00**
(CITCP)

Second Chance, Inc. located at 1700 Ridgely Street, Baltimore 21230, proposes the Green Workforce Development Project. Working in conjunction with Baltimore's Mayor's Office of Employment Development, Second Chance, Inc. will conduct ongoing workforce development classes with the City of Baltimore. The focus of this program will be teaching basic employee and trade environmentally conscious construction skills while providing for the architectural salvage of historically and/or important architectural elements that represent the heritage of the City and its surrounding neighborhoods.

Second Chance, Inc. was founded in 2001 to develop solutions to sustainable employment and environmental issues. In 2003, a training and employment program was implemented to address the pressing needs of Baltimore City residents, who are facing multiple challenges to employment, good wages and progressive skills. The organization works with local and regional architects, builders, developers and property owners to identify residential and commercial buildings entering the demolition phase and remove all reusable elements through

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

deconstruction, waste diversion and resale to consumers. Successful trainees are guaranteed a job with the organization and can also transition into other green-collar jobs. The mission of Second Chance, Inc. is to retrain and create employment for displaced and unemployed workers in deconstruction methods, reclaim building material to reduce demolition debris overloading landfills and renew materials to preserve the region's rich architectural heritage.

8. **VEHICLES FOR CHANGE, INC** **\$50,000.00**
(CITCP)

Vehicles for Change, Inc, located at 5230 Washington Boulevard, Baltimore 21227, proposes the "Increase Capacity Project." The project will hire a full-time Marketing Director and purchase a new integrated accounting software package. The Marketing Director will manage overall donor relations, create and manage a monthly electronic newsletter, write and regularly update the organizations blog, manage the organizations social networking campaigns, and update/maintain the organizations website (including regularly gathering information and writing stories based on that information to be placed on the website) and other marketing functions as identified.

Recently, the database system was switched to "Sales Force". A new accounting package will be purchased that will integrate with the new database. This will not only provide a much more efficient and effective financial instrument but will, through its ability to integrate with the database, provide data in a way that will allow more informed and timely business decisions to be made.

The mission of Vehicles for Change Inc. is to achieve financial and personal independence for low-income families through owning a vehicle and addressing their need for transportation. By addressing this need, low-income families can gain access to better jobs and salaries by having a car to get to less accessible places of employment.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

9. **MARYLAND FOOD BANK, INC** **\$50,000.00**
(CITCP)

Maryland Food Bank, Inc., located at 2200 Halethorpe Farms Road, Baltimore 21227, proposes the "Building Capacity to End Hunger in Baltimore City Project." The project will renovate and expand its central facility to include offices, meeting spaces, and infrastructure. These changes will provide room for growth and allow an increase in both food distribution and the programs that are providing for those in need.

The Maryland Food Bank, Inc. provides food to more than 200 soup kitchens, pantries, and shelters in Baltimore City. It also operates outreach programs to ensure that food reaches at-risk populations, such as children and seniors. In Fiscal Year 2011, more than 6.7 million pounds of food in Baltimore City were distributed.

10. **THE MARYLAND STATE BOYCHOIR, INC.** **\$50,000.00**
(CITCP)

The Maryland State Boychoir, Inc., located at 3400 Norman Avenue, proposes the Maryland State Boychoir Scholarship Fund Project. The project is to provide support for 20, \$2,500.00 scholarships for qualifying choristers to defray costs for camp, tours, luggage, attire, and music education. The Maryland State Boychoir, Inc. has been in existence for 25 years and represents the State performing in a wide range of events and activities.

11. **COMPREHENSIVE HOUSING ASSISTANCE, INC. (CHAI)** **\$50,000.00**
(CITCP)

The CHAI proposes the Senior Home Repair and Modification Program Project serving Glen, Cheswolde, Cross Country, Mt. Washington, and Fallstaff neighborhoods in Northwest Baltimore City. Hundreds of low-income senior and people with disabilities in northwest Baltimore City need financial assistance and community support to safely and affordably remain in their own homes and to reduce their isolation. CHAI's Project addresses these needs by providing low cost home repairs, modifications, referrals to social and social service programs, assistance with accessing additional public benefits and opportunities for

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

seniors to become engaged in supporting each other's successful aging in place. CHAI also mobilizes community members, local businesses, and other seniors to combat isolation and to respond to other needs of low-income seniors and people with disabilities.

