

NOTICES

PROTESTS

BALTIMORE CITY OFFICES WERE CLOSED ON MONDAY, SEPTEMBER 2, 2013 IN OBSERVANCE OF LABOR DAY.

ALL PROTESTS MUST BE RECEIVED NO LATER THAN 8:45 A.M. ON WEDNESDAY, SEPTEMBER 4, 2013, PRECEDING THE BOARD OF ESTIMATES' MEETING. IN ORDER FOR A PROTEST TO BE CONSIDERED, THE PROTESTANT MUST BE PRESENT AT 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 - SEPTEMBER 4, 2013

BOARDS AND COMMISSIONS

1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

Blue Sky Contractors, Inc.	\$ 153,000.00
Conewago Enterprises, Inc.	\$202,482,000.00
Covington Machine & Welding Inc.	\$ 8,000,000.00
Delaware Elevator, Inc.	\$ 8,000,000.00
Dutchland Incorporated	\$ 8,000,000.00
Facchina Construction Company, Inc.	\$405,549,000.00
J. Vinton Shafer & Sons, Inc.	\$ 15,057,000.00
Meadville Land Service, Inc.	\$ 8,000,000.00
Proven Management, Inc.	\$ 8,000,000.00
Roy Kirby & Sons, Inc.	\$ 32,499,000.00
Specialty Underwater Services, LLC	\$ 1,500,000.00
T.E.A.M. Service Corporation of New York	\$ 1,215,000.00

BOARDS AND COMMISSIONS - cont'd2. 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:

Arcadis U.S., Inc.	Engineer
Aultec, Inc.	Engineer Land Survey
Baker, Ingram & Associates	Engineer
Greenman-Pedersen, Inc.	Landscape Architect Engineer Land Survey
Hardesty & Hanover, LLC	Engineer
Hill International, Inc.	Landscape Architect Engineer
K. Dixon Architecture PLLC	Architect
Pure Engineering Services, Inc.	Engineer
Reviera Enterprises, Inc. T/A REI/DrayCO	Engineer
Siegel Rutherford Bradstock & Ridgeway, Inc.	Engineer
Straughan Environmental, Inc.	Engineer
TECH INTERNATIONAL CORP.	Engineer
Whitney Bailey Cox & Magnani, LLC	Architect Landscape Architect Engineer Landscape Survey

TRANSFERS OF FUNDS

* * * * *

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

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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

09/04/2013

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of Housing and Community Development (DHCD)		
1. \$ 997,687.00 35 th CDBG	9990-903914-9587 Claremont Homes Reserve	
266,763.00 35 th CDBG	9990-907970-9593 Barclay Redevelop- ment	
\$1,264,450.00	-----	9990-910910-9593 HABC Chase House

This transfer will provide funding for an agreement between the DHCD and the Housing Authority of Baltimore City for the rehabilitation of the Chase House Apartments. The scope of work consists of window and exterior door replacements, in addition to masonry repairs to the façade and the waterproofing and tuck-pointing of the building. The estimated City funding through the Community Development Block Grant is \$1,264,450.00. The total cost of the project, inclusive of all funding sources, is estimated to be \$5,357,525.00.

2. \$ 300,000.00 39 th CDBG	9994-921984-9587 Homeowner Incen- tive Program	9994-943010-9593 Direct Homeowner- ship
287,205.00 35 th CDBG	9990-904919-9587 Public Housing Rehab. - Reserve	9990-922011-9593 Direct Homeowner- ship - CDBG 35
212,795.00 33 rd CDBG	9991-945002-9587 Unallocated Res. CDBG 33	9988-923011-9593 Direct Homeowner- ship CDBG 33
\$ 800,000.00		

This transfer will provide Community Development Block Grant funds for Baltimore Housing's Homeownership Incentive Program for fiscal year 2014.

Department of General Services - Developer's Agreement Nos.
1293, 1293-A, 1293-B

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement nos. 1293, 1293-A, 1293-B with CBAC Borrower, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$6,383,034.00

BACKGROUND/EXPLANATION:

The developer would like to install various utilities to its proposed construction located at 1525 Russell Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$6,383,034.00 has been issued to CBAC Borrower, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for this project, therefore, MBE/WBE participation is not applicable.

(The developer's agreement nos. 1293, 1293-A, 1293-B has been approved by the Law Department as to form and legal sufficiency.)

AGENDA**BOARD OF ESTIMATES****09/04/2013**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. 2228 E. Monument St.	Joon K. Lee	Awning w/signage 15' x 2.5'
Annual charge: \$ 113.95		
2. 3832 Liberty Heights Avenue	Rite Aid of Maryland, Inc.	Single face electric sign 8' x 2.33'
Annual charge: \$ 70.30		
3. 3309-3311 Hudson Street	3311 Hudson Street, LLC	Two sets of steps
Flat charge: \$ 70.40		
4. 1323 N. Calvert Street	Laurence Holdings No. 1, LLC	Single face electric sign 49.9" x 10"
Annual charge: \$ 70.30		
5. 248 S. Conkling Street	Bella Casa Interiors, LLC	Three bracket signs 2' x 2'8" ea.
Annual charge: \$ 158.10		

AGENDA**BOARD OF ESTIMATES****09/04/2013**DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	2000 E. North Avenue	Columbus School Limited Partnership	Service connection two 5" ducts @ 85 linear feet
	Annual charge: \$ 595.00		
7.	415 S. Central Avenue	Fallsway Spring, LLC	Two flat signs 4' x 4' ea.
	Annual charge: \$ 70.40		
8.	841 N. Howard Street	Kristi Metzger	Retain flat sign 16' x 2' and bracket sign 2' x 1'
	Annual charge: \$ 87.90		

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Housing and - Community Development Block
Community Development Grant (CDBG) Agreements

The Board is requested to approve and authorize execution of the CDBG agreements. The period of the agreement is July 1, 2013 through June 30, 2014, unless otherwise indicated.

1. **CHESAPEAKE CENTER FOR YOUTH DEVELOPMENT, INC. \$ 47,500.00**

Account: 2089-208914-5930-703234-603051

Under the terms of this agreement, the funds will be used to subsidize the operating costs of the "A Foot in the Door" (A-FIND) Employment Initiative. A-FIND will support the employment needs of low- to moderate-income youth and families in the Brooklyn/Curtis Bay area by providing job readiness/life skills training classes to youth, posting job opportunity listings and organizing job fairs that will connect employers to community members and supporting ongoing vocational resource services.

2. **ACTION IN MATURITY, INC. (AIM) \$ 30,000.00**

Account: 2089-208914-5930-709327-603051

Under the terms of this agreement, the funds will be used to subsidize AIM's operating costs. AIM will provide transportation services, information and social service assistance to seniors and disabled non-elderly persons residing in Housing Authority of Baltimore City mixed-population housing developments and U.S. Housing and Urban Development subsidized apartment communities to encourage "aging in place".

