

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

President: "Good morning. The February 14, 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 room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I would direct the Board members attention to the memorandum from my office dated February 12, 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."

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City Solicitor: "Mr. President, I move approval of the ah -- routine agenda."

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 30, 1991, the following contractors are recommended:

Flippo Construction Company, Inc.	\$ 8,000,000.00
Henry H. Lewis Contractors, LLC d/b/a Lewis Contractors (Work Capacity Rating Underwritten by Blanket Guarantee of \$100,000,000.00 from the Parent Company, Stewart & Tate, Inc.)	\$100,000,000.00
McPhee Electric, Ltd.	\$305,740,000.00
Priority Construction Corporation	\$ 48,580,000.00
Santos Construction Company, Inc.	\$ 6,480,000.00
Union Electric 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:

CST Engineering Inc.	Engineer
Gannett Fleming, Inc.	Engineer
Louis Berger U.S., Inc.	Architect Landscape Architect Engineer
Sanders Design, P.A.	Architect

MINUTES**BOARDS AND COMMISSIONS** - cont'd

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

MINUTES

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the claim of Ms. Earlene Stron, arising out of an auto accident that occurred at the intersection of Frederick and Loudon Avenues on September 29, 2014.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

Ms. Stron alleges that on September 29, 2014, at about 6:30 p.m., she was driving on Loudon Avenue and entered the intersection with Frederick Avenue on a green traffic signal. Police officer David Conner was driving on Frederick towards Loudon Avenue with emergency lights activated and intermittently chirped siren. Entering the intersection on a red signal, he collided with Ms. Stron.

Ms. Stron suffered a right broken thumb which required surgery. She also suffered soft tissue injuries to her neck and back. Medical bills totaled about \$21,000.00. She missed four months of work as a chemical technician, resulting in about \$28,000.00 in lost wages.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to Ms. Stron's claim, a recommendation to the Board of Estimates is made to approve the settlement.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the claim of Ms. Earlene Stron, arising out of an auto accident that occurred at the intersection of Frederick and Loudon Avenues on September 29, 2014.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to purchase gift cards for distribution by the Supporting Male Survivors of Violence Baltimore program.

AMOUNT OF MONEY AND SOURCE:

\$ 2,000.00	-	200 Applebee's gift cards @ \$10.00 ea.
2,000.00	-	200 Subway gift cards @ \$10.00 ea.
2,000.00	-	200 Chipotle gift cards @ \$10.00 ea.
2,000.00	-	200 Domino's gift cards @ \$10.00 ea.
2,000.00	-	200 Papa John's gift cards @ \$10.00 ea.
1,000.00	-	100 Dunkin Donut's gift cards @ \$10.00 ea.
1,000.00	-	100 Marshall's gift cards @ \$10.00 ea.
1,000.00	-	100 Old Navy gift cards @ \$10.00 ea.
1,000.00	-	100 Men's Warehouse gift cards @ \$10.00 ea.
1,000.00	-	100 Amazon gift cards @ \$10.00 ea.
1,000.00	-	100 AMC Theaters gift cards @ \$10.00 ea.
1,000.00	-	100 Bed Bath and Body Works gift cards @ \$10.00 ea.
1,000.00	-	100 Best Buy gift cards @ \$10.00 ea.
1,000.00	-	100 Finish Line gift cards @ \$10.00 ea.
1,000.00	-	100 Footlocker gift cards @ \$10.00 ea.
<u>\$20,000.00</u>	-	4000-484516-3160-308600-603026

BACKGROUND/EXPLANATION:

Supporting Male Survivors Baltimore identifies and addresses gaps in services in order to support effective community-based, trauma-focused treatment and support services for young males of color survivors between the ages of 14-24 and their families who live in Madison/East End, Baltimore, Maryland.

Providing tangible incentives will support overall program success as well as youth recruitment, enrollment, and participation. Other Office of Youth Violence Prevention programs such as Dating

MINUTES

Health Dept. - cont'd

Matters, School-based Violence Prevention Program, and Youth Service Advocacy Project, have had documented success with the use of gift card incentives.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenants of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates, 2) the documentation of each incentive card and its recipient, 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.

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 to purchase gift cards for distribution by the Supporting Male Survivors of Violence Baltimore program.

MINUTES

Health Department - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY** **\$633,379.00**

Account: 5000-504418-3030-271500-603051

The Johns Hopkins University will provide expanded sexually transmitted infection and HIV diagnostic treatment and prevention services at the Druid and Eastern STD/Early Intervention Initiative clinics. This includes opening both clinic locations full time and a trial of evening and weekend services on a limited basis. The Johns Hopkins University will also initiate care, including wound care services on a mobile clinic van. The period of the Agreement is July 1, 2017 through June 30, 2018.

The Agreement is late because of delays in the administrative process.

MWBOO GRANTED A WAIVER.

2. **THE BAR ASSOCIATION OF BALTIMORE CITY** **\$ 74,408.00**

Account: 4000-433518-3024-761412-603051

The Bar Association of Baltimore City will provide free legal assistance in general civil matters for Baltimore City residents age 60 and above. In addition to legal representation services, the program will also provide outreach and education services regarding matters typically of concern and interest to seniors. The period of the Agreement is October 1, 2017 through September 30, 2018.

The Agreement is late because of delays in the administrative process.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - 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. The President **ABSTAINED** on item number 1.

MINUTES**TRANSFERS OF FUNDS**

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

585 - 586

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>Department of Housing and Community Development</u>			
1.	\$2,000,000.00	9910-922012-9587 2 nd Community & Economic Dev. Bonds	9910-904380-9588 Whole Block Demoli- tion (Reserve) tion FY 18
		This transfer will provide funds to support the Citywide Whole Block demolition program.	
2.	\$ 250,000.00	9910-921011-9608 24 th Economic Dev. Bonds	9910-923020-9607 Lexington Market Lexington Market
		This transfer will provide the funds needed by the Downtown Partnership to improve the exterior of the Lexington Market and improve the aesthetics and safety of the surrounding area.	
<u>Department of Transportation</u>			
3.	\$ 12,000.00	9950-911077-9513 FED Constr. Res. Traffic Signal Reconstruction	
	3,000.00	" "	
	GF (HUR)		
	\$ 15,000.00	-----	9950-905043-9512 Charles Street at Friends School
		This transfer will fund related costs necessary for Project TR 17306, Charles Street at Friends School.	

