

## MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President  
Honorable Stephanie Rawlings-Blake, Mayor  
Honorable Joan M. Pratt, Comptroller and Secretary  
David E. Ralph, Interim City Solicitor  
Rudolph Chow, Director of Public Works  
S. Dale Thompson, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk - **ABSENT**

Ms. Audrey Quarles: "Good morning, as Baltimore City offices were closed on Monday in observance of Columbus Day, are there any protestants who would like to submit a protest that haven't done so? Hearing none. Thank you."

\* \* \* \* \*

President: "2016 meeting of the Board of Estimates is now called to order. In the interest of promoting the order an-- and efficiency of these hearings, persons who are disruptive to these hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may

## MINUTES

result in a charge of trespassing. I will direct the Board members attention to the memorandum from my office dated October 11, 2016, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

Interim City Solicitor: "I make a Motion to approve all items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All those opposed, NAY. The Motion carries, the routine agenda has been adopted."

\* \* \* \* \*

**MINUTES****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:

Barco Enterprises, Inc.	\$ 6,426,000.00
BLD Services, LLC	\$ 8,000,000.00
Chevy Chase Contractors, Inc.	\$ 8,000,000.00
Controlled Demolition, Inc.	\$ 8,000,000.00
J&R Roofing Company, Inc.	\$ 8,000,000.00
Johnson Bros. Corporation, a Southland Company	\$214,740,000.00
Power and Combustion, Inc.	\$ 9,360,000.00

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:

Gershman, Brickner & Bratton, Inc.	Engineer
Russell Corrosion Consultants, LLC	Engineer

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Prequalification of Contractors and the Prequalification of Architects and Engineers for the listed firms.

**MINUTES**

Law Department - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the action brought by Sheena Smith, Plaintiff, against Officer Marc Jones, Defendant, for alleged assault, battery, false arrest, false imprisonment, malicious prosecution and violations of provisions of the Maryland Declaration of Rights arising out of an incident in which the Plaintiff was arrested by the Defendant.

**AMOUNT OF MONEY AND SOURCE:**

\$60,000.00 - 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

On November 1, 2013, the Defendant, who was on patrol, initiated a traffic stop because the vehicle the Plaintiff was driving did not have a front license plate attached to it. The Plaintiff was arrested after a physical altercation with the Defendant.

The Plaintiff filed suit seeking a total of \$7,000,000.00 in compensatory damages. Because of conflicting factual issues and objective injuries suffered by the Plaintiff, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$60,000.00 in return for a dismissal of the litigation.

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the action brought by Sheena Smith, Plaintiff, against Officer Marc Jones, Defendant, for alleged assault, battery, false arrest, false imprisonment, malicious prosecution and violations of provisions of the Maryland Declaration of Rights arising out of an incident in which the Plaintiff was arrested by the Defendant.

**MINUTES**

Law Department - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the action brought by the Estate of Trayvon Scott and Cheryl Tindall against Officers John Hanyok, Daniel Starr, Chad Glenn, Curtis Brown, and Bryan Hake for negligence, wrongful death and violations of the Maryland Declaration of Rights.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 1001-0000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

On February 14, 2015, Defendant Officer Starr observed Trayvon Scott, who was wanted for attempted murder in the 4700 block of Old York Road. A brief foot pursuit ensued and Mr. Scott was found hiding under the porch in the rear of 4708 Old York Road. Defendant Officers Starr, Hanyok, and Glenn took Mr. Scott into custody at the scene and had Mr. Scott sit on the curb on Old York Road until the police transport vehicle arrived. Mr. Scott told Officer Starr that he had asthma and needed water. Defendant Officers contend that Mr. Scott did not display any signs of experiencing an asthma attack. Conversely, a relative of Mr. Scott and another witness contend that Mr. Scott stated he could not breathe. Mr. Scott was then transported to the Northern District by Defendant Officer Brown and placed inside a holding cell by Defendant Officers Hake and Brown. Once in the holding cell, Mr. Scott began to yell and complain that his handcuffs were too tight. After a short period of time, the yelling stopped, and the silence alerted the officers that something was wrong. When the officers entered the holding cell, they found Mr. Scott unresponsive on his back. A medic was notified and CPR resuscitation was performed by Defendant Starr. Mr. Scott was transported to Sinai Hospital where he was pronounced dead.

**MINUTES**

Law Department - cont'd

As a result of the incident, the Plaintiffs filed suit seeking an unspecified amount of compensatory and punitive damages in excess of \$75,000.00 on each count. Because of conflicting factual issues, the fact that the matter involves a fatality, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$100,000.00 in return for a dismissal of the litigation.

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the action brought by the Estate of Trayvon Scott and Cheryl Tindall against Officers John Hanyok, Daniel Starr, Chad Glenn, Curtis Brown, and Bryan Hake for negligence, wrongful death and violations of the Maryland Declaration of Rights.

MINUTES

TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

4063

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

**MINUTES****TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Transportation</u>		
1. <b>\$15,000.00</b>	9950-903300-9504	9950-902467-9504
State Constr. Rev.	Constr. Reserve - Tree Roots/Footways	Reconstruction of Footways Citywide

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise TR 17002, Reconstruction of Footways Citywide.

**MINUTES**

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 Oldtown Senior, LLC, Developer, for the sale of the City-owned vacant lots at 400 Mott Street, 470 Oldtown Mall, and part of Block 1273 Lot 001.

**AMOUNT OF MONEY AND SOURCE:**

\$400,000.00

**BACKGROUND/EXPLANATION:**

The purchase of the vacant lots located at 400 Mott Street, 470 Oldtown Mall, and part of Block 1273 Lot 001 in the Oldtown Mall neighborhood will allow Oldtown Senior, LLC, to develop an 81 unit, senior residential project that includes 10,000 sq. ft. of ground floor retail, community space, green space, and residential parking.

The property was appraised for \$250,000.00 per appraisal dated September 30, 2016 and is being sold for \$400,000.00.

**MBE/WBE PARTICIPATION:**

The Developer has signed the Commitment to Comply with MWBOO.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Oldtown Senior, LLC, Developer, for the sale of the City-owned vacant lots at 400 Mott Street, 470 Oldtown Mall, and part of Block 1273 Lot 001.

**MINUTES**

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 Ellamont Street Limited Partnership, Developer, for the sale of the City-owned vacant lots located at 2213 and 2217-2239 N. Ellamont Street.

**AMOUNT OF MONEY AND SOURCE:**

\$485,000.00

**BACKGROUND/EXPLANATION:**

The Developer will purchase the vacant lots for the development of a sixty-eight unit, multi-family, residential project. The proposed project will consist of newly constructed, one, two, and three bedroom units. The project will also include community space, green space, and resident parking. The purchase price and improvements to the site will be financed through CDA Low Income Housing Tax Credits.

The properties located at 2213 and 2217-2239 N. Ellamont Street were valued at 485,000.00, pursuant to the Appraisal Policy of Baltimore City. The properties will be sold for the appraised value of \$485,000.00.

**MBE/WBE PARTICIPATION:**

The Developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise of the City of Baltimore.

## MINUTES

Department of Housing and - cont'd  
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Ellamont Street Limited Partnership, Developer, for the sale of the City-owned vacant lots located at 2213 and 2217-2239 N. Ellamont Street.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the Leasehold interest in the property located at 1254 Glyndon Avenue from Mr. George Smallwood, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property located at 1254 Glyndon Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 12, 2016, other than water bills, is as follows:

## MINUTES

DHCD - cont'd

Tax Sale Cert #309214	Date: 5/16/2016	\$	46,489.07
Real Property Taxes	2016-2017	\$	1,836.08
Real Property Taxes	2015-2016	\$	2,317.65
Real Property Taxes	2014-2015	\$	3,244.08
Real Property Taxes	2013-2014	\$	3,761.64
Real Property Taxes	2012-2013	\$	4,327.44
Real Property Taxes	2011-2012	\$	5,098.89
Real Property Taxes	2010-2011	\$	4,962.81
Miscellaneous Bills	#7019623	\$	422.93
Miscellaneous Bills	#7071954	\$	196.27
Miscellaneous Bills	#6725832	\$	185.20
Miscellaneous Bills	#7341092	\$	174.21
Miscellaneous Bills	#7342850	\$	222.40
Miscellaneous Bills	#7712821	\$	289.06
Miscellaneous Bills	#51880425	\$	150.00
Environmental Fine	#51956068	\$	150.00
Environmental Fine	#52234622	\$	150.00
Environmental Fine	#52269669	\$	150.00
Environmental Fine	#52387305	\$	150.00
Environmental Fine	#52467651	\$	150.00
Environmental Fine	#52670742	\$	150.00
Environmental Fine	#53302857	\$	1,500.00
Total Taxes Owed:		\$	<u>76,077.73</u>