DHCD - cont'd

On June 26, 2013, 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 2013 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnerships (HOME)
3. Emergency Solutions Grant (ESG)
4. Housing Opportunity for Persons with AIDS (HOPWA)

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2013 and beyond. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

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 Robin Griffith, developer, for the sale of the City-owned vacant building located at 2878 W. Garrison Avenue, in the Cylburn Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The property will be purchased and renovated with private funds. The property will be totally rehabilitated and returned to residential use as a single family dwelling. When completed, the property will be rented to a tenant at market rate.

The property was journalized and approved for sale on December 22, 2010.

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

The property was priced at \$8,700.00, pursuant to the Appraisal Policy of Baltimore City by using the Waiver Valuation process and will be sold for \$4,000.00.

The property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. the specific benefit to the immediate community of revitalization through residential occupancy,
2. elimination of blight and neighborhood stabilization, and
3. economic development; returning the property to productive use and to the active tax rolls of the City of Baltimore.

DHCD – cont'd

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

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 Mr. Jose Santiago Miranda, for the sale of the City-owned property located at 1110 N. Fulton Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,100.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$310.00 has been paid by the developer. The balance will be paid at settlement.

Mr. Miranda will purchase a vacant row house known as 1110 N. Fulton Avenue from the City for rehabilitation as a single family home. The property is located within and will be redeveloped in accordance with the Sandtown-Winchester Urban Renewal Plan. The purchase price and improvements to the site will be financed through private sources.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE VALUE 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 Department has determined the fair market value of the property to be \$5,500.00 using real estate data. The sale of this vacant property for \$3,100.00 will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

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

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Andel Clarke, developer for the sale of the property located at 1101 E. Preston Street.

AMOUNT OF MONEY AND SOURCE:

\$4,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The property will be purchased and renovated with private funds. The buyer proposes to spend approximately \$85,800.00, inclusive of acquisition and associated costs to complete the project.

The project will consist of the City-owned vacant building to be totally rehabilitated and returned to residential use as a single family dwelling. When completed, the property will be sold to a homeowner at market rate.

The property was journalized and approved for sale on January 17, 2013.

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

The property was priced at \$6,800.00, pursuant to the Appraisal Policy of Baltimore City by using the Waiver Valuation Process and assessed by SDAT for \$3,000.00. The property will be sold for \$4,500.00.

The subject property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. the specific benefit to the immediate community of revitalization through residential occupancy,
2. elimination of blight and neighborhood stabilization,
and

DHCD - cont'd

3. economic development; returning the property to productive use and to the active tax rolls of the City of Baltimore.

MBE/WBE PARTICIPATION:

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

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Police Department - Grant Award and Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the grant award and grant adjustment notice (GAN) from the Governor's Office of Crime Control and Prevention.

GRANT AWARD

1. SART ADVOCATE \$12,413.00

Account: 4000-473314-2252-688000-607001

The SART Advocate project will fund a Victim's Advocate who will provide support for the victims of sexual assault. The Victim's Advocate will be employed by Turnaround, Inc. and will collaborate with the Department's Sex Offense Unit to improve case investigation protocols. The period of the agreement is July 1, 2013 through September 30, 2013.

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

GRANT ADJUSTMENT NOTICE

2. BALTIMORE CITY SEXUAL ASSAULT RESPONSE II (\$307.50)

Account: 4000-470712-2021-197500-600000

On November 16, 2011, the Board authorized acceptance of a grant award agreement for the Baltimore City Sexual Assault Response II program in the amount of \$194,368.00. The goal of this project is to encourage reporting of sexual assaults, improve case investigation, and provide support and services to victims. The grant funds the SART Coordinator position, two contracts with non-profits and

AGENDA

BOARD OF ESTIMATES

09/04/2013

Police Dept. - cont'd

training. This GAN decreases the award amount as well as extends the end date of the award period from September 30, 2013 to May 31, 2014.

AUDITS NOTED THIS GRANT ADJUSTMENT.

APPROVED FOR FUNDS BY FINANCE

(The grant award conditions and grant adjustment notice have been approved by the Law Department as to form and legal sufficiency.)

AGENDA

BOARD OF ESTIMATES

09/04/2013

Police Department - Addenda to Agreement

ACTION REQUESTED OF B/E:

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

1. TURNAROUND, INC. \$0.00

Account: 4000-470712-2021-197500-600000

On November 16, 2011, the Board authorized acceptance of a grant award agreement for the Baltimore City Sexual Assault Response II program. The program is intended to improve collaboration between members of the City's Sexual Assault Response Team and incorporate best practices of an investigation with victim support. The grant funds the agreement with Turnaround, Inc. The goals of Turnaround, Inc. consist of encouraging the reporting of sexual assaults, improving case investigation protocols, techniques, and providing support and services to victims. This addendum to agreement changes the period of the agreement end date from June 30, 2013 to September 30, 2013, all other conditions remain the same.

AUDITS NOTED THE NO-COST TIME EXTENSION.

**2. OFFICE OF THE STATE'S ATTORNEY \$0.00
OF BALTIMORE CITY**

Account: 4000-470012-2252-694201-600000

On October 26, 2011, the Board approved and authorized an agreement with the Baltimore Police Department and the Office of the State's Attorney, funded by the JAG VII grant. This addendum to agreement changes the period of the agreement end date from September 30, 2012 to March 31, 2014, all other conditions remain the same.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Police Department - Agreements

The Board is requested to approve and authorize execution of the agreements with the below-listed consultants. The period of the agreement is September 1, 2013 through August 31, 2014.

The agreements are funded by the Cooperative Agreement for Supervised Visitation Award. The award funds a Supervised Visitation Center. The consultants will work for the Supervised Visitation Center (Center), a safe haven for families with histories of domestic violence. The Center will allow for visitation between children and their visiting parents in a monitored setting and/or monitored exchanges of children for weekend visits with their non-custodial parents.

<u>Consultant</u>	<u>Rate of Pay</u>	<u>Amount</u>
1. ELISEBA OSORE	\$25.00/hour for 416 hours	\$10,400.00
Ms. Osore will continue to work as the Supervisor for the monitors for the Supervised Visitation Center.		
2. WANDA CARTER	\$15.00/hour for 250 hours	\$ 3,750.00
3. CHERYLE FRALING	\$15.00/hour for 250 hours	\$ 3,750.00
4. DARNELL PENN	\$15.00/hour for 250 hours	\$ 3,750.00
5. NATASHA GRIFFIN	\$15.00/hour for 340 hours	\$ 5,100.00

AGENDA**BOARD OF ESTIMATES****09/04/2013****Police Department – cont'd**

	<u>Consultant</u>	<u>Rate of Pay</u>	<u>Amount</u>
6.	AMANDA MUMFORD	\$15.00/hour for 340 hours	\$ 5,100.00
7.	ANN MYERS	\$15.00/hour for 370 hours	\$ 5,550.00
8.	ANN TINDALL	\$15.00/hour for 370 hours	\$ 5,550.00

Account: 5000-516411-2252-690500-603018

The consultants (nos. 2-7) will continue to serve as monitors for the Supervised Visitation Center.