MINUTES**TRANSFERS OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation (BDC)</u>			
4.	\$ 4,130.00	9910-925013-9600	9910-921101-9601
	1 st Comm. EDF	Constr. Res.	Commercial Revit.
		Façade Improvements	
	22,025.00	9910-902873-9600	9910-906105-9601
	21 st EDF	Constr. Res.	E. Balto. Ind. &
		Brownfield Incentive	Coml.
		Fund	
	5,905.00	9910-908040-9600	9910-903361-9601
	24 th EDF	Constr. Res.	Business Park
		Business Park Main/	Upgrades
		Upgrades	
	30,357.44	9910-925013-9600	9910-921101-9601
	<u>24th EDF</u>	Constr. Res.	Commercial Revit.
		Façade Improvements	
	\$ 62,417.44		

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2017.

MINUTES

Enoch Pratt Free Library - Increase in Imprest
Fund Checking Account

ACTION REQUESTED OF B/E:

The Board is requested to approve an increase in the Enoch Pratt Free Library's (Library) Imprest Fund Checking Account.

AMOUNT OF MONEY AND SOURCE:

\$450,000.00 - G-100-010-100-02-000

BACKGROUND/EXPLANATION:

Pursuant to City Ordinance No. 184, the Library's Imprest Fund Checking Account was established in 1982 to allow the Library to take discounts offered by publishers for timely payment of invoices.

The Library is requesting an increase in the fund in the amount of \$450,000.00 from the present level of \$300,000.00. This makes the total account level allowed for the Imprest Fund Checking Account \$750,000.00.

The Library now purchases databases for customer use and it is not unusual for one or two of those invoices to completely deplete the fund. This then causes a delay in paying other invoices and possible loss of discounts.

Currently, many of the Library's materials come pre-processed and shelf-ready. The latter factor increased the cost of each item by approximately \$5.00. Finally the general inflation on books and materials and the need to make new purchases due to an increase in operating hours has made an increase in the fund more urgent.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

MINUTES

Enoch Pratt Free Library - cont'd

UPON MOTION duly made and seconded, the Board approved the increase in the Enoch Pratt Free Library's Imprest Fund Checking Account.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with the Baltimore City Health Department (Tenant) for the premises containing 1,088 total rentable square feet, at 2901 Druid Park Drive. The period of the Lease Agreement is December 1, 2017 through July 31, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installments</u>
\$4,352.00	\$544.00 - initial term of 8 months
\$6,789.12	\$565.76
\$7,060.68	\$588.39

Account: 5000-521118-3023-274000-603013

BACKGROUND/EXPLANATION:

The Tenant is a City agency that will use the premises solely for storage purposes.

The Tenant will comply with all federal, state, and local laws, ordinances and regulations, including but not limited to the Americans with Disabilities Act, applicable to the premises, to the Tenant's use of the premises or to any common areas of the property.

Base rent is payable to the City for the first year of the Lease Term, escalating at four percent annually thereafter.

The Lease Agreement is late due to the administrative process.

MINUTES

Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore City Health Department for the premises containing 1,088 total rentable square feet, at 2901 Druid Park Drive.

MINUTES

Employees' Retirement System (ERS) - Investment Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Investment Management Agreement with Ariel Investments, LLC.

AMOUNT OF MONEY AND SOURCE:

\$40,000,000.00 - Initial investment of ERS Funds
\$ 272,000.00 - annual fees

No General Funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees conducted a search for a large-cap international equities manager for the ERS and, as a result of that search, interviewed four finalists. Following those interviews, the Board of Trustees selected Ariel Investments, LLC. The search and selection process was conducted with the assistance and advice of the ERS's investment advisor, Marquette Associates.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Investment Management Agreement with Ariel Investments, LLC. The Comptroller **ABSTAINED**.

MINUTES

EXTRA WORK ORDER

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

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The EWO was reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES**EXTRA WORK ORDER**

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

Department of Transportation (DOT)

- | | | | | |
|---|----------------|-----------------------------|-------------|-----|
| 1. <u>EWO #004, \$0.00 - TR 13321, Downtown Bicycle Network</u> | | | | |
| \$2,849,822.40 | \$2,337,240.27 | P. Flanigan &
Sons, Inc. | 318
days | 70% |

This authorization is requested on behalf of the DOT for a 318-day non-compensable time extension. The time extension is needed to allow the Traffic Division and the Baltimore City Fire Department (BCFD) time to work out the traffic configurations for Centre, Monument, and Madison Streets. The traffic configuration must be designed to meet the BCFD lane width requirements and the DOT's Safety requirements. The work requested under this change order is in alignment with the advertised scope for this contract.

The Notice to Proceed was effective July 11, 2016 with an original completion date of June 20, 2017. There was one previous time extension for 180 consecutive calendar days extending the contract through December 17, 2017. This request will extend the contract through October 31, 2018. An Engineer's Certificate of Completion has not been issued.

DBE PARTICIPATION:

P. Flanigan and Sons, Inc. will comply with Title 49 Code of Federal Regulations Part 26 (49CFR26) and the DBE goal of 10% established in the original contract.

APPROVED FOR FUNDS BY FINANCE

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 Ms. Deborah Alexander, Developer, for the sale of the City-owned properties located at 1010, 1012, and 1014 W. Franklin Street, in the Harlem Park Community (Block 0128 Lots 048, 049, and 050.

AMOUNT OF MONEY AND SOURCE:

\$ 666.66 - 1010 W. Franklin Street
 666.66 - 1012 W. Franklin Street
 666.68 - 1014 W. Franklin Street
\$2,000.00

BACKGROUND/EXPLANATION:

The Developer will fence the area, create a small garden and green space next to her personal residence.

The City may dispose of the properties located at 1010 and 1014 W. Franklin Street by virtue of the following legal authorities: Article 13 §2-7 (h) of the Baltimore City Code.

The City may dispose of the property located at 1012 W. Franklin Street by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code. The property was journalized and approved for sale on December 12, 2012.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The total Waiver Valuation price for 1010, 1012, and 1014 W. Franklin Street is \$2,900.00 and the purchase price for 1010 W. Franklin Street and 1012 Franklin Street is \$666.66, and 1014 W. Franklin Street is \$666.68, respectively for a total cost of \$2,000.00.

MINUTES

DHCD - cont'd

The property is being sold to Ms. Alexander below the price determined by the Waiver Valuation Process because of the following reasons:

- the sale and rehabilitation will continue the elimination of blight and
- the sale will also return the properties to the City's tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Ms. Deborah Alexander, Developer, for the sale of the City-owned properties located at 1010, 1012, and 1014 W. Franklin Street, in the Harlem Park Community (Block 0128 Lots 048, 049, and 050).

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Housing Authority of Baltimore City (HABC). The period of the Grant Agreement is effective upon Board approval through October 25, 2019.

