

MINUTES**REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President
Honorable Catherine E. Pugh, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
Rudolph S. Chow, Director of Public Works
Andre M. Davis, City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Dana P. Moore, Deputy City Solicitor
Bernice H. Taylor, Deputy Comptroller and Clerk

Glen Armstrong: "Good morning. Because Baltimore City offices were closed in observance of MLK Day, protests are being accepted up until 8:45 today. If there is anyone who would like to submit a protest at this time, please step forward. Let the record reflect that no response was heard."

President: "Good morning. The January 17, 2018 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearing 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

MINUTES

room must be vacated at the conclusion of the hear -- hearing. Failure to comply may result in a charge of trespassing. I would direct the Board members attention to the memorandum from my office dated January 16, 2018, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

City Solicitor: "Mr. President, I so move."

Comptroller: "Second."

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

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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:

Columbia Enterprises, Inc.	\$ 7,080,000.00
Ecological Restoration & Management, Inc.	\$ 8,000,000.00
Johnston Construction Company	\$59,550,000.00
Monumental Paving & Excavating, Inc.	\$68,030,000.00
Pipeway Energy Construction, Inc.	\$ 8,000,000.00
Reclaim Company, LLC	\$ 1,500,000.00

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:

Arcadis U.S., Inc.	Engineer
Rivus Consulting, LLC	Engineer
Site Resources, Inc.	Engineer
	Landscape Architect

A PROTEST WAS RECEIVED FROM PRIME AE REGARDING RIVUS CONSULTING, LLC.

Clerk: "The Board did receive this protest and has reviewed it. However, this protest will not be heard by the Board today."

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



Baltimore Office
5521 Research Park Drive | Suite 300 | Baltimore, MD 21228
P: 410.654.3790 | F: 410.654.3791

January 16, 2018

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

Re: PROTEST - PRIME AE Group, Inc.
Prequalification of Rivus Consulting, LLC

Dear Clerk, Board of Estimates:

PRIME AE Group, Inc. (PRIME) submitted a request, under the Maryland Public Information Act found in Sections 4-101 through 4-601 of the General Provisions Article of the Code of Maryland enacted to provide public access to records maintained by local governments, to review the Consultant Application Information (Pre-Qualifications Documents) submitted by Rivus Consulting LLC. (This request includes both 2017 and 2016 submittals). On December 29, 2017, Brent M. Clemmens, Staff Attorney for DPW acknowledged receipt of our request and assured that it would be processed promptly. Mr. Clemmens stated that it could take up to thirty (30) days to provide the requested information.

PRIME respectfully requests that the Board delay action on the approval of the prequalification of Rivus Consulting, LLC until after the prequalification package previously requested can be provided to PRIME for review. Thank you for your consideration. You may contact me at 410.262.8359 or kumarb@primeeng.com or Maureen Cissel at 443.624.5308 or mcissel@primeeng.com.

Sincerely,

A handwritten signature in black ink, appearing to read "Kumar Buvanendaran".

Kumar Buvanendaran, PE
President and Chief Executive Officer



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MINUTES

Department of Real Estate - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Harford County Government, Maryland, lessee, for the rental of the basement of the premises known as 88 State Circle (City's legislative liaison building). The space consists of 423.6 sq. ft. The period of the lease agreement is December 1, 2017 through November 30, 2018, with the option to renew for three one-year periods.

AMOUNT OF MONEY AND SOURCE:

\$10,127.00 - The annual rent will be payable in monthly installments of \$843.92

BACKGROUND/EXPLANATION:

The demised premises will be used for office and storage. The annual rent for renewal periods shall be negotiated prior to renewal. Lessor shall provide all utilities to the Leased Premises, including heat and air conditioning as required, water, gas, and electricity. Lessee shall be responsible for janitorial, insurance, and minor repairs. The Lease Agreement is late because of administrative review.

The Space Utilization Committee approved this Lease Agreement at its meeting December 12, 2017.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Harford County Government, Maryland, lessee, for the rental of the basement of the premises known as 88 State Circle (City's legislative liaison building).

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate for the property located at Block 5551, Lot 071 (descriptively known as SWS 22-9 Ft. alley, 1ST SW of Woodhome Avenue, 147 Ft. SE of Harford Rd.) to Mr. Terry Nesmith.

AMOUNT OF MONEY AND SOURCE:

<u>PROPERTY ADDRESS/ DESCRIPTIVE LOCATION</u>	<u>ASSESSED VALUE</u>	<u>FLAT TAXES & WATER</u>	<u>TOTAL LIENS</u>	<u>RECOMMENDED ASSIGNMENT PRICE</u>
BLOCK 5551, LOT 071	\$200.00	\$ 52.63	\$755.13	\$200.00

SWS 22-9 Ft. alley,
1ST SW of Woodhome
Avenue, 147 Ft. SE
of Harford Rd.

BACKGROUND/EXPLANATION:

The City acquired the tax sale certificate for Block 5551, Lot 071 on May 15, 2017 in the amount of \$755.13. Mr. Nesmith has offered to purchase the tax sale certificate, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price is the assessed value for the property. The Tax Sale Certificate assignment price will cover the Flat Taxes and water charges.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate for the property located at Block 5551, Lot 071 (descriptively known as SWS 22-9 Ft. alley, 1ST SW of Woodhome Avenue, 147 Ft. SE of Harford Rd.) to Mr. Terry Nesmith.

MINUTES

Department of Real Estate - Transfer of Building Jurisdiction

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of the property known as 4910 Park Heights Avenue (Block 4505, Lot 21) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The building is being transferred from the Department of Housing and Community Development to the Department of General Services because the Department of General Services has the expertise and capabilities in managing and maintaining this kind of building.

The Space Utilization Committee approved this transfer of jurisdiction on December 12, 2017.

UPON MOTION duly made and seconded, the Board approved the transfer of the property known as 4910 Park Heights Avenue (Block 4505, Lot 21) from the inventory of the Department of Housing and Community Development to the inventory of the Department of General Services.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Options</u>				
1.	Robert S. Thomas, II, Trustee of the Bankruptcy Estate of Clifton Avery Height	1103 Brentwood Avenue	F/S	\$ 52,000.00
	Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.			
2.	Amy Sue Nochumowitz, Trustee under The Paul Wye Nochumowitz Deed of Trust for Ethan Shale Nochumowitz	1625 Ensor Street	G/R \$40.00	\$ 366.00
	Funds are available in account no. 9910-907079-9588-900000-704040, Block 1112 Site Assembly Project.			
3.	Michael Fitzgerald	1411 N. Chester Street	L/H	\$ 13,450.00
4.	Jesse Vice, Jr. and Hazel Vice	2058 E. Hoffman Street	F/S \$40.00	\$ 13,000.00
	Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.			

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above properties by condemnation proceedings for an amount equal to or lesser than the option amounts.

DHCD - Condemnations

5.	Carlette Stanback	2707 Hugo Avenue	F/S	\$ 9,000.00
6.	Jose C. Arroyo	2708 Hugo Avenue	L/H	\$ 8,400.00
7.	Baltimore Return Fund, LLC	2709 Hugo Avenue	F/S	\$ 2,000.00

Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick/Hugo 28th Street Project.

8.	South Chester Trading Company	112 N. Carrollton Avenue	G/R \$160.00	\$ 1,066.67
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Funds are available in account no. 9910-914135-9588-900000-704040, Poppleton Project.

MINUTES**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Redemptions</u>			
9. Unknown	1108 W. Saratoga Street 1105 and 1107 Sarah Ann Street	G/R \$16.25	\$ 108.33

Funds are available in account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the \$16.25 ground rent interest for the properties located at 1108 W. Saratoga Street, 1105 and 1107 Sarah Ann Street.

10. Nancy A. Portnoy	1112 W. Saratoga Street and 1111 Sarah Ann Street	G/R \$16.25	\$ 108.33
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Funds are available in account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the \$16.25 ground rent interest for the properties located at 1112 W. Saratoga Street and 1111 Sarah Ann Street.

MINUTES**OPTIONS/CONDEMNATIONS/QUICK-TAKES:**

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

MINUTES

Department of Transportation/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP under Project 1209 On-Call Traffic Engineering Services. The period of the task assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$ 76,554.87 - 6000-600518-2303-749800-603026
107,403.79 - 1001-000000-5011-382400-603026
\$183,958.66

BACKGROUND/EXPLANATION:

This task authorization will provide for on-site support services for the bicycle infrastructure, on-site support for transportation planning division for transportation planner functions and graphic design and CADD support. The scope of work includes, but is not limited to management design and construction process for 17 bikeway projects, MDOT grant requirements for five bikeway projects, bike rack installation program, day to day operations, and marketing of system and expansion of remaining 25 stations.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

MINUTES

Department of Transportation/Office - cont'd
of Engineering and Construction

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP under Project 1209 On-Call Traffic Engineering Services.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

147 - 149

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>			
1.	\$300,000.00	9910-926080-9600	9910-905109-9601
	1 st Comm. & Eco. Dev. Loan	Constr. Res. (MICRO Loan)	MICRO Loan
	This transfer will provide funds to continue business loans to small, minority, and women-owned businesses Citywide.		
2.	\$ 2,030.00	9910-911085-9600	9910-906105-9601
	General Fund	Constr. Res. Janney Park	E. Balto. Ind. & Coml.
	26,375.00	9910-921100-9600	9910-921101-9601
	Pimlico Local Impact Aid	Constr. Res. Northwest Comm. Improvement	Commercial Revitalization
	18,941.77	9910-903354-9600	9910-907104-9601
	22 nd EDF	Constr. Res. W. Baltimore Industrial	W. Balto. Ind. & Coml.
	20,000.00	9910-913990-9600	9910-921101-9601
	23 rd EDF	Constr. Res. Comm. Rev.	Commercial Revitalization
	4,410.00	9910-908040-9600	9910-903361-9601
	24 th EDF	Constr. Res. Business Park Main/Upgrades	Business Park Upgrades

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation - cont'd</u>		
15,000.00	9910-925013-9600	9910-921101-9601
<u>24th EDF</u>	Constr. Res.	Commercial
	Façade	Revitalization
\$ 86,756.77	Improvements	

The transfer will provide funds to reimburse Baltimore Development Corporation for eligible expenses for the month ending October 31, 2017.

3.	\$ 2,150.00	9910-925013-9600	9910-921101-9601
	1 st Comm. EDF	Constr. Res.	Commercial Revit.
		Façade Improvements	
	12,950.00	9910-905048-9600	9910-907104-9601
	24 th EDF	Constr. Res.	W. Balto. Ind. &
		ACME Busn. Ctr.	Coml.
		Improvements	
	4,554.00	9910-908040-9600	9910-903361-9601
	24 th EDF	Constr. Res.	Business Park
		Business Park/	Upgrades
		Main Upgrades	
	12,675.00	9910-925013-9600	9910-921101-9601
	<u>24th EDF</u>	Constr. Res.	Commercial Revit.
	\$ 32,329.00	Façade Improvements	

The transfer will provide funds to reimburse Baltimore Development Corporation for eligible expenses for the month ending November 30, 2017.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
4. \$3,436,050.00	9910-903963-9587	9910-903183-9588
Pimlico Local	Park Heights	Park Heights -
Impact Aid -	Redev. - Pimlico	Major Redev. -
VLT	Local Impact Aid	Pimlico Local
	- VLT	Impact Aid - VLT

This transfer will provide appropriations approved in the FY 2018 Ordinance of Estimates to support major redevelopment in the Park Heights Community to continue implementing the Park Heights Master Plan, with a focus on assembling land in the major redevelopment area.

5. \$ 550,000.00	9914-917411-9588	9910-905185-9588
30 th Comm. Dev.	Acquisition Red	Ambassador Theater
Bonds	Line - 30 th Comm.	Stabilization - 30 th
	Dev. Bonds	Comm. Dev. Bonds

The funds will be used to stabilize the Ambassador Theater, one of Baltimore's Historical movie houses, and preserve the building for future development.