12. **HISTORIC SHIPS IN BALTIMORE, INC.** **\$47,500.00**
(CITCP)

Historic Ships in Baltimore, Inc., located at Pier 1, 301 E. Pratt Street, proposes the Preserve YOUR Historic Ships Project at Piers 1, 3, and 5 in Baltimore City's Inner Harbor. The Project will be used for the USS Constellation, USS Torsk, USCGC Taney, the Lightship Chesapeake, and the Seven Foot Knoll Lighthouse. Each of these significant artifacts requires a tremendous amount of support to preserve and maintain them for the visiting public and school children. Donations, leveraged by these funds, will help to generate increased support for preserving the vessels so that visitors and school children can continue to have a positive learning experience.

13. **BALTIMORE FESTIVAL OF THE** **\$50,000.00**
ARTS, INC. **(CITCP)**

Baltimore Festival of the Arts, Inc., located at 7 E. Redwood Street, Suite 500, proposes the Artscape, America's Largest Free Arts Festival Project. The project is for the annual Artscape festival, which is in its 31st year and takes place on the third weekend of July. Festival attendance is estimated at more than 350,000, including more than 163,800 tourists that come from outside of the Baltimore Metropolitan Area just to experience Artscape. Artscape has an estimated economic impact on the City of \$26,900,000.00.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

14. CYLBURN ARBORETUM ASSOCIATION, INC. \$50,000.00

Cylburn Arboretum Association, Inc., located at 4915 Greenspring Avenue, proposes the Cylburn Carriage House Renovation Program Project. The project will conduct a capital campaign for the complete renovation of the Cylburn Carriage House, one of two historic structures located within the Cylburn Arboretum. When the project is complete, the Cylburn Nature Museum that attracts approximately 2,000 visitors per year will nearly double in size. The valuable bird and animal collections will benefit from better humidity and climate control.

The Cylburn Arboretum Association, Inc. staff will occupy the 2nd floor of the renovated Carriage House. The association, which currently occupies two rooms on the 2nd floor of the Cylburn Mansion, is limited in its ability to grow and expand programs that benefit the Arboretum. The 2nd floor of the Carriage House offers adequate space for staff and program expansion. In addition, all areas of the Carriage House will be fully handicapped accessible with new rest rooms and an elevator. These facilities will also be available to parties using the nearby formal gardens, even when the Museum and office are closed. The immediate area around the Carriage House will also be landscaped.

**15. BALTIMORE HERITAGE, INC. \$ 16,000.00
(CITCP)**

The Baltimore Heritage, Inc. located at 11½ W. Chase Street, Baltimore, 21201, proposes the Preservation for Revitalization in West Baltimore Project. The project will use historic assets such as public squares, historic buildings, and shared heritage to engage people in revitalizing under-served communities. The project has two major components, which is advancing a group called the Friends of West Baltimore Squares, and undertaking historic survey, research, and designation in West Baltimore.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

Friends of West Baltimore Squares is modeled after successful friends groups in Patterson Park and Druid Hill Park. The Friends of West Baltimore Squares is a program to form a critical mass of residents and others to organize programs and neighborhood improvements in and around five historic squares in West Baltimore (Franklin Square, Harlem Park, Lafayette Square, Perkins Square, and Union Square). Baltimore Heritage formed the group in the Spring of 2011 in partnership with the Parks and People Foundation. There are community leaders from all of the five squares actively involved and the group has organized walking tours, plant give-aways, and an archeology dig. Events planned for 2012 include additional neighborhood tours, a concert in one of the parks, and outreach regarding existing and planned community gardens. The list of active participants has grown to over 300 since inception.

Of the nearly 250 neighborhoods in Baltimore, the historic African American neighborhoods in West Baltimore are perhaps the least well documented. The Historic Research and Designation, with support from the National Trust for Historic Preservation and the Maryland State Highway Administration, will compile the histories of signature buildings and public spaces in this target area. The work will include filing Maryland Inventory of Historic Places forms, filing nominations to the National Register of Historic Places, so that homeowners and commercial building owners can access historic tax credit incentives for rehabilitation work. In addition, the historic information that has been gathered will be used to to produce online and print pieces to promote the historic assets of the communities.

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

16. **SOUTH BALTIMORE LEARNING CORPORATION** **\$ 20,000.00**
(CITCP)

The South Baltimore Learning Corporation located at 28 E. Ostend Street, Baltimore, 21230, proposes the South Baltimore Learning Center Adult Literacy Program Project. The project will help to pay for two full-time programmatic positions that were added as part of the Center's strategic plan and managed growth. The two positions that have become critical to the organization are the Director of Technology and Instructional Support and the Career/Employability Counselor.