AMOUNT OF MONEY AND SOURCE:

\$1,050,000.00 - 9910-903119-9588-900000-704045

BACKGROUND/EXPLANATION:

Project C.O.R.E. Creating Opportunities for Renewal and Enterprise is a State grant program that provides funds for blight elimination to support new development, green space, and adaptive reuse. In December 2016, the State awarded the City \$1,050,000.00 in FY 17 funds on behalf of the HABC to demolish 74 vacant and obsolete buildings at O'Donnell Heights. Following demolition, the site will become a future phase of Keye's Pointe, a redevelopment initiative consisting of 925 new mixed-income homes at the O'Donnell Heights site.

On September 13, 2017, the Board approved the grant agreement with the State and authorized the Housing Commissioner to execute the agreement. On October 25, 2017, the State executed the agreement, making the City eligible to receive the Project C.O.R.E. Grant funds. The Department of Housing and Community Development is now making these funds available to the Housing Authority through this grant agreement.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 27% MBE AND 10% WBE ON \$1,037,000.00.

MBE: \$364,608.00

WBE: \$107,900.00

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 Grant Agreement with the Housing Authority of Baltimore City.

MINUTES

Department of Transportation - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the License Agreement with the Maryland Transit Administration (MTA) and the Maryland Department of Transportation. The License Agreement is effective upon Board approval for one year, with automatic renewal periods of one year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MTA has requested that the City install and maintain a traffic signal to alleviate backups of the MTA's transit buses leaving the MTA's bus depot along Washington Boulevard. The MTA grants the City permission to enter upon the property for the purpose of installing the traffic signal. The traffic signal will be located at 1311 Monroe Street, Baltimore, MD. Although the City will be responsible for the installation and maintenance of the traffic signal, MTA will supply the power source.

This License Agreement will automatically renew for successive one-year periods, except when terminated under the following terms and condition(s):

- (a) This Agreement may be terminated at any time by either party hereto upon 60 day's prior notice in writing to the other. Upon such termination, the City will remove (or abandon with the MTA's written consent) the traffic signal. The Property shall then be restored by the City to the same grade and to the same and equally good condition, as existed before the commencement of such work at the City's sole cost.
- (b) Notwithstanding any provision of this Agreement to the contrary, this Agreement may be terminated by MTA in whole, or from time to time in part, whenever MTA determines that such termination is in the best interest of the State.

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 729,000.00	9910-922012-9587	
State Revenue	Whole Block Demolition (Reserve)	
321,000.00	9910-902985-9587	
<u>State Revenue</u>	Housing Development (Reserve)	
\$1,050,000.00	-----	9910-903119-9588 O'Donnell Heights Demolition

This transfer will provide appropriations to the O'Donnell Heights Demolition project, making funds available to the Housing Authority of Baltimore City to support the demolition of 74 former public housing units and an obsolete daycare center, as part of O'Donnell Heights' revitalization works.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement with the Maryland Transit Administration and the Maryland Department of Transportation. 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.

MINUTESDepartment of Transportation - Developers' Agreements

The Board is requested to approve and authorize execution of the various Developers' Agreements.

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	BETH AM SYNAGOGUE	1552	\$143,950.00

Beth AM Synagogue would like to install a conduit and street lighting to its proposed new building located at 2501 Eutaw Place. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$143,950.00 has been issued to Beth AM Synagogue which assumes 100% of the financial responsibility.

2.	MFH PROPERTIES LLC	1548	\$ 25,325.00
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MFH Properties LLC would like to upgrade the existing water service to its building located at 1000 South Highland Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$25,325.00 has been issued to MFH Properties, LLC which assumes 100% of the financial responsibility.

3.	GREEKTOWN, LLC.	1202-B	\$251,808.00
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Greektown, LLC would like to install new water services, storm drain, sanitary sewer, conduit, and road improvements to its proposed new townhouse development located at 4526 O'Donnell Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

MINUTES

Dept. of Transportation - cont'd

<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
A Performance Bond in the amount of \$251,808.00 has been issued to Greektown, LLC which assumes 100% of the financial responsibility.		
4. TWO FARMS, INC.	1532	\$126,000.00

Two Farms, Inc. would like to install a new water service, sanitary sewer, storm drain, road, lighting, and conduit improvements to its proposed new building located at 6100 Holabird Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$126,000.00 has been issued to Two Farms, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved the foregoing Developer's Agreements.

MINUTES

Circuit Court for Baltimore City - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is October 1, 2017 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$35,000.000 - 5004-500418-1100-109800-601001

BACKGROUND/EXPLANATION:

The Circuit Court for Baltimore City received a Byrne - Justice Assistance Grant (BJAG) Program Award from the GOCCP for the Community Services Program. This JAG grant will allow the Community Services Program to operate without interruption during FY 2018.

The Community Services Program is vital to Court operations because it enables the Judges of the Circuit Court for Baltimore City and the District Court to place defendants convicted of non-violent offenses into the program. This allows the Courts to conserve resources to cope with violent offenders. The defendants perform a specified term of volunteer service in lieu of incarceration. Baltimore City agencies, non-profit organizations, and over 50 neighborhood associations benefit from these services.

This request is late because the Grant Award was recently received from the GOCCP.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Circuit Court - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention.

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. Ground Rents, LLC	2033 E. Biddle Street	G/R \$42.00	\$ 385.00
Funds are available in account 9910-908636-9588-900000-704040, Hoen Parking Project.			
2. Sharon Lewis and Clifton Avery Height	1107 Brentwood Avenue	F/S	\$67,000.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
3. BRI Properties, LLC	630 N. Carey Street	L/H	\$94,167.00
Funds are available in account 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.			
4. Ground Rents, LLC	1007 Sarah Ann Street	G/R \$20.00	\$ 184.00
5. Turf, LLC	1105 W. Mulberry Street	G/R \$60.00	\$ 550.00
Funds are available in account 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.			

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>			
6. Ira Oring and Nancy Oring	2209 Booth Street	G/R \$36.00	\$ 330.00
Funds are available in account 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.			
7. Marilyn C. Womble, Personal Representative of the Estate of Napoleon Dortch	304 N. Arlington Avenue	F/S	\$ 9,500.00
Funds are available in account 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.			

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

DHCD - Condemnations

8. Richard C. Brown	1027 Sarah Ann Street	L/H	\$ 6,333.00
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MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
9. Richard C. Brown	1031 Sarah Ann Street	F/S	\$ 4,000.00
10. Richard C. Brown	1033 Sarah Ann Street	F/S	\$ 7,000.00

Funds are available in account 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

11. Wanda R. Coley-Smith	2721 Hugo Avenue	F/S	\$ 3,500.00
12. Darrell J. Drake	2743 Fenwick Avenue	F/S	\$ 2,250.00

Funds are available in account 9910-904326-9588-900000-704040, Fenwick/Hugo 28th Street Project.