Department of Planning

6. \$ 200,000.00	9904-907787-9129	9904-905777-9127
3 rd Port Discovery	Port Discovery	Port Discovery
Loan	Children's	Children's
	Museum (Reserve)	Museum (Active)

This transfer will allow Port Discovery Children's Museum to access funds appropriated in fiscal year 2017 for museum improvements. The funds will primarily go towards design and construction of new exhibits at the museum.

MINUTES

Circuit Court for Baltimore City - Addictions Assessment
Unit Grant Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Addictions Assessment Unit Grant Contract with Behavioral Health Systems Baltimore, Inc. The period of the Addictions Assessment Unit Grant Contract is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$468,867.00 - 4000-400618-1100-119600-404001

BACKGROUND/EXPLANATION:

Under the terms of the Addictions Assessment Unit Grant Contract, the funds will be utilized to pay for personnel costs and other operating costs associated with the Addictions Assessment Unit. The program provides substance abuse assessments ordered by the Court for released defendants to determine their substance abuse and educational needs.

The Addictions Assessment Unit Grant Contract is late because it was received from the grantor in November of 2017 and because of delays in the administrative review process.

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 Addictions Assessment Unit Grant Contract with Behavioral Health Systems Baltimore, Inc.

MINUTES

Mayor's Office of Human Services - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with House of Ruth Maryland, Inc. The period of the Agreement is October 1, 2017 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$42,138.00 - 4000-480018-3571-333618-603051

BACKGROUND/EXPLANATION:

Under the terms of this Agreement, House of Ruth Maryland, Inc. will utilize the funds to operate an emergency shelter and provide rapid re-housing assistance to 200 homeless women and children who have experienced domestic violence. The funds will be used to cover personnel costs for an Infants and Toddler Teacher and a Staff Therapist, as well as food costs for the shelter.

The Agreement is late because of a delay in receiving the project budget from House of Ruth Maryland, Inc.

MBE/WBE PARTICIPATION:

N/A

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 Agreement with House of Ruth Maryland, Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,
the Board approved the
Extra Work Orders and Transfer of Funds
listed on the following pages:

153 - 154

All of the EWOs had been reviewed and approved
by the

Department of Audits, CORC,
and MWBOO, unless otherwise indicated.

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**EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4. \$376,995.00	9950-903550-9509	9950-905190-9527-2
State Revenue	Construction Reserve	Contingencies
	Neighborhood Street	Downtown Bicycle
	Reconstruction	Network

This transfer will partially fund the costs associated with Change Order #3 on Project TR 13321, Downtown Bicycle Network with P. Flanigan & Sons, Inc.

MINUTES

Department of General Services (DGS)/Mayor's - Agreement
Office of Information Technology

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Code In The Schools, Inc. (CITS). The period of the agreement is effective upon Board approval for one year, unless terminated earlier in accordance with the provisions.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 1001-000000-1981-194700-603026

BACKGROUND/EXPLANATION:

Each agency that engages with CITS through this agreement will provide a cost based on the estimated scope of work. Each agency will provide agency specific budget account numbers.

The Mayor's Office of Information Technology (MOIT) and the Department of General Services (DGS) have a human capital and process improvement long term strategy that is threefold:

- 1) investing in the capacity of front line and supervisory level staff to identify and fulfill opportunities for task automation, greater utilization of technology to streamline processes, data analysis and program development,
- 2) leveraging the ecosystem of civic technology organizations, individuals and interested staff in local technology firms to work side-by-side with City staff to code, teach, scope and develop solutions and facilitate the necessary transfer of skills and knowledge between the private and public sector; and
- 3) developing more meaningful opportunities and experiences for talented local youth to re-think public service and participate in practical real world and project specific curriculum around coding for improving government service.

MINUTES

DGS/MOIT - cont'd

CITS is a local organization expanding access to quality computer science education programs for Baltimore City youth to prepare them to participate fully in the 21st century economy. CITS will work with the DGS to develop a computer-programming-for-government-process-solutions based curriculum for high school students on the Python programming language to support a DGS internship program for skilled Python programmers that complete the CITS program.

The agreement establishes a framework for all available City agencies to establish a Youth Pipeline Partnership for coding jobs in local government to help build a competitive labor force and pathways for coding careers in local government. The Department of General Services will serve as the first pilot agency under the agreement and will assist high school students to build their computer science foundation skills in Python (a computer coding language) through secondary education computer science courses at CITS and on problem statements provided by the Department of General Services. The students will use these skills to work with the Department of General Services staff on real service delivery and process challenges that can be solved with the critical thinking and computer programming skills developed in their training.

Under the pilot scope, the program will culminate with students showcasing their applications to the Department of General Services and other Baltimore City agency leaders, during which time, one or more of the students will be offered an internship opportunity with the Department of General Services.

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 Agreement with Code In The Schools, Inc.

MINUTES

Department of Public Works - Perpetual and Temporary
Construction
Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Perpetual and Temporary Construction Easement Agreement with Woodbourne Center, Inc.

AMOUNT OF MONEY AND SOURCE:

\$54,615.00 Account - 9956-905653-9551-900020-704040

BACKGROUND/EXPLANATION:

The City would like to acquire a perpetual and temporary construction easement on a portion of a property owned by Woodbourne Center, Inc., located at 1301 Woodbourne Avenue. The agreement will allow the City's contractor construction access to relocate and install a new sanitary sewer main within the new easement area and perform stream restoration improvements all in conjunction with the Department of Public Works Sanitary Project No. (SC) 910.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Perpetual and Temporary Construction Easement Agreement with Woodbourne Center, Inc.

MINUTES

Department of Public Works - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve an Employee Expense Statement for Mr. Michael Harvey for the month of August 2017.

AMOUNT OF MONEY AND SOURCE:

\$50.00 - 2071-000000-5521-632440-603020

BACKGROUND/EXPLANATION:

Mr. Harvey is entitled to reimbursement for his application for Operator's Water Distribution License D-1. His paper work was not submitted to this office in a timely manner as he was unaware of the 40-day time requirement to the submit license of certification receipts.

Mr. Harvey's expense statement is being submitted to the Board for approval because it had exceeded the 40 work day period allowed for reimbursement submittals to Accounts Payable per AM-240-11. Mr. Harvey has now been made aware of the proper procedures for submitting reimbursements and other eligible activities.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Employee Expense Statement for Mr. Michael Harvey for the month of August 2017.

MINUTES

Department of Public Works - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding with the Coppermine Fieldhouse LLC (Coppermine).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Coppermine desires to install an artificial turf field, composed of a gravel base covered by a rubberized backed carpet substrate surface for athletics over the City's right-of-way at 5731 Cottonworth Avenue, Baltimore, Maryland 21209. The City desires to permit Coppermine to install the turf field, subject to the agreement that Coppermine will be responsible for repairing any damage to the utilities caused by the installation of the turf field.

Additionally, the City may continue to perform any necessary work on the utilities at any time, and the City will not be liable for any damage to the turf field caused by the utilities or by the City' work on repairing or replacing the utilities.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Coppermine Fieldhouse LLC.

MINUTES

Mayor's Office of Employment - Memorandum of Understanding
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Customized Training Agreement with Second Chance, Inc. for Professional Services. The First Amendment to Customized Training Agreement will extend the period of the agreement through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

No Additional Cost

BACKGROUND/EXPLANATION:

On August 9, 2017, the Board approved the Original Agreement with Second Chance, Inc. This Customized Training Agreement authorizes Second Chance to provide deconstruction worker training for 15 eligible Baltimore City residents enrolled in an on-the-job, employer based, customized training program.

This First Amendment to Customized Training Agreement will extend the term of the original agreement six months to fill vacant slots with a new cohort and modify the budget to redirect vendor services and associated costs. There is no change in MOED's maximum reimbursement amount.

The amount of this Agreement is not over \$300,000.00 and the City subsidy is not more than \$5,000,000.00. Therefore, the Local Hiring law does not apply.

This Agreement was late because additional time was necessary to reach a comprehensive understanding that was agreeable to both parties.

MINUTES

MOED - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Customized Training Agreement with Second Chance, Inc. for Professional Services.

MINUTES

Mayor's Office of Employment - cont'd
Development

UPON MOTION duly made and seconded, the Board ratified the Inter-governmental Agreement with the Maryland State Department of Human Services, Baltimore City Department of Social Services.

MINUTES

Department of Public Works/Office - Full Release of Retainage
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the full release of retainage to Enterprise Electric Company, Inc. for Sanitary Contract No. 925, Arc Flash Hazard System Improvement at the Back River Wastewater Treatment Plant.

AMOUNT OF MONEY AND SOURCE:

\$ 76,948.00 - 9956-907335-9551-000000-200001

BACKGROUND/EXPLANATION:

All work on Sanitary Contract No. 925 was completed as of July 22, 2016. Subsequently, Enterprise Electric Company, Inc. has requested a full release of retainage in the amount of \$76,948.00. The City holds \$76,948.00 in retainage.

MWBOO APPROVED THE RELEASE.

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 agreement for the full release of retainage to Enterprise Electric Company, Inc. for Sanitary Contract No. 925, Arc Flash Hazard System Improvement at the Back River Wastewater Treatment Plant.

MINUTES

Department of Public Works/Office - Partial Release of Retainage
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to Manuel Luis Construction, Inc. for Water Contract No. 1336, Sidewalk Restoration.

AMOUNT OF MONEY AND SOURCE:

\$ 26,264.00 - 2071-000000-5521-608903-603026

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1336 was completed as of October 17, 2017. Subsequently, Manuel Luis Construction, Inc. has requested a partial release of retainage in the amount of \$26,264.00. The City holds \$26,800.00 in retainage. The remaining amount of \$536.00 is sufficient to protect the interests of the City.

MWBOO APPROVED THE RELEASE.

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 agreement for the partial release of retainage to Manuel Luis Construction, Inc. for Water Contract No. 1336, Sidewalk Restoration.

MINUTES

Department of Public Works/Office - On-Call Consultant Agreement of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Consultant Agreement with Whitman, Requardt & Associates, LLP, under Project 1254W, On-Call Environmental Services. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever comes first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00.

BACKGROUND/EXPLANATION:

This is an On-Call Consultant Agreement for the Office of Engineering and Construction, Storm Water Engineering Office. Whitman, Requardt & Associates, LLP will perform on-call consulting services for various tasks assigned by the City on an as-needed basis. The scope involves providing design related services for the repair, maintenance, and new construction of facilities managed by the Office of Engineering and Construction. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Award Commissions.

MBE/WBE PARTICIPATION:

MBE: C.C. Johnson & Malholtra, P.C.	\$140,000.00	14%
Savin Engineers, P.C.	50,000.00	5%
RJM Engineering, Inc.	80,000.00	8%
	<u>\$270,000.00</u>	<u>27%</u>
 WBE: The Robert B. Balter Company	\$ 50,000.00	5%
Phoenix Engineering, Inc.	50,000.00	5%
	<u>\$100,000.00</u>	<u>10%</u>

MINUTES

Department of Public Works/Office - cont'd
of Engineering and Construction

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW EACH TASK ASSIGNMENT.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Consultant Agreement with Whitman, Requardt & Associates, LLP, under Project 1254W, On-Call Environmental Services.

MINUTES

Department of Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 008 to Rummel, Klepper & Kahl, LLP under Project 1504, SC 934 Construction Management Assistance Services. The period of the task assignment is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$701,385.96 - 9956-908614-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of assistance on SC 934, Cleaning of Outfall Sewershed Dual Pipes and Outfall Interceptor under this task to continue with the completion of the project. This task will provide an Inspector III and is through the completion of SC 934.