The South Baltimore Learning Center now has 55 classrooms and administrative computers (with plans to add six more with the EDP expansion), a computer lab, multiple software packages/applications for instruction, database tracking and administrative purposes, and a very complicated Federal E-rate initiative, which allows for up to 90% free Internet Access. In addition, for the past eight years, a Community Technology Center has been operating, which is open to the public and learners alike and offers up to 10 computer classes a year. The Director of Technology and Instructional Support oversees the CTC, teaches the computer classes, and plays a critical role in ensuring the integration of technology in the classroom.

The Career and Employability Counselor (CEC) has become integral to the success of the learners, many of whom are underemployed/unemployed. The focus of this position is to teach concepts of career planning, employability and life skills development through instruction, counseling and advising for learners. The CEC also works on developing more formal linkages with employers, agencies, and colleges in the Greater Baltimore area in order to provide learners and alumni with employment and job training development

AGENDA

BOARD OF ESTIMATES

02/22/2012

DHCD - cont'd

options. Additionally, the CEC has begun to focus on the alumni by working with graduates in planning for college, job training and future employment. The CEC is helping to institute a formal system to track long-term data of all alumni, create and advise an alumni group that can serve as ambassadors for the organization, and manage the Alumni Scholarship program.

South Baltimore Learning Center is now in its 20th year, and what began as a neighborhood based initiative providing tutoring to adults with a \$60,000 budget now serves over 1,000 adults each year offering a variety of services with a budget over \$1 million. It has become the leader and top performing community based organization in providing adult literacy, GED/EDP preparation and career services in Baltimore City. It can take a learner from low literacy to a diploma, to employment, a job training program, and/or higher education. The necessary staffing and infrastructure to grow its service capacity, support the learners in meeting their goals, and produce consistently good organizational outcomes has been put into place.

The mission of the South Baltimore Learning Center is to improve the self-sufficiency of educationally disadvantaged adults, and provide functional literacy and life skills training, in addition to career preparation services, to residents in the Baltimore Area.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

73

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

AGENDA

BOARD OF ESTIMATES

02/22/2012

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

1. B50002267, Parts and Maintenance & Repair Services for Caterpillar Construction Equipments	<u>First Call</u>	
	Correlli, Incorporated	\$600,000.00
	<u>Second Call</u>	
	Alban Tractor Co., Inc.	<u>100,000.00</u>
		\$700,000.00

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL MATTERS

* * * * *

The Board is requested to approve

all of the Personnel matters

listed on the following pages:

75 - 89

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

02/22/2012

PERSONNEL

Department of Human Resources (DHR)

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u>		
1. MICHAEL F. BAPTIST	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Baptist, retiree, will continue to work as a Contract Service Specialist for the Applicant Investigation Section of the Department. His duties will include but not be limited to conducting background investigations for Police Officers, Police Cadets, rehires, Special Police Officers and civilian applicants. He will review documents, interview applicants, and obtain criminal background record checks. In addition, Mr. Baptist will complete the neighborhood investigation of applicants and advise the Department of results of their investigations as well as make recommendations of applicant suitability. The period of the agreement is effective upon Board approval for one year.

On January 3, 1996, the Board of Estimates approved a waiver of the Administrative Manual Policy 212-1. This waiver allowed the Baltimore Police Department to hire retired police officers on a contractual basis.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Police Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
2. SULAKSHANA BHATTACHARYA	\$17.00	\$ 6,800.00
Account: 4000-409111-2252-690500-603018		\$ 3,400.00
5000-509912-2252-690701-603018		\$ 3,400.00

Ms. Bhattacharya will work as a Research Analyst. She will be responsible for developing and maintaining a database to track the safety planning process for non-fatal juvenile shooting victims and witnesses. She will identify issues of concern and coordinate resolution with partners. In addition, she will conduct an analysis of re-victimization of juvenile non-fatal shooting victims in the City. Ms. Bhattacharya will assist the Juvenile C-SAFE team in mapping, charting and analysis of crime data as well as collecting, compiling, verifying, interpreting and reviewing data and statistics on Diversion and CSAFE for use in proposals, presentations and recommendations. The period of the agreement is March 1, 2012 through June 30, 2012.