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

09/04/2013

Department of Transportation - Traffic Impact Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with CSX Intermodal Terminals, Inc. The period of the agreement is effective for 60 business days after the initial payment is made, unless the parties agree in writing that additional time is needed.

AMOUNT OF MONEY AND SOURCE:

\$31,577.14 - Anticipated Cost

BACKGROUND/EXPLANATION:

The anticipated cost of the traffic impact study will be covered under Project No. 1134, On-Call Agreement, Task No. 1, approved with McCormick, Taylor, Inc.

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

This agreement is necessary to perform a traffic impact analysis for the Baltimore Rail Intermodal Facility, located at 1223 Bernard Street. The CSX Intermodal Terminals, Inc. has applied for or intends to apply for a building permit in Baltimore City to perform the Scope of Work for construction of an intermodal facility to transfer containers from rail cars to truck developments. The TIS will assess the development and its relative traffic impacts. The CSX Intermodal Terminals, Inc. will pay for the total cost of the TIS.

MBE/WBE PARTICIPATION:

N/A

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic mitigation agreement with Wells CRP Building, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$51,899.02 - 9950-909084-9512-000000-490375

BACKGROUND/EXPLANATION:

Wells CRP Building, LLC proposes to perform the Scope of Work for 2 E. Wells Street which includes construction of 153 residential dwelling units, approximately 2,871 square feet of gross floor area of retail space and approximately 2,871 square feet of gross floor area of restaurant space.

Under the terms of this agreement, Wells CRP Building, LLC will make a one-time contribution in the amount of \$51,899.02 to fund the City's multimodal transportation improvements in the South Baltimore Middle Branch Zone, Subzone A.

APPROVED FOR FUNDS BY FINANCE

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Transportation – Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve a memorandum of understanding (MOU) with the University of Baltimore (University). The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The purpose of the MOU is to establish a framework for the University to install Dura Therm Inlaid Performed Thermoplastic Crosswalks and Traffic Calming Surfaces as described in Exhibit A (sometimes referred to in the MOU as "intersection art") at the locations on Charles Street and Mount Royal Avenue shown in Exhibit B, all at its sole cost of (the project) and subsequently for the University to perform ongoing maintenance of all aspects of the project during the term of the agreement.

The Department of Transportation will review and approve plans and the installation of the Dura Therm Inlaid Performed Thermoplastic Crosswalks and Traffic Calming Surfaces.

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Transportation - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement with Bensky Construction Company, LLC, for TR 10019.

AMOUNT OF MONEY AND SOURCE:

\$69,752.70 - 9950-909826-9508-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR 10019 is substantially completed and all punch list items are complete. The contractor has requested a partial release of retainage in the amount of \$69,752.79. The City holds funds in the amount of \$71,752.79 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

Pursuant to Section 10.04-81 of Specifications, a "Conditional Inspection" for Contract No. TR 10019 - Hopkins Plaza Renovations was held on March 13, 2013.

MBE/WBE PARTICIPATION:

Bensky Construction Company, LLC has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

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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

09/04/2013

EXTRA WORK ORDERS

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

DPW, Bureau of Water and Wastewater

1. EWO #027, (\$150,000.00) - SC 855, ENR Modifications to Existing Facilities at Patapsco Wastewater Treatment Plant				
\$22,727,000.00	\$ 495,653.09	Fru-Con Construction, LLC	0	95

2. EWO #028, (\$ 50,000.00) - SC 855, ENR Modifications to Existing Facilities at Patapsco Wastewater Treatment Plant				
\$22,727,000.00	\$ 345,653.09	Fru-Con Construction, LLC	0	95

3. EWO #006, \$ 0.00 - WC 1214R, Repaving Utility Cuts at Various Locations				
\$ 3,984,398.50	\$ 363,084.23	Monumental Paving & Excavating, Inc.	90	95
			CCD	

In order to ensure continuity in paving utility cuts until the replacement contract becomes active, a 90 day non-compensable time extension is required. There are sufficient funds in the contract to continue this work.

4. EWO #001, \$ 0.00 - WC 1215, Sidewalk Restoration				
\$ 1,436,500.00	-	P&J Contracting Co., Inc.	90	95
			CCD	

In order to insure continuity in sidewalk restorations until the replacement contract becomes active, a 90 day non-compensable time extension is required. There are sufficient funds in the contract to continue this work.

Department of Transportation

5. EWO #019, \$ 40,725.57 - TR 10005, Uplands Redevelopment: Mass Grading & Infrastructure				
\$18,279,447.78	\$ 1,352,138.62	Monumental Paving & Excavating, Inc.	-	-

AGENDA

BOARD OF ESTIMATES

09/04/2013

EXTRA WORK ORDERS

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

6. EWO #020, \$251,642.00 - TR 10005, Uplands Redevelopment:
Mass Grading & Infrastructure

\$18,279,447.78	\$ 1,392,864.19	Monumental Paving & Excavating, Inc.	-	-
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AGENDA

BOARD OF ESTIMATES

09/04/2013

Mayor's Office of Human Services (MOHS) - Head Start Agreements

The Board is requested to approve and authorize execution of the Head Start agreements.

The purpose of the agreements is to provide funding for the operation of the Head Start Programs with the below-listed organizations. The services are provided in Baltimore City. The period of the agreement is July 1, 2013 through June 30, 2014.

1. **UNION BAPTIST CHURCH - SCHOOL, INC./** **\$1,218,284.00**
HARVEY JOHNSON HEAD START PROGRAM

Account: 4000-486314-6051-516000-603051

The program will serve 214 children and their families in Baltimore City. A two-month advance of \$243,657.00 was approved by the Board on June 5, 2013, which makes the total contract amount \$1,461,941.00.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: Time Printers, Inc.	\$ 2,000.00	0.14%
Rufus Ingram, P.A.	14,550.00	0.99%
B & B Lighting Supply, Inc.	2,500.00	0.17%
Sue Ann's Office Supply Inc.	<u>14,000.00</u>	<u>0.96%</u>
Total	\$33,050.00	2.26%
 WBE: Expressly Yours, Gloria, Inc.	 \$ 2,000.00	 0.14%

MWBOO FOUND VENDOR IN COMPLIANCE.

AGENDA

BOARD OF ESTIMATES

09/04/2013

MOHS – cont'd

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$1,461,941.00, \$1,325,068.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$136,873.00.

- 2. DAYSPRING PROGRAMS, INC./DAYSPRING HEAD START PROGRAM \$2,982,979.00**

Account: 4000-486314-6051-515600-603051

The program will serve 500 children and their families in Baltimore City. A two-month advance of \$596,596.00 was approved by the Board on June 5, 2013, which makes the total contract amount \$3,579,575.00.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: Charm City Caterers, Inc.	\$200,000.00	5.59%
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WBE: Sue-Ann's Office Supply, Inc.	\$ 4,000.00	0.11%
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MWBOO FOUND VENDOR IN COMPLIANCE.