MBE/WBE PARTICIPATION:

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

This task contains the following participation:

MBE: 0%

WBE: 0%

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Public Works/Office - cont'd
of Engineering and Construction

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 008 to Rummel, Klepper & Kahl, LLP under Project 1504, SC 934 Construction Management Assistance Services.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the properties located at 1608 N. Calhoun Street, 738 Cumberland Street, 708 McCabe Avenue, 710 McCabe Avenue, 728 McCabe Avenue, 1724 Presbury Street, 1726 Presbury Street, and 1728 Presbury Street as a gift from Habitat for Humanity of the Chesapeake, Inc. **SUBJECT** to municipal liens, interest and penalties that may accrue, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Habitat for Humanity of the Chesapeake, Inc. will donate all of its rights, title, and interest in the properties listed above to the City for \$0.00. Furthermore, Habitat for Humanity of the Chesapeake, Inc. agrees to pay all title fees, settlement costs, and open water bills. No City funds will be expended.

BACKGROUND/EXPLANATION:

The following eight property interests will be acquired as a gift:

	<u>ADDRESS</u>	<u>BLOCK</u>	<u>LOT</u>	<u>INTEREST</u>
1.	1608 N. Calhoun Street	0017	005	Leasehold
2.	738 Cumberland Street	0293	067	Fee Simple
3.	708 McCabe Avenue	5165C	005	Leasehold
4.	710 McCabe Avenue	5165C	006	Fee Simple
5.	728 McCabe Avenue	5165D	051	Fee Simple
6.	1724 Presbury Street	0009	057	Leasehold
7.	1726 Presbury Street	0009	058	Fee Simple
8.	1728 Presbury Street	0009	059	Leasehold

MINUTES

Department of Housing and - cont'd
Community Development

Habitat for Humanity of the Chesapeake, Inc. has offered to donate to the City, title to eight properties located in Sandtown-Winchester and Woodbourne-McCabe. The City will receive clear and marketable title to the properties, subject to municipal liens, other than water bills, which must be paid as part of the transaction. Accepting these donations is less costly than acquiring the properties by tax sale foreclosure or eminent domain.

The DHCD seeks approval to acquire the properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording of the deed. Habitat for Humanity of the Chesapeake, Inc. A list of all open municipal liens, other than water bills, accrued through August 10, 2017 are as follows:

1608 N. CALHOUN STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$ 70.80	\$ 0.00
Property Registration	8/10/2017	<u>130.00</u>	\$ 0.00
Total Liens:		\$200.80	

738 CUMBERLAND STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	<u>\$ 70.80</u>	\$ 0.00
Total Liens:		\$ 70.80	

MINUTES

Department of Housing and - cont'd
Community Development

708 CUMBERLAND STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	<u>\$396.48</u>	\$ 0.00
Total Liens:		\$396.48	

710 McCABE AVENUE

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$403.56	\$ 0.00
Property Registration	8/10/2017	<u>130.00</u>	\$ 0.00
Total Liens:		\$533.56	

728 McCABE AVENUE

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$441.32	\$ 0.00
Property Registration	8/10/2017	<u>130.00</u>	\$ 0.00
Total Liens:		\$571.32	

MINUTES

Department of Housing and - cont'd
Community Development

1724 PRESBURY STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$ 23.60	\$ 0.00
Real Property Tax	2016-2017	23.60	5.06
Real Property Tax	2015-2016	23.60	10.58
Miscellaneous	06/02/2008	237.06	42.72
Miscellaneous	11/11/1996	428.92	816.61
Miscellaneous	04/04/2016	220.25	46.20
Miscellaneous	08/01/2016	160.00	24.00
Miscellaneous	03/29/2000	12,967.46	16,727.86
Tax Sale	05/15/2017		82,959.90
	8/10/2017		
Sub-Totals		<u>\$14,084.49</u>	<u>\$100,632.93</u>

Total Liens: **\$114,717.42**

1726 PRESBURY STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$ 23.60	\$ 0.00
Real Property Tax	2016-2017	23.60	5.06
Real Property Tax	2015-2016	<u>23.60</u>	<u>10.58</u>
Sub-Totals		<u>\$ 70.80</u>	<u>\$15.64</u>

Total Liens: **\$86.44**

MINUTES

Department of Housing and - cont'd
Community Development

1728 PRESBURY STREET

<u>Bill</u>	<u>Date</u>	<u>Amount</u>	<u>Interest, Penalties & Fees</u>
Real Property Tax	2017-2018	\$ 23.60	\$ 0.00
Real Property Tax	2016-2017	23.60	5.06
Real Property Tax	2015-2016	23.60	10.58
Tax Sale	05/18/2015	<u> </u>	<u>42,231.22</u>
Sub-Totals		\$ 70.80	\$42,246.86

Total Liens: **\$42,317.66**

UPON MOTION duly made and seconded, the Board approved the acquisition of the properties located at 1608 N. Calhoun Street, 738 Cumberland Street, 708 McCabe Avenue, 710 McCabe Avenue, 728 McCabe Avenue, 1724 Presbury Street, 1726 Presbury Street, and 1728 Presbury Street as a gift from Habitat for Humanity of the Chesapeake, Inc. **SUBJECT** to municipal liens, interest and penalties that may accrue, 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 of the fee simple interest in the property located at 1636 E. Chase Street, Block 1164B, Lot 001 by gift from Sempertegui Properties, LLC, 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.

Sempertegui Properties, LLC has offered to donate to the City, title to the property at 1636 E. Chase Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department 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. A list of open municipal liens accrued through November 2, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale Cert. #305099	05/15/2017	\$ 7,087.29
Real Property Tax	2017-2018	24.52
Real Property Tax	2016-2017	Incl. in TS
Real Property Tax	2015/2016	Incl. in TS
Real Property Tax	2014/2015	Incl. in TS
Real Property Tax	2013-2014	Incl. in TS
Real Property Tax	2012-2013	Incl. in TS
Real Property Tax	2011-2012	184.26
Miscellaneous Bill	4710877	166.27
Miscellaneous Bill	4756433	218.73
Miscellaneous Bill	4764171	160.50
Miscellaneous Bill	5152756	45,067.64
Miscellaneous Bill	5705660	301.93
Miscellaneous Bill	6388623	Incl. in TS
Miscellaneous Bill	6448401	Incl. in TS
Miscellaneous Bill	6647630	Incl. in TS
Miscellaneous Bill	6720601	Incl. in TS
Miscellaneous Bill	5979652	Incl. in TS
Miscellaneous Bill	7115132	Incl. in TS
Miscellaneous Bill	7356421	Incl. in TS
Miscellaneous Bill	7386329	Incl. in TS
Miscellaneous Bill	7443872	Incl. in TS
Miscellaneous Bill	7470362	Incl. in TS
Miscellaneous Bill	7379744	Incl. in TS
Miscellaneous Bill	7667439	Incl. in TS
Miscellaneous Bill	7696461	Incl. in TS
Miscellaneous Bill	7792252	Incl. in TS
Miscellaneous Bill	8009532	188.80
Miscellaneous Bill	8377962	202.95

Total Taxes Owed: \$53,602.89

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1636 E. Chase Street, Block 1164B, Lot 001 by gift from Sempertegui Properties, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - First Amendment to Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Central Baltimore Partnership, Inc. (Grantee). This First Amendment to Agreement extends the term of the agreement through March 31, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November 30, 2016 the Board approved a grant agreement in the amount of \$100,000.00 with Central Baltimore Partnership, Inc. to establish a Strategic Acquisition Fund (Fund). The Fund is intended to facilitate redevelopment of vacant properties in commercial corridors that support existing redevelopment efforts or can attract additional investment and development.

Since this agreement was approved, the Grantee has utilized funds to funding support the acquisition and or stabilization of the following properties: 3302 Greenmount Avenue, 401-03 Venable Avenue, 19-21 East North Avenue and 226 East Lafayette Avenue.

This First Amendment to Agreement will provide sufficient time to compile the documentation necessary to submit a Request for Reimbursement.

MBE/WBE PARTICIPATION:

The Grantee signed a Commitment to Comply.

MINUTES

Department of Housing and - cont'd
Community Development

AUDITS NOTED THE NO COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Agreement with Central Baltimore Partnership, Inc.

MINUTES

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

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreements with the various Service Providers. The period of the CDBG Agreement is July 1, 2017 through June 30, 2018.

1. **BALTIMORE OFFICE OF PROMOTION & THE ARTS, \$52,326.00
INC.**

Account: 2089-208918-5930-423230-603051

The funds will be utilized for the Bright StARTS Workshops for Children program. The Bright StARTS program will provide free art instruction to youth ages 3 - 19 with workshops in such areas as visual, literacy and performing arts during out of school hours and the summer. Workshops are conducted through established after-school programs pre-school programs and community-based youth programs throughout Baltimore City.

MWBOO GRANTED A WAIVER.

2. **PUBLIC JUSTICE CENTER, INC. \$35,000.00**

Account: 2089-208918-5930-433329-603051

The funds will be utilized for the Human Right to Housing project (HR2H Project). The HR2H Project will provide free legal services and training in tenant rights to low- and moderate-income tenants residing in Baltimore City to 1) prevent unnecessary or unjust evictions that cause homelessness and neighborhood destabilization and 2) improve housing conditions that do not meet housing and

MINUTES

DHCD - cont'd

health codes. The HR2H Project pairs tenants facing eviction and/or living in substandard housing with well-trained volunteer advocates and attorneys who will counsel or represent them during summary eviction and rent escrow proceedings.

On June 28, 2017, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2017 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2017 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, these agreements were delayed due to final negotiations and processing.

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 Community Development Block Grant Agreements with the foregoing Service Providers.

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 a Land Disposition Agreement with D AND C, LLC for the sale of the City-owned property in the Arlington neighborhood located at 5517 Gist Avenue.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - to be paid to the City at the time of settlement

BACKGROUND/EXPLANATION:

The City shall convey all of its rights, title, and interests in 5517 Gist Avenue to D AND C, LLC. for the price of fifteen thousand dollars, which will be paid to the City of Baltimore at the time of settlement.

The project will involve the rehabilitation of existing buildings to single family homes for re-sale. The authority to sell the property located at 5517 Gist Avenue is given under the Park Heights Urban Renewal Plan, approved by the Mayor and City Council of Baltimore by Ordinance No. 08-93, originally approved on December 11, 2008, and last amended by Ordinance No. 14-297, approved on October 1, 2014.

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

In accordance with the appraisal policy, a waiver valuation has determined the property located at 5517 Gist Avenue to be valued at \$17,000.00. The property is being sold for \$15,000.00. Sale

MINUTES

Department of Housing and - cont'd
Community Development

of this vacant property at a price below the waiver valuation price will be a specific benefit to the block and the community, aid in the elimination of blight on the block, create jobs during reconstruction, and return of property to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with D AND C, LLC for the sale of the City-owned property in the Arlington neighborhood located at 5517 Gist Avenue.

MINUTES

Department of Housing and - Second Amendment to Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Second Amendment to the EmPOWER Weatherization Assistance Program (WAP) Grant Agreement with the Maryland Department of Housing and Community Development (Second Amendment). The Second Amendment extends the period of the grant agreement to July 15, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The State of Maryland Department of Housing and Community Development has designated Baltimore City as a principal partner in the EmPOWER program governed by the Maryland Public Service Commission. EmPOWER program funding provides energy conservation services and weatherization to low-income families at or below 200% of poverty within the City of Baltimore. City staff conducts energy audits of homes to be served, and contractors working for the City provide the energy home improvements - insulation, air sealing, heating system maintenance, and appliance replacement. From 2009 through 2017, Baltimore City has weatherized over 10,000 housing units since 2009, utilizing EmPOWER, Department of Energy, and Customer Investment funds.

On February 9, 2016, the State and the City entered into a Grant Agreement with an end date of December 31, 2017, which allocated up to \$5,000,000.00 of EmPOWER funds to the City of Baltimore to operate a weatherization assistance program with the funding

MINUTES

Department of Housing and - cont'd
Community Development

provided under EmPOWER. On August 10, 2016, the Board approved the First Amendment to Agreement which changed two items between the original grant agreement and the First Amendment. Those changes included the State having the right to increase or decrease the EmPOWER funds at its discretion and if the rate of expenditure or production was inconsistent with the proposed rate of expenditure or production if the City failed to perform. The other item that was changed by the First Amendment was the City agreed that the EmPOWER funds may be increased or decreased in accordance with the terms of the First Amendment by letter or written communication and that the State could establish future program guidelines, requirements and schedules to ensure timely use of funds, and that the City would agree to fully comply with any and all such guidelines, requirements and schedules.