3. a) Abolish the following three positions:

33330 - Emergency Dispatcher
 Grade 087 (\$37,407.00 - \$45,218.00)
 Job No. 2043-19385, 2043-33524
 (2 Positions)

33351 - 911 Operator
 Grade 083 (\$32,315.00 - \$38,431.00)
 Job No. 2043-19465
 (1 Position)

b) Upgrade the following three classes:

33351 - 911 Operator
 From: Grade 083 (\$32,315.00 - \$38,431.00)
 To: Grade 085 (\$34,562.00 - \$41,645.00)

33352 - 911 Lead Operator
 From: Grade 084 (\$33,510.00 - \$39,994.00)
 To: Grade 086 (\$35,947.00 - \$43,361.00)

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Police Department - cont'd

33355 - 911 Operator Supervisor
 From: Grade 086 (\$35,947.00 - \$43,361.00)
 To: Grade 088 (\$38,939.00 - \$47,176.00)

Cost: (\$14,476.00) - 1001-000000-2043-219800-601001

Department of Finance

	<u>Hourly Rate</u>	<u>Amount</u>
4. PRINCE D. GREEN	\$17.17	\$20,072.00

Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the Licensing/Business Taxes Unit. His duties will include, but are not limited to conducting citywide on-site inspections. He will inspect gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, clubs, restaurants, movie houses, amusement arcades and other establishments required by Article 15 of the Baltimore City Code. Mr. Green will prepare reports for inspected establishments noting licenses displayed and violations. In addition, he will inspect establishments outside of his regular route based on public complaints and tips of licensing code violations as well as review inspection reports with his supervisor to explain work problems, discrepancies and hazards and conducting additional inspections in violation of licensing codes to ensure compliance. The period of the agreement is effective upon Board approval for 1 year.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Dept. of Finance - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
5. JAMES WAYLAND	\$47.41	\$ 14,033.36

Account: 1001-000000-1472-165800-601009

Mr. Wayland, retiree, will continue to work as a Senior Systems Analyst. He will continue to provide analysis and programming support for the real property tax system with special focus in getting the real property tax bills produced for Fiscal 2013. The period of the agreement is effective upon Board approval through July 27, 2012.

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE SALARY CAP AS OUTLINED IN THE ADMINISTRATIVE MANUAL 212-1.

6. VIEEN LEUNG	\$26.00	\$ 48,800.00
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Account: 1001-000000-1411-160400-601009

Ms. Leung will work as a Policy Analyst in the Bureau of the Budget and Management Research. Her duties will include but not be limited to drafting comprehensive updates to the City's administrative policy manual with new online database functionality, coordination of the annual Baltimore Citizen Survey, including analysis of results, conducting studies to document and evaluate City service delivery. The period of the agreement is April 2, 2012 through April 1, 2013.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Mayor's Office</u>		
7. EDWARD GALLAGHER	\$45.50	\$54,480.00

Account: 1001-000000-1401-159700-601009

Mr. Gallagher, retiree, will work as a Senior Advisor to the Mayor and the Director of Finance. His duties will include, but are not limited to serving as a Senior Advisor to the Mayor and the Department of Finance on matters of fiscal policy. He will provide advice and assistance to the Director of Finance with regard to communications with and presentations to the bond rating agencies and providing general advice and assistance to the Mayor, the Mayor's Office and the Director of Finance on all financial matters. The period of the agreement is March 1, 2012 through February 28, 2013

THE MAYOR'S OFFICE IS REQUESTING A WAIVER OF THE AM 212-1, PART I CONTRACTUAL AGREEMENTS - RETIRED EMPLOYEES, WHICH STATES THE CITY EMPLOYEE MUST BE RETIRED AT LEAST 90 CALENDAR DAYS BEFORE BEGINNING SUCH SERVICES.

8. Create the following one Position:

33523 - Procurement Specialist I
Grade 091 (\$44,084.00 - \$53,638.00)
Job No. to be assigned by BBMR

Costs: \$69,433.14 - 1001-000000-1441-161800-601001

Office of the State's Attorney

9. DWIGHT P. THOMAS	\$26.40	\$49,842.00
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Account: 1001-000000-1150-118200-601009

Mr. Thomas will continue to work as an Investigator for the Felony Family Violence Division. He will be responsible for researching the whereabouts of, and locating parties relevant to prosecution of cases. He will provide location

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Office of the State's Attorney - cont'd

Hourly Rate Amount

information to the Warrant Apprehension Task Force so that arrests can be made. In addition, he will communicate with witnesses and victims to provide case status and trial date information as well as prepare subpoenas, ascertain and verify the respondents' legal identity through fingerprint identification documents and investigative findings, and researching the prosecution database and the daily newspapers to gain information about persons being sought in prosecution cases. The period of the agreement is March 26, 2012 through March 25, 2013.

In March 1999, the Board approved a Waiver of AM 212-1 to hire retired Police Officers as investigators for the Office of the State's Attorney.