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the Leasehold interest in the property located at 1254 Glyndon Avenue from Mr. George Smallwood, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the Leasehold interest in the property located at 2721 Fenwick Avenue from Mr. Damien Lyles, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property located at 2721 Fenwick Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 8, 2016, other than water bills, is as follows:

## MINUTES

DHCD - cont'd

Tax Sale Cert #304603	Date: 10/21/2015	\$10,564.79
Real Property Taxes	2012-2013	453.52
Real Property Taxes	2011-2012	81.51
Real Property Taxes	#5666342	4.57
Real Property Taxes	#5858261	233.80
Real Property Taxes	#6119978	210.43
Real Property Taxes	#6284061	207.87
Real Property Taxes	#6560015	255.54
Miscellaneous Bills	#6675581	632.78
Miscellaneous Bills	#6782924	326.77
Miscellaneous Bills	#7079734	297.77
Miscellaneous Bills	#7497183	282.63
Miscellaneous Bills	#7609274	254.38
Miscellaneous Bills	#7654841	149.91
Miscellaneous Bills	#7755630	188.80
Environmental Fine	#7895097	219.47
Environmental Fine	#7997836	228.01
Environmental Fine	#8030736	190.89
Environmental Fine	#8079501	200.60
Environmental Fine	Reg. #407679	707.20
<b>Total Taxes Owed:</b>		<b>\$15,691.24</b>

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the Leasehold interest in the property located at 2721 Fenwick Avenue from Mr. Damien Lyles, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the Fee Simple interest in the property located at 213 Harmison Street from Ms. Margarita Kullick, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Owner has offered to donate to the City, title to the property located at 213 Harmison Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through August 31, 2016, other than water bills, is as follows:

## MINUTES

DHCD - cont'd

Real Property Taxes	2016-2017	\$ 70.80
Real Property Taxes	2013-2014	119.10
Real Property Taxes	2012-2013	148.01
Real Property Taxes	2011-2012	153.41
Real Property Taxes	2010-2011	221.80
Miscellaneous Bills	5665930	4.58
Miscellaneous Bills	5766381	308.94
Miscellaneous Bills	5851670	283.85
Miscellaneous Bills	5994157	278.44
Miscellaneous Bills	6108674	291.91
Miscellaneous Bills	6276471	195.82
Miscellaneous Bills	6426977	405.03
Miscellaneous Bills	6536569	150.68
Miscellaneous Bills	6593560	388.44
Miscellaneous Bills	6625578	310.49
Miscellaneous Bills	6655864	151.21
Miscellaneous Bills	6695290	248.08
Miscellaneous Bills	6763494	491.04
Miscellaneous Bills	6902340	228.66
Miscellaneous Bills	7109697	338.12
Miscellaneous Bills	7333982	258.28
Miscellaneous Bills	7622509	259.10
Miscellaneous Bills	7894785	215.89
Miscellaneous Bills	8040883	239.21
Environmental Fine	50605898	600.00
Environmental Fine	52781085	1,500.00
Environmental Fine	54390133	515.00
<b>Total Taxes Owed:</b>		<u>\$8,375.89</u>

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the Fee Simple interest in the property located at 213 Harmison Street from Ms. Margarita Kullick, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Robyn Engelman Cantor	1115 Brentwood Ave.	G/R \$96.00	\$ 880.00

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

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

Dept. of Housing and Community Development - Condemnations

2. Tridack, LLC	324 N. Schroeder Street	G/R \$32.25	\$ 219.33
3. Unknown heirs of Hugh Ebron (deceased) and Martha Ebron (deceased)	324 N. Schroeder Street	L/H	\$7,800.00
4. Craig A. Bannister	124 N. Carlton Street	F/S	\$6,000.00
5. ART Management, LLC	1042 W. Saratoga Street	L/H	\$6,850.00

Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project.

UPON MOTION duly made and seconded, the Board approved the foregoing Options, Condemnations.

**MINUTES**

Parking Authority of - Parking Facility Rate Adjustment  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the transient rate at the City-owned Baltimore Street Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City of Baltimore's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that a rate adjustment at this parking facility is warranted at this time.

To bring the transient rate charged at Baltimore Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

MINUTES

PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes
Baltimore Street Garage	<b>Regular Transient Rates</b>				<b>Regular Monthly Rate</b>
		Current Rate	Proposed Rate	Last Rate Change	No Proposed Changes
Evening Rate	\$9.00	\$10.00	November 2014		

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the transient rate at the City-owned Baltimore Street Garage that is managed by the PABC.

**MINUTES**

Parking Authority of - Expenditure of Funds  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Expenditure of Funds to pay Caplan Bros. Glass, Inc. for expenditures related to waterproofing repairs to the southwest elevator lobby at the Fleet & Eden Street Garage. The period of the performance is effective upon Board approval for 10 weeks.

**AMOUNT OF MONEY AND SOURCE:**

\$23,750.00 - To be paid to Caplan Bros. Glass, Inc.  
1,200.00 - To be paid to the City for building and right-of-way permits.  
**\$24,950.00** - 2075-000000-5800-408500-603016

**BACKGROUND/EXPLANATION:**

The Fleet & Eden Street Garage, located at 501 S. Eden Street (near the Little Italy and Harbor East neighborhoods) requires waterproofing repairs to the five-story southwest elevator lobby. The PABC has selected, through the bid process, Caplan Bros. Glass, Inc. to repair and to replace all sealant or caulking around the elevator lobby glass, precast, masonry, and limestone components.

The ten-week period of performance includes, four weeks for the PABC to obtain the necessary building and right-of-way permits, to schedule the repair job, and to inform garage patrons and prepare for alternative pedestrian garage access plans. Four weeks are for the contractor to complete the repairs and the last two weeks are for other contingencies, such as weather delays.

**MINUTES**

PABC - cont'd

The PABC believes that the Caplan Bros. Glass, Inc. proposal represents the best value to the PABC and the City because they proposed the most extensive repair process to stop the water leak issues at the best price. The PABC has used Caplan Bros. Glass, Inc. for glass, curtain wall and exterior façade repairs at its other garages.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the Expenditure of Funds to pay Caplan Bros. Glass, Inc. for expenditures related to waterproofing repairs to the southwest elevator lobby at the Fleet & Eden Street Garage.

**MINUTES**

Mayor's Office of Economic & - Grant Agreement  
Neighborhood Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Maryland State Department of Human Resources' Family Investment Administration, Maryland Office of Refugees and Asylees. The period of the grant agreement is October 1, 2016 through September 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$279,129.00 - 5000-535917-1250-152800-603026

**BACKGROUND/EXPLANATION:**

Since 2006, the City has served as the grant administrator for the Refugee Targeted Assistance Program (TAP). In June 2016, the City responded to the Request for Proposal process for the TAP FY17 program. As a result, the City of Baltimore was selected as the Contractor and the Mayor's Office of Immigrant and Multicultural Affairs as the Administrator. The International Rescue Committee was selected to provide vocational and employment services as a subcontractor.

The funds for the Grant Agreement originate from the Federal Office of Refugee Resettlement for the Targeted Assistance Grant program, and are designated for vocational training and employment services for hard-to-place refugees/asylees in the Baltimore metropolitan area. The Mayor's Office of Immigrant and Multicultural Affairs administers the funds allocated for the Baltimore metropolitan area on behalf of the Maryland Department of Human Resources.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Mayor's Office of Economic & - cont'd  
Neighborhood Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the Maryland State Department of Human Resources' Family Investment Administration, Maryland Office of Refugees and Asylees.

**MINUTES**

Police Department - First Renewal of Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the first renewal of the Memorandum of Understanding (MOU) with Baltimore Child Abuse Center, Inc. (BCAC). The period of the MOU is July 1, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$110,000.00 - 5000-588517-2021-212900-603026

**BACKGROUND/EXPLANATION:**

On February 3, 2016, the Board approved the original MOU with BCAC, in the amount of \$110,000.00, for the period July 1, 2015 through June 30, 2016. The grant funds were from the State of Maryland, Department of Public Safety and Correctional Services to be used as a reimbursement for Sex Offender Registration.