The change of the term of the agreement and the performance period are necessary for the State to align the program dates with the Federal Department of Energy weatherization grant that they administer and the Maryland Public Service Commission has to issue an order regarding EmPOWER Program Cycle 2018-2021 funds and timing of the availability of those funds.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to the EmPOWER Weatherization Assistance Program Grant Agreement with the Maryland Department of Housing and Community Development.

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 PenCor 09, LLC, Developer, for the sale of the City-owned properties located at 1410 and 1412 Druid Hill Avenue.

AMOUNT OF MONEY AND SOURCE:

\$266.67 - 1410 Druid Hill Avenue
266.67 - 1412 Druid Hill Avenue
\$533.34 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in the properties located at 1410 and 1412 Druid Hill Avenue to PenCor 09, LLC for the purchase price of \$533.34.

PenCor 09, LLC, will purchase the vacant buildings known as 1410 and 1412 Druid Hill Avenue from the City of Baltimore for rehabilitation and market-rate sale. The provisions of Article 13, §2-7(h)(2)(ii)(C) of the Baltimore City Code authorize the City to sell these properties.

The purchase price and improvements to the site will be financed with private funds and C.O.R.E. funds from the State of Maryland.

MINUTES

Department of Housing and - cont'd
Community Development

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

In accordance with the City's appraisal policy, a Waiver Valuation determined the market value of these vacant buildings to be \$4,500.00 each.

The project is receiving C.O.R.E. financing from the State of Maryland, which requires the City to sell the properties at the nominal value of \$266.67 each. The difference between the price and the Waiver Valuation is the City's contribution to the project.

These vacant buildings will be sold for less than the Waiver Valuation price because the poor condition of the properties require extensive and immediate remediation, the rehabilitation will be a specific benefit to the community, eliminate blight, and return the vacant buildings to the tax rolls.

MBE/WBE PARTICIPATION:

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

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 PenCor 09, LLC, Developer, for the sale of the City-owned properties located at 1410 and 1412 Druid Hill Avenue.

MINUTES

Department of Housing and - Contract of Sale
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Contract of Sale to purchase the fee simple interest in 1803 Barclay Street, 1815 Barclay Street, 57 N. Catherine Street, 1939 Hollins Street, 1424 McHenry Street, 4 N. Mount Street, 503 N. Stricker Street, 152 Willard Street, and the leasehold interest 3102 Woodland Avenue from the Housing Authority of Baltimore City (HABC).

The Board is also requested to approve the acquisition of these properties, SUBJECT to municipal liens in the amount of \$0.00 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00	-	9910-902487-9588-900000-704040	(1803 Barclay St.)
3,000.00	-	9910-902487-9588-900000-704040	(1815 Barclay St.)
6,000.00	-	9910-908636-9588-900000-704040	(57 N. Catherine St.)
5,200.00	-	9910-906126-9588-900000-704040	(1939 Hollins St.)
2,000.00	-	9910-908636-9588-900000-704040	(1424 McHenry St.)
8,000.00	-	9910-906126-9588-900000-704040	(4 N. Mount St.)
10,000.00	-	9910-908044-9588-900000-704040	(503 N. Stricker St.)
5,500.00	-	9910-906126-9588-900000-704040	(152 Willard St.)
12,000.00	-	9910-903183-9588-900000-704040	(3102 Woodland Ave.)
\$56,700.00	-	Total	

BACKGROUND/EXPLANATION:

This contract of sale enables the City of Baltimore to acquire the interests in the above-listed vacant properties, for resale

MINUTES

DHCD - cont'd

through the planning and development efforts of the Department of Housing and Community Development.

Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code and subject to the prior approval of the Board of Estimates, the Department of Housing and Community Development may acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment. The Commissioner of Housing has made the required determination with regard to these properties and these properties will be redeveloped.

The Board of Commissioners of HABC and the U.S. Department of Housing and Urban Development have approved the disposition in accordance with 24 CFR, Part 970.

Also requested is approval to acquire these properties subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens other than water bills, accrued through December 28, 2017, follows. The HABC is exempt from Real Estate Taxes; therefore no taxes are included in these figures. Water bills will be paid and are not listed.

<u>Property</u>	<u>Bill No.</u>	<u>Bill Date</u>	<u>Balance</u>
1803 Barclay Street			\$0.00
1815 Barclay Street			\$0.00
57 N. Catherine Street			\$0.00
1939 Hollins Street			\$0.00
1424 McHenry Street			\$0.00
4 N. Mount Street			\$0.00
503 N. Stricker Street			\$0.00
152 Willard Street			\$0.00
3102 Woodland Avenue			\$0.00
		Total	\$0.00

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contract of Sale to purchase the fee simple interest in 1803 Barclay Street, 1815 Barclay Street, 57 N. Catherine Street, 1939 Hollins Street, 1424 McHenry Street, 4 N. Mount Street, 503 N. Stricker Street, 152 Willard Street, and the leasehold interest 3102 Woodland Avenue from the Housing Authority of Baltimore City.

The Board further approved the acquisition of the properties, SUBJECT to municipal liens in the amount of \$0.00 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

MINUTES

Department of Housing and Community Development - First Amendment to the Maryland Energy Assistance Program Subgrant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Maryland Energy Assistance Program (MEAP) Subgrant Agreement (First Amendment) with the Maryland Department of Housing and Community Development (MD-DHCD). The First Amendment extends the period of the MEAP Subgrant Agreement through October 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 5000-585917-5971-439500-603051

BACKGROUND/EXPLANATION:

On January 18, 2017, the Board approved the original MEAP Grant Agreement with the MD-DHCD in the amount of \$100,000.00 for the period January 18, 2017 through September 30, 2018 to provide funding for emergency heating system repair and replacement services to low-income families.

This First Amendment to the MEAP Subgrant Agreement increases the funding by \$50,000.00 and extends the period of the MEAP Subgrant Agreement through October 31, 2018. This increase makes the total award amount \$150,000.00 to allow for minor adjustments to disbursements and reimbursement of funds, and reporting and recording requirements.

MBE/WBE PARTICIPATION:

N/A

MINUTES

DHCD - cont'd

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 First Amendment to the Maryland Energy Assistance Program Subgrant Agreement with the Maryland Department of Housing and Community Development.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies
hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

195 - 199

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

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 Public Works/Office
of Engineering and Construction

1.	SC 973, Urgent Needs On-Call Assessment & Repairs of Sanitary Sewer Mains & Laterals- Zone A	AM-Liner East, Inc.	\$6,474,323.00	
	MBE:	S&J Service, Inc.	\$ 323,716.15	5.0%
		Daco Construction Corporation	453,202.61	6.9%
		P&P Sewer Techs, Inc.	453,202.61	6.9%
			<u>\$1,230,121.37</u>	<u>18.80%</u>
	WBE:	TFE Resources, Ltd.	\$ 323,716.15	5%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$9,028,647.00	9956-903569-9549	
Wastewater Utility Fund	Construction Reserve O/C Sanitary	
\$ 647,432.50	-----	9956-907855-9551-2
		Extra Work
647,432.50	-----	9956-907855-9551-3
		Design
871,000.00	-----	9956-907855-9551-5
		Inspection
6,474,323.00	-----	9956-907855-9551-6
		Construction
388,459.00	-----	9956-907855-9551-9
<u>\$9,028,647.00</u>		Administration

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction - cont'd

The transfer of funds is required to cover the cost of SC 973, Assessment and Repair of Small Sewer Mains & Laterals-Zone A.

- 3. SC 976, Sewer Collection System Improvements in the Greenmount, Hampden and Bolton Hill Area of the Jones Falls Sewershed Insituform Technologies, LLC \$14,467,055.00

MBE: Daco Construction Corporation \$2,025,387.70 13.99%

WBE: Sunrise Safety Services, Inc. \$ 434,011.65 3.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$19,497,489.00	9956-903569-9549	
Wastewater	Construction Reserve	
Revenue Bonds	O/C Sanitary	
\$ 1,446,705.50	-----	9956-901577-9551-2
		Extra Work
1,446,705.50	-----	9956-901577-9551-3
		Design
1,269,000.00	-----	9956-901577-9551-5

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction - cont'd

TRANSFER OF FUNDS - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
14,467,055.00	-----	Inspection 9956-901577-9551-6
868,023.00	-----	Construction 9956-901577-9551-9
<u>\$19,497,489.00</u>		Administration

The transfer of funds is required to cover the cost of SC 976, Sewer Collection System Improvements in the Jones Falls Sewershed.

- 5. SC 950, Caroline Street Stormwater Pumping Station Upgrade **REJECTION** - On November 15, 2017, the Board opened one bid for SC 950. The design consultant, Dewberry Consultants, LLC has analyzed the bid and has determined that bid items 401-403, 800-802, and 806 are significantly higher than the Engineer's estimate. Therefore, it is in the best interest of the City to re-advertise this project at a later time.

Department of General Services

- 6. GS 15840, Firehouse 26 Renovations M&A Infrastructure Solutions, LLC \$ 325,789.16

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of General Services - cont'd

MBE: C.C. Johnson & Malhotra, PC	\$ 117,284.10	36.00%
WBE: Roane's Rigging & Transfer Company, Inc.	\$ 42,352.59	12.99%

MWBOO FOUND VENDOR IN COMPLIANCE.Bureau of Purchases

7. B50004918, Supply of L/B Water Service, Water Meters	Inc. (Items under Group 4 Meters, Turbo Water Meters)	\$1,500,000.00
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MWBOO GRANTED A WAIVER.

8. B50005011, Qualified Dealers for Cars and Trucks	Apple Ford, Inc. Hertrich Fleet Services, Inc. Chapman Fleet Services, Inc. Norris Ford	\$23,000,000.00
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MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

9. B50005188, Brass Fittings L/B Water Service, Inc. \$ 1,000,000.00

Ferguson Enterprises
d/b/a Ferguson
Waterworks

MWBOO GRANTED A WAIVER.

10. B50005190, Furnish and Deliver One Laboratory Trailer Midway Trailers, Inc. d/b/a Missouri Great Dane \$ 167,651.00

MWBOO GRANTED A WAIVER.

11. B50005182, Hook Lift Roll Off Trucks Waste Equipment Sales and Service, LLC \$ 886,447.15

MWBOO GRANTED A WAIVER.

MINUTES

Department of Recreation and Parks - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay the final invoice due to the University of Maryland (University).

AMOUNT OF MONEY AND SOURCE:

\$7,413.34 - 9938-914085-9475

BACKGROUND/EXPLANATION:

This expenditure of funds will pay the final invoice due to the University to close out the grant award and the execution of a grant agreement between the Department and the University.

The Department of Recreation and Parks undertook an update to the 1998 Master Plan for Patterson Park to guide the Department's future capital and programmatic investments. The plan was completed and formally approved by the Planning Commission in April 2016.

As part of the plan, the University evaluated public use and perception of Patterson Park. The University assisted in this endeavor by establishing a graduate internship position that was supervised by a Professor at the University's School of Architecture, Planning and Preservation. The project included surveying users of the park, collecting and analyzing data, arranging meetings with focus groups, writing reports and making presentations. These activities informed the update to the Patterson Park Master Plan and assisted the Department in making improvements to the park.

This request is late because the project was completed in 2015, however, the final invoice, through inadvertence and oversight was not submitted by the University.

MINUTES

Department of Recreation and Parks - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$200,000.00	9938-912085-9475	9938-914085-9474
State - Program	Patterson Park	Patterson Park Master
Open Space	Master Plan	Plan Implementation
	Implementation	(Active)
	(Reserve)	

This transfer will provide funds to cover costs for pedestrian lights at Patterson Park.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the expenditure of funds to pay the final invoice due to the University of Maryland. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Health Department - Agreements

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

1. **THE HEARING AND SPEECH AGENCY** **\$ 80,557.00**
OF METROPOLITAN BALTIMORE, INC.