Fire Department

10. **CHI-POE S. HSIA** \$30.29 **\$ 63,000.00**

Account: 4000-458011-2015-683913-601009

Mr. Hsia will work as a Preparedness Program Manager. His duties will include, but not be limited to developing policies to build community preparedness. He will implement and administer a Corporate Emergency Access Program; manage the Community Emergency Response Team (CERT) Program and develop policy on the CERT operations; and represent the MOEM on the Mayor's Commission on Disabilities. Mr. Hsia will also develop and implement a preparedness program for elected officials; develop plans and policies specific to vulnerable population, and seek ways to increase preparedness of vulnerable populations. In addition, he will coordinate with the Baltimore City Health Department, Office of Public Health Preparedness and Response to create and revise public health emergency plans, develop plans to manage volunteers in disaster response, and manage volunteer response in disasters or emergencies. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Fire Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
11. PATRICK NOWLAN	\$46.11	\$ 83,005.00

Account: 4000-470912-2023-212612-601009

Mr. Nowlan will continue to work as the Information Technology Coordinator for the City's Office of Emergency Management (OEM). He will be responsible for managing all information technology systems and equipment used by the OEM for preparedness and operations. This includes emergency management applications, GIS programs, network configuration, servers, and other hardware and software. Mr. Nowlan will develop and manage data used to support the OEM, manage and enhance the technical environment of the City's Emergency Operations Centers (EOCs); design, manage, integrate, and enhance software applications and IT systems used by other City agencies and outside organizations for emergency preparedness. In addition, he will use applications and IT systems to produce information and products in support of the OEM operations and IT systems as the IT Coordination in the EOC, when activated. The period of the agreement is effective upon Board approval for one year.

12. Reclassify the following two filled positions:

From: 41212 - Fire Lieutenant
Grade 338 (\$51,289.00 - \$62,582.00)
Job Number 2121-12690

To: 41242 - Fire Captain EMS EMT-P
Grade 380 (\$61,351.00 - \$74,869.00)
One Position

From: 41278 - Fire Lieutenant, ALS
Grade 374 (\$52,777.00 - \$64,109.00)
Job Number 2121-12747

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Fire Dept. - cont'd

To: 41242 - Fire Captain EMS EMT-P
Grade 380 (\$61,351.00 - \$74,869.00)
One Position

Cost: \$23,381.00 - 1001-000000-3191-308700-601061

Department of Transportation

	<u>Hourly Rate</u>	<u>Amount</u>
13. JEANNE ROBINSON	\$39.21	\$ 47,050.00

Account: 3001-00000-2391-251900-601009

Ms. Robinson, retiree, will continue to work as a Special Transportation Engineer Analyst. She will be responsible for developing performance metrics, data collection systems, and data reporting requirements, and quality assurance/quality control checks of data accuracy. Ms. Robinson will also analyze aggregated and individualized data sets and prepare written reports. The period of the agreement is effective upon Board approval for one year.

14. RICHARD CHEN	\$48.00	\$ 32,919.00
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Account: 3001-000000-5030-384800-601009

Mr. Chen, retiree, will continue to work as a Special Bridge Engineer. He will be responsible for reviewing, commenting, and approving the Developer's Agreements distributed by the Department of Public Works and reviewing, commenting, and approving contracts from the Department of Transportation and the Department of Public Works. In addition, Mr. Chen will work with the Law Department on issues pertaining to ownership of City bridges and other contested matters. He will review, comment, and approve the consultant's cost proposals and invoices. The Department of Transportation is requesting a waiver of the maximum hourly rate for a retiree pursuant to AM 212-1, Part I and approve the hourly rate from \$27.43 to \$48.00, which is an increase of \$20.57 above the maximum hourly rate. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Office of the City Council

	<u>Hourly Rate</u>	<u>Amount</u>
15. LARRY SHAPIRO	\$36.63	\$21,978.00

Account: 1001-000000-1000-104800-601009

Mr. Shapiro, retiree, will work as a Contract Fiscal and Budget Specialist in the Office of the City Council President. He will be responsible for general analysis of the Budget and other fiscal matters. Mr. Shapiro will advise the President on fiscal matters, review and comment on changes in agency budgets, and educate the President and City Council on revenue and expenditure items. In addition, he will investigate and provide written analysis of fiscal issues, provide staff support at select hearings, and provide executive summaries on fiscal topics. The period of the agreement is effective upon board approval for one year.