The fair market values were substantiated in appraisals made by independent appraisers contracted by the City. This will permit the City to have title to, and if necessary immediate possession of these properties in conformity with the requirements of the applicable law.

MINUTES

OPTIONS/CONDEMNATIONS/QUICK-TAKES:DHCD - Condemnations or Redemptions/Extinguishments

13. Sidney Realty, Inc.	319 N. Arlington Avenue	G/R \$66.00	\$ 440.00
14. Unknown	1009 W. Mulberry Street	G/R \$52.50	\$ 350.00
15. Irwin Realty Corporation	1008 Sarah Ann Street	G/R \$18.00	\$ 120.00

Funds are available in account 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 ground rent interest for the properties.

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

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 08 to Rummel, Klepper & Kahl, LLP under Project 1232, On-Call Design Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$24,965.74 - 9938-908784-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include topographic and utility surveys at Reedbird Park.

MBE/WBE PARTICIPATION:

The Consultant has achieved the following percentages:

MBE: 45.14%

WBE: 0%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$26,000.00	9938-906784-9475	9938-908784-9474
Rec. & Parks	Cherry Hill Recreation	Cherry Hill
25 th Series	Center (Reserve)	Recreation Center
		(Active)

MINUTESDepartment of Recreation and Parks - cont'd

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232 Task No. 8 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 08 to Rummel, Klepper & Kahl, LLP under Project 1232, On-Call Design Services. The transfer of funds was approved **SUBJECT** to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 08 to Mahan Rykiel Associates, Inc. under Project 1233, On-Call Design Services. The period of the task assignment is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$56,300.50 - 9938-921026-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include design services for the CC Jackson Park Master Plan.

MBE/WBE PARTICIPATION:

The Consultant has achieved the following percentages:

MBE: 14.03%

WBE: 10.27%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$15,000.00	9938-920026-9475	
Rec. & Parks	CC Jackson	
27 th Series	Pool and Park	
(Reserve)	Improvements	

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>45,000.00</u>	9938-920026-9475 State (Program Open Space) (Active)	
\$60,000.00	-----	9938-921026-9474 CC Jackson Pool And Park Improvements (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1233 Task no. 8 to Mahan Rykiel Associates, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 08 to Mahan Rykiel Associates, Inc. under Project 1233, On-Call Design Services. The transfer of funds was approved **SUBJECT** to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

Department of Human Resources - Consulting Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consulting Agreement with Mr. John Woods. The period of the Consulting Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$7,000.00 - 1001-000000-1603-172500-603026

The cost incurred for each hearing is charged to the appellant's agency. The Hearing Officer rates are \$230.00 for the first session, \$192.50 for each succeeding session (session lasting no more than 3 hours), and \$330.00 for each written report.

BACKGROUND/EXPLANATION:

Mr. Woods will work as a Hearing Officer for the Civil Service Commission (CSC). He has been a Hearing Officer for the CSC since August of 2002.

The Baltimore City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after termination of the probationary period. Mr. Woods will preside over these investigations and submit a recommendation to the Civil Service Commissioners for approval.

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 Consulting Agreement with Mr. John Woods.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Procurement

- | | | | |
|----|--|--------------|---------|
| 1. | HOWARD UNIFORM COMPANY | \$400,000.00 | Renewal |
| | Contract No. B50004431 - Uniform Jackets for Baltimore City Fire Department - Fire Department - P.O. No. P534530 | | |

On February 10, 2016, the Board approved the initial award in the amount of \$501,150.00. The award contained two 1-year renewal options. This first renewal in the amount of \$400,000.00 is for the period February 10, 2018 through February 9, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 25, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|--------------|---------|
| 2. | WATCH SYSTEMS, L.L.C. | \$ 18,900.00 | Renewal |
| | Contract No. 08000 - Annual Subscription for Offender Watch, Booking Alerts, Mobile Service, and Active Contact Service - Baltimore Police Department - P.O. No. P531830 | | |

On June 23, 2015, the City Purchasing Agent approved the initial award in the amount of \$14,853.33. The award contained three renewal options. Subsequent actions have been approved. The Police Department is currently utilizing several features on the vendor's Offender Watch system. The vendor is the sole developer and distributor of this system. This final renewal in the amount of \$18,900.00 is for the period February 1, 2018 through January 31, 2019. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

MBE/WBE PARTICIPATION:

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

- | | | |
|---|----------------|----------|
| 3. W.W. GRAINGER, INC. | \$2,250,000.00 | Increase |
| Contract No. 091214-WWG-NJPA - Facilities Maintenance, Repair, and Operating Supplies - Citywide - P.O. No. P540350 | | |

On July 19, 2017, the Board approved the initial award in the amount of \$1,000,000.00. This increase in the amount of \$2,250,000.00 is necessary to continue to provide maintenance, repair, and operating supplies to the various City agencies through the end of the current contract term. This increase will make the award amount \$3,250,000.00. The contract expires on August 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

This is a cooperative contract which was competitively bid by another public agency. The vendor has agreed to goal setting under this contract. On July 7, 2017, MWBOO set goals of 5% MBE and 2% WBE. On January 26, 2018, W.W. Grainger, Inc. was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Walters Relocations, Inc.	5%	\$70,840.00	7%

WBE: None

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>
---------------	------------------------	--------------------

Bureau of Procurement

The requested amount is required for payment of outstanding invoices and new invoices. The period of the award is January 1, 2018 through December 31, 2018, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

The State of Maryland must license all air ambulance service companies. The vendor is licensed by the State of Maryland. The MDH further states "The Health Department will screen all calls as to eligibility and medical necessity and the appropriate transportation will be arranged when approved."

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

MBE/WBE PARTICIPATION:

N/A

6. HEALTHNET AEROMEDICAL SERVICES, INC. \$100,000.00 Selected Source
Contract No. 06000 - Air Transportation Services - Health Department - Req. No. R786668

Emergency medical air transportation services for critical care patients are provided by the Maryland Department of Health (MDH) through the Transportation Grants Program. The MDH protocol states, "All air ambulance transport costs for Maryland Medicaid recipients will be paid by the Baltimore City Health Department, through the Transportation Grants Program." Service Providers may submit invoices as late as two years after services have been rendered prior to the review and verification process, which takes approximately one year. The requested amount is required for payment of outstanding invoices and new invoices.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

The period of the award is February 1, 2018 through January 31, 2019, with one 2-year renewal option remaining. The above amount is the City's estimated requirement. The State of Maryland must license all air ambulance service companies. The vendor is licensed by the State of Maryland. The MDH further states "The Health Department will screen all calls as to eligibility and medical necessity and the appropriate transportation will be arranged when approved."

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

MBE/WBE PARTICIPATION: N/A

7. SELEX ES INC. D/B/A
ELSAG NORTH AMERICA \$320,625.00 Sole Source
 Contract 08000 - ELSAG Plate Hunter M6-2 (license plate readers) - Mayor's Office of Criminal Justice - Req. No. R787310

The vendor is the sole manufacturer and distributor of these products which must be compatible with currently installed equipment on police vehicles. This purchase and installation is compatible with previously purchased equipment from the same vendor. Funding has been given to the City of Baltimore by the Bloomberg Philanthropies grant. This is a one-time purchase. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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 the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from subcontractors.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions.

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:

621 - 622

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

- | | | | |
|----|--|----------------------------|----------------|
| 1. | B50005160, International Trucks - O.E.M. Parts, Service And Warranty Repairs | Beltway International, LLC | \$3,500,000.00 |
|----|--|----------------------------|----------------|

(Dept. of General Services - Fleet Management)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|-------------------------------|---------------|
| 2. | B50005169, Crew Cab Dump Trucks with Snow Plows and Salt Spreaders | Century Ford of Mt. Airy Inc. | \$ 474,895.00 |
|----|--|-------------------------------|---------------|

(Dept. of General Services - Fleet Management)

MWBOO GRANTED A WAIVER.Department of Public Works/Office of Engineering & Construction

- | | | | |
|----|---|---------------------|----------------|
| 3. | WC 1369, Water Infrastructure Replacement and Rehabilitation at Various Locations | Spiniello Companies | \$1,973,300.00 |
|----|---|---------------------|----------------|

MWBOO SET GOALS OF 11% FOR MBE AND 6% FOR WBE.

MBE:	Machado Construction Company, Inc.	\$217,100.00	11.00%
WBE:	R&R Contracting Utilities, Inc.	\$118,500.00	6.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Public Works/Office of Engineering & Construction4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,666,358.00	9960-909100-9588	
Water Revenue	Constr. Res.	
Bonds		
\$ 197,330.00	-----	9960-915103-9557-900020-2
		Extra Work
197,330.00	-----	9960-915103-9557-900020-3
		Engineering
180,000.00	-----	9960-915103-9557-900020-5
		Inspection
1,973,300.00	-----	9960-915103-9557-900020-6
		Construction
118,398.00	-----	9960-915103-9557-900020-9
\$2,666,358.00		Administration

The funds are required to cover the cost for the award of WC 1369, Water Infrastructure Replacement and Rehabilitation at Various Locations.

MINUTES

Mayor's Office of Human Services - Amendment No. 3 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 3 to Agreement with Union Baptist Church-School, Inc.

AMOUNT OF MONEY AND SOURCE:

\$74,860.00 - 4000-486318-1772-516000-603051

BACKGROUND/EXPLANATION:

On June 7, 2017, the Board approved an advance of funds in the amount of \$242,230.00 for Union Baptist Church-School, Inc. for the period of July 1, 2017 through June 30, 2018. On August 9, 2017, the Board approved the remaining funds in the amount of \$1,211,148.00.

On November 8, 2017, the Board approved amendment no. 1 in the amount of \$11,276.00 for a mandatory 1% federal Cost of Living Adjustment for all staff.

On January 10, 2018, the Board approved amendment no. 2 in the amount of \$222,000.00 to support required health and safety improvements to the Head Start facility which services up to 175 eligible children in Baltimore City for 6 hours a day, 5 days per week for 170 days.

This Amendment No. 3 to Agreement will increase the amount of the award by \$74,860.00, making the total award amount \$1,761,514.00. The additional funding supports required improvements to the Head Start playground in order to address health and safety issues. Funds were awarded by the United States Department of Health and Human Services.

MINUTES

Mayor's Office of Human Services - 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 Amendment No. 3 to Agreement with Union Baptist Church-School, Inc. The Comptroller **ABSTAINED**.

MINUTES

Department of Public Works/Office - Amendment No. 4 to Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement for Post Award Engineering Services with Patton Harris Rust & Associates/Hazen & Sawyer a Joint Venture (JV) under WC 1168, Deer Creek Pumping Station Improvements. This Amendment No. 4 to Agreement will extend the period of the agreement through August 4, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 5, 2011, the Board approved the original agreement for 48 months in the amount of \$2,231,393.00 with the JV to provide post award services during improvements of Deer Creek Pumping Station. This Amendment No. 4 to Agreement will allow the Office of Engineering and Construction and the JV to resolve outstanding matters with the 42-inch butterfly valve and complete the required operation and maintenance manuals. The scope of the original agreement includes providing shop drawing reviews, responding to requests for information, reviewing proposed change orders, attending progress meetings, providing technical consultations, and updating pumping station operation and maintenance manuals.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE/WBE program in accordance with City Code Article 5, Subtitle 28.

MWBOO SET GOALS OF 27.8% MBE AND 4% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

DPW/Office of Engineering and Construction - cont'd

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 and authorized execution of Amendment No. 4 to the Agreement for Post Award Engineering Services with Patton Harris Rust & Associates/Hazen & Sawyer a Joint Venture under WC 1168, Deer Creek Pumping Station Improvements.

MINUTES

Department of Public Works/Office - Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the Joint Venture: Whitman, Requardt & Associates, LLP/Hazen & Sawyer (Consultant) under Project No. 1252, SC 938, Headworks Facilities Improvements at the Patapsco Wastewater Treatment Plant. The Agreement is effective for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 639,341.84 - (32%) - Wastewater Revenue Bonds
1,358,601.42 - (68%) - County Grants
\$1,997,943.26 - 9956-903345-9551-900020-700032

BACKGROUND/EXPLANATION:

This project is to increase the facility capacity of the Patapsco Wastewater Treatment Plant and provide wastewater system overflow relief. The Consultant will design the rehabilitation of the existing grit removal facility, installation of new two stage screening facility upstream of the existing grit removal facility, and improvements to the existing plant influent flow measurement system.

The Consultant will provide the design engineering services for the Headworks Facilities Improvements at the Patapsco Wastewater Treatment Plant and other designated elements of the project. These services include but are not limited to, a thorough review of all record information pertaining to the Grit Removal Facility and Southwest Diversion Sewer (SWD), plant flow records, operation and maintenance records, SWD hydraulic modeling data, and verify record/contract drawings. The Consultant will complete a geotechnical review, subsurface investigations, and soil borings to compile a geotechnical report with foundation recommendations.

MINUTES

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

The Consultant will conduct a multi-disciplinary examination of the Grit Removal Facility to review and identify necessary upgrades to the existing clamshell grit removal system, channel and grit tank covers, general building ventilation and heating requirements, electrical renovations, structural and architectural renovations, interior and exterior valve and gate replacement needs, a new grit dewatering pump system, and a valve actuator design for the two grit chamber by-pass line. The Consultant will evaluate the hydraulic requirements for the new screen facility and the impact on the existing SWD hydraulic grade line. This information will be used by the City's sewer modeling group to assess the impact of the new screen facility hydraulics on the SWD conveyance capacity. The Consultant will develop the concept design for the screen building layout, two-stage screens, screenings conveyance system and other process equipment, the concept design for the influent ventilation/hydrogen sulfide release chamber, and the design for the new influent flow meter station for the SWD flow. The Consultant will conduct a non-tidal wetland delineation within the project boundary and prepare a findings report. Based on this report, the Consultant will prepare a Joint USACE/MDE Federal/State Application in accordance with Section 404 of the Clean Waters Act and the MD Non-Tidal Wetlands and Waterways Act. The Consultant will conduct a Simplified Forest Stand Delineation and develop a Forest Conservation Plan which will be submitted for review to the City's Office of Sustainability.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code.

MINUTES

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

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

MBE: DM Enterprises of Baltimore, LLC	\$ 20,765.45	1.03%
Dhillon Engineering, Inc.	285,259.55	14.27%
C.C. Johnson & Malhotra, P.C.	136,257.07	6.81%
Transviron, Inc.	158,627.09	7.93%
	<u>\$600,909.16</u>	<u>30.04%</u>
 WBE: The Robert B. Balter Company	\$ 44,974.00	2.25%
Albrecht Engineering, Inc.	145,118.65	7.26%
Phoenix Engineering, Inc.	54,588.60	2.73%
	<u>\$244,681.25</u>	<u>12.24%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 703,276.16	9956-923027-9549	
Wastewater	Construction Reserve	
Revenue Bonds	PWWTP Headworks	
\$1,494,461.84	" "	
County		
<u>\$2,197,738.00</u>		
 \$1,997,943.26	-----	9956-903345-9551-3
		Design
 199,794.74	-----	9956-903345-9551-9
		Admin.
<u>\$2,197,738.00</u>		

MINUTES

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

The funds are to cover the cost of Project 1252, SC 938, Headworks Facility Improvements at Patapsco Wastewater Treatment Plant.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the Joint Venture: Whitman, Requardt & Associates, LLP/Hazen & Sawyer (Consultant) under Project No. 1252, SC 938, Headworks Facilities Improvements at the Patapsco Wastewater Treatment Plant. The transfer of funds was approved **SUBJECT** to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

Department of Public Works - Agreement for Energy Performance Contracting Phase II

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for Energy Performance Contracting - Phase II with Johnson Controls, Inc. (JCI). The period of the agreement is effective upon Board approval for 15 years commencing after installation.

AMOUNT OF MONEY AND SOURCE:

\$8,120,511.00 - 5000-505618-1981-194700-603051

BACKGROUND/EXPLANATION:

On January 20, 2016, the Board approved the Phase-I Energy Performance Contract with JCI in the amount of \$247,600.00. The scope of work for JCI was to provide a detailed energy audit and guaranteed savings program to reduce the City's energy consumption and maintenance costs at these City facilities: Ashburton Water Filtration Plant, Montebello Water Filtration Plant, Maryland Zoo/Recreation & Parks Building, Waxter Senior Center, 1 Safari Place, 1000 Cathedral Street, South East Anchor Library, 3601 Eastern Avenue, Callow Hill Aquatic Center, 2821 Oakley Avenue, Mounted Police Building 500 Fallsway, and the Old GBMC Building, 1200 E. Fayette Street. The Phase II Agreement will provide for the implementation for such energy savings measures, guarantee the resultant savings, and provide maintenance for all installed equipment for the life of the contract.

The total cost of the project is \$9,120,511.00 (as a result of a \$1,000,000.00 Energy Water Infrastructure Grant from the MDE) which includes construction, Energy Office project management, 15-year maintenance, and monitoring and verification costs. The project cost will be financed by the City's Master Lease program, provided through the City's Office of Treasury Management. Alternatively, the City will apply for a loan from the Maryland Department of the Environment (MDE).

MINUTESDepartment of Public Works - cont'd

If the MDE loan is obtained, it will be used in lieu of the Master Lease. The MDE interest rate is 1% and the Master Lease rate is 3.5% resulting in a savings of \$1.5 million in financing costs.

In addition, the Office of Sustainable Energy (OSE) successfully applied for and received a \$1,000,000.00 Energy Water Infrastructure Grant from the MDE. The OSE will manage the grant, construction, implementation, and monitoring of the project. The MDE grant has strict time sensitive guidelines which must be met by the City in order to access this funding. The amount to be financed by the Master Lease is \$6,463,186.00. Annual loan payments will be made by the City utilizing funds that will be saved by the reduction of energy consumption. In addition, the project will fund a 15-year maintenance services agreement totaling \$1,104,007.00 and a monitoring and verification agreement for \$553,318.00. The \$12,107,688.00 of energy savings as related to the installation of the proposed Energy Conservation Measure is guaranteed for the life of the agreement which is 15 years after the completion of construction.

MBE/WBE PARTICIPATION:

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for Energy Performance Contracting - Phase II with Johnson Controls, Inc.

MINUTES

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment to Lease Agreement with Tiffany Jones, Lessee, for Studio #204, located at the School 33 Art Center, 1427 Light Street. The Amendment will extend the Lease Agreement through February 3, 2020.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installment</u>
\$4,800.00	\$400.00

BACKGROUND/EXPLANATION:

On March 4, 2015 the Board approved the original Lease Agreement with the Lessee, for the rental of Studio #204, located in School 33 Art Center. The period was for February 4, 2015 through February 3, 2016, with an option to renew automatically for two 1-year renewals starting February 4, 2016 and through February 3, 2018.

The effective date of the extension will be February 4, 2018. It is agreed by all parties that all other rentals, conditions, provisions, and terms of the original Lease Agreement dated March 4, 2015 shall remain in full force and effect.

The Space Utilization Committee approved this Amendment to Lease Agreement on January 23, 2018.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Tiffany Jones, Lessee, for Studio #204, located at the School 33 Art Center, 1427 Light Street.

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 51

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Governor's Office of Crime Control and Prevention (GOCCP), Victims Assistance Formula Grant Program. The period of the Grant Award is October 1, 2017 through September 30, 2018.

The Board is also requested to approve Appropriation Adjustment Order No. 51 grant fund transfer within the State's Attorney's Office for \$50,000.00 in unallocated federal funds from Service 115: Prosecution of Criminals to Service 786: Victim Witness Services.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - From: 4000-400018-1150
Service 115: Prosecution of Criminals

To: 4000-413018-1156
Service 786: Victim and Witness Services

\$12,500.00 - 1001-000000-1156-117900-601001 - This is a matching component, which the agency is contributing as part of the salary of its Felony Advocate Coordinator.

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant to the Office of the State's Attorney for Baltimore City's Expanding Services to Victims of Crime with Disabilities program. This program assists in developing and implementing strategies intended to provide assistance to crime victims in the State of Maryland with physical and/or cognitive disabilities. The grant funds provide personnel.

MINUTES

BBMR - cont'd

The Grant Award is late because BBMR recently received the Grant Award letter from the GOCCP.

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 acceptance of the grant award from the Governor's Office of Crime Control and Prevention Victims Assistance Formula Grant Program. The Board further approved the Appropriation Adjustment Order No. 51 grant fund transfer within the State's Attorney's Office for \$50,000.00 in unallocated federal funds from Service 115: Prosecution of Criminals to Service 786: Victim Witness Services.

MINUTES

BBMR - cont'd

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the National Association of VOCA Assistance Administrators. The Board further approved the Appropriation Adjustment Order No. 52 to transfer Unallocated Grant Funds within the Office of the State's Attorney from Service 115 (Prosecution of Criminals), to Service 786 (Victim and Witness Services).

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 53

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award to the Office of the State's Attorney for Baltimore City (Service 115; Prosecution of Criminals) from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is October 1, 2017 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$50,904.00 - The funds will come from the GOCCP. The appropriation will be placed in a Federal award fund, detailed fund number 412918. The account number will appear with 26 digits: 4000-412918-1150-715200-xxxxxx.

\$12,500.00 - This is a matching component, which the SAO is making from the salary of its Special Victims Unit Division Chief. The source account for this match is 1001-000000-1150-715200-601001.

No appropriation adjustment action is required.

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant to the SAO's Special Victims Unit to assist in developing and implementing strategies specifically intended to provide assistance to crime victims in the State of Maryland. The program serves victims of sexual assault, rape, stalking, human trafficking, and other crimes investigated and/or prosecuted by the Special Victims Unit in the SAO. The funds will be used to provide personnel.

MINUTES

BBMR - cont'd

The Grant Award is late because BBMR recently received the Grant Award letter from the GOCCP.

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 acceptance of the Grant Award to the Office of the State's Attorney for Baltimore City (Service 115; Prosecution of Criminals) from the Governor's Office of Crime Control and Prevention.

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 41

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award to the State's Attorney's Office from the State of Maryland's - Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is October 1, 2017 through September 30, 2018.

The Board is further requested to approve the Appropriation Adjustment Order No. 41.

AMOUNT OF MONEY AND SOURCE:

\$155,832.00 - The source of funds for this grant is the Byrne - Justice Assistance Grant, which passes through the Governor's Office of Crime Control and Prevention. The appropriation will be placed in a federal award fund, detailed fund number 412818. The 26-digit account number will be displayed as 4000-412818-1150-118000-600000.

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant to the Office of the State's Attorney for Baltimore City's Reducing Violent Crime program which helps reduce existing gaps in services and foster collaboration among partner organizations. The program improves the ability to analyze, map and target opioid trafficking and prosecute repeat violent offenders. Grant funds will provide equipment.

The Grant Award is late because BBMR recently received the Grant Award letter from the GOCCP.

MINUTES

BBMR - 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 acceptance of the Grant Award to the State's Attorney's Office from the State of Maryland's - Governor's Office of Crime Control and Prevention. The Board further approved the Appropriation Adjustment Order No. 41.

MINUTES

Mayor's Office of Human Services - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Amendment No. 2 to Agreement with the University of Maryland, Baltimore. The Amendment No. 2 to Agreement will extend the period of the agreement through March 31, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 12, 2016, the Board approved the original agreement in the amount of \$166,475.00 for the period of September 1, 2016 through June 30, 2017. On July 19, 2017 the Board approved the First Amendment to the Agreement that authorized a no-cost extension through December 31, 2017.

The University of Maryland, Baltimore is providing overall support in ensuring program wide, high fidelity and targeted Social and Emotional Foundations of Early Learning mentor coaching in 10 Head Start centers (44 classrooms), with the goal to improve the overall scores in Emotional Support through the use of the class assessment tool.

This Amendment No. 2 to Agreement will allow the University of Maryland, Baltimore to use the remaining funds under the original agreement.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

MOHS - cont'd

UPON MOTION duly made and seconded, the Board ratified the Amendment No. 2 to Agreement with the University of Maryland, Baltimore.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Bridget Wright	Preparedness Summit Atlanta, GA April 16 - 20, 2018 (Reg. Fee \$605.00)	PHEP Grant Cities Readiness Initiative Grant	\$1,849.58

The airfare cost of \$178.96 and the registration fee of \$605.00 were prepaid on a City-issued procurement card assigned to Mr. Ryan Hemminger. Therefore, the disbursement to Ms. Wright is \$1,065.62.

2. Shannon Snyder	Preparedness Summit Atlanta, GA April 16 - 20, 2018 (Reg. Fee \$605.00)	PHEP Grant Cities Readiness Initiative Grant	\$1,839.44
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The airfare cost of \$178.96 and the registration fee of \$605.00 were prepaid on a City-issued procurement card assigned to Mr. Ryan Hemminger. Therefore, the disbursement to Ms. Snyder is \$1,055.48.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u>			
3. Anne MacNeille	Maryland Assn. of Election Officials 2018 Annual Conference Ocean City, MD March 14 - 15, 2018 (Reg. Fee \$225.00)	General Funds	\$ 567.25

The registration fee in the amount of \$225.00 was prepaid by EA 000303459. Therefore, the disbursement to Ms. MacNeille is \$342.25.

4. Lawrence Cager	Maryland Assn. of Election Officials 2018 Annual Conference Ocean City, MD March 14 - 16, 2018 (Reg. Fee \$225.00)	General Funds	\$ 754.47
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The registration fee in the amount of \$225.00 was prepaid by EA 000303459. Therefore, the disbursement to Mr. Cager is \$529.47.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u> - cont'd			
5. Aureilia Jones	Maryland Assn. of Election Officials 2018 Annual Conference Ocean City, MD March 13 - 16, 2018 (Reg. Fee \$225.00)	General Funds	\$ 929.11

The registration fee in the amount of \$225.00 was prepaid by EA 000303459. Therefore, the disbursement to Ms. Jones is \$704.11.

6. Mildred Easterling	Maryland Association of Election Officials Annual Conference Ocean City, MD March 12 - 16, 2018 (Reg. Fee \$225.00)	General Funds	\$1,110.04
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The registration cost of \$225.00 was prepaid using EA000303459. Therefore, the disbursement to Ms. Easterling is \$885.04.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u> - cont'd			
7. Rochelle Lucas Kelly Norton Tracey Chapman Deitra Redmond	Maryland Association of Election Officials Annual Conference Ocean City, MD March 12 - 16, 2018 (Reg. Fee \$225.00 ea.)	General Funds	\$4,440.16

The registration cost of \$225.00 of each employee was prepaid using EA000303459. Therefore, the disbursement to each employee is \$885.04.

8. Armstead Jones Abigail Goldman Lisa Stanley Sabrina Graves	Maryland Associa- tion of Election Officials Annual Conference Ocean City, MD Mar. 12 - 16, 2018 (Reg. Fee \$225.00 ea.)	General Funds	\$4,440.16
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The registration fee for each attendee, in the amount of \$225.00, was prepaid by Expenditure Authorization No. 000303459. The amount to be disbursed to each attendee is \$885.04.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u> - cont'd			
9. Samuel McAfee Frankie Powell Sidney Shelton Eleanor Wang	Maryland Association of Election Officials Annual Conference Ocean City, MD Mar. 13 - 16, 2018 (Reg. Fee \$225.00 ea.)	General Funds	\$3,741.19

The subsistence rate for this location is \$172.00 per night. The cost of the hotel for Mr. McAfee is \$135.00, plus hotel taxes \$14.18 per night. The Board of Elections is requesting additional subsistence in the amount of \$3.00 per day for meals and incidentals for Mr. McAfee.

The registration fee for each attendee, in the amount of \$225.00, was prepaid by Expenditure Authorization No. 000303459. Therefore, Mr. McAfee will be disbursed \$728.86. Mr. Powell, Ms. Shelton, and Ms. Wang will be disbursed \$704.11 each.

The Board, UPON MOTION duly made and seconded, approved the foregoing Travel Requests.

MINUTES

Department of Recreation and Parks - Capital Projects
Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Capital Projects Grant Agreement between the Maryland State Board of Public Works (BPW) and the Cylburn Arboretum Associates, Inc. (CAA), Grantee, and the Mayor and City Council of Baltimore, Beneficiary.

This Capital Projects Grant Agreement terminates if the BPW terminates the grant authorization under paragraph 3 without issuing bonds. Otherwise, this Capital Projects Grant Agreement will be effective so long as any State General Obligation Bonds issued, sold, and delivered to provide funds for this grant, remain outstanding, or for a longer period as the parties agree.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 - State funds to be paid directly to the CAA

BACKGROUND/EXPLANATION:

This Agreement serves to acknowledge the State of Maryland Capital Projects Grant awarded to the CAA. The CAA wishes to utilize the funds to make capital improvements to the City property known as the Carriage House at the Cylburn Arboretum.

Upon approval of this Capital Projects Grant Agreement by the Board and after the renovation project plans are finalized, a subsequent donation agreement will be executed between the CAA and the Department of Recreation and Parks to address the in-kind donation to the City.

AUDITS REVIEWED AND HAS NO OBJECTION.

MINUTES

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Capital Projects Grant Agreement between the Maryland State Board of Public Works and the Cylburn Arboretum Associates, Inc. Grantee, and the Mayor and City Council of Baltimore, Beneficiary.

MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works/Office of Engineering and Construction - SC 980, Rehabilitation and Improvements to Sanitary Sewers at Various Locations in Baltimore City
BIDS TO BE RECV'D: 03/14/2018
BIDS TO BE OPENED: 03/14/2018

2. Department of Transportation - TR 18005, Reconstruction of Footways Citywide
BIDS TO BE RECV'D: 03/14/2018
BIDS TO BE OPENED: 03/14/2018

3. Department of Transportation - TR 18003, Reconstruction of Footways Citywide
BIDS TO BE RECV'D: 03/14/2018
BIDS TO BE OPENED: 03/14/2018

4. Department of Transportation - TR 08320, Rehabilitation of Bridge No. BC-4208 Edison Highway Over Amtrak Railroad
BIDS TO BE RECV'D: 04/04/2018
BIDS TO BE OPENED: 04/04/2018

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: "I just want to wish everyone a Happy Valentine's Day. There being no more business before the 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 agencies had issued Addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Department of General Services - GS 16816, Mitchell Courthouse Elevator Upgrade
BIDS TO BE RECV'D: 02/28/2018
BIDS TO BE OPENED: 02/28/2018

Department of Recreation & Parks - RP 14810R, Clifton Tennis Courts & Parking Improvements
BIDS TO BE RECV'D: 02/21/2018
BIDS TO BE OPENED: 02/21/2018

Department of Public Works - SC 926, Electrical Distribution System Reliability Improvements Physical Security Upgrades & On-Site Power Generation at the Patapsco Wastewater Treatment Plant
BIDS TO BE RECV'D: 03/07/2018
BIDS TO BE OPENED: 03/07/2018

Bureau of Purchases - B50005237, Parts and Repair Service for Muncie Pumps, Power Take Offs and Valves
BIDS TO BE RECV'D: 02/28/2018
BIDS TO BE OPENED: 02/28/2018

MINUTES

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 16804, Eastern Clinic
Renovations on 1200 East
Fayette

E. Pikounis Construction Co., Inc.
Columbia Enterprises, Inc.*

Bureau of Purchases - B50005216, LeeBoy 8816
Conveyor Asphalt Paver

Valley Supply & Equipment Co., Inc.

Bureau of Purchases - B50005215, 37-Foot Bucket
Truck

Beltway International, LLC
Altec Industries**

*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of Columbia Enterprises, Inc. **NON-RESPONSIVE** due to the companies' failure to submit a complete bound original bid book and a complete duplicate bid as required by the bid's instructions.

UPON FURTHER MOTION, the Board found the bid of Altec Industries **NON-RESPONSIVE because of the company's failure to submit a bid guarantee as required in the bid instructions.

MINUTES

Bureau of Purchases

- B50005244, Reflective
Sign Sheeting

Orafol Americas
Garden State Highway Products
Osburn Associates, Inc.
3M Company
Visual Marking Systems, Inc.

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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, February 28, 2018.


JOAN M. PRATT
Secretary