Accounts: 4000-427118-3080-294300-603051 \$ 17,510.00
 4000-427118-3080-294301-603051 \$ 63,047.00

The Hearing and Speech Agency of Metropolitan Baltimore, Inc. will utilize the funds to provide a speech language pathologist to staff the Baltimore Infants and Toddler's program's eligibility center, and provide occupational therapy evaluations, speech/language evaluations, audiological evaluations and speech/language or occupational therapy as needed. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because the grant award was received late in the fiscal year and also because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

2. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 20,646.00**

Account: 4000-484718-3023-718000-603051

The JACQUES Initiative at the University of Maryland, Baltimore School of Medicine will collaborate with multiple partners across the City to provide PrEP (Pre-Exposure Prophylaxis) services and linkage to care for HIV positive individuals. The period of the agreement is September 30, 2017 through September 29, 2018.

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

MINUTES

Health Dept. - cont'd

3. **JOHNS HOPKINS HOSPITAL (JHH)** **\$210,000.00**

Account: 4000-483617-3160-308600-603051

The JHH will utilize the funds to provide the services of a Program Manager and two Hospital Responders to implement the Safe Streets Hospital Responder program to reduce re-admission of patients with a violence-related injury, especially gun and knife related injuries. The Responders will implement strategies to reduce violence related to injury re-admissions, intervene in scenarios of retaliation, and support access to the wrap around services offered by JHH and affiliates. The Health Department will provide technical assistance, both on and off-site to facilitate successful implementation of the program. The period of the agreement is effective upon Board approval through September 30, 2018.

MWBOO GRANTED A WAIVER.

4. **PAYNE MEMORIAL OUTREACH, INC.** **\$ 16,448.22**

Account: 4000-433318-3254-316200-603051

Payne Memorial Outreach, Inc. will utilize the funds to provide adult medical day care services to ill, frail, or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City. Payne Memorial Outreach, Inc. will develop an appropriate care

MINUTES

Health Dept. - cont'd

supports, legal services, housing and/or rental assistance, public benefits, financial services and consumer protections. The period of the agreement is September 1, 2017 through July 31, 2019.

The grant agreement is late because it was just received by the Department in September 2017.

6. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC.** **\$ 37,605.00**

Account: 6000-607018-3080-789700-600000

The Reproductive Health Initiative is a collaboration between the Behavioral Health System Baltimore, Inc. and the Baltimore City Health Department to increase reproductive health care access and contraceptive uptake among substance use disorder treatment clients in Baltimore City. The Reproductive Health Program will provide staffing to include a clinician (Nurse Practitioner, Physician Assistant or Physician) and other staff support at Baltimore City substance use disorder treatment programs. The Health Department will also provide clinical supplies including long-acting reversible contraceptives (LARCs), office supplies, equipment, health billing consultation, training for clinicians on LARC placement and educational materials. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of a delay in receiving the required documentation.

MINUTES

Health Dept. - cont'd

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

Health Department - Notice of Award/Cooperative Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance and authorize execution of the Notice of Award (NOA)/Cooperative Agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis. The period of the award/agreement is January 1, 2018 through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$340,884.00 - 4000-422518-3030-271500-404000

BACKGROUND/EXPLANATION:

This is a continuation award that provides funding to address Sexually Transmitted Diseases (STDs) in the context of health disparities and new opportunities for people to be insured under the Affordable Care Act (ACA). The Program's mission is to develop a stronger system to promote screening and treatment, improve partner services, and collaborate with other organizations to implement STD health promotion and prevention education activities for safety-net providers.

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 acceptance and authorized execution of the Notice of Award/ Cooperative Agreement from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis.

MINUTES

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance and authorize execution of the Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention for the Tuberculosis Elimination Project. The period of the award/agreement is January 1, 2018 through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$45,419.00 - 4000-422118-3030-271400-404000

BACKGROUND/EXPLANATION:

Approval of this Notice of Award will allow the Department's Tuberculosis (TB) Prevention Program to use funds to support the City's TB control efforts, to provide medical care and treatment for active and latent TB patients, and to conduct contact investigations. Funds are used for staff, radiology services, and clinician salaries.

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 and authorized execution of the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention for the Tuberculosis Elimination Project.

MINUTES

Health Department - Update to the FY18 Unified Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the Update to the FY18 Unified Grant Award for the period beginning August 1, 2017.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The actions are as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>INITIAL AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
PWC Eligibility	Supplement	\$2,139,070.00	\$261,936.00	\$2,401,006.00

BACKGROUND/EXPLANATION:

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

This grant award is late because of an oversight. The Department apologizes for the lateness.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board approved the Update to the FY18 Unified Grant Award for the period beginning August 1, 2017.

MINUTES

Health Department - Update to the FY18 Unified Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the Update to the FY18 Unified Grant Award for the period beginning September 1, 2017.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The actions are as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>INITIAL AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Immunization HEP-IAP-, HEP-B	Supple- ment	\$744,100.00	\$23,000.00	\$767,100.00

BACKGROUND/EXPLANATION:

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

This grant award is late because of an oversight. The Department apologizes for the lateness.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board approved the Update to the FY18 Unified Grant Award for the period beginning September 1, 2017.

MINUTES

Health Department - Update to the FY18 Unified Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the Update to the FY18 Unified Grant Award for the period beginning October 1, 2017.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The actions are as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>INITIAL AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Expanded ACC	New	\$ 0.00	\$950,000.00	\$ 950,000.00
Syringe Services Program	Correc- tion	\$105,662.00	\$ 5,385.00	\$ 111,047.00
Total		\$105,662.00	\$955,385.00	\$1,061,047.00

BACKGROUND/EXPLANATION:

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

This grant award is late because of an oversight. The Department apologizes for the lateness.

MINUTES

Health 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 AWARD.**

UPON MOTION duly made and seconded, the Board approved the
FY18 Unified Grant Award for the period beginning October 1,
2017.

MINUTES

Health Department - Ratification of Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify a Consultant Agreement with Associated Black Charities, Inc. (ABC). The period of the Consultant Agreement is September 22, 2017 through September 29, 2017.

AMOUNT OF MONEY AND SOURCE:

\$3,300.00 - 1001-000000-3001-568000-603051

BACKGROUND/EXPLANATION:

The ABC facilitated Race and Equity Training and Work Plan Development for the Baltimore City Health Department's administrative staff. The training was provided on September 22, 2017 through September 29, 2017.

Approval of this Consultant Agreement will allow the Department to reimburse the ABC for services rendered.

The Consultant Agreement is late because supporting documentation from the ABC was recently received.

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 Consultant Agreement with Associated Black Charities, Inc. The Comptroller **ABSTAINED**.

MINUTES

Health Department - Letter of Agreement, Grant Award, and Carry Forward

ACTION REQUESTED OF B/E:

The Board is requested to approve a Letter of Agreement (LOA), acceptance of a Grant Award, and Carry Forward from the Annie E. Casey Foundation (AECF) for the Youth Health and Wellness (YHW) Plan for Baltimore City. The period of the Grant Award is August 1, 2017 through July 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 19,930.00 - 6000-622516-3080-293601-406001
120,000.00 - 6000-622517-3080-293601-406001
\$139,930.00

BACKGROUND/EXPLANATION:

This LOA and Grant Award from the AECF provides funding in the amount of \$120,000.00 for the 2017 YHW implementation, plus a carryover amount of \$19,930.00 from the 2015 Grant Award for the period of December 1, 2015 through July 31, 2017. This makes the total Grant Award amount \$139,930.00, for the continued support of the YHW Plan for Baltimore City.

The LOA is late because the AECF grant process has gone paperless. The electronic LOA was listed online, but had to be revised to include the approved carryover amount.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board approved the Letter of Agreement, acceptance of the Grant Award, and Carry Forward from the Annie E. Casey Foundation for the Youth Health and Wellness Plan for Baltimore City.

MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Mr. James Morlick, Consultant. The Amendment will extend the period of the Agreement through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$15,312.00 - 1001-000000-32528000-603018 (\$58.00/hour)

BACKGROUND/EXPLANATION:

On August 09, 2017, the Board approved the original Agreement with Mr. Morlick in the amount of \$15,312.00 for the period July 1, 2017 through December 31, 2017.

The Amendment to Agreement extends the period of the Agreement through June 30, 2018 and increases the amount of the Agreement by \$15,312.00, making the total Agreement amount \$30,624.00.

Mr. Morlick will continue to assist the Department's CARE Services management and staff in the aspects of the Agency Information Manager web-based client services database and the collection of data and report preparation of the federal fiscal year-end National Aging Program Information System report. The Agreement is late because the Department was waiting for the Consultant's signature.

MBE/WBE PARTICIPATION:

N/A

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 and authorized execution of the Amendment to Agreement with Mr. James Morlick, Consultant.

MINUTES

Mayor's Office on Criminal Justice - Third Amendment to Inter-governmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to Intergovernmental Agreement with the Housing Authority of Baltimore City (HABC).

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 1001-000000-2251-247700-603026

BACKGROUND/EXPLANATION:

On May 27, 2015, the Board approved the original Intergovernmental Agreement with the HABC in the amount of \$400,000.00, for the period July 1, 2014 through June 30, 2015. The purpose of the Intergovernmental Agreement was for the maintenance and upgrading to the HABC security cameras and associated equipment. On August 26, 2015, the Board approved the extension to the period of the Intergovernmental Agreement through June 30, 2016.

On February 10, 2016, the Board approved the First Amendment to the Intergovernmental Agreement for the addition of 12 new cameras at Poe Homes and the elimination of 21 cameras at Pleasant View Gardens. On July 13, 2016, the Board approved the extension to the period of the Intergovernmental Agreement through June 30, 2017.

On January 25, 2017, the Board approved the Second Amendment to the Intergovernmental Agreement to decrease the number of cameras at Poe Homes from 12 to 11 and increase the number of cameras at Gilmor Homes from 32 to 33. On July 19, 2017, the

MINUTES

Mayor's Office on Criminal Justice - cont'd

Board approved the third extension to the period of the Intergovernmental Agreement through June 30, 2018.

Under the terms of the Third Amendment to the Intergovernmental Agreement, the funds will be used to purchase six new cameras and associated equipment to be installed at Brooklyn Homes.

MBE/WBE PARTICIPATION:

N/A

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 Third Amendment to Intergovernmental Agreement with the Housing Authority of Baltimore City.

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 Procurement

MBE/WBE PARTICIPATION:

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

- | | | |
|--|---------------------|-----------------|
| 3. <u>VIDSYS, INC.</u> | <u>\$128,749.00</u> | <u>Increase</u> |
| Contract No. 08000 - City Watch VidSys Software Maintenance and Support Licenses - Baltimore City Police Department - P.O. No. P529755 | | |

On September 11, 2013, the Board approved the initial award in the amount of \$101,925.00. Subsequent actions have been approved. The Baltimore City Police Department desires to implement Phase 2 of an expansion of the capabilities of the current CityWatch system by integrating analytical intelligence applications: computer aided dispatch, license plate recognition, social media, gunshot detection, police district cameras, and municipal building cameras into the Command and Control Common Operational Picture dashboard. The CityWatch VidSys software is currently being used by the Baltimore City Police Department. This increase in the amount of \$128,749.00 will make the award amount \$325,807.89. The period of the award September 1, 2017 through August 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirements for certification as a sole source procurement. VidSys, Inc. is the sole proprietor and distributor for software licenses and maintenance.