Circuit Court of Baltimore City

16. AMANDA GEORGE	\$29.47	\$ 53,900.00
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Account: 5000-544412-1100-117000-601009

Ms. George will work as an Assistant Counsel for the Civil Division. She will be responsible for reviewing motions and making recommendations in a wide variety of civil non-domestic cases, performing legal research, and drafting opinions and orders, etc. The period of the agreement is effective upon Board approval for one year.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Circuit Court - cont'd

17. Create the following position:

01954 - Licensed Clinical Social Worker
Grade 093 (\$47,985.00 - \$58,508.00)
Job Number to be assigned by BBMR

Costs: \$71,497.00 - 5000-540312-1100-109400-601001

Department of Recreation & Parks

18. **GEORGE GHEE** \$10.00 **\$20,800.00**

Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will work as a Motor Vehicle Driver. His duties will include, but are not limited to driving City cars and vans to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities, and deliver vehicles to the repair shop for routine maintenance and repairs. The period of the agreement is March 23, 2012 through March 22, 2013.

The Department is also requesting a waiver of AM 212-1, Part, that limits the total amount of hours that a retiree may work, i.e. 1,200 hours per contract year. The Board is requested to approve Mr. Ghee to work a maximum of 2,080 hours.

Health Department

19. **MAGGIE RICHARDSON** \$ 7.25 **\$ 2,479.50**

Account: 5000-533812-3044-273300-601009

Ms. Richardson will serve as a Care Aide for the Oliver Senior Center. Her duties will include but are not limited to greeting participants/visitors, answering the telephones, distributing mail, assisting the program director in preparation and setting-up for presentations and activities. Ms. Richardson will also be responsible for

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Health Dept. - cont'd

providing information to the public, collecting materials for subject or skill area, distributing materials to participants and maintaining inventory and records. The period of the agreement is effective upon Board approval through June 30, 2012.

20. Create the following Position

61114 - Health Programs Bureau Administrator
Grade 117 (\$56,000.00 - \$79,400.00)
Job number to be assigned by BBMR
1 Position

Cost: \$78,528.00 - 6000-624912-3100-297100-601001

Department of Planning

21. **JOHN TRAVIS PATE** \$25.64 **\$14,848.00**

Account: 9905-926005-9188-900000-706032

Mr. Pate will serve as a Demographer. His duties will include but are not limited to analyzing and reporting on data products from the 2010 Census and 2009 American Community Survey; utilizing database and GIS software to perform demographic analysis and to design and create accurate cartographic products for City agencies in response to the data releases. He will also be assisting and advising City agency staff on data projects and requests, responding to agency requests for general Census data and GIS technical assistance; analyzing and processing complete demographic data profiles at various Census geographies to City agencies and the general public and following data releases from the U.S. Census Bureau and maintaining contact with Bureau personnel. The period of agreement is March 16, 2012 through July 6, 2012.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Dept. of Planning - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
22. ROBERT FREEMAN, JR.	\$27.29	\$25,000.00

Account: 9905-903009-9188-000000-709009

Mr. Freeman will work as a Geographic Information Systems Technician. His duties will include but are not limited to developing and producing digital and hardcopy computer-generated GIS data and custom map products. He will utilize GIS software to perform spatial analysis and to design and create accurate cartographic products for the Mayor's Office of Information Technology and City agencies in response to the news media, public events, public safety, and natural disaster emergencies. The salary shows a 31% increase from the previous contract based on a significant increase in duties from the prior contract. The additional duties include conducting department-wide training in ArcView 10 and other related programs, serving as a technical expert, managing all facets of the Department's GIS-based projects, maintaining on-line mapping, and analyzing data and preparing reports. The period of the agreement is effective upon Board approval for six-months.

23. Reclassify the following two Positions:

a. Job No. 1871-15092

From: 74136 - City Planner I
Grade 111 (\$41,700.00 - \$60,500.00)

To: 74146 - Design Planner I
Grade 111 (\$41,700.00 - \$60,500.00)

b. Job No. 1871-476680

From: 74147 - Design Planner II
Grade 113 (\$46,700.00 - \$65,500.00)

To: 74148 - Design Planner III
Grade 115 (\$51,000.00 - \$72,200.00)

Cost: \$974.00 - 1001-000000-1871-187400-601001

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Enoch Pratt Free Library

24. Reclassify the following position:

From: 00676 - Children's Services Coordinator Library
Grade 116 (\$53,900.00 - \$76,000.00)
Job No. 4501-15624

To: 00142 - Executive Level I
Grade 948 (\$55,200.00 - \$99,200.00)