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$3,579,575.00, \$3,299,725.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$279,850.00.

AGENDA

BOARD OF ESTIMATES

09/04/2013

MOHS – cont'd

3. **MORGAN STATE UNIVERSITY/MORGAN STATE UNIVERSITY HEAD START PROGRAM** **\$1,532,432.00**

Account: 4000-486314-6051-554000-603051

The program will serve 224 children and their families in Baltimore City.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: BRC Construction, LLC	\$ 1,500.00	0.10%
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WBE: The Fitch Dustdown Company Inc.	\$ 1,500.00	0.10%
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Rudolph's Office & Computer Supply, Inc.	See note below*
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*Rudolph's Office & Computer Supply, Inc. is not certified as a WBE with Baltimore City.

MWBOO FOUND VENDOR IN COMPLIANCE.

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$1,532,432.00, \$1,480,921.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$51,511.00.

The agreements are late because of delays in the administrative review process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Mayor's Office of Human Services - Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a grant for the Maryland Food Bank Purchase Share Program.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 1001-000000-1220-146500-607004

BACKGROUND/EXPLANATION:

The Maryland Food Bank has served the City of Baltimore for more than 35 years. Its mission of ending hunger has impacted millions of children, adults, and seniors. The meals provided have helped children to learn and thrive, and strengthened communities by ensuring that residents' most basic needs are met. The Maryland Food Bank has provided more than 27,500,000 pounds of food in Maryland, with 7,523,726 pounds being distributed into Baltimore City, a 17% increase from last year, to soup kitchens, church pantries, shelters, and 126 school pantries. With this funding from Baltimore City and eligible partners in Baltimore City, this will provide 102,543 meals.

This funding is not for the Maryland Food Bank's operating budget. The funds are restricted to the network partners who are feeding struggling citizens and families in Baltimore City.

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/04/2013

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Nikeba Smith for mileage for the month of March 2013.

AMOUNT OF MONEY AND SOURCE:

\$84.86 - 5000-532813-3044-273300-603002

BACKGROUND/EXPLANATION:

Ms. Smith submitted the expense statement within the proper time; however, her employee ID number was not complete. The expense statement was corrected but not forwarded in a timely manner for the required signatures to process the expense statement.

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

09/04/2013

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Ms. Annette Saunders. The period of the agreement is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$43,680.00 - 4000-436114-3255-316200-603026

BACKGROUND/EXPLANATION:

Ms. Saunders will continue to serve as the Consultant for the Grandparents as Parents (GAP) Program Liaison. She will visit communities and neighborhoods to develop a relationship with community organizations and residents. Through the frequent visits or telephone calls she will foster, support, and encourage participation in the GAP. In addition, she will oversee all aspects of the GAP support groups with Baltimore City Public Schools, as well as community support groups and other contractual entities providing services to the target population.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

AGENDA**BOARD OF ESTIMATES****09/04/2013**Health Department - Unified Funding Document**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Unified Funding Document with the Maryland Department of Health and Mental Hygiene (DHMH). The period of the agreement is for the month beginning July 1, 2013.

AMOUNT OF MONEY AND SOURCE:

<u>Grant Number</u>	<u>Grant Description</u>	<u>Amount of Action</u>
CH560CFT	Core Public Health Services	\$ 7,963,321.00
MH3740TH	HealthCare for the Homeless	664,582.00
MA157ACM	PWC Eligibility	1,759,327.00
MA0005EPS	Administrative Care Coordination	3,505,500.00
MA055DCE	Adult Day Care	136,753.00
MA365GTS	General Transportation Grant	11,971,383.00
MA411HSP	Healthy Start Program	472,836.00
CH831PHP	Public Health Emergency Preparedness	417,552.00
CH831PHP	Cities Readiness Initiative	94,293.00
CH5800IP	Oral Disease & Injury Prevention	37,200.00
CH586TPG	Tobacco Use Prevention Community-Based	100,000.00
CH586TPG	CRF Tobacco-Enforcement	77,038.00
CH586TPG	Tobacco Use-Cessation	100,000.00
CH903BBH	Babies Born Healthy Initiative	870,865.00
CH929MHP	Medical Homes Project	28,626.00
FH201FFP	Reproductive Health/Family Planning	598,553.00
FH386HTA	Healthy Teens/Young Adults	899,563.00
FH892IPO	Improved Pregnancy Outcome	171,252.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis-Non Clinical	254,941.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis-Clinical	959,795.00

AGENDA**BOARD OF ESTIMATES****09/04/2013**Health Dept. - cont'd

FHB39CPE	Cancer Prevention Education, Screening, Diagnosis-Admin	8,264.00
FHB64HVP	Home Visiting Planning Grant	493,497.00
FHB66PRE	Personal Responsibility Education Program	370,000.00
FHC27MMH	Maryland Million Hearts	24,681.00
FHC69CHS	Child Health Systems Improvement	722,672.00
W1213WIC	WIC	2,413,400.00
AD407SUR	Surveillance	34,742.00
AD419RWS	RW B-Health Support Services	3,553,165.00
AD431WIC	RW D -WICKY Health Support	494,537.00
AD615NEP	Needle Exchange Program	290,860.00
CH051STD	Sexually Transmitted Disease	145,583.00
CH054IMM	Immunization-HEP-IAP, HEP-B	633,700.00
CH350IMM	Immunization-HEP-IAP, HEP-B	110,400.00
FHA69AST	Greater Baltimore Asthma Alliance	15,000.00
FHC84LPO	Lead Paint Poisoning Prevention	766,116.00
Baltimore City Total		\$41,159,997.00

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administration with revised Unified Grant Awards being issued. The most current Unified Funding document will be the official award of record.

This funding document is being presented at this time because the administrative review process delayed processing.

APPROVED FOR FUNDS BY FINANCE

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

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award and conditions with the Corporation for National and Community Service. The period of the grant award and agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$97,236.00 - 4000-423414-3110-569000-404001

BACKGROUND/EXPLANATION:

The Retired and Senior Volunteer Program (RSVP) has been funded since 1982 by the federal government to manage a Volunteer Program, which serves seniors and retirees throughout Baltimore City.

The purpose of this award is to assist the Department in carrying out a national service program as authorized by the Domestic Volunteer Service Act of 1973, as amended (42 U.S.C., Chapter 22). This award includes a one-time augmentation of \$1,500.00 to support training and technical assistance activities.

The grant award is late because it was received on June 19, 2013.

APPROVED FOR FUNDS BY FINANCE

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

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

Department of Planning - Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with PeerAspect, LLC. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 1001-000000-1875-187400-603018

BACKGROUND/EXPLANATION:

The Office of Sustainability has been directed to implement a Waste to Wealth (W2W) program, modeled on the principles of industrial ecology, whereby waste materials from various municipal activities and sites are, to the extent possible and desirable, used as raw materials for new processes that create jobs and reduce municipal operational costs. The overarching goal is to create a closed loop system that strengthens the local economy and revitalizes communities. The work represented in the agreement will analyze and evaluate the different waste streams, technologies, stakeholders, and funding opportunities that are the foundation of this enterprise and synthesize it into a workable business and action plan for implementation.

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with People's Community Health Center, Inc., Tenant, for the rental of a portion of the property known as 5225 York Road, Govans Multi-Purpose Center, being on the 1st floor, containing 2,045 sq. ft. The period of the agreement is September 1, 2013 through August 31, 2016 with an option to renew for two additional 1 year terms.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$27,910.61	\$2,325.88
Year 2	\$28,747.93	\$2,395.66
Year 3	\$29,610.37	\$2,467.53

BACKGROUND/EXPLANATION:

The tenant will use the leased premises for office space for its administrative use and for healthcare services.

The tenant is responsible for liability insurance, operating licenses, and janitorial services of the leased premises.

The landlord will be responsible for utilities, maintaining the exterior of the building, maintaining the central heating and air conditioning system, as well as maintaining the ADA Door Opener. In addition, the Landlord will exterminate for insects and pests and keep the sidewalks clear of snow, ice, and debris.

The Space Utilization Committee approved this lease agreement on August 27, 2013.

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Bureau of Water and - Interim License Agreement Renewal
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the renewal of the interim license agreement with Sparrows Point, LLC. The period of the renewal is September 14, 2013 through September 13, 2014.

AMOUNT OF MONEY AND SOURCE:

\$960,000.00 - 2070-000000-5501-630040-603026

BACKGROUND/EXPLANATION:

On January 23, 2013, the Board approved the initial interim license agreement with Sparrows Point, LLC, in the amount of \$908,666.67, for the acceptance and discharge of treated effluent from the Back River Wastewater Treatment Plant. The agreement contained the option to renew for additional one-year periods. This is the first one-year renewal for the agreement.

APPROVED FOR FUNDS BY FINANCE

Bureau of Water and Wastewater - Wildlife Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a wildlife management agreement with the Department of Natural Resources (DNR). The period of the agreement is August 1, 2013 through July 31, 2021.

AMOUNT OF MONEY AND SOURCE:

There is no cost associated with this agreement.

BACKGROUND/EXPLANATION:

The DNR has managed the wildlife resources on the City reservoir watersheds through a cooperative wildlife management agreement for more than 30 years. The agreement ended on July 31, 2013. Bow hunting has been conducted safely at the Liberty and Prettyboy Watersheds for over three decades and in designated areas of the Loch Raven Watershed for four years. This agreement is consistent with prior agreements.

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Public Works (DPW) - Task Assignments
Bur. of Water and Wastewater (BW&WW)

The Board is requested to approve the assignment of tasks to the following consultant:

<u>Consultant</u>	<u>Task</u>	<u>Amount</u>
1. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 011, Project No. 1301, On-Call Construction Manage- ment Assistance	\$854,920.74

Account: 9956-907643-9551-900020-705032

Under Task 011, the RKK will provide project management and inspection services for SC 897R, Improvements to Sanitary Sewers in the Greenmount, Hampden & Bolton Hill areas. The original contract will expire on April 24, 2016. The duration of this task is 672 calendar days.

2. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 013, Project No. 1301, On-Call Inspection Services	\$141,873.70
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Account: 9956-903645-9551-900020-705032

Under Task 013, the RKK will provide inspection services for SC 899, Improvements to Sanitary Sewers in Western Run Area in the Jones Falls Sewershed. The original contract will expire on April 24, 2016. The duration of this task is 14 months.

3. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 015, Project No. 1301, On-Call Construction Manage- ment Assistance	\$109,039.73
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Account: 9960-906653-9557-900020-705032

Under Task 015, the RKK will provide inspection services for WC 1237, Meter Setting Installation and Replacement, North-East Baltimore. The original contract will expire on April 24, 2016. The duration of this task is six months.

AGENDA**BOARD OF ESTIMATES****09/04/2013**DPW/BW&WW - cont'd

<u>Consultant</u>	<u>Task</u>	<u>Amount</u>
4. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 017, Project No. 1301, On-Call Construction Manage- ment Assistance	\$221,177.40

Account: 9956-907526-9551-900020-705032

Under Task 017, the RKK will provide inspection services for SC 8526, Sludge Digester Facilities at the Back River Wastewater Treatment Plant. The original contract will expire on April 24, 2016. The duration of this task is one year.

MWBOO FOUND VENDOR IN COMPLIANCE.**AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION
CONSISTENT WITH CITY POLICY.**

AGENDA

BOARD OF ESTIMATES

09/04/2013

Department of Public Works/Bureau - Agreement
of Water and Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Johnson, Mirmiran & Thompson, Inc., (JMT) for SC 918, Improvements to the Headworks and Wet Weather and Flow Equalization at the Back River Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 6,219,827.96 - Baltimore County
6,219,827.96 - Baltimore City
\$12,439,655.92 - 9956-907689-9551-900020-703032

BACKGROUND/EXPLANATION:

On December 21, 2011, the Board approved the original agreement with the JMT to conduct a study and preliminary design for Headworks Improvements which provided in Phase D that at the option of the City, the consultant may be retained for final design of the improvements. The BW&WW wishes to exercise the option so that the consultant will design and prepare contract documents for Headworks Improvements.

The scope of work includes design of influent pumping station, fine screen facility, grit removal facility, emergency power generation facility, and wet weather storage and dewatering facility. The consultant will also assist the City in obtaining the required permits for the construction, prepare final contract documents, construction cost estimates, and provide assistance during the bidding phase.

AGENDA

BOARD OF ESTIMATES

09/04/2013

BW&WW - cont'd

The completion of this project will help comply with the Wet Weather Program Consent Decree goal to eliminate sanitary sewer overflows in the Outfall Sewershed and improve wastewater quality and stabilize flows into the Biological Nutrient Removal and Enhanced Nutrient Removal Process Facility to meet the Chesapeake Restoration Goals.

The consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.

MBE: AS Architects, Inc.	\$709,822.02	5.71%
Dhillon Engineering, Inc.	574,124.87	4.62%
E2CR, Inc.	801,791.46	6.45%
Sidhu Associates, Inc.	585,854.50	4.71%
JK Datta Consultants, Inc.	249,574.98	2.00%
Transviron, Inc.	502,030.65	4.04%
	<u>\$3,423,198.48</u>	<u>27.52%</u>
 WBE: Hope Furrer Associates, Inc.	\$348,336.21	2.80%
Constellation Design Group, Inc.	496,587.44	3.99%
Phoenix Engineering, Inc.	317,412.78	2.55%
	<u>\$1,162,336.43</u>	<u>9.34%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 5,025,000.00	9956-906689-9549	
County Appropriations	Constr. Res.	
	BR WWTP Primary and	
	Influent Fac.	
5,025,000.00	" "	
WW Revenue Bonds		
1,844,243.00	9956-933001-9549	
County Appropriations	Constr. Res.	
	Unallocated	
1,844,243.00	" "	
WW Revenue Bonds		
\$13,738,486.00		
\$12,489,532.18	-----	9956-907689-9551-3
		Engineering
1,248,953.82	-----	9956-907689-9551-9
\$13,738,486.00		Administration

The funds are required to cover the cost of the design for SC 918, Improvements to the Headworks and Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant.

(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

09/04/2013

Department of Public Works/Bureau - Agreement
of Water and Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Johnson, Mirmiran and Thompson, Inc. (JMT), for Project 1180.1, Small Water Main Replacement & Rehabilitation Design at Various Locations FY 2013. The period of the agreement is effective upon Board approval for two years or until the upset limit is reach, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$919,999.67 - Upset Limit

BACKGROUND/EXPLANATION:

The JMT will provide water main design and engineering services related to the existing water infrastructure that has been identified by the City at various locations for replacement and/or rehabilitation. The scope of work includes preparation of contract documents including plans, specifications, cost estimates, permit applications, community outreach meetings, right-of-ways, etc.

MBE/WBE PARTICIPATION:

MBE: Dhillon Engineering, Inc.	\$108,968.96	11.84%
Phoenix Engineering, Inc.	78,299.11	8.51%
JK Datta Consultants, Inc.	61,152.23	6.64%
	<u>\$248,420.30</u>	<u>27.00%</u>
 WBE: The Robert B. Balter Co.	 \$ 19,084.48	 2.07%
Russell Corrosion Consultants, Inc.	30,316.91	3.30%
Carroll Engineering, Inc.	42,599.87	4.63%
	<u>\$ 92,001.26</u>	<u>10.00%</u>

AGENDA

BOARD OF ESTIMATES

09/04/2013

BW&WW - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE

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

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,050,000.00 Water Revenue Bonds	9960-909100-9558 Constr. Reserve Water Infrastruc- ture	
\$ 919,999.67	-----	9960-905721-9557- 900020-3, Engineering
130,000.33	-----	9960-905721-9557- 900020-9 Administration
<u>\$1,050,000.00</u>		

The funds are required to cover the cost of Project 1180.1, Small Water Main Replacement and Rehabilitation Design at Various Locations FY 2013.

(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

09/04/2013

Bureau of the Budget and - Supplementary General Obligation
Management (BBMR) Bond Fund Capital Appropriations

The Board is requested to approve three supplementary general obligation (GO) capital appropriations to the Downtown Partnership of Baltimore to provide funding for the Courthouse Plaza, Lexington Market Area, and Pratt Street Phase II Projects.

AMOUNT OF MONEY AND SOURCE:

<u>Amount</u>	<u>Source</u>	<u>To</u>
\$200,000.00	Fiscal 2014 General Obligation Bond Issuance	Courthouse Plaza 9910-924012-9608
\$250,000.00	" "	Lexington Market Area 9910-921011-9608
\$200,000.00	" "	Pratt Street Phase II 9910-943003-9608

BACKGROUND/EXPLANATION:

The three capital projects for the Downtown Partnership of Baltimore were inadvertently excluded from the Fiscal 2014 Ordinance of Estimates. These projects were all approved by the Planning Commission and the Board of Finance. The supplemental funds can only be used for the following projects:

- Courthouse Plaza
- Lexington Market Area
- Pratt Street Phase II

APPROVED FOR FUNDS BY FINANCE

AGENDA

BOARD OF ESTIMATES

09/04/2013

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) – Condemnations</u>			
1. Karen P. Hicks	1900 N. Longwood St.	L/H	\$4,800.00
2. Avenue Financial Corporation	1902 N. Longwood St.	L/H	\$4,760.00
3. Scott C. Davis, Sr.	1904 N. Longwood St.	L/H	\$4,760.00
4. Clarissia Russell	3016 W. North Ave.	F/S	\$9,500.00
5. DREK, LLC	3032 W. North Ave.	L/H	\$7,460.00

Funds are available in City Bond Funds, account no. 9910-908044-9588-900000-704040, North Avenue Gateway Project.

6. Sara Tesfaye	926 N. Bradford St.	L/H	\$9,060.00
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Funds are available in account no. 9910-908044-9588-900000-704040, Milton-Montford Project.

Department of Law – Payment of Settlement

7. Baltimore Return Fund, LLC (Previous Owner)	2748 Tivoly Ave.	L/H	\$ 640.00
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On October 10, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2748 Tivoly Avenue for the amount of \$7,360.00, based upon an independent appraisal report. However, the previous owner of the property valued the interest at \$8,100.00. The parties agreed to settle the action for \$8,000.00, which is less than 10% above the City's independent appraisal. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$640.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

AGENDA

BOARD OF ESTIMATES

09/04/2013

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payment of Settlement</u>			
8. Baltimore Return Fund, LLC (Previous Owner)	2701 Tivoly Ave.	L/H	\$ 800.00

On October 10, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2701 Tivoly Avenue for the amount of \$7,200.00, based upon an independent appraisal report. However, the previous owner of the property valued the interest at \$8,000.00, which is 11% higher than the City's independent appraisal report. The parties agreed to settle the action for \$8,000.00. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$800.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

9. Gerald Jefferson (Previous Owner)	2710 Tivoly Ave.	L/H	\$1,500.00
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On May 02, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2710 Tivoly Avenue for the amount of \$15,000.00, based upon an independent appraisal report. The parties agreed to settle the action for \$16,500.00, which is an additional 10% above the City's independent appraisal. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$1,500.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

The Board is requested to
approve award of
the formally advertised contracts
listed on the following page:
52
to the low bidder meeting specifications,
or reject bids on those as indicated
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

09/04/2013

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of General Services

1. GS 11805, Renovations
to Engine House 45

REJECTION: On July 17, 2013, the Board received and opened three proposals for GS 11805, Renovations to Engine House 45 solicitation. The low bidder and the second bidder were found to be non-compliant with MBE/WBE participation requirements established for this project. The third bidder was 391.17% above the Engineers' Estimate, and therefore, the Department of General Services will solicit for new bids at a future date.

Bureau of Purchases

2. B50003063, General
Charter Bus Transportation Service

\$350,000.00

1st Call

Woodlawn Motor Coach Inc. \$250,000.00

2nd Call

Access Limousine Service, Inc. \$ 50,000.00

3rd Call

American Limousines, Inc. \$ 50,000.00

(Recreation & Parks, etc.)

MWBOO GRANTED A WAIVER.

PERSONNEL MATTERS

* * * * *

The Board is requested to approve
all of the Personnel matters
listed on the following pages:

54 - 55

All of the Personnel matters have been approved
by the EXPENDITURE CONTROL COMMITTEE.

The contract has been approved
by the Law Department as to form and legal sufficiency.

AGENDA

BOARD OF ESTIMATES

09/04/2013

PERSONNEL

Department of Public Works

1. Create the following three positions:

- a. 00142 - Executive Level I
 Grade: 948 (\$55,200.00 - \$99,200.00)
 Two positions
- 10232 - WWW Division Manager I
 Grade: 962 (\$74,100.00 - \$128,600.00)
 One position

Create new salary grade 965:

- b. Minimum: \$90,000.00 to: Maximum: \$160,000.00

Create the following classification:

- c. 10246 - WWW Chief of Engineering
 Grade: 965

Reclassify the following position:

- d. From: 10233 - WWW Division Manager II
 Grade: 963 (\$88,200.00 - \$139,900.00)
 Job No.: 5601-23880
- To: 10246 - WWW Chief of Engineering
 Grade: 965

Costs: \$160,632.00 - 2070-000000-5541-398400-601001
 104,801.00 - 2071-000000-5471-609300-601001
 0.00 - 2070-000000-5601-400100-601001
 \$265,433.00

AGENDA

BOARD OF ESTIMATES

09/04/2013

PERSONNEL

Department of Finance

2. **SHELBY HOLTZ** \$27.89 **\$9,008.47**

Account: 1001-000000-1421-160800-601009

Ms. Holtz, retiree, will work as a Fiscal Technician for Central Payroll. She will be responsible for providing training, analysis, and support for the Central Payroll banking section with special focus on account reconciliation matters. The period of the agreement is effective upon Board approval through October 31, 2013.

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER ON THE HOURLY RATE PORTION OF AM 212-1, PART I.

AGENDA

BOARD OF ESTIMATES

09/04/2013

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. FISHER SCIENTIFIC COMPANY,
LLC | \$16,000.00 | Renewal |
| Solicitation No. B50002081 - Drug Lab Daily Use Consumables -
Police Department - Req. No. P518162 | | |

On September 12, 2011, the City Purchasing Agent approved the initial award in the amount of \$16,000.00. The award contained three 1-year renewal options. On August 29, 2012, the Board approved the first renewal in the amount of \$16,000.00. This renewal is for the period September 9, 2013 through September 8, 2014, with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 2. IDEXX DISTRIBUTION,
INC. | \$15,000.00 | Renewal |
| Solicitation No. 08000 - IDEXX Water Microbiology Products -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P517997 | | |

On August 22, 2011, the City Purchasing Agent approved the initial award in the amount of \$10,344.00. The award contained two 1-year renewal options. On June 13, 2012, the Board approved the first renewal in the amount of \$26,000.00. This final renewal is for the period September 1, 2013 through August 31, 2014.

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

AGENDA

BOARD OF ESTIMATES

09/04/2013

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

3. GEORGE S. COYNE

CHEMICAL CO., INC.	\$ 20,000.00	Renewal
Solicitation No. B50002045 - Liquid Hydrogen Peroxide - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518110		

On August 31, 2011, the Board approved the initial award in the amount of \$47,380.00. The award contained four 1-year renewal options. On August 8, 2012, the Board approved the first renewal in the amount of \$40,000.00. This renewal is for the period October 1, 2013 through September 30, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

4. CROVATO PRODUCTS AND

SERVICES, LLC	\$150,000.00	Renewal
Solicitation No. 06000 - BG Chemicals - Department of General Services, Fleet Management - Req. No. R639185		

An intent to waive competition was posted on CitiBuy (B50003114) and no responses were received. The vendor is the only authorized BG Chemical distributor in the State of Maryland offering a full range of chemicals needed by the Department of General Services for operation of their BG equipment. This renewal is for the period October 1, 2013 through September 30, 2016.

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

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

09/04/2013

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

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|---|--------------|-------------|
| 5. SYTECH CORPORATION | \$ 53,000.00 | Sole Source |
| Solicitation No. 08000 - ADACS Digital Surveillance Network Upgrades - Police Department - Req. Nos. R640291, R640295 and R640297 | | |

SyTech Corporation is the sole source of systems upgrades and proprietary software licenses for surveillance network systems currently in use by the Baltimore Police Department.

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

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| 6. F.L. ANDERSON COMPANY | \$3,600,000.00 | Renewal |
| Solicitation No. B50002461 - Turnout Gear - Fire Department - P.O. No. P521574 | | |

On September 26, 2012, the Board approved the initial award in the amount of \$3,600,000.00. The award contained six 1-year renewal options. This renewal is for the period September 26, 2013 through September 25, 2014 with five 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES

09/04/2013

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

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|-----------------------------------|--------------|----------|
| 7. PAETEC COMMUNICATIONS,
INC. | \$100,000.00 | Increase |
|-----------------------------------|--------------|----------|

Solicitation No. 06000 - Provide Long Distance Telephone Service for City of Baltimore - Office of the Comptroller - Department of Communication Services - P.O. No. P515385

On October 27, 2010, the Board approved the initial award in the amount of \$200,000.00. The award contained one 2-year renewal option. Subsequent actions have been approved. This increase in the amount of \$100,000.00 is necessary to provide funding for possible disputable charges that may be due under this contract. This increase in the amount of \$100,000.00 will make the award amount \$1,100,000.00. The contract expires on November 26, 2013 with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

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|--------------|--------------|----------|
| 8. ADP, INC. | \$ 30,685.52 | Increase |
|--------------|--------------|----------|
- Solicitation No. 08000 - Human Resource Information, E-time and Enterprise Payroll Systems Licensing - Finance Department - Req. No. P641807

On August 15, 2007, the Board approved the initial award in the amount of \$1,600,000.00. Subsequent actions have been approved. The vendor is the sole provider of licensing maintenance and support of proprietary software for the Human Resource Information, E-time and Enterprise Payroll Systems in use by the Bureau of Accounting and Payroll Services.

On September 26, 2012, the Board approved an increase to the contract as a select source award of a pilot project for the installation, lease, maintenance, and support of seven biometric time clocks. The Department of Public Works requests an additional six clocks. This increase in the amount of \$30,685.52 will make the award amount \$15,322,221.28. The contract expires June 30, 2015.

AGENDA

BOARD OF ESTIMATES

09/04/2013

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

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.

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| 9. KEMIRA WATER SOLUTIONS | \$300,000.00 | Extension |
| Solicitation No. B50001140 - Ferric Chloride - 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. A three month extension is requested to allow time to issue a new solicitation. The period of the extension is October 1, 2013 through December 31, 2013.

MWBOO GRANTED A WAIVER.

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|---|---------|----------------------|
| 10. SAFELITE GROUP, INC. | \$ 0.00 | Assignment Agreement |
| Solicitation No. B50002358 - Glass Repair and Installation Services - Department of General Services, Fleet Management - P.O. No. P520361 | | |

The Board is requested to approve and authorize execution of a consent to an assignment agreement between Royal Glass Enterprises, Inc. f/n/a Royal Glass Company, Inc. and Safelite Group, Inc. The contract expires on May 31, 2015, with two 1-year renewal options.

On May 9, 2012, the Board approved the award of Contract B50002358 to Royal Glass Company, Inc. Royal Glass Company, Inc. changed its name to Royal Glass Enterprises, Inc.

AGENDA

BOARD OF ESTIMATES

09/04/2013

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

Safelite Group, Inc. has acquired the rights, title and interest in Royal Glass Enterprises, Inc. and is requesting assignment of Contract B50002358. The contract expires on May 31, 2015, with two 1-year renewal options.