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 Procurement

4. HARFORD TREE EXPERTS
& LANDSCAPING, INC.
CARROLL CONCRETE CONSTRUCTION
CO.
AB TRUCKING & CONTRACTING,
LLC
A HALCON CONTRACTORS, INC.
FOUR SEASONS NURSERY &
LANDSCAPE SERVICES, INC.
CORPORATE MAINTENANCE
GROUP, LLC
LJW INC.
LORENZ LAWN & LANDSCAPE
INC.
PL SPECIALIST LLC
D & B CONSTRUCTION,
INCORPORATED
LG CONSTRUCTION, INC.
AMERICAN HERITAGE
EXCAVATING LLC
P2 CLEANING SERVICES, LLC
ASHBRITT, INC.
STEVEN R. SCHULTE d/b/a
S.R. SCHULTE CONTRACTING
METROPOLITAN INDUSTRIAL
SERVICES, LLC
CRUSSE CONSTRUCTION LLC
MANUEL LANDSCAPING, INC.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

DESTINY GROUP, INC.
 d/b/a KMT CONTRACTORS
 A2Z ENVIRONMENTAL GROUP,
 LLC
 P & J CONTRACTING CO., INC.

\$ 3,000,000.00	Increase
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Contract No. B50004618 - Master Snow Removal Services -
 Department of Transportation - P.O. Nos. Various

On November 9, 2016, the Board approved the initial award in the amount of \$5,000,000.00. Subsequent actions have been approved. This increase is necessary to fund the snow removal services for the current snow season. The contract expires on April 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 10, 2016, MWBOO determined that no goals would be set to encourage small businesses to bid as prime contractors.

MWBOO GRANTED A WAIVER.

5. ONE CALL CONCEPTS

LOCATING SERVICES, INC.	\$1,000,000.00	Increase
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Contract No. B50002768 - Underground Utility Locating Services - Department of Public Works - P.O. No. P522936

On March 20, 2013 the Board approved the initial award in the

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 Procurement

Vendors were solicited by posting on CitiBuy. On December 14, 2017, the two bids received were opened. Award is recommended to the lowest responsive bidder. The period of the award is January 17, 2018 through January 16, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The requested award amount is below the MBE/SBE subcontracting threshold of \$50,000.00.

- | | | |
|---|--------------|---------|
| 7. CPR SAVERS AND FIRST AID SUPPLY LLC | \$ 45,975.00 | Low Bid |
| Solicitation No. B50005148 - First Aid Kits - Baltimore City Police Department - Req. No. R772745 | | |

Vendors were solicited by posting on CitiBuy. On October 3, 2017, the nine bids received were opened. The lowest bidder's product did not meet the specifications. Award is recommended to the next lowest responsive and responsible bidder. The period of the award is January 17, 2018 through January 16, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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 Procurement

8. ECUBE LABS CO.	\$15,048,753.69	Low Bid
Solicitation No. B50005128 - solar Trash Compacting Stations and Companion Recycling Stations - Department of Public Works, Bureau of Solid Waste - Req. No. R757598		

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. On November 8, 2017 the four bids received were opened. Award is recommended to the lowest responsive and responsible bidder. The period of the award is January 8, 2018 through January 7, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 7, 2017, MWBOO set goals of 5% MBE and 2% WBE. Ecube Labs Co. was found in compliance on December 12, 2017.

MBE: Green Jobworks, LLC \$ 819,280.75 5.52%

WBE: Peer Consultants, P.C. \$1,029,100.00 6.93%

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM BIGBELLY SOLAR, INC.

To The City Of Baltimore Board of Estimates:

My name is Robert Kutner and I represent Bigbelly Solar Inc., a Boston, MA based Smart-City applications company. Bigbelly has worked with the City of Baltimore since 2007 and currently have over 120 smart waste & recycling stations in the City. We are formally protesting "Solicitation Number - B50005128 – Solar Trash Compacting Stations and Companion Recycling Stations" on the following grounds:

Fundamental Harms to Bigbelly & Market:

1. Ecube Labs Co – The South Korean based Waste Management company is willfully infringing on Bigbelly's intellectual property. [Patents 7,124,680 and 7,481,159] outlines Bigbelly's proprietary technology for energy management. This technology enables solar powered compactors to operate 24 hours a day, 7 days a week and 365 days in the year. Without the use of our technology, solar-powered compactors will not operate year round. Northern latitudes, urban canyons where direct sunlight is not available, and snow fall will all pose challenges to operating uptime. The award of this bid to Ecube harms Bigbelly since Ecube unfairly benefits from our research and development and Bigbelly will lose sales and profits because of their unfair business practices. It is important to note that an infringement lawsuit is pending.
2. Ecube Labs Co does not comply with self-certifying safety directives (such as CE marking) that mandate that no single fault could result in a hazardous situation. Public space waste bins are for use by anyone, which necessitates they include industry standard safety measures. Of key concern is access to the compaction mechanism, which has the capability to cause loss of limb or severe bodily harm – a significant liability to the City of Baltimore. A failure of Ecube's CPU or waste entry sensor or motor circuit could result in the compaction mechanism continuing to operate when a person's hand or arm is located in the waste deposit area. Also, due to the fundamental design of the Ecube compactor, the compaction mechanism can be operated when the front door is open, exposing the collection crews and public (if door is left open) to bodily harm risk if any of the above issues occur. Bigbelly employs the requisite dual safety measures and CPU fault tolerance used by public accessible equipment, such as elevators. Bigbelly complies with the CE safety directives and is proud of our safety record: over 40,000 components deployed - zero safety incidents. We believe the market for solar-powered compactors, and Bigbelly's business, stand to be negatively harmed and impacted by equipment in the field that does not comply with "no single fault" or "CPU fault tolerant" safety standards that could result in injury. Both Bigbelly and the City of Baltimore stand to be harmed by the strong potential for negative public reaction and associated liability from inadequate safety protocols and workmanship. It should also be noted that the City of Baltimore would be the first significant US deployment for Ecube Labs Co, furthering our concern for their lack of industry accepted safety standards.

3. The City of Baltimore worked in partnership with Bigbelly to assess their needs and develop a comprehensive plan and map of the deployment areas in an effort to frame the best solution for the city. This information was then made public to our competition and was included in the IFB posting. By making this information public, the city allowed our competition to underbid having not spent any time, money, or effort in educating or providing a solution to the city. This has directly harmed Bigbelly and created an unfair bidding opportunity.

IFB response omissions and inconsistencies:

1. ECube Labs Co was not wholly responsive and responsible in their bid based on the requirements on page B-1 "Prepare and submit one complete "original", and three complete "duplicates" which shall include all of the forms and/or information identified in section B." Omitted were:
 - a. **Bid document affidavit signature page was not signed or submitted. This is a required bid document binding ECube Labs to their submission.**
 - b. **Certificate of Good Standing in Maryland** - They included California and Canada but not Maryland
 - c. **Certificate of Good Standing for Contractors**
 - d. **MBE & WBE Forms** – They did not include any MBE & WBE Forms. Without these forms, they aren't meeting the requirement and do not have proof of an agreement with either of the subcontractors they list in their cover letter.
 - i. MBE and WBE Commitment Form
 - ii. MBE and WBE Statement of Intent Form
 - iii. MBE and WBE Participation Affidavit
 - e. Addendum No. 1 – Issued Sept. 29, 2017 was not signed and included with response.
2. **Creative Proposal** - E-cube took "creative" liberties with their proposal. In both cases, they are not meeting the exact specification. Given that this was an IFB not an RFP, vendors are not permitted to include anything in their proposal that is outside of the spec.
 - f. **Wheeled Carts (Lift Bins)** – In their cover letter, E-Cube is trying to position their Wheeled Carts as a better option than a standard waste bin and this is a deviation from the product spec in the IFB. If the spec included wheeled bins, we would have quoted it as well. We too offer wheeled bins but remained responsive to the IFB spec.
 - g. **CleanCAP** – E-Cube is proposing giving the City **three free CleanCaps for every single station purchased**. The Spec doesn't include a sensor only solution

requirement. The spec didn't call for pucks, so a winning bid that includes free pucks should be considered unfair.

- h. **Remote Lock** – Selling their remote lock option in cover letter “for times when Homeland Security wants the bins secured for public events”.
- i. **Predictive Analytics** – Selling their predictive capability in the cover letter.

Sincerely,



1/16/18

Robert Kutner
Vice President

Bigbelly Solar Inc.
150 A Street Suite 103
Needham, MA 02494

rkutner@bigbelly.com
617-340-6478

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 Procurement

- | | | |
|--|-----------------|-------------------------|
| 9. PAPCO,
INC. | \$ 4,000,000.00 | Cooperative
Contract |
| Mid-Atlantic Purchasing Team (BRCPC) Contract Number KSH-324-17 - #2 Heating Fuel - City-Wide - Req. No. To be determined. | | |

Heating fuel will be purchased from a competitively bid, cooperative inter-local contract agreement KSH-324-17 with Baltimore County Public Schools as the lead for the Mid-Atlantic Purchasing Team for the Baltimore Regional Cooperative Purchasing Committee. The period of the award is January 17, 2018 through June 30, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

This is a cooperative contract which was locally competitively bid by another public agency. Goals were set at 14% MBE and 0% WBE. The vendor has agreed to use one of the City's certified MBE vendors to meet that goal. The vendor has 10 days to submit the City's MBE/WBE Compliance documents.

- | | | |
|---|--------------|-------------|
| 10. AGILENT TECHNOLOGIES | \$ 51,380.40 | Sole Source |
| Contract No. 08000 - GC Annual Maintenance - Police Department - Req. No. R772281 | | |

The vendor is the sole authorized source of these products which must be maintained by certified Agilent service representatives to comply with all warranties. The period of the award is July 1, 2017 through June 30, 2018. The above amount is the City's estimated a requirement.

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 Procurement

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement. These copyrighted materials are only available from the vendor and are not available from subcontractors.

11. TENNANT SALES AND SERVICE

COMPANY	\$ 478,104.28	Selected Source
Contract No. 06000 - Litter Vacuum Machines - Department of General Services - Fleet Management for Department of Public Works - Req. Nos. To be determined.		

The vendor is the manufacturer of the litter vacuum machines. The State will grant funds to the City to procure additional machines to augment the existing fleet of Tennant equipment. The period of the award is January 17, 2018 through January 16, 2019. The above amount is the City's estimated requirement.

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

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 Procurement

MBE/WBE PARTICIPATION:

On May 15, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. This is purchase of commodities from the manufacturer who is required to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER.

12. HOLABIRD ENTERPRISES OF

MARYLAND, INC.	\$ 0.00	Extension
Contract No. B50002781 - Automotive Transmission Repair Service - Department of General Services/Fleet Management - P.O. No. P523098		

On March 27, 2013, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to continue automotive transmission repairs for Fleet Management while a new solicitation B50005285 is awarded. The period of the extension is April 1, 2018 through June 30, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On February 7, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

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 Procurement

13. ANCHOR BAY "EAST" MARINA

LLC	\$ 0.00	Extension
Contract No. 06000 - Marine Equipment OEM & Aftermarket Parts & Service (Fleet) - Department of General Services - Fleet Management - P.O. No. P523055		

On March 31, 2013, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to continue fire boat repairs for various City agencies while a new solicitation B50005281 is awarded. The extension is for the period April 1, 2018 through June 30, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 21, 2012, it was determined that no goals would be set because of no opportunity to segment the contract. Diagnostic analysis, industry standard parts required for the repairs, parts and repairs under warranty are the responsibility of the prime contractor and service must be provided by certified mechanics specializing in marine repairs. Segmentation is not feasible on this contract.

MWBOO GRANTED A WAIVER.

14. ITRON, INC.	\$ 0.00	Extension
Contract No. B50002877 - Advanced Metering Infrastructure and Water Meter System Installation - Department of Public Works, Water and Wastewater - P.O. No. P525586		

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 Procurement

On November 6, 2013, the Board approved the initial award in the amount of \$83,516,633.80. An extension is necessary to continue moving forward with settling several post implementation phase close out activities that require resolution to arrive at final acceptance. The period of the extension is January 2, 2018 through January 1, 2019. Twenty years of annual software and hardware support and maintenance is available after this action. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 10% MBE and 1% WBE. Itron, Inc. was found in compliance on December 29, 2017.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Riviera Enterprises, Inc.	11%	\$8,491,063.57	12.7%
CR Dynamics & Assocs. Inc.	<u>0.03%</u>	<u>165,000.00</u>	<u>0.2%</u>
	11.03%	\$8,656,063.57	12.9%
WBE: Sahara Communications, Inc.	1%	\$ 717,026.56	1.1%

MWBOO FOUND VENDOR IN COMPLIANCE.

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 Procurement

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts, and Extensions. In addition, the Board approved and authorized execution of the Cooperative Contract with Papco, Inc. (item no. 9). The Board further **DEFERRED** item no. 8 for one week.

MINUTES

Bureau of the Budget and - Appropriation Adjustment Order No. 44
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the Appropriation Adjustment Order (AAO) No. 44 to transfer unallocated Federal funds within the Baltimore Police Department from Service 621 (Administration-BPD) to Service 635 (Police Recruiting and Training). The period of the grant award is October 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 20,000.00 - From: 4000-400018-2041
Unallocated Federal Grants

To: 4000-408218-2003
Youth Violence Prevention

BACKGROUND/EXPLANATION:

This grant award is from the Byrne-Justice Assistance Grant program, via the Governor's Office of Crime Control and Prevention for the Baltimore Police Department's Naloxone Program. The Baltimore Police Department's Naloxone Program helps reduce existing gaps in the emergency medical treatment of opioid overdose victims across Maryland. The program provides supplies needed for the Department to deploy a life-saving solution to render immediate aid to the increasing number of overdose opioid victims in Maryland. Grant funds provide medical supplies and other related services.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Bureau of the Budget and - cont'd
Management Research

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 the Appropriation Adjustment Order No. 44 to transfer unallocated Federal funds within the Baltimore Police Department from Service 621 (Administration-BPD) to Service 635 (Police Recruiting and Training).

MINUTES

Bureau of the Budget and -Appropriation Adjustment Order No. 46
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the Appropriation Adjustment Order (AAO) No. 46 to transfer unallocated Federal funds within the Baltimore City Health Department from Service 715 (Administration-Health) to Service 316 (Youth Violence Prevention - Health). The period of the grant award is October 1, 2015 through September 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$660,000.00 - From: 4000-400018-3001-568000-603050
Unallocated Federal Funds

To: 4000-484518-3160-780000-603051
Youth Violence Prevention

BACKGROUND/EXPLANATION:

This grant award is from the U.S. Department of Justice for funding to expand the Safe Streets program. The Health Department will be able to continue its community capacity building efforts to increase and sustain a values-based trauma-informed, multi-disciplinary community network to support boys and men and their families who have been impacted by trauma and violence. This submission is late due to delays in the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Bureau of the Budget and - cont'd
Management Research

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

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order No. 46 to transfer unallocated Federal funds within the Baltimore City Health Department from Service 715 (Administration-Health) to Service 316 (Youth Violence Prevention - Health).

MINUTES

Employees' & Elected Officials - Independent Auditors' Reports
Retirement System

The Board is requested to **NOTE** receipt of the following Audit Reports from CliftonLarsonAllen LLP.

1. The Independent Auditors' Report of the Baltimore City Employees' Retirement Systems for FY ended June 30, 2017.
2. The Independent Auditors' Report of the Baltimore City Elected Officials' Retirement System for FY ended June 30, 2017.
3. The Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters for FY ended June 30, 2017:
 - a) Employees' Retirement System and
 - b) Elected Officials' Retirement System.
4. FY ended June 30, 2017 Comprehensive Annual Financial Reports (CAFR) for:
 - a) Employees' Retirement System and
 - b) Elected Officials' Retirement System.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the above-listed Audit Reports from CliftonLarsonAllen LLP.

MINUTES

Department of Audits - Audit Report and Related Audit Digest

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

1. Performance Audit Report Department of Housing and Community Development Audit to Promote Homeownership Program for Fiscal Years ended June 30, 2016 and 2015.

President: "Ah -- the first item on the non-routine agenda can be found on page 83, Department of Audits, Audit Reports and Related Audit Digest. Will the parties please come forward?"

Mr. Bob McCarty: "Good morning Mr. President."

President: "Good morning."

Mr. Bob McCarthy: "I'm Bob McCarty, City Auditor. I'm not sure if anybody from HCD is here, I don't see --"

Comptroller: "She's here."

City Auditor: "Oh, I'm sorry, there she is. Okay. Okay. Um -- we did a Performance Audit of HCD, um -- Audit to Promote the Homeownership Program, and um -- Deputy City Auditor, Audrey Askew will be presenting it."

MINUTES

Department of Audits - Audit Report and Related Audit Digest

Deputy City Auditor: "Okay. Good morning Honorable Board members, Audrey Askew, Deputy City Auditor. Ah -- we performed two ah -- Performance Audit on two programs for the Department of Housing and Community Dev -- Development. Audit of Housing Code Enforcement Program and the Audit of the Promote Home -- Homeownership Program. The first one is on the audit of House -- Housing Code Enforcement Program. It was to examine the general administration of the program in order to determine whether the agency met its target for the number of vacant unsafe structures and targeted areas made habitable or razed as a result of Code Enforcement. The second was to determine whether the agencies reported number of vacant unsafe structures and targeted areas made habitable and razed as a result of the Code Enforcement, was adequately supported by DHCD records. Both targets were not met. Um -- the first one, if um -- targets for 2016 and 2015 were 1,200. Actual vacant unsafe structures made habit -- habitable or razed in 2016 was 8-8-8 and in 2015, 740. We recommend DHCD review and evaluate prior year's actual

MINUTES

Department of Audits - Audit Report and Related Audit Digest

performance target set each year. For the second one, the budget book target for 2016 was 888. In 2015, it was 740. DHCD uh -- their database reported 884 and 737 as margins. In addition, three structures were included twice in 2016 and six structures were included twice in 2015. 2015 database one structure uh -- was without an address and resulted in audit actual number of vacant unsafe structures for 2016 was 881 in 2015 was 730. We recommend DHCD develop procedures to monitor the database for accuracy and accountability. The second audit was to the um -- Audit to Promote Home -- Homeownership Program. It was to examine the general administration of the program in order to determine whether the agency met its target for the number of homeowners assisted. To -- also was to determine whether the agency uh -- reported number of homeowner assisted was adequately supported by DHCD records. In here we had nine findings. The first finding was to um -- was -- related to promote homeownership program's 2015 performance measure target. It changed in the 2017 budget book. We reco -- we recommend revised performance measures to include justification of changes. For findings, two, three, four, and six, we have the

MINUTES

Department of Audits - Audit Report and Related Audit Digest

same recommendations. So, I am going to read them real quick and then we can -- I'll tell you about the recommendation. Actual number of new homeowners assisted in fiscal years 2016 and 2015 was not supported by the records maintained by DHCD and did not agree with the audit's calculations. Finding three, fiscal years 2016 and 2015 databases of actual homeowners assisted included 45 homeowners that were not actually assisted in the fiscal years reported. Finding four, fiscal year -- FY'15 database of actual homeowners assisted included ten homeowners without settlement dates. Finding number six, one homeowner reported as assisted in fiscal year 2016, was actually assisted in 20 -- in fiscal year 2015, and two homeowners reported as assisted in 2015 were actually assisted in fiscal year 2014. For each of these findings we recommended monitoring of the database for accuracy and completeness. Finding number five, fiscal years 2015 -- 2016 and 2015 database used to support the reported actual number of homeowners assisted included homeowners counted multiple times. This

MINUTES

Department of Audits - Audit Report and Related Audit Digest

resulted in the reported actual number of homeowners assisted being overstated in 2016 and 2015, by the amounts of 106 and 105 respectively. We recommend DHCD record each homeowner only once without regard for number of incen -- incentives the homeowner has received. Finding number seven, 16 of 25 files tested for homeowner's assistance in fiscal year did not include HUD One settlement sheets. We recommend um -- DHCD -- DHCD dev -- develop procedures to ensure all documents to support number of homeowners assisted are properly filed and a periodic review of these files. Finding seven and eight, again they have the same recommendations so I will read them together. DHCD did not provide a homeowner file for support to support its fiscal year 2015 database of homeowners assisted. Finding number eight, DHCD did not consistently maintain -- maintain homeownership counseling certificates in Fiscal Year 16's homeowner files. For both of these, we -- we recommend that they implement procedures to ensure the databases are supported by homeowner's files and periodic reviews are performed. And on the last page um -- prior

MINUTES

Department of Audits - Audit Report and Related Audit Digest

years findings we will not discuss, but they were performed by Hamilton Enterprises, LLC and the only audit that had the prior findings was the audit of Housing Code Enforcement Program and they are updated in the audit report."

Ms. Julie Day: "Good morning. My name is Julie Day, I'm the Acting Chief of Staff for the Department of Housing and Community Development. Um -- I appreciate the opportunity to respond to this um -- the staff and the leadership of HCD have taken this process seriously and respectfully accept the recommendations with note to several the first couple that regarded Code Enforcement. Truthfully, I think those are kind of within the margin of error. I mean, we have taken steps, we've reviewed the files, we have um -- doubled down on our data systems to make sure that they acc -- accurately reflect the work being done, which is tremendous and also that to -- to eliminate the duplications. So the Code Enforcement piece is well underway. With regard to the Office of Homeownership, nine findings is not something that we take lightly or you know with

MINUTES

Department of Audits - Audit Report and Related Audit Digest

any great sense of pride. There is -- there has been however a -
- a leadership change in that Division that has kind of revamped
all of the operations there. We expect that in the next Biennial
process we will find very few if any audit findings related to
these events. One that I would note um -- where there is kind of
a double counting of homeowners' help and incentives offered, um
-- they're counting two different things. So to have a finding
because one, you can have more than one incentive. You can get
the CDBG incentive, you can get the Vacants to Value incentive,
and you can get the employer incentive, that's three for one
person. So we were count -- we're counting apples and oranges.
So to have that as a finding -- we have to -- we will find we
have worked on a way to keep them or discreetly counted. But I
think it's important to count both. So, in -- in closing I would
thank you for the opportunity to respond and tell you that we do
take our work, our commitment to the citizens and the
neighborhoods of Baltimore seriously and -- and welcome these
findings so that we can make our work even better."

MINUTES

Department of Audits - Audit Report and Related Audit Digest

President: "Okay."

Ms. Day: "Thank you."

President: "Um -- because that homeownership piece is very important to us--"

Ms. Day: "Sure."

President: "In the City of Baltimore, and we have to make sure that it's up and running and doing what it's supposed to do. So, um -- that's the only comment I have and as we looked at the target for 2016 and 15 for um -- unsafe structures made habitable, razed um -- I -- I can understand um -- why some of that happened, but now we have the CORE money so we should be able to move forward. So, I know that was funding thing in terms um -- of getting houses."

Ms. Day: "And you know, we ambitiously, so you know --"

President: "Right, I understand. We have a lot of you know um -
- vacant structures."

MINUTES

Department of Audits - Audit Report and Related Audit Digest

Ms. Day: "Yes sir."

President: "And lots of them are given to us by default because of um -- property owners walking away from their properties and eventually the City has to own --"

Ms. Day: "Right."

President: "and you'll take the responsibility of them that makes us look like we're the bad guys, but um -- I'm hoping that we can work with the Housing Department to see how we can tighten it up and make them more accountable for their properties that they own in the City of Baltimore while they live in California and different places around the country and have Baltimore looking like we don't care and we can't address our vacant property um -- problems that we have because of absentee homeowners. Thank you. Alright."

Mayor: "Mr. President."

President: "Madam Mayor."

Mayor: "I just wanted to echo um -- the same sentiments and also to say that I think that splitting HCD from HABC helps us

MINUTES

Department of Audits - Audit Report and Related Audit Digest

really to focus on these particular issues, because often times
ah -- when you're dealing on both sides of the aisle its -- its
difficult."

Ms. Day: "That's correct."

Mayor: "We know you take it seriously, so we look forward to
continue to work with you."