Costs: \$5,400.00 - 1001-000000-4501-338600-601001

Department of Public Works

25. Reclassify the following two positions:

From: 10171 - Division Chief, I
Grade 943 (\$51,200.00 - \$79,600.00)
Job No. 5471-46867

To: 10232 - Water and Wastewater Division Manager I
Grade 954 (\$62,700.00 - \$103,500.00)

From: 10232 - Water and Wastewater Division Manager I
Grade 954 (\$62,700.00 - \$103,500.00)
Job No. 5601-46920

To: 10233 - Water and Wastewater Division Manager II
Grade 962 (\$74,100.00 - \$128,600.00)

Cost (\$4,732.00) - 2071-000000-5601-400200-601001
(0.00) - 2071-000000-5471-609400-601001

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Mayor's Office of Information Technology

26. Reclassify the following vacant position:

From: 34421 - Fiscal Technician
Grade 088 (\$38,939.00 - \$47,176.00)
Job No. 1471-12287

To: 31101 - Administrative Officer I
Grade 111 (\$41,700.00 - \$60,500.00)

Costs: \$89,539.00 - 1001-000000-1471-165700-601001

Mayor's Office of Criminal Justice

27. Create the following three positions:

00111 - Criminal Justice Associate
Grade 935 (\$40,300.00 - \$55,700.00)
Job Nos. to be assigned by BBMR

Costs: \$178,200.00 - 4000-430512-3160-308600-601001

Department of Human Resources

28. Reclassify the following two positions:

Job No. 1601-10013

From: 33681 - Personnel Assistant I
Grade 081 (\$30,223.00 - \$35,806.00)

To: 33683 - Personnel Assistant II
Grade 085 (\$34,562.00 - \$41,645.00)

AGENDA

BOARD OF ESTIMATES

02/22/2012

PERSONNEL

Mayor's Office of Criminal Justice - cont'd

Job No. 1603-33851

From: 33213 - Office Assistant III
Grade 078 (\$27,958.00 - \$32,241.00)

To: 33628 - Human Resources Specialist I
Grade 090 (\$42,267.00 - \$51,371.00)

Cost: \$ 8,162.00 - 1001-000000-1602-172500-601001
11,484.00 - 1001-000000-1603-172500-601001
\$19,646.00

Mayor's Office

Transfer the following vacant position:

29. 00143 - Executive Level II
Grade 959 (\$77,200.00 - \$132,400.00)
Job No. 1250-15967

From: Mayor's Office of Baltimore City
1001-000000-1250-152800-601001

To: Baltimore City Fire Department
1001-000000-2131-228200-6010061

There are no costs associated with this action.

The Department of Human Resources has completed a review of the Mayor's Office request to transfer one position of Executive Level II to the Fire Department. This position transfer will support the restructuring of the Office of Emergency Management and ensure that the position is properly budgeted. Therefore, the Department of Human Resources respectfully requests the Board's approval of this action.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Human Services (MOHS)/Homeless Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an extension of expenditure of grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc. (PAA) effective February 2012 through April 2012 for Contract #34443.

AMOUNT OF MONEY AND SOURCE:

<u>Landlord/Property Owner</u>	<u>Monthly Rent</u>
1645 N. Calhoun Holdings, LLC	\$ 1,300.00
Beverly Gordon	1,800.00
F&H Houses	3,821.00
Kyle Locke	3,391.00
Lafayette Thomas	1,321.00
Peter Pekovic	1,760.00
Prisoners Aid Assoc. of MD, Inc.	2,912.00
REE & MEI Investment	1,013.00
A&M Services LLC	1,250.00
Monthly Total:	<u>\$18,568.00</u>

\$55,704.00 - 4000-496311-3573-591225-603051

BACKGROUND/EXPLANATION:

On November 16, 2011, the Board approved the MOHS to provide monthly lease payments directly to landlords for formerly homeless individuals served by the PAA for the period through December 31, 2011. The MOHS has issued a Request for Qualifications (RFQ) by posting the request on the MOHS website on January 12, 2012 to select a new provider to administer the HUD-Shelter Plus Care grant. The RFQ closed on February 3, 2012. A new provider will be selected by February 17, 2012. The contract for that vendor will need to be developed and approved by the Board. To avoid delinquency in rental payments for the homeless tenants the MOHS is requesting to pay the lease amounts through April 30, 2012.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Human Services - cont'd

On June 8, 2011, the Board approved a grant agreement (Contract #34443) with the PAA in the amount of \$557,232.00. The grant agreement from the United States Department of Housing and Urban Development (HUD), provided Shelter Plus Care funding for the Federal Fiscal Year 2010. The funds were designated to be used to house homeless individuals through programs administered by the PAA.