Under the terms of the first renewal of the MOU, the funds will be used to provide comprehensive interviews to alleged victims of child sexual abuse and assault and other services.

The first renewal of the MOU is late because the required documents were recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the first renewal of the Memorandum of Understanding with Baltimore Child Abuse Center, Inc.

**MINUTES**

Police Department - Ratification of Grant Adjustment Notices

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify Grant Adjustment Notices (GANs) Nos. 1 and 2 from the Maryland Emergency Management Agency.

**AMOUNT OF MONEY AND SOURCE:**

\$271,697.85	-	4000-476415-2023-212600-6000000
77,368.28	-	4000-476415-2023-212601-6000000
69,518.22	-	4000-476415-2023-212602-6000000
20,000.00	-	4000-476415-2023-212603-6000000
30,188.65	-	4000-476415-2023-212604-6000000
29,979.00	-	4000-476415-2023-212605-6000000
40,000.00	-	4000-476415-2023-212606-6000000
30,000.00	-	4000-476415-2023-212607-6000000
20,000.00	-	4000-476415-2023-212608-6000000
15,000.00	-	4000-476415-2023-212609-6000000
<b>\$603,752.00</b>		

**BACKGROUND/EXPLANATION:**

On December 10, 2014, the Board approved the Memorandum of Agreement (MOA), in the amount of \$603,773.00, with MEMA for the 2014 State Homeland Security Program funded by a grant from the U.S. Department of Homeland Security. The period of the MOA was September 1, 2014 through May 31, 2016.

GAN No. 1 extended the period of the MOA through July 31, 2016. GAN No. 2, in the amount of \$603,752.00 closes out the grant, deobligating the grant funds by \$21.00.

The request is late because the required documents were recently received.

**MINUTES**

Police Department - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the Grant Adjustment Notices Nos. 1 and 2 from the Maryland Emergency Management Agency.

## MINUTES

Police Department - Grant Awards

The Board is requested to approve and authorize acceptance of the various grant awards.

1. **U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE** **\$743,842.00**

Account: 4000-481917-2252-667600-600000

This funding is for the "JAG 12" Grant Award #2016-DJ-BX-0963 which will continue to support crime reduction and prevention strategies. In addition, the funds will enable the Department to aim to reduce violent crime while continuing the commitment to community-based crime prevention programs. The period of the Grant Award is October 1, 2015 through September 30, 2019.

The Grant Award is late because of delays in processing the grant.

2. **U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, NATIONAL INSTITUTE OF JUSTICE** **\$349,850.00**

Account: 4000-481817-2024-667600-600000

This funding is for the Capacity Enhancement and Backlog Reduction Program, Grant Award #2016-DN-BX-0032. This program will support the Department's Crime Lab Division. The grant funds will be used to purchase new equipment, perform crime lab analysis in the Forensic Biology Laboratory certified through the American Board of Criminalistics, and to continue to work toward the elimination of forensic DNA case backlogs. The period of the Grant Award is January 1, 2017 through December 31, 2018.

MINUTES

Police Department - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the foregoing grant awards.

**MINUTES**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Sherry Scott for mileage expenses incurred during the month of May 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$67.50 - 4000-484716-3023-513201-603002

**BACKGROUND/EXPLANATION:**

Ms. Scott submitted her expense form on time. However, the form was lost while going through the approval process. The expense form is now outside of the guidelines set forth by AM 240-11.

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

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the Employee Expense Statement to reimburse Ms. Sherry Scott for mileage expenses incurred during the month of May 2016.

**MINUTES**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Mr. Christopher Iheanacho for parking expenses incurred during the months of December 2015, January 2016, and February 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$22.50 - December 2015  
22.50 - January 2016  
22.50 - February 2016  
\$67.50 - 1001-000000-3021-268600-6030003

**BACKGROUND/EXPLANATION:**

The Department negotiated a parking fee of \$45.00 for staff assigned to City vehicles during the day. Staff with an assigned City vehicle will pay the monthly cost of \$45.00 to the PABC, share the space with their City vehicle, and receive a monthly reimbursement of \$22.50.

The expense statements for Mr. Iheanacho were submitted late because the employee was suspended and not permitted into the office. He contacted his supervisor in June asking about his expense report and was told that he had to submit the expense forms for reimbursement. An electric copy of the form was provided to him via email.

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

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the Employee Expense Statement to reimburse Mr. Christopher Itheado for parking expenses incurred during the months of December 2015, January 2016, and February 2016.

**MINUTES**

Health Department - Expenditure of Funds for  
Transportation Subsidy

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to subsidize the transportation costs for various Senior Centers in Baltimore City. The period of the expenditure is July 1, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$249,480.00 - 1001-000000-3255-750700-603041

**BACKGROUND/EXPLANATION:**

This expenditure of funds will allow the Department to support Senior Centers by subsidizing their transportation program services, which enables the centers to transport senior participants to and from the centers and to special events and activities throughout the City.

The Department will subsidize transportation funding for the following Senior Centers: Action-in-Maturity, Allen Center Board, Inc., the Department of Recreation and Parks, the Forest Park Senior Center, Inc., Govans Ecumenical Development Corporation (GEDCO), Harford Senior Center, and the Greenmount Senior Center, Inc.

This request is late because the Department recently received the funding.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to subsidize the transportation costs for various Senior Centers in Baltimore City.

**MINUTES**Health Department - Consultant Agreements

The Board is requested to approve and authorize execution of the Consultant Agreements. The period of the Consultant Agreement is July 1, 2016 through June 30, 2017.

- |    |                                         |                    |
|----|-----------------------------------------|--------------------|
| 1. | <b>SOLID ROCK HEALTH EDUCATORS, LLC</b> | <b>\$50,000.00</b> |
| 2. | <b>TIFFANY SKINNER</b>                  | <b>\$50,000.00</b> |

Account: 4000-425517-3110-306700-603018

The Adult Evaluation and Review Services (AERS) is a Maryland Medicaid program. The AERS provides comprehensive evaluations for aged and functionally disabled adults who need long term care and are not at risk for institutionalization.

The consultants will perform on-site face-to-face evaluations of clients in the community, enter all information regarding the InterRAI Home Care Assessment and Plan of Services into the Long Term Services and Support Maryland Tracking System for submission to the Department of Health and Mental Hygiene (DHMH). The consultant will also submit all evaluations and completed DHMH forms to the Department's AERS program staff.

The agreements are late because the Department was waiting for signatures.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Consultant Agreements.

**MINUTES**Health Department - Agreements, Ratification of  
the Agreements and Amendments

The Board is requested to approve and authorize execution of the Agreements, Amendments, and ratification of the Agreements.

AGREEMENTS

1. **BETTY & DEBBIE'S FAMILY PLACE, INC.** **\$39,000.00**

Account: 5000-534017-3254-767806-607001

This agreement will allow the Department to disburse State subsidized assisted housing funds to low-income residents at the Betty & Debbie's Family Place, Inc.

2. **ALMOST HOME II ASSISTED LIVING, INC.** **\$23,400.00**

Account: 5000-534017-3254-767803-607001

This agreement will allow the Department to disburse State subsidized assisted housing funds to low-income residents at the Almost Home II Assisted Living, Inc.

The organizations are enrolled in the Senior Assisted Living Group Home Subsidy program, and will provide subsidized senior assisted housing services for individuals 62 years of age and over, who have temporary or periodic difficulties with the activities of daily living. The senior assisted residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2016 through June 30, 2017.

The agreements are late because the Department was waiting on information and signatures from the providers.

## MINUTES

Health Department - cont'd

3. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM)** **\$894,774.00**

Account: 4000-421317-3080-595500-603051

The HCAM will follow-up on requests sent by the Managed Care Administration to assist pregnant and postpartum women with accessing Medicaid Services. The HCAM will educate providers about the Medicaid managed care system as it relates to pregnant and postpartum women and children under age two. The HCAM will use innovative approaches to reach and engage the highest risk and highest cost clients. The period of the agreement is July 1, 2016 through June 30, 2017.

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

**MWBOO GRANTED A WAIVER.**

RATIFICATION OF AGREEMENTS

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$228,467.00**

Account: 4000-406316-3030-271500-603051

The JHU School of Medicine's Center for Child and Community Health Research provided technical guidance to the Department, including community-based participatory research, scientific guidance, geographic information system mapping as part of the community needs assessment, oversight of the evaluation, conducted survey assessments of youth, facilitating data transfers, and provided timely reports to the Department. The period of the agreement was September 30, 2015 through September 29, 2016.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

5. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$606,923.00**

Account: 4000-484716-3023-513200-603051

6. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$151,713.00**

Account: 4000-484816-3023-513200-603051

The JHU's Reach HIV Institute collaborated with multiple partners across the City to provide training, clinical Precepting, and a social marketing campaign to reduce HIV infections and improve engagement in HIV medical care among men who have sex with men and transgender persons of color. The period of the agreement was September 30, 2015 through September 29, 2016.

The ratification of the agreements will allow the Department to reimburse the JHU.

The agreements are late because of a prolonged discussion and revisions which delayed the process.

**MWBOO GRANTED A WAIVER.**AMENDMENTS

7. **CORPORATION FOR NATIONAL AND COMMUNITY SERVICE** **\$ 3,500.00**

Account: 4000-423417-3110-56900-404001

On July 29, 2015, the Board approved the original Notice of Grant Award for \$95,736.00. This amendment will increase the funds by \$3,500.00 making the total award amount \$99,236.00.

## MINUTES

Health Department - cont'd

The Corporation for National and Community Service's Retired and Senior Volunteer Program has been funded since 1982 by the federal government to manage a volunteer program, which serves seniors and retirees throughout the City. The period of the NGA is July 1, 2015 through June 30, 2018.

The NGA is late because it was recently received from the Corporation for National and Community Service.

8. **CORPORATION FOR NATIONAL AND COMMUNITY SERVICE** **\$296,031.00**

Account: 4000-423417-3110-569000-404001

On August 12, 2015, the Board approved the original Notice of Grant Award for \$296,031.00.

The Department's Senior Companion program contracts with various City agencies to employ low-income persons 60 years of age and over. They assist the elderly and other homebound persons in the City with everyday tasks. The Senior Companion program brings together volunteers 60 years of age and over with adults in their community who have difficulty with simple tasks of day-to-day living.

This amendment will provide funds for the Senior Companion program. The period of the agreement is July 1, 2016 through June 30, 2017.

This amendment is late because it was recently received from the grantor.

**MINUTES**

Health Department - cont'd

AMENDMENT NOS. 3 and 4 TO THE NOTICE  
OF AWARD AND COOPERATIVE AGREEMENT

9. **DEPARTMENT OF HEALTH AND HUMAN SERVICES,           \$           0.00**  
**CENTERS FOR DISEASE CONTROL AND PREVENTION**

On August 17, 2016, the Board approved the Amendment No. 2 to the Notice of Award and Cooperative Agreement for carry-over of unobligated funds from budget period September 1, 2014 through August 31, 2015, to budget period September 1, 2015 through August 31, 2016.

Amendment No. 3 will be a three-month no-cost extension for the period of September 1, 2016 through December 31, 2016. Amendment No. 3 will also change the program director from Lewis Smith to William C. Kellibrew IV.

The Board is further requested to approve Amendment No. 4 to correct the no-cost extension from September 1, 2016 through December 31, 2016 to September 1, 2016 through January 3, 2017.

All other terms and conditions remain in effect throughout the budget period unless otherwise changed, in writing by the grant management officer.

The amendments are late because revisions delayed processing.

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION (EXCEPT ITEM NO. 9).**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements, Ratification of the Agreements and Amendments.

**MINUTES**

Health Department - Grant Award and Cooperative Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Grant Award and approve and authorize execution of the Cooperative Agreement from the Department of Justice, Office of Justice programs. The period of the award is October 1, 2016 through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - 4000-483617-3160-308600-404001

**BACKGROUND/EXPLANATION:**

The Department will use this grant to help catalyze and further the prevention and response to children's exposure to violence and youth victimization, especially gun and gang violence, through fully comprehensive approaches to violence and the promotion of well-being for youth.

The Department's Office of Youth Violence Prevention will collaborate with local City hospitals in the planning and implementation of a comprehensive hospital and community-based violence intervention. The Department will use Hospital Responders to promote healing and increase the safety, well-being, and healthy development of children, youth, and families.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award and approved and authorized execution of the Cooperative Agreement from the Department of Justice, Office of Justice programs.

**MINUTES**

Health Department - Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Award (NOA) from the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration. The period of the NOA is September 30, 2016 through September 29, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000,000.00 - 4000-483517-3080-294600-405001

**BACKGROUND/EXPLANATION:**

This NOA provides funding for the ReCast West Baltimore: Empowering Communities to Heal from Trauma project. The project will reduce the impact of trauma and build resilience in the Central West Baltimore communities so that young people can complete school and engage in the workforce. The project objectives are as follows: 1) implement high-quality trauma enforced community based services in a range of sectors, including workforce, education, health, faith-based, and social services to promote connectedness and resilience in youth; 2) increase community cohesion by engaging family members and supportive adults; and 3) link small community-based organizations, youth leaders, and community residents with larger private and public institutions to create a support network and to increase access to resources.

The NOA is late because of a delay in the administrative review process.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Award from the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration.

**MINUTES**

Mayor's Office of Health, Human - Governmental/Charitable  
Services, Education and Youth Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit the employees of the Mayor's Office of Health, Human Services, Education and Youth (HHSEY) to solicit local restaurants to donate their facility, food, and drinks for Principals of Baltimore City Public Schools at an event celebrating the new school year. The period of the campaign will be effective upon Board approval through December 1, 2016.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Mayor's Office of HHSEY would like to facilitate the coordination of a "Happy Hour" for Principals of Baltimore City Public Schools. This event will be sponsored by the Mayor. The Mayor's Office of HHSEY would like to solicit local restaurants to donate their facility, food, and drinks for a "Happy Hour" to get Principals excited about the 2016 - 2017 school year. Every effort will be made to solicit restaurants in the area that are either women or minority-owned to allow the opportunity to donate to this cause.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

**MINUTES**

Mayor's Office of Health, Human - cont'd  
Services, Education and Youth

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit the employees of the Mayor's Office of Health, Human Services, Education and Youth to solicit local restaurants to donate their facility, food, and drinks for Principals of Baltimore City Public Schools at an event celebrating the new school year.

**MINUTES**

Department of Planning - Walkway Usage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Walkway Usage Agreement with UA Port Covington Holdings, LLC. The period of the Walkway Usage Agreement is effective upon Board approval for 20 years with five automatic renewal options for 5-years each.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

UA Port Covington Holdings, LLC, a wholly-owned subsidiary of Under Armour, Inc., (Under Armour) owns the property constituting the eastern portion of the Port Covington peninsula east of West Peninsula Drive, which it intends to redevelop into a corporate campus for Under Armour. As the campus is developed, Under Armour has committed to the City, that it will create a walkway, trail, promenade or similar pathway along portions of the property that border on the Middle Branch of the Patapsco River, with the expectation that the Under Armour Coastal Walkway will eventually connect with a walkway or promenade system that borders along both the Middle Branch and the Inner Harbor of the Patapsco River.

Under Armour anticipates commencing construction, at its expense, of the Under Armour Coastal Walkway in conjunction with the development of its corporate campus, but does not anticipate completing construction, in part as a result of the intensive construction activities that will be occurring on the campus, until the completion of three million square feet of campus improvements. Within six months following the execution of the Walkway Usage Agreement, Under Armour will establish and deliver to the City a phasing plan for completion of the Under Armour Coastal Walkway and will thereafter keep the City apprised from time to time as such phasing plan is implemented and updated.

## MINUTES

Dept. of Planning - cont'd

Under the terms of the Agreement, Under Armour will provide to the City an easement for pedestrian access, while retaining full private ownership to the Land and the right to close the walkway temporarily for special corporate events or for safety, emergency, construction or other reasonable purposes. Once the Under Armour Coastal Walkway is completed, the grant to the City of the pedestrian rights will be confirmed by one or more recorded declarations. Access to the City-owned Ferry Bar Park at the tip of the peninsula will be incorporated into the new walkway.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Walkway Usage Agreement with UA Port Covington Holdings, LLC.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The period of the task assignment is approximately eighteen months.

**AMOUNT OF MONEY AND SOURCE:**

\$99,750.88 - 9938-929080-9474-900000-703032

**BACKGROUND/EXPLANATION:**

The Consultant will perform surveys, provide shoreline assessments and a concept structure plan for Canton Waterfront Park.

**MBE/WBE PARTICIPATION:**

**MBE:** 38.28%

**WBE:** 0.00%

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

**MINUTES**

Department of Recreation and Parks - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$100,000.00</b>	9938-927080-9475	9938-929080-9474
1 <sup>st</sup> Parks & Public Facilities	Canton Waterfront Plan - Reserve	Canton Waterfront Plan - Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task No. 4 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Bureau of Purchases

- |                                                                                            |             |             |
|--------------------------------------------------------------------------------------------|-------------|-------------|
| 1. QUANTUM ENGINEERING CORPORATION                                                         | \$28,500.00 | Sole Source |
| Solicitation No. B50004750 - Universal Hand Hole Cover - Transportation - Req. No. R739561 |             |             |

The requirement was posted on CitiBuy. The only bid received was opened September 23, 2016. The price is considered fair and reasonable. The period of the award is October 12, 2016 through October 11, 2017, with two 1-year renewal options remaining.

- |                                                                                                                                       |             |         |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------|---------|
| 2. CHESAPEAKE SYSTEMS INTERNATIONAL, INC.                                                                                             | \$20,800.00 | Renewal |
| Contract No. 08000 - Chesapeake Systems Maintenance & Support Agreement - Mayor's Office of Cable & Communications - Req. No. R706845 |             |         |

On September 30, 2015, the City Purchasing Agent approved the initial award in the amount of \$20,800.00. The award contained five 1-year renewal options. This first renewal in the amount of \$20,800.00 is for the period October 1, 2016 through September 30, 2017, with four 1-year renewal options remaining.

- |                                                                                                                                         |              |         |
|-----------------------------------------------------------------------------------------------------------------------------------------|--------------|---------|
| 3. CARMEUSE LIME & STONE, INC.                                                                                                          | \$200,000.00 | Renewal |
| Contract No. B50003774 - Quick Lime for Water Treatment - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P529525 |              |         |

On November 19, 2014, the Board approved the initial award in the amount of \$500,000.00. The award contained four 1-year

## MINUTES

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

renewal options. On October 21, 2015, the Board approved the first renewal in the amount of \$500,000.00. This second renewal in the amount of \$200,000.00 is for the period January 1, 2017 through December 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

4. INDUSTRIAL/ORGANIZATIONAL SOLUTIONS, INC., d/b/a I/O SOLUTIONS \$200,000.00 Renewal  
 Contract No. B50002313 - Police Exam Consultant Services - Department of Human Resources - P.O. No. P520454

On June 6, 2012, the Board approved the initial award in the amount of \$64,310.00. The award contained two 2-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$200,000.00 is for the period November 1, 2016 through October 31, 2018. The above amount is the City's estimated requirement.

MWBOO determined that no goals would be set because of no opportunity to segment the contract.

5. HD SUPPLY WATERWORKS, LIMITED PARTNERSHIP A/K/A HD SUPPLY WATERWORKS, LTD \$ 47,173.22 Ratification and Renewal  
 Contract No. B50003545 - Various Water Utility Tools - Department of Public Works - Bureau of Water and Wastewater - P.O. No. P528606

## MINUTES

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

On September 3, 2014, the Board approved the initial award in the amount of \$27,826.78. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$47,173.22 is necessary to maintain supplies of water utility tools and materials for the repair of water main breaks. The period of the ratification is September 3, 2016 through October 11, 2016. The period of the renewal is October 12, 2016 through September 2, 2017. The above amount is the City's estimated requirement.

## 6. ALL CAR LEASING, INC.

D/B/A NEXTCAR	\$531,360.00	Increase
Contract No. B50004356 - Leasing 4 x 4 Sport Utility Vehicles - Department of Transportation and Baltimore Police Department - P.O. No. P533819		

On December 9, 2015, the Board approved the initial award in the amount of \$700,000.00. The award contained two 1-year renewal options. This increase in the amount of \$531,360.00 will allow the Police Department to lease 4 x 4 Sport Utility Vehicles for the upcoming snow season. This increase will make the award amount \$1,231,360.00. The contract expires on April 30, 2018 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## 7. J.D. CARPETS, INC. \$500,000.00 Increase

J.D. CARPETS, INC.	\$500,000.00	Increase
Contract No. B50004338 - Furnish and Install Carpet and Floor Tile - Department of General Services - P.O. No. P534049		

On December 16, 2015, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year



## MINUTES

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

- |                                                                                                                                             |              |          |
|---------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------|
| 8. R.S. TECHNICAL<br>SERVICES, INC.                                                                                                         | \$ 50,000.00 | Increase |
| Contract No. 08000 - Parts for Video Pipeline Inspection<br>Systems - Department of Public Works-Water and Wastewater -<br>P.O. No. P528529 |              |          |

On August 20, 2014, the Board approved the initial award in the amount of \$49,900.00. On February 19, 2016, the City Purchasing Agent approved an increase in the amount of \$24,500.00. Due to the higher than anticipated usage of the contract an increase in the amount of \$50,000.00 is necessary. This increase will make the award amount \$124,400.00. The contract expires on August 19, 2017, with no renewal options remaining. The above amount is the City's estimated requirement.

- |                                                                                                                 |              |                          |
|-----------------------------------------------------------------------------------------------------------------|--------------|--------------------------|
| 9. SKYLINE NETWORK<br>ENGINEERING, LLC                                                                          | \$ 61,542.00 | Sole Source<br>Agreement |
| Contract No. 08000 - Security Cameras and Software Upgrade -<br>Baltimore City Circuit Court - Req. No. R706724 |              |                          |

The Board is requested to approve and authorize execution of an Agreement with Skyline Network Engineering, LLC. The period of the agreement is October 12, 2016 through October 11, 2021, with two 2-year renewal options.

The Baltimore City Circuit Court is requesting approval to upgrade and replace the current security cameras outside the Courthouse East Court building. The existing cameras are

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
---------------	------------------------	--------------------

Bureau of Purchases

several years old and do not provide clear images of the perimeter of the building. The new cameras and software must integrate with the existing interior cameras and software. The vendor designed, constructed, and installed the current equipment.

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 services is recommended.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the sole source agreement with Skyline Network Engineering, LLC (item no. 9).

MINUTES

RECOMMENDATIONS FOR AWARDS/REJECTION

\* \* \* \* \*

On the recommendations of the City agency  
hereinafter named, the Board,  
UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following pages:

4115 - 4117

to the low bidders meeting the specifications,  
and rejected the bid as indicated  
for the reasons stated.

The Transfer of Funds was approved

**SUBJECT** to receipt of a favorable report  
from the Planning Commission,  
the Director of Finance having  
reported favorably thereon,  
as required by the provisions of the  
City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1.	TR 16009, Cement Concrete Slab Repairs Citywide	J. Villa Construction, Inc.	\$ 680,000.00
	<b>MBE:</b> J. Villa Construction, Inc.*	\$320,337.50	47.11%
	<b>WBE:</b> Rowen Concrete, Inc.	\$ 38,000.00	5.9%

\* Indicates Self-Performance.

**MWBOO FOUND VENDOR IN COMPLIANCE**

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 816,000.00	9950-903550-9509	
State Revenue	Construction Reserve	
	Neighborhood St.	
	Reconstruction	
\$ 680,000.00	-----	9950-906551-9508-6
		Structural & Improvements
102,000.00	-----	9950-906551-9508-5
		Inspection
<u>34,000.00</u>	-----	9950-906551-9508-2
		Contingencies
<b>\$ 816,000.00</b>		Cement Concrete Slab
		Repairs Citywide

This transfer of funds will fund the costs associated with the award of project TR 16009 "Cement Concrete Slab Repairs Citywide" to J. Villa Construction, Inc.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |                                                   |                                               |               |
|----|---------------------------------------------------|-----------------------------------------------|---------------|
| 3. | B50004699, Water<br>Meter Expansion<br>Connectors | Belair Road<br>Supply Company<br>Incorporated | \$ 200,000.00 |
|----|---------------------------------------------------|-----------------------------------------------|---------------|

(DPW, Revenue Measuring & Billing)

**MWBOO GRANTED A WAIVER.**

- |    |                                                 |                                  |               |
|----|-------------------------------------------------|----------------------------------|---------------|
| 4. | B50004535, Provide<br>Tree Inventory<br>Service | The Davey Tree<br>Expert Company | \$ 502,500.00 |
|----|-------------------------------------------------|----------------------------------|---------------|

(Dept. of Recreation & Parks)

**MWBOO SET MBE AND WBE GOALS AT 0%.**

- |    |                                        |                                                                            |               |
|----|----------------------------------------|----------------------------------------------------------------------------|---------------|
| 5. | B50004707, Reflective<br>Sign Sheeting |                                                                            | \$ 157,711.00 |
|    |                                        | 3M Company<br>Items 1 through 13,<br>15, 16, and 19                        | 140,648.50    |
|    |                                        | Nippon Carbide<br>Industries (USA),<br>Inc.<br>Items 14, 17, 18,<br>and 20 | 17,062.50     |

(Dept. of Transportation)

**MWBOO GRANTED A WAIVER.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

6.	B50004705, Restroom Paper and Soap Supplies for Baltimore Convention Center	S. Freedman & Sons, Inc.	\$	178,000.00
----	--------------------------------------------------------------------------------------	-----------------------------	----	------------

(Baltimore Convention Center)

**MWBOO GRANTED A WAIVER.**

## MINUTES

Mayor's Office of Employment Development - Agreements

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

1. **CIVIC WORKS, INC.** **\$ 82,500.00**

Account: 4000-806417-6313-474805-603051

Under this agreement, the Civic Works, Inc. (Civic Works) design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for 15 Baltimore City out-of-school youth ages 16 to 24. Civic Works' YouthBuild program will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills. The period of the agreement is October 1, 2016 through September 30, 2017.

2. **STEIN ACADEMY-SCHOOL OF HEALTH,  
TECHNOLOGY & CAREER DEVELOPMENT** **\$ 9,000.00**

Accounts: 4000-807517-6312-467253-603051  
4000-806717-6312-467253-603051  
2026-000000-6311-734100-603051

The organization will provide training in areas specified on the Maryland Higher Education Commission list of Training Providers. Training will consist of the programs described in the Workforce Innovation and Opportunity Act training online and will include any participant attendance policies, academic benchmarks, the means of measuring achievements, completion standards, and the total hours of each course in the program. The maximum length of time a participant can remain in training is one year. The period of the agreement is July 1, 2016 through June 30, 2017.

**MINUTES**

MOED - cont'd

The agreement is late because additional time was required to reach a comprehensive understanding between the parties.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements.

**MINUTES****CLERKS CORRECTIONS TO PERSONNEL MATTERS**

The Board is requested to approve corrections to personnel matters previously approved by the Board.

On September 28, 2016, the Board approved the below listed personnel actions for the Police Department, which appeared on the indicated page of the Board of Estimates Agenda.

Page 82 Item 16

1. Create the following position:

Classification: Operations Manager I  
Job Code: 00086  
Grade: 927 (\$62,000.00 - \$99,200.00)  
Position No.: To be assigned by BBMR

Cost: \$7,700.00 - 1001-000000-2042-223700-601062

The classification of Operations Manager I is incorrect.  
The correct classification is Operations Officer II.

The Account No. 1001-000000-2002-195500-601062 is incorrect.  
The correct Account No. is 1001-000000-2002-195599-601062.

Page 83 Item 17

2. Create the following position:

Classification: Operations Manager  
Job Code: 00090  
Grade: 939 (\$82,000.00 - \$135,300.00)  
Position No.: To be assigned by BBMR

Cost: \$7,700.00 - 1001-000000-2002-195500-601062

The classification of Operations Manager was incorrect. The correct classification is Operations Manager I.

**MINUTES****CLERKS CORRECTIONS TO PERSONNEL MATTERS**

Baltimore Police Department - cont'd

To: Operation Manager III  
 Job Code: 00092  
 Grade: 960 (\$92,400.00 - \$152,400.00)

Cost: \$14,710.00 - 1001-000000-2003-195700-601062

The classification of Operation Manager III was incorrect. The correct classification for the reclassification is Operations Manager III.

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

On September 28, 2016, the Board approved the below-listed personnel action for the Department of Finance, which appeared on the indicated page of the Board of Estimates Agenda.

Department of Finance

Page 83 Item 19

3. Create the following two positions:

Classification: Accountant II  
 Job Code: 34142  
 Grade: 923 (\$58,300.00 - \$93,500.00)  
 Position No.: To be Assigned by BBMR

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

The costs and account no. for the above item were omitted. The cost for this action is \$157,144.00. The account no. is 1001-000000-1401-597000-601001.

## MINUTES

CLERKS CORRECTIONS TO PERSONNEL MATTERS

On September 28, 2016, the Board approved the below-listed personnel action for the Department of Recreation and Parks.

Department of Rec. and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
4. <b>ANN GREEN</b>	\$17.90	<b>\$33,277.15</b>

Account: 6000-680817-4782-717400-601009

Ms. Green will continue to work as a Contract Specialist II (Webmaster/Social Media Specialist and Volunteer Coordinator). Her duties will include but are not limited to maintaining the website and social media page contents, analyzing web and social media page stats to determine their usability and effectiveness. She will also coordinate volunteers to include recruiting volunteers and creating forms, newsletters, mailing lists and coordinate calendars for public events at Cylburn Arboretum and Howard Peters Rawlings Conservatory. The period of the Agreement is effective upon Board approval or October 27, 2016 through October 26, 2017.

Account: 6000-680817-4782-717400-601009

The amount of the contract was incorrect. The correct amount is \$34,129.33.

The Board is requested to approve the corrections to the above-listed items. The Clerk apologizes for these errors.

UPON MOTION duly made and seconded, the Board approved the corrections to personnel matters previously approved by the Board.

## MINUTES

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

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2016 through June 30, 2017, unless otherwise indicated.

1. **THE SALVATION ARMY, A GEORGIA CORPORATION FOR THE SALVATION ARMY, BALTIMORE (SALVATION ARMY)** **\$ 35,811.00**

Account: 4000-407117-3572-760800-603051

Under the terms of this Emergency Solution Grants Program Agreement, The Salvation Army will use the funds to offset a small portion of its staffing and operating costs for its emergency shelter, "The Booth House," which is a 76-bed facility that provides family rooms for 18 homeless families. The organization serves 305 unduplicated clients over the course of a year.

2. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 99,039.00**

Account: 4000-490817-3571-762200-603051

Under the terms of this Housing Opportunity for Persons With Aids Program Agreement, the organization will use the funds to provide outreach and supportive services to low-income individuals and/or families who have a family member with AIDS. The organization will provide case management to 40 clients, connect clients to medical care, and refer another 30 clients to the Client Assistance Fund.

**MWBOO GRANTED A WAIVER.**

3. **PROJECT PLASE, INC.** **\$286,750.00**

Account: 4000-494217-5940-764200-603051

Under the terms of this Housing Opportunity for Persons With Aids Program Agreement, Project PLASE, Inc. will

## MINUTES

MOHS - cont'd

provide case management and supportive services to 180 homeless individuals and families who have a family member with AIDS. The case management services will be provided to low-income households living in the organization's scattered-site permanent housing units in Baltimore City.

**MWBOO GRANTED A WAIVER.**

4. **UNIVERSITY OF MARYLAND** **\$166,475.00**

Account: 1001-000000-1772-512700-603050

Under the terms of this Consultant Agreement, the University of Maryland will provide Baltimore City Head Start with overall support in ensuring program-wide, high fidelity and targeted Social Emotional Foundation of Early Learning (SEFEL) mentor coaching. Two on-site SEFEL mentor coaches will be provided at 10 Head Start sites (44 classrooms) with the goal to improve the overall scores in Emotional Support through the use of the CLASS assessment tool. The period of the Consultant Agreement is September 1, 2016 through June 30, 2017.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements.

**MINUTES**

Department of Public Works/Office of - Expenditure of Funds  
Engineering and Construction (DPW)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to authorize payment to Horton Mechanical Contractors, Inc. (HMC) for work performed under S.C. Nos. 845R and 852R, Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$8,939.18 - 2070-000000-5501-396980-603080

**BACKGROUND/EXPLANATION:**

The HMC provided field trade personnel to assist in an ongoing investigation by a welding expert from CPI Engineering, retained by the Baltimore City Law Department.

The welding quality of process piping under the S.C. No. 845R and 852R project is an identified deficiency. However, it is disputed by the General Contractor who has refused to cooperate in investigations of the weld quality. The Office of Engineering and Construction has investigated approximately 30 welds with x-ray and Closed Circuit Television.

The next step is to provide an engineering analysis of the welds. CPI Engineering will conduct this analysis under a separate agreement. CPI Engineering has been delayed by the difficulties obtaining the proper field support staff to remove the welds to be investigated.

**MINUTES**

DPW - cont'd

The HMC's field personnel removed samples from the process areas of both the S.C. Nos. 845R and 852R Projects. These samples were packaged on pallets, protected, and transported to a CPI Engineering affiliated laboratory in Newark Delaware for analysis.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to authorize payment to Horton Mechanical Contractors, Inc. for work performed under S.C. Nos. 845R and 852R, Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant Projects.

**MINUTES**

Department of Transportation - In-Kind Services Agreement  
and General Release of Claims

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an In-Kind Services Agreement and General Release of Claims on behalf of the Department of Transportation (DOT), Visit Baltimore, Inc., the Parking Authority of Baltimore City (PABC), and the Baltimore Office of Promotion & the Arts, Inc. (BOPA) with the Maryland Port Administration (MPA). The period of the In-Kind Services Agreement and General Release of Claims is effective upon Board approval through December 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 10, 2011, the Board approved a Memorandum of Understanding (MOU) with the MPA, which prescribed the City's use of the MPA's contaminated sites for material dredged from the Inner Harbor in preparation of the Sailabration. In return, the City was to provide the MPA with promotional benefits in lieu of a monetary fee. However, this MOU has not been fulfilled. This In-Kind Services Agreement and General Release of Claims outlines the promotional benefits that the DOT, Visit Baltimore, Inc., the PABC, and BOPA will provide to the MPA as in-kind services.

The in-kind services to be provided will be advertising services for various Baltimore City garages and the Charm City Circulator. Upon completion of all in-kind advertising services, the MPA will forever release and discharge the City of any and all claims.

**MINUTES**

Department of Transportation -cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the In-Kind Services Agreement and General Release of Claims on behalf of the Department of Transportation, Visit Baltimore, Inc., the Parking Authority of Baltimore City, and the Baltimore Office of Promotion & the Arts, Inc. with the Maryland Port Administration.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 5 to STV/PB Construction Managers JV, under Project No. 1217, On-Call Construction Management Services. The period of the task assignment is approximately six months.

**AMOUNT OF MONEY AND SOURCE:**

\$ 60,775.92 - 9950-906856-9514-900010-705032  
25,000.00 - 9950-906857-9514-900010-705032  
\$ 85,775.92

**BACKGROUND/EXPLANATION:**

This authorization provides for a Construction Project Supervisor I to be assigned to the resurfacing section of the Department of Transportation.

**MBE/WBE PARTICIPATION:**

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

**MBE: 27%**

**WBE: 10%**

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

MINUTES

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$24,000.00 FED	9950-944002-9507 Constr. Reserve Reserve for Closeouts	
6,000.00 MVR	9950-904214-9514 Local Resurfacing Northwest	
<u>\$30,000.00</u>	-----	9950-906857-9514-5 Inspection Federal Resurfacing High- ways Northwest II

This transfer will partially fund the costs associated with Task No. 5 on Project No. 1217 On-Call Construction Management Services with STV/PB Construction Managers JV.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 5 to STV/PB Construction Managers JV, under Project No. 1217, On-Call Construction Management Services. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 4 to Parsons Brinckerhoff, Inc. under Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Studies. The period of the task assignment is approximately seven months.

**AMOUNT OF MONEY AND SOURCE:**

\$97,006.41 - 9950-910223-9514-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization will allow the Consultant to provide assistance to the Department of Transportation to successfully develop, coordinate, deliver, and manage the Port Covington transportation program as well as represent Baltimore City and protecting its interest in communications with Sagamore Development.

**MBE/WBE PARTICIPATION:**

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

**MBE: 23%**

**WBE: 10%**

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

**MINUTES**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$170,000.00</b>	9950-903531-9509	9950-910223-9514-3
MVR	Constr. Reserve Pleasant View Ave.	Design Resurfacing Highways at Various Locations SW Sec III

This transfer will cover the deficit and fund the costs associated with Task No. 4 on Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Study with Parsons Brinckerhoff, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 4 to Parsons Brinckerhoff, Inc. under Project No. 1208, On-Call Transportation Planning/Policy/Feasibility Studies. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

**MINUTES**

Department of Transportation - Amendment No. 1 to the  
Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to the Grant Agreement with the U.S. Department of Transportation Federal Highway Administration. The period of the Amendment No. 1 is effective upon Board approval through September 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 10, 2016, the Board approved a Grant Agreement to allow necessary work to be performed for the Hanover Street Bridge. The Hanover Street Bridge Multimodal Corridor Plan will create a plan to identify feasible methods of rehabilitating or replacing the Hanover Street Bridge, a nearly 100-year old bridge that connects the City of Baltimore to the Port of Baltimore.

This Amendment No. 1 will change the name of the Hanover Street Bridge Multi-Modal Corridor Plan Project to now read: "The Hanover Street Corridor Study includes the Vietnam Veterans Memorial Bridge." The revision will more accurately represent the intent of the corridor study while reflecting the importance of the Hanover Street Bridge, which has officially been named the Vietnam Veterans Memorial Bridge since 1993.

**DBE PARTICIPATION:**

The selected firm will comply with Title 49 of the Federal Regulations parts 26 (49CFR26) and the DBE goal established in the original agreement.

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to the Grant Agreement with the U.S. Department of Transportation Federal Highway Administration.

**MINUTES**Dept. of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1542 Light Street	1542 Light Street, LLC	Outdoor seating 20' x 4'
\$ 337.50 Annual Charge		
2. 301 W. 29 <sup>th</sup> Street	Miller's Square Retail, LLC	3 Double face blade signs 7' x 2'
\$ 211.20 Flat Charge		
3. 220 Arch Street	State of Maryland	24 5" ducts @ 963 lf. 16 5" ducts @ 258 lf. 8 5" ducts @ 3 lf.
\$45,192.00 Annual Charge		
4. 1221 Cooksie Street	Towson Street 1220, LLC	Cornice 7.95 sf.
1520 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf.
1521 Cuba Street	Towson Street, 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf.

## MINUTES

Dept. of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1522 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf. Oriel windows 2nd & 3 <sup>rd</sup> fl. 14 sf. ea.
1523 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf. Cornice 4.2 sf. Oriel window 3rd fl., 18 sf.
1524 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf. Oriel window 3rd fl. 18 sf.
1525 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf.
1526 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sf., Cornice 4.2 sf.
1527 Cuba Street	Towson Street 1220, LLC	Canopy 16.90 sq., Cornice 4.2 sf.
1520 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. One set of steps

## MINUTES

Dept. of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1522 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. Oriel windows 2nd & 3rd fl. 14 sf. ea. One set of steps
1524 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. Oriel window 3 <sup>rd</sup> fl. 18 sf. One set of steps
1526 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. One set of steps
1600 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf., Oriel windows 2nd & 3rd fl. 14 sf. ea.
1602 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. One set of steps
1604 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. One set of steps

## MINUTES

Dept. of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1606 Beason Street	Beason Street 1520, LLC	Canopy 16.90 sf., Cornice 4.2 sf. Oriel window 3 <sup>rd</sup> fl. 18 sf., One set of steps
1220 Towson Street	Towson Street 1220, LLC	Cornice 7.95 sf. One set of steps
1238 Towson Street	Towson Street 1220, LLC	One set of Steps
1239 Towson Street	Towson Street 1220, LLC	Cornice 7.95 sf. One set of steps
1240 Towson Street	Towson Street 1220,	One set of steps
1241 Towson Street	Towson Street 1220, LLC	One set of steps
1244 Towson Street	Towson Street 1220, LLC	One set of steps
1245 Towson Street	Towson Street 1220, LLC	One set of steps
1240 Richardson Street	Beason Street 1520, LLC	Cornice 7.95 sf.

## MINUTES

Dept. of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1246 Richardson Street	Beason Street 1520, LLC	One set of steps

\$11,128.10 Flat Charge

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Minor Privilege Permit Applications.

**MINUTES****PERSONNEL**

Department of Human Resources - Personnel Matter

The Board is requested to approve the Personnel Matter listed below:

Mayor's Office of Employment Development

Create the following new position:

From:  
Classification: New Position  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)  
Position No.: 6311-50771

To: Human Services  
01223  
918 (\$33,263.00 - \$57,957.00)

Costs: \$61,500.00 - 2026-000000-6311-733900-601002

This position is considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

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

UPON MOTION duly made and seconded, the Board approved the foregoing Personnel Matter.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
1. Andrew Jaffee	Technology Committee Meeting San Diego, CA Oct. 12 - 14, 2016 (Reg. Fee \$100.00)	Asset Forfeiture	\$1,359.24
The registration fee of \$100.00 was prepaid using a City-issued procurement card assigned to Mr. Tribhuvan Thacker. Therefore, the disbursement to Mr. Jaffee is \$1,259.24.			
2. Steven O'Dell	International Association of Chiefs of Police San Diego, CA Oct. 15 - 19, 2016 (Reg. Fee \$0.00)	General Funds	\$1,339.48

The subsistence rate for this location is \$204.00 per night. The hotel cost is \$139.50 per night plus hotel taxes in the amount of \$18.14 per night. The International Association of Chiefs of Police will pay two nights of Mr. O'Dell's hotel stay plus hotel taxes. The Department is requesting additional subsistence in the amount of \$80.00 for meals and incidentals for the two days that his hotel is paid for by the Association of Chiefs of Police.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
3. Gregory Eames Theresa Scott	12 <sup>th</sup> Annual IAPro/ Blue Team Users Conference Las Vegas, NV Oct. 17, - 21, 2016 (Reg. Fee \$100.00 ea.)	Asset Forfeiture	\$2,638.96

The airfare costs in the amount of \$422.96 for each attendee were prepaid on using a City-issued procurement card assigned to Mr. Tribhuvan Thacker. Mr. Eames prepaid his registration using his personal funds. The registration fee for Ms. Scott was prepaid using the City-issued procurement card assigned to Mr. Thacker. Therefore, the amount to be disbursed to Mr. Eames is \$895.52 and the amount to be disbursed to Ms. Scott is \$795.52.

4. Richard Remy	Association of Forensic Quality Assurance Managers (AFQAM) Conference Little Rock, AR Oct. 10 - 14, 2016 (Reg. Fee \$250.00)	General Funds	\$1,411.36
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The registration fee of \$250.00 was prepaid using a City-issued credit card assigned to Mr. Tribhuvan Thacker. Therefore, the disbursement to Mr. Remy is \$1,161.36.

Fire Department

5. Niles Ford	Fire Rescue International 2016 Conference San Antonio, TX Aug. 17 - 21, 2016 (Reg. Fee \$740.00)	General Funds	\$2,876.52
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## MINUTES

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department</u>			

Mr. Ford traveled to San Antonio, Texas on August 17 - 21, 2016 to attend the Fire Rescue International 2016 Conference.

The subsistence rate for this location was \$184.00 per day. The hotel rate was \$185.00 per night, plus hotel taxes of \$30.99 per day. The airfare in the amount of \$1,107.20 and the registration in the amount of \$740.00 were prepaid on a City-issued credit card assigned to Mr. Niles Ford.

Mr. Ford personally incurred the costs of ground transportation, the hotel, hotel taxes, and meals and incidentals. Therefore, the requested reimbursement amount to Mr. Ford is \$1,029.32.

REIMBURSEMENT

\$ 59.60	- Ground Transportation
740.00	- Hotel (\$185.00 x 4)
123.96	- Hotel Taxes (\$30.99 x 4)
105.76	- Meals
<b>\$1,029.32</b>	<b>- Total Reimbursement</b>

This request is late because finalization of conference attendance was not presented to the Board for approval prior to travel.

UPON MOTION duly made and seconded, the Board approved the foregoing Travel Requests, and the Retroactive Travel Approval/Reimbursement.

**MINUTES**

Department of Public Works - Amendment No. 4 to Agreement for  
Energy Performance Contract Phase II

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement for Energy Performance Contract Phase II with Johnson Controls, Inc. (JCI).

**AMOUNT OF MONEY AND SOURCE:**

\$ 28,635.00 - equipment repairs and installation of remote  
monitoring controllers  
2,414,817.00 - total annual service fee for seven years  
**\$2,443,452.00** - 2070-000000-5501-396455-603080

**BACKGROUND/EXPLANATION:**

Back River Waste Water Treatment Plant has a cogeneration, combined heat, and power facility, in which heat and power are generated using methane produced by the wastewater treatment process and supplemented with natural gas. This is operated under the Energy Performance Contract, Phase II by the JCI. The operation of the Combined Heat and Power and the boiler in the Back River High Rate Building are interrelated. This operation will ensure smoother operation and accountability.

This Amendment No. 4 to Agreement for energy Performance Contract Phase II will add to the scope of work the operation and support service for the boilers and associated equipment at the Back River High Rate Building for seven years. Service begins with immediate equipment repairs and the installation of remote monitoring controllers.

**MINUTES**

Dept. of Public Works - cont'd

**MBE/WBE PARTICIPATION:**

The JCI will adhere to the MBE/WBE goals established in the original agreement.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 4 to Agreement for Energy Performance Contract Phase II with Johnson Controls, Inc.

**MINUTES**

Department of Recreation & Parks - Addendum to Community Partner  
Playground Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Addendum to the Community Partner Playground Agreement among the Department of Recreation and Parks, KaBOOM!, Inc., and Target Enterprise, Inc. The Addendum to Community Partner Playground Agreement is effective upon Board approval and will end upon final acceptance of the project by the City, unless terminated sooner.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Target Enterprise, Inc. will donate, and the City will accept, new playground equipment with a value of approximately \$60,000.00. The Community Partner Playground agreement was approved by the Board of Estimates on August 24, 2016.

This Addendum to Community Partner Playground Agreement will make the following changes to the Agreement:

- Corrects the name of Belair Edison Civic Association Inc. (was incorrectly referred to as Belair Edison Community Association);
- Clarifies the Build Date - now schedule for October 14, 2016;
- Expands the City's insurance obligations to cover maintenance and repair of the playground - approved by Risk Management;

**MINUTES**Department of Recreation & Parks - cont'd

- Carves out the Funding Partner's gross negligence and KaBoom!'s negligence from the City's indemnification obligations; and
- Grants everyone access to the property on build day.

The Department of Recreation and Parks, Belair-Edison Civic Association, Inc., KaBoom!, and Target Enterprise, Inc., along with community volunteers, will collaborate to construct and install a state-of-the-art playground in Herring Run Park, which is located at 3900 Harford Road and spans over 700 acres. The exact location of the playground in Herring Run Park will be at the corner of Shannon Drive and Brehms Lane. Belair-Edison Civic Association, Inc., KaBoom!, and Target Enterprise, Inc. agree to donate the entire cost of the project.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Addendum to the Community Partner Playground Agreement among the Department of Recreation and Parks, KaBOOM!, Inc., and Target Enterprise, Inc.

## MINUTES

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS ON THE AGENDA.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest.

*Kim A. Trueheart*

October 12, 2016

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:

Pages 1 - 78, City Council President and members of the Board of Estimates, BOE Agenda dated October 12, 2016, if acted upon:

- a. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
- b. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
- c. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
- d. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
- e. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.

Email: [kimtrueheart@gmail.com](mailto:kimtrueheart@gmail.com)

*5519 Belleville Ave  
Baltimore, MD 21207*

- f. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 12, 2016.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen & Resident

*5519 Belleville Ave  
Baltimore, MD 21207*

**MINUTES**

President: "There being no more business before this Board, this Board will recess until bid opening at 12 noon. Thank you."

MINUTES

\* \* \* \* \*

Comptroller: "The Board is now in session for the receiving and opening of bids."

## MINUTES

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Comptroller announced that **NO ADDENDA WERE RECEIVED** extending the date for receipt and opening of bids. There were no objections.

Thereafter, UPON MOTION duly made and seconded, the Board received, opened, and referred the following bids to the respective departments for tabulation and report:

<u>Bureau of Purchases</u>	- B50004741, Draining Cleaning <u>Services</u>
Magnolia Plumbing, Inc. Joseph Heil Co., Inc.	

<u>Bureau of Purchases</u>	- B50004759, License Plate <u>Reader Trailers</u>
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Applied Technology Services (ATS)

<u>Department of Public Works</u>	- ER 4020, Lower Stony Run <u>Environmental Restoration</u>
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Meadville Land Services  
Environmental Quality Resources, LLC

## MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, October 19, 2016.



JOAN M. PRATT  
Secretary