MWBOO GRANTED A WAIVER.

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

AGENDA**BOARD OF ESTIMATES****09/04/2013****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Patrick Chaulk Carolyn Nganga-Good*	American Public Health Assoc. Conference Boston, MA Nov. 2 - 6, 2013 Nov. 2 - 7, 2013* (Reg. Fee \$670.00, \$295.00*)	Federal Funds	\$4,264.12

The subsistence rate for this location is \$229.00 per night. The hotel rate for Mr. Chaulk is \$239.00 per night not including occupancy taxes in the amount of \$34.53 per night. The transportation cost is \$148.00. The Department is requesting additional subsistence of \$10.00 per day to cover the cost of the hotel as well as \$40.00 per day for meals and incidental expenses. The total travel request for Mr. Chaulk is \$2,132.12.

The hotel rate for Ms. Nganga-Good is \$255.00 per night not including occupancy taxes in the amount of \$36.84 per night. The transportation cost is \$117.80. The Department is requesting an additional subsistence of \$26.00 per to cover the cost of the hotel as well as \$40.00 per day for meals and incidental expenses. The total travel request for Ms. Nganga-Good is \$2,132.00.

The Department has prepaid the registration and transportation costs for Mr. Chaulk and for Ms. Nganga-Good on the City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The disbursement to Mr. Chaulk is \$1,314.12 and to Ms. Nganga-Good is \$1,719.20.

AGENDA**BOARD OF ESTIMATES****09/04/2013****TRAVEL REQUESTS**

	<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Finance/Bureau of Revenue Collection</u>				
2.	Beverly Crosby	Utility Payment Conference Houston, TX Sept. 29 - Oct. 3, 2013 (Reg. Fee \$425.00)	Gen. Funds	\$1,638.62

The registration was prepaid by EA 000122932. The amount to be disbursed to Ms. Crosby is \$1,213.62.

Baltimore City Sheriff's Office

3.	John W. Anderson Henry A. Martin	Maryland Chiefs of Police & MD Sheriff's Assoc. Annual Training Seminar Ocean City, MD Sept. 08-12, 2013 (Reg. Fee \$275.00)ea	Gen. Funds	\$2,363.92
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The allowed subsistence is \$176.00 per night. The hotel is \$169.00 per night plus 10.5% room tax per night. The Baltimore City Sheriff's Office is requesting additional subsistence of \$33.00 per day, for meals and incidentals. The additional funds have been included in the total.

The Baltimore City Sheriff's Office has paid the registration fees in the amount of \$275.00 for each representative under EA 000125017. Therefore, the disbursement to Messrs. Anderson and Martin will be in the amount of \$906.96 each.

AGENDA**BOARD OF ESTIMATES****09/04/2013****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
4. Rudolph S. Chow	The 86 th Annual Water Environmental Federation Technical Exhibition & Conference 2013 Chicago, IL Oct. 4 - 9, 2013 (Reg. Fee \$725.00)	Waste Water Utility Fund	\$2,914.10

The subsistence rate for this location is \$261.00 per night. The hotel cost is \$265.00 per night for a total of \$1,325.00, not including occupancy taxes in the amount of \$43.46 per night for a total of \$217.30. The Department is requesting additional subsistence of \$4.00 per day for a total \$20.00 to cover the additional hotel cost and \$40.00 per night for a total of \$200.00 to cover the cost of meals and incidentals. The registration fee in the amount of \$725.00 was prepaid on a City-issued credit card assigned to Mr. Blake Bornkessel. Therefore, the total disbursement amount to Mr. Chow will be 2,189.10.

5. Deborah Pitts	Water Quality Technology Conf. & Expo. Long Beach, CA Nov. 3 - 7, 2013 (Reg. Fee \$645.00)	Gen. Funds	\$2,234.50
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The subsistence rate for this location is \$196.00 per night. The hotel rate is \$179.00 per night not including occupancy taxes of \$26.98 per night. The Department is requesting additional subsistence of \$23.00 per day for a total of \$92.00 to cover meals and incidental expenses.

AGENDA**BOARD OF ESTIMATES****09/04/2013****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
6. Barry Robinson	Nat'l Association of City Transpor- tation Officials Cleaner Bike Share Meeting Denver, CO Sept. 8 - 10, 2013	Private Grants - Cleaner Greener Transpor- tation	\$1,185.45

The subsistence rate for this location is \$215.00 per night. The hotel rate for September 8, 2013 is \$145.00 not including the occupancy tax in the amount of \$21.38. The hotel rate for September 9, 2013 is \$271.00 not including the occupancy tax in the amount of \$39.97. The Department is requesting additional subsistence in the amount of \$56.00 to cover the cost of the hotel on September 9, 2013 and \$10.00 for meals and incidentals. The airfare was prepaid on a City issued credit card assigned to Mr. Dhirendra Sinha. Therefore, the total disbursement to Mr. Robinson is \$617.35.

TRAVEL APPROVALMayor's Office of Information Technology

7. Christopher D. Tonjes	7 th Annual State & Local Gov't Industry Summit Jackson, WY August 3 - 5, 2013	\$0.00
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The Center for Digital Government/Division of eRepublic paid all travel, lodging and meal expenses for the trip. The final details regarding this travel, such as the flight itinerary and confirmation number were provided to Mr. Tonjes by the conference organizer only days prior to the departure date via email. MOIT did not have sufficient time to submit an advance travel request to the Board.

AGENDA**BOARD OF ESTIMATES****09/04/2013****TRAVEL REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of City Council President</u>			
8. Helen Holton	2013 NACo County Solutions & Market Place Ft. Worth, TX July 18 - 23, 2013 (Reg. Fee \$515.00)	Elected Officials Expense	\$241.85

Ms. Holton submitted a travel request and received an advance in the amount of \$1,222.00. Ms. Holton is requesting \$241.85 to cover additional costs because of an employee oversight. The request was made for four travel days when it should have been five days. The following are the items for which she did not receive an advance:

Hotel	\$179.00
Occupancy Taxes	26.85
Meals & Incidentals	16.00
Taxi	20.00
	<u>\$241.85</u>

AGENDA

BOARD OF ESTIMATES

09/04/2013

PROPOSAL AND SPECIFICATIONS

1. Dept. of Public Works/
Bureau of Water & Wastewater - SC 908, Improvements to
Sanitary Sewers in the Herring
Run Sewershed
BIDS TO BE RECV'D: 10/16/2013
BIDS TO BE OPENED: 10/16/2013

2. Dept. of Public Works/
Bureau of Water & Wastewater - SC 886R, Improvements to
Sludge Blending Tanks at
Patapsco Wastewater Treatment
Plant
BIDS TO BE RECV'D: 10/09/2013
BIDS TO BE OPENED: 10/09/2013

12:00 NOON

ANNOUNCEMENTS OF BIDS RECEIVED

AND

OPENING OF BIDS, AS SCHEDULED