Ms. Day: "Thank you."

President: "Thank you."

President: "So, Noted. The Audit has been **NOTED.**"

* * * * *

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the President</u>			
1. Bernard C. "Jack" Young	2018 International Council of Shopping Centers RECON Las Vegas, NV May 19 - 24, 2018 (Reg. Fee \$590.00)	Elected Officials Expense Account	\$3,449.79

The subsistence rate for this location is \$170.00 per night. The cost of the hotel is \$325.00 per night, plus occupancy taxes in the amount of \$43.485 per night, a resort fee in the amount of \$35.00 per night, and a resort tax in the amount of \$4.68 per night.

The Department is requesting additional subsistence in the amount of \$155.00 per day for the hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$558.96, the total hotel costs, plus the total hotel taxes and fees in the amount of \$2,040.83, and the registration fee of \$590.00 were prepaid using a City-issued credit card assigned to Mr. Hosea T. Chew. Therefore, the disbursement to Mr. Young is \$260.00.

2. Kenneth Parker	2018 International Council of Shopping Centers RECON Las Vegas, NV May 19 - 24, 2018	General Funds	\$ 818.96
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The Department is requesting subsistence in the amount of \$40.00 per day for meals and incidentals only as Mr. Parker

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the President - cont'd</u>			
	will share hotel accommodations with another City employee. The airfare in the amount of \$558.96 was prepaid using a City-issued credit card assigned to Mr. Hosea T. Chew. Therefore, the disbursement to Mr. Parker is \$260.00.		
3. Carolyn Mosel	2018 International Council of Shopping Centers RECON Las Vegas, NV May 19 - 24, 2017 (Reg. Fee \$590.00)	General Funds	\$3,302.36

The subsistence rate for this location is \$170.00 per night. The cost of the hotel is \$299.00 per night, plus occupancy tax cost of \$40.00 per night, a resort fee of \$35.00 per night, and a resort tax in the amount of \$4.68 per night. The Department is requesting additional subsistence of \$129.00 per day for hotel and \$40.00 per day for meals and incidentals. The airfare cost of \$558.96, hotel cost of \$1,495.00 and registration fee of \$590.00 were prepaid using a City-issued credit card assigned to Hosea T. Chew. Therefore, the disbursement to Ms. Mozell is \$260.00.

4. Michael Huber	2018 International Council of Shopping Centers RECON Las Vegas, NV May 19 - 24, 2018 (Reg. Fee \$590.00)	General Funds	\$3,302.36
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The subsistence rate for this location is \$170.00 per night. The cost of the hotel is \$299.00 per night, plus occupancy

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the President - cont'd</u>			
<p>tax cost of \$40.00 per night, a resort fee of \$35.00 per night, and a resort tax in the amount of \$4.68 per night. The Department is requesting additional subsistence of \$129.00 per day for hotel and \$40.00 per day for meals and incidentals. The airfare cost of \$558.96, hotel cost of \$1,495.00 and registration fee of \$590.00 were prepaid using a City-issued credit card assigned to Hosea T. Chew. Therefore, the disbursement to Mr. Huber is \$260.00.</p>			
<u>Department of Recreation and Parks</u>			
5. Mia Wilson	USA Football Conference Orlando, FL Jan. 25 - 28, 2018 (Reg. Fee \$99.00)	General Funds	\$1,030.54
<p>The airfare was purchased using a City-issued credit card assigned to Mr. Kenn King. The conference registration was paid from the Robert and Katherine B. Garrett Memorial Playground Athletic League Fund. Therefore, the disbursement amount to Ms. Wilson will be \$601.14.</p>			
<u>Baltimore Police Department</u>			
6. Lindsay Mason Sarah Lombard	Crime Scene Reconstruction Course Clackamas, OR Jan. 21 - 26, 2018 (Reg. Fee \$655.00) ea.	General Funds	\$3,274.34

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department - cont'd</u>			

The airfare and registration fees were purchased using a City issued credit card assigned to Mr. Tribhuvan Thacker. Therefore, the disbursement amount to Ms. Mason will be \$1,064.34, and the disbursement amount to Ms. Lombard will be \$260.00.

UPON MOTION duly made and seconded, the Board approved the foregoing Travel Requests. The President **ABSTAINED** on item nos. 1, 2, 3, and 4.

MINUTES

Health Department - Public Health Accreditation Program

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds for the Health Department's Public Health Accreditation Board (PHAB) Initial Accreditation Review fee. The period of the Accreditation Review is July 01, 2016 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 28,000.00 - 4000-422518-3030-271500-404000.

BACKGROUND/EXPLANATION:

The PHAB was created in 2007 to serve as the national public health accrediting body. The accreditation fee is for the assessment of the BCHD against nationally adopted standards and measures and provides a full suite of ongoing accreditation services. The Initial Accreditation Review fee is based on services provided by staff, peer reviewer's travel and training, the subscription to e-PHAB, and the accreditation coordinator's in-person training.

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

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of funds for the Health Department's Public Health Accreditation Board Initial Accreditation Review fee.

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 Procurement

1. a. HARBOR TRUCK SALES
AND SERVICE, INC. t/a
BALTIMORE FREIGHTLINER
- b. DONAHOO COLLISION
CENTER
- c. MIDDLETON & MEADS
COMPANY, INC.
- d. VALLEY CHEVROLET, LLC
t/a AUTONATION
CHEVROLET TIMONIUM
- e. AL PACKER'S WHITE
MARSH FORD, LLC
- f. LORDS COLLISION EXPERTS
t/a SECURITY AUTO BODY
- g. BEAVER'S AUTO BODY
REPAIR CENTER, INC.
- h. LINTHICUM FERNDALE
AUTO & TRUCK REPAIR,
INC.
- i. R&E BODY & PAINT, INC.
- j. C&W BODY & FENDER
SHOP, INC.
- k. HERMAN BORN & SONS,
INC.

\$500,000.00

Extension

Contract No. B50001415 - Body Shop Repair Service -
Department of General Services, Fleet Division - P.O. Nos.
Various

On October 06, 2010, the Board approved the initial award in the amount of \$6,000,000.00. On November 20, 2013, the Board approved the first renewal in the amount of \$1,250,000.00.

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 Procurementb. DONAHOO COLLISION CENTER

MBE: Millennium Auto Parts & Towing	2%
WBE: Doug's Auto Recycling, Inc.	0.5%
Fitch Dustdown Company	0.5%
Chesapeake Wiper & Supply	0.5%
Robnet, Inc.	0.5%

MWBOO FOUND VENDOR IN COMPLIANCE.c. MIDDLETON & MEAD CO., INC.

MBE: Millennium Auto Parts	6%
WBE: Chesapeake Wiper & Supply	1.5%
Millennium2, Inc. Auto Glass	1.5%

MWBOO FOUND VENDOR IN COMPLIANCE.d. VALLEY CHEVROLET d/b/a AUTONATION

MBE: Millennium Auto Parts	6%
WBE: Millennium2, Inc. Auto Glass	3%

MWBOO FOUND VENDOR IN COMPLIANCE.

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 Procuremente. AL PACKER'S WHITE MARSH FORD

MBE: Millennium Auto Parts & Towing AJ Stationers	3% 3%
WBE: Doug's Auto Recycling, Inc. Fitch Dustdown Company	1.5% <u>1.5%</u> 3%

MWBOO FOUND VENDOR IN COMPLIANCE.f. LORD'S COLLISION EXPERTS t/a SECURITY AUTO BODY

MBE: Brooklyn/Progressive Auto Paint Group Millennium Auto Parts Eclipse Tinting Service, LLC	5% 0.5% 0.5%
WBE: Doug's Auto Recycling, Inc. Chesapeake Wiper & Supply, Inc.	1.5% 1.5%

MWBOO FOUND VENDOR IN COMPLIANCE.g. BEAVER'S AUTO BODY REPAIR CENTER

MBE: Brooklyn Progressive Auto Paint Group Millennium Auto Parts Silverback Business Center, LLC L & J Construction	\$74,859.08 3,000.00 9,466.83 <u>5,608.49</u> \$92,934.40	10.9% 0.4% 1.4% 0.8% 13.5%
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MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Procurement</u>		
WBE: Chesapeake Wiper & Supply	\$ 9,854.16*	1.4%
Doug's Auto Recycling	1,525.00	0.2%
BFPE	3,522.61	0.5%
Robnet, Inc.	404.00*	.06%
	<u>\$15,305.77</u>	<u>2.2%</u>

*Dollar amount allowed for expenses from non-manufacturing supplier

MWBO FOUND VENDOR IN COMPLIANCE.h. LINTHICUM FERNDALE AUTO BODY

MBE: L & J Waste Recycling, LLC	3%
WBE: The Fireline Corporation	1%
Robnet, Inc.	0.5%

MWBO FOUND VENDOR IN COMPLIANCE.i. R & E BODY AND PAINT, t/a MAACO

MBE: Brooklyn/Progressive Auto Auto Paint Group, Inc.	6%
WBE: Doug's Auto Recycling, Inc.	3%

MWBO FOUND VENDOR IN COMPLIANCE.

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 Procurement

j. C & W BODY AND FENDER SHOP, INC.

MBE: L & J Waste Recycling, Inc.	5.5%
Millennium Auto Parts	0.5%
WBE: Morgan Construction Services, Inc.	1.5%0
Doug's Auto Recycling, Inc.	1.0%
The Fireline Corporation	0.5%

MWBO FOUND VENDOR IN COMPLIANCE.

k. HERMAN BORN & SONS, INC.

MBE: Brooklyn/Progressive Auto Paint Group, Inc.	1.5%
Green Distribution Services, LLC	3%
My Car Wash, LLC	1.5%
WBE: Robnet, Inc.	1.5%
Doug's Auto Recycling, Inc.	1.5%

MWBO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved the Informal Award extension.

MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works/
Office of Engineering and
Construction - SC 962R, Improvements to
Sanitary Sewers in the South
East Area of Baltimore City
BIDS TO BE RECV'D: 02/07/2018
BIDS TO BE OPENED: 02/07/2018

2. Department of Transportation - TR 16303, Resurfacing Franklin
Street from Martin Luther King
Jr. Boulevard to Edmondson
Avenue
BIDS TO BE RECV'D: 02/28/2018
BIDS TO BE OPENED: 02/28/2018

3. Department of Transportation - TR 18013, Reconstruction of
Footways Citywide
BIDS TO BE RECV'D: 02/07/2018
BIDS TO BE OPENED: 02/07/2018

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated.

MINUTES

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

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MINUTES

Clerk: "Good afternoon, the Board of Estimates is now in session for the receiving and opening of bids."

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agency issued an addendum extending the date for receipt and opening of bids on the following contract. There were no objections.

Department of Transportation - TR 12311R, Replacement of Three Bridges over MD 295; Waterview Avenue Bridge, Annapolis Road Bridge and Maisel Street Pedestrian Bridge; Corridor Wide Guide Sign Replacement - Bush Street to City-County Line
BIDS TO BE RECV'D: 01/24/2018
BIDS TO BE OPENED: 01/24/2018

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

Department of General Services - GS 16805, Marriott Garage Repairs

Bensky Construction Co., LLC
 E & R Services, Inc.

MINUTES

Bureau of Purchases

- B50005206, OEM & Aftermarket
Parts and Repair Services -
Body Shop

Al Packer's White Marsh Ford, LLC
Middleton & Meads Co., Inc.
R&E Body & Paint, Inc. d/b/a MAACO
C&W Body and Fender Shop, Inc.
Lords Collison Experts at White Marsh
Linthicum Ferndale Auto Body
Beavers Auto Body Repair
Donahoo Collison Center
Harbor Truck Sales and Service,
Inc. t/a Baltimore Freightliner
Waddell's Custom
Beltway International, LLC
Herman Born & Sons, Inc.

Bureau of Purchases

- B50005255, Nikon Camera
Equipment & Accessories

Business Services
Service Photo

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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, January 24, 2018.


Joan M. Pratt
Secretary