On October 5, 2011, the Mayor's Office of Human Services notified the PAA that the agreements would be terminated for convenience, as defined in Section X - Termination, Part A of the grant agreements. HUD was notified and has given approval of the Mayor's Office of Human Services' actions to terminate the grants with the PAA. An amendment to the grant from HUD will be submitted to the Board at a later date.

As a result of the termination of the agreements, the Mayor's Office of Human Services must use the Shelter Plus Care funds to directly make rental payments on behalf of 30 formerly homeless individuals who were assisted under Contract #34443. These payments will be made to valid City of Baltimore vendors/landlords.

Please note the PAA is included as a vendor/landlord, because the payments to the PAA are for rental units that the PAA owns directly as opposed to rental units that were administered by the PAA through the previous agreements. Rental units are owned by different vendors/landlords, and actual payments to PAA will not be executed until the Mayor's Office of Human Services has determined that PAA has met all the conditions of the termination as outlined in the termination.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION SUBJECT TO REVIEW OF THE INVOICES PRIOR TO PAYMENT.

AGENDA

BOARD OF ESTIMATES

02/22/2012

Mayor's Office of Human Services - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and extend grant funds to directly pay monthly rental obligations for leased properties on behalf of formerly homeless individuals previously served by Prisoners Aid Association of Maryland, Inc. (PAA). The extension is for the period February 2012 through March 2012 for Contract No. 34436.

AMOUNT OF MONEY AND SOURCE:

<u>Landlord/Property Owner</u>	<u>Monthly Rent</u>
1645 N. Calhoun Holdings, LLC	\$ 4,273.00
American Equity Property Management	1,500.00
Back Door Enterprises	1,564.00
Chesmal LLC	950.00
Denise Uhrin	817.00
F & H Houses	1,362.00
Kyle Locke	800.00
Michael Novak	6,504.00
Millennium Properties	1,800.00
Peter Pekovic	1,772.00
Prisoners Aid Assn. of MD, Inc.	19,438.00
REE & MEI Investment	457.00
Vladimir Kats/Bella Property Management	1,564.00
Monthly Total:	<u>\$42,801.00</u>

\$85,602.00 - 4000-496311-3573-591225-603051

BACKGROUND/EXPLANATION:

On November 16, 2011, the Board approved to provide monthly leased payments directly to landlords for formerly homeless individuals served by the PAA through December 31, 2011. The MOHS selected a new provider to administer the HUD - Shelter Plus Care grant. The new provider, Associated Catholic Charities, Inc. (ACC) was provided the unapproved contract on December 15, 2011 for signature with an anticipated Board of Estimates submission date of February 1, 2012 for approval. As of the date of the memorandum, the contract has not been

AGENDA

BOARD OF ESTIMATES

02/22/2012

MOHS - cont'd

submitted for approval. The ACC is in the process of completing inspections of the units. To avoid delinquency in rental payments for the homeless tenants, the MOHS would like permission to pay the leased amounts through March 2012.

On June 8, 2011, the Board approved the original Contract (No. 34436) in the amount of \$951,649.00 with the PAA. The contract provides U.S. Department of Housing and Urban Development (HUD), Shelter Plus Care funding for the Federal Fiscal Year 2010, with the funds designated to be used to house homeless individuals through programs administered by the PAA. On October 5, 2011, the MOHS was notified the PAA contract would be terminated for convenience as defined in Section X - Termination, Part A of the contract. HUD was notified and gave approval of MOHS' action to terminate the grant with PAA.

As a result of the termination of the contract, the MOHS must use the Shelter Plus to directly make rental payments on behalf of 76 formerly homeless individuals. These payments will be made to valid the City's vendor/landlords.

Please note that the PAA is included as a vendor/landlord, because the payments to PAA are for rental units that PAA owns directly as opposed to rental units that were administered by PAA through this contract but are not owned by different vendor/landlords. The actual payments to the PAA from this schedule will not execute until the MOHS has determined that the PAA has met all the conditions of the termination.

AUDITS REVIEWED AND HAD NO OBJECTION SUBJECT TO ITS REVIEW OF THE INVOICES.

AGENDA

BOARD OF ESTIMATES

02/22/2012

PROPOSAL AND SPECIFICATIONS

Department of Transportation - TR 12312, Pratt Street Fringe
Parking Facility: 1100 James
Street

BIDS TO BE RECV'D: 03/14/2012

BIDS TO BE OPENED: 03/14/2012

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED