

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."

Comptroller: "Good morning."

President: "The April 4, 2018, meeting of the Board of Estimates is now called to order. In the interest of promoting the efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from my office dated April 2, 2018, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy

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Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Uh -- Mr. President I move approval of the uh -
- routine agenda as revised."

Comptroller: "Second."

President: "All of those in favor say AYE. All of those opposed, NAY. The routine agenda has been adopted. Madam Mayor? You sure you want to?"

Mayor: "Yes, um -- I wanted to remind everyone today is a very special day. It is the 50th Anniversary of the death of Martin Luther King. It's a day I'll never forget. Uh -- one, it is my brother's birthday. So, I called him this morning to sing Happy Birthday to him. But, we remembered uh -- the death of Martin Luther King because on -- on each of our birthdays my mother always baked us a special cake. But, on that particular day um -- they tell me when they arrived home uh -- everyone was sad and in tears. Because the death of Martin Luther King was very much uh -- I remember my parents talking about the death of John F. Kennedy -- it was like someone in your family had died. He represented so

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much hope for our country. Uh -- so much hope for our community, and I think that if he was living today, he would be proud of many of strides that we're made. But, he also would be concerned about many of the strives that we've not made. There would probably still be discussions around racial inequities uh -- the lack of inclusiveness and diversity in our country, and the fights that we're still having take place in the discussion about who should be here in our country and who is not. Ah -- because I believe that if Martin Luther King were alive today, he would be fighting for this country to be fair, to be equal, to be just, and to be inclusive. Now I remind us always of the Statue of Liberty that stands in the Harbor -- that it's supposed to be welcoming to all people and somehow that debate in this country is still taking place, as to who belongs and who should not belong. And then as we look towards the census that is up and coming, a question now has been placed on the census that should not be. When we talk about, you know, counting people who are in our country. So, I just want to remind us all of the importance of equality, justice and how we

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should look at each other and remind ourselves how much we have in common, as opposed to what we don't. So again, um -- I hope that you all will remember this day with reverence and understand the importance of a man that I believe made a difference in the lives of so many. Thank you."

President: "Madam Comptroller."

Comptroller: "Yeah. As the Mayor said today we recognize the 50th Anniversary of the legacy of Dr. Martin Luther King. Dr. King was a true champion who believed in the rights of all people. He said the time is always right to do what is right. We have come a long way in the past 50 years, but we still have a long way to go. Now is the time to do what is right. Now is the time for us to strive to live up to the vision of Dr. King, who will forever remain an example of freedom."

President: "Thank You. Um -- I echo the sentiment of both the Mayor and the Comptroller and I want to um -- recognize the 50th Anniversary of the death of Dr. Martin Luther King. Um -- I remember vividly I was in elementary school um -- when Dr. King um -- was assassinated and um --, you know, as a young child we remember when President Kennedy um -- was ah -- killed in Texas um

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-- it was like a part of our family um -- that had passed. But um -- also I think that um -- if Dr. Martin Luther King was alive today um -- I think he would be a little disappointed in the -- in the murders that's going on in black cities across the country from the drug epi-- epidemic. I think he would probably have a march on the pharmaceutical companies and all those who are responsible for uh -- drugs in this country. Um -- being drugs that's only in the African American community, I think he would be terribly disturbed. Uh -- Martin Luther King said that we shall overcome one day. I'm still waiting on that day when we shall overcome from the drug addiction -- from poverty in the richest country in the world -- that we have to have communities that's suffering and dying from the core -- um -- mandates from the EPA to fix aging infrastructure in poor cities like Baltimore. Uh -- Martin Luther King would be terribly upset. So I just want to, again, echo the sent-- sentiments of our Mayor and of our Comptroller and ask that we all take a moment of silence before we end the Board of Estimates in remembrance of Dr. Martin Luther King. Thank you."

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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 November 21, 2016, the following contractors are recommended:

Cam Construction Co., Inc.	\$ 94,650,000.00
CCTV Master, LLC	\$ 1,500,000.00
CPE, Inc.	\$ 4,080,000.00
Dustin Construction, Inc.	\$ 77,010,000.00
L.R. Willson & Sons, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

A & F Engineers, Inc.	Engineer
ADA Environmental Services	Engineer
Skelly and Loy, Inc.	Engineer Landscape Architect

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1356 - 1357

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. \$125,000.00 1 st Comm. EDF	9910-909060-9600 Constr. Res. Business Park Upgrades	9910-903361-9601 Business Park Upgrades
25,000.00 <u>24th EDF</u>	9910-908018-9600 Constr. Res. Seton, Cross Rds., Park Circle	9910-903361-9601 Business Parks Upgrades

\$150,000.00

This transfer will provide funding for landscape ground maintenance and upgrades within the City's business parks ensuring the continual neat appearance of the sites.

2. \$540,719.00 1 st Comm. Eco. Dev. Fund	9910-925013-9600 Constr. Res. (Façade Improvements)	9910-937013-9601 Façade Improvements
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This transfer will provide funding to continue the Baltimore Development Corporation Façade Improvement Grant Program within Citywide commercial districts. The goal of the program is to esthetically improve the look of business districts while making revitalization efforts affordable and creative to small business owners.

Department of Housing and Community Development

3. \$ 65,000.00 Other Fund Revenue	9910-923006-9609 Home Program Reserve	
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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - cont'd</u>		
359,000.00	9910-902985-9587	
Other Fund		
<u>Revenue</u>	Housing Development	
<u>\$424,000.00</u>	-----	9910-906073-9587
		Inclusionary
		Housing

This transfer will provide appropriations to enable the project to begin planning for work in the Inclusionary Housing project.

Department of General Services

4.	\$175,000.00	9916-910203-9194	9916-910303-9197
	1 st Parks & Public	Northwest District	Northwest District
	Facilities Loan	Police Station	Police Station
		Bathroom	Bathroom
		Renovations	Renovations
		(Reserve)	(Active)

This transfer will provide funds to the Department for the restroom renovations at the Northwestern Police District Station and all associated in-house costs. These renovations will include both removal and installation of hand sinks, toilet partitions, and flush valves along with floor and wall resurfacing on the first floor male, female, and prisoner restrooms. The restrooms at the Northwest Police Station are original to the building and are in need of updating in order to accommodate the users. In addition, a female officer restroom will also be reconstructed for this purpose.

MINUTESDepartment of Transportation (DOT) - 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.	FEDERAL HILL APARTMENTS OWNER, LLC	1531	\$125,800.00

Federal Hill Apartments Owner, LLC is in the process of constructing a new apartment building. The apartments will have an address of 501 E. Cross Street. The Developer would like to install new electric conduit to their new building. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$125,800.00 has been issued to Federal Hill Apartments Owner, LLC which assumes 100% of the financial responsibility.

2.	FEDERAL HILL APARTMENTS OWNER, LLC	1531A	\$130,000.00
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Federal Hill Apartments Owner, LLC is in the process of constructing a new apartment building. The apartments will have an address of 501 E. Cross Street. The Developer would like to install new water service and meters to their new building. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$130,000.00 has been issued to Federal Hill Apartments Owner, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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DOT - cont'd

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

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Spring Garden Associates, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$22,783.98 - 9950-909084-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Mitigation Fee was required for the development. The Developer proposes to perform the Scope of Work for Spring Garden Core and Shell at 175 West Ostend Street, construction of an apartment building with units and a total of 31,717 sq. ft. of general office space and 1,810 sq. ft. of assembly space. The Developer agrees to make a one-time contribution for \$22,783.98 to fund the City's multimodal transportation improvements in the development's vicinity to the extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Spring Garden Associates, LLC, Developer.

MINUTES

Department of Transportation - Refund of Excess Proceeds
from an Auction

ACTION REQUESTED OF B/E:

The Board is requested to approve payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Allstate Insurance Company.

AMOUNT OF MONEY AND SOURCE:

\$6,858.00 - 1001-000000-1950-505215-401774

BACKGROUND/EXPLANATION:

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code.

The registered owner and/or lienholder was properly notified that the vehicle was at the Towing Section, and the vehicle remained unclaimed. Therefore, the vehicle was sold at auction and the owner has requested the refund of the excess proceeds from the auction.

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 payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Allstate Insurance Company.

MINUTES

Department of Transportation/ - Task Assignment
Office of Eng. & Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 009 to STV, Inc., under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of the services under Task No. 009 is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$34,094.47 - 9950-912042-9512-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for Construction Phase Services (review of shop drawings, responses to RFI's, prepare redline revisions, field visit, and meetings). The scope of services includes CPM schedule review for TR 01330 - Geometric Safety Improvements Phase II (Frankford Avenue and Corse Avenue, Frankford and Hamilton Avenues Intersection.)

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of Federal Regulations, Part 26 (49CFR26) and the DBE goal established in the original agreement.

DBE: 25%

Although the Consultant has not met the DBE goal of 25%, they achieved a DBE goal of 24% and there remains enough capacity to meet the goal.

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

MINUTES

Department of Transportation

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 30,417.65 FED	9950-924080-9513 Constr. Res. Traffic Safety Improvement Citywide	
7,604.41	" "	
<u>GF (HUR)</u>		
\$ 38,022.06	-----	9950-912042-9512-5 Geometric Safe Improvement - Inspection

This transfer will fund the costs associated with Task No. 9 for Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects with STV, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 009 to STV, Inc., under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. 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

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Healthy Neighborhoods, Inc. The period of the grant agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$12,000.00 - 2025-000000-1873-783200-603050

BACKGROUND/EXPLANATION:

On April 24, 2017, the FY 2018 Video Lottery Terminal (VLT) Revenue Spending Plan was approved by Mayor Catherine Pugh. The FY 2018 VLT Spending Plan included \$100,000.00 for public safety, of which \$12,000.00 was allocated for Neighborhoods United Citizens on Patrol. Previously, this grant was administered by Park Heights Renaissance, which reports to the Department of Housing and Community Development.

Under this agreement, Healthy Neighborhoods, Inc. will serve as the fiscal monitor for funds provided for the Citizens on Patrol program. Healthy Neighborhoods, Inc. will utilize the funds to provide the listed services:

- Technical Assistance
- Compliance and Monitoring
- Compliance with City Laws, and
- Recognition of City Support

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Planning - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with Healthy Neighborhoods, Inc.

MINUTES

Department of Planning - Letter of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Letter of Agreement with the Baltimore Office of Promotion & Arts, Inc. (BOPA). The period of the agreement is effective upon Board approval through December 31, 2021.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 9904-922021-9127-90000-704067

BACKGROUND/EXPLANATION:

Under this Letter of Agreement, the Baltimore City Department of Planning will provide funding to BOPA to oversee public art components of the INSPIRE planning program. These projects may consist of stand-alone pieces of art, or be incorporated into other neighborhood improvements such as community gardens, walking paths and more.

The INSPIRE program occurs in neighborhoods surrounding schools being modernized through the 21st Century Schools Building Program. Each INSPIRE effort involves a community-selected priority project, which may include public art projects or a creative/artistic component. For projects that include a creative/artistic component, BOPA will work with the community stakeholders to select the artists; BOPA will oversee the art projects and oversee management of the work with selected artists.

A total of \$300,000.00 will be drawn from an active capital projects account.

MBE/WBE PARTICIPATION:

For each project, the Department of Planning and BOPA will develop a scope of work and a draft budget. For projects totaling at least \$50,000.00 these will be reviewed by the Law Department's Minority

MINUTES

Dept. of Planning - cont'd

and Women's Business Opportunity Office to determine what, if any, goals will be set.

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>
\$550,000.00	9904-921021-9129	9904-922021-9127
1 st Community and Economic Development Loan	INSPIRE Plan Implementation (Reserve)	INSPIRE (Active)

This transfer will cover the costs of an agreement with the Baltimore Office of Promotion & the Arts, Inc. to oversee public art components of the INSPIRE planning program taking place in neighborhoods surrounding schools in the 21st Century Schools Building Program. These projects may consist of stand-alone pieces of art, or be incorporated into other neighborhood improvements such as community gardens, walking paths, and more. The transfer will also fund public art and greening projects to be undertaken by other organizations and City agencies.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Letter of Agreement with the Baltimore Office of Promotion & Arts, Inc. 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

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

1369 - 1370

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise 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.

The President voted **NO** on item nos. 1 and 2.

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EXTRA WORK ORDERS

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

Department of Transportation (DOT)

1. EWO #006, \$330,185.82 - TR 08308, Reconstruct E. North Avenue (US Rte 1) from W. of Aisquith Street to E. of Washington Street

\$12,862,243.60	\$391,906.90	Allan Myers MD, Inc.	-	90%
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This authorization is requested on behalf of the Contractor. Due to various complications during construction, including unforeseen conditions related to active utilities, inoperable water valves during construction which prevented timely water shutdown, and other complications while tying into the exiting water utility system along the North Avenue corridor, a change order is needed to address these issues. The work was performed prior to Board approval due to the urgent nature of the work, to reduce any delays that would have been encountered due to the field conditions, and to prevent any delay claims. An Engineer's Certificate of Completion has not been issued.

This contract has a Disadvantage Business Enterprise goal of 25%.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$350,000.00	9960-909100-9558	9960-908651-9557-2
Water Revenue	Constr. Reserve	Extra Work
Bonds	Water Infrastruc- ture Rehab	

The funds are required to cover the cost of Extra Work Order No. 006 under TR 08308, Reconstruction of East North Avenue.

MINUTES

EXTRA WORK ORDERS

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

Department of Public Works/Office of Eng. & Construction

3. EWO #001,	\$970,143.76	-	SC 914, Improvements to Sanitary Sewers in Low Level Sewershed
\$16,125,534.00	-	AM-Liner East, Inc.	- 35%

The Office of Engineering & Construction request funds for additional sanitary house connections and the grout required to seal those connections. The SC 914 contract documents included 200 sanitary house connections. Upon commencement of work, it was determined that an additional 1,800 connections were needed, as well as the grouting required to seal these connections.

The Contractor has been directed to provide a lump-sum cost proposal for the additional quantities which were reviewed by the Design Engineer and found to be comparable. Upon approval of this Change Order request, the Contractor will be directed to complete work. The Consultant's liability has been investigated. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Department.

The scope of the construction project includes cleaning, cured-in-place piping lining, opencut replacement and repair of sanitary sewer lines, rehabilitation of manholes, and reinstatement of sanitary house connections.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code. The MBE and WBE goals assigned to the original agreement are 17% for MBE and 16% for WBE. This change order contains 0% participation for MBE and 0% for WBE.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement of Sale with Macport, LLC, Purchaser for the property known as NS Eastern Avenue Underpass NWC Macon Street (Block 6326, Lots 1-10).

AMOUNT OF MONEY AND SOURCE:

\$110,000.00

BACKGROUND/EXPLANATION:

The authority to sell this property is in accordance with Article V, §5(b) of the City Charter, and pursuant to Ordinance 17-071 approved on November 17, 2017 which authorizes the City to sell, at either public or private sale, all of its interest in certain property known as NS Eastern Avenue Underpass NWC Macon Street (Block 6326, Lots 1-10), declared surplus and no longer needed for public use.

This paved property consisting of approximately 5,241 square feet, will continue to be used as a parking lot. The Greater Greektown Neighborhood Alliance approved the sale and use at its meeting on September 27th, 2017.

The Space Utilization Committee approved the request of the Department of Transportation to declare the property surplus, and assign it to the Department of Real Estate for disposition, at its meeting on June 13, 2017.

A Public Utility Easement will be established and memorialized in the deed and agreement of sale for existing water and sanitary services, storm drains, conduit duct system and for future maintenance work.

MINUTES

Department of Real Estate - cont'd

The sale of this property no longer needed for public use, will remove the property from the City's inventory and return it to the tax rolls.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement of Sale with Macport, LLC, Purchaser for the property known as NS Eastern Avenue Underpass NWC Macon Street (Block 6326, Lots 1-10).

MINUTES

Department of Real Estate - Wharfage Agreement Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the Wharfage Agreement renewal with Urban Pirates, LLC, Licensee, for the purpose of docking privileges of 60 linear feet at the west side of the S. Ann Street Pier in Fells Point. The period of this renewal is April 1, 2018 through March 31, 2021.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
April 1, 2018 - October 31, 2018	\$2,216.18
April 1, 2019 - October 31, 2019	\$2,326.99
April 1, 2020 - October 31, 2020	\$2,443.34

An additional amount per day will be charged for the use of the S. Ann Street Pier during the off-season (November 1st - March 31st of each year) as follows:

November 1, 2018 - March 31, 2019 - \$121.02 per day
 November 1, 2019 - March 31, 2020 - \$127.07 per day
 November 1, 2020 - March 31, 2021 - \$133.42 per day

BACKGROUND/EXPLANATION:

On July 22, 2015, the Board approved the Wharfage Agreement with Urban Pirates to utilize 60 linear feet on the west side of S. Ann Street Pier for docking privileges for the period April 1, 2015 through March 31, 2018, with the option to renew for two additional three-year periods.

Urban Pirates, LLC, has exercised its first renewal option, effective April 1, 2018 through March 31, 2021 per the annual rental as shown above. The Licensee has provided the City with

MINUTES

Department of Real Estate - cont'd

proof of Coast Guard certification, proof of commercial off-site pumping waste arrangements, and proof of insurance requirements. All other rentals, conditions, and provisions of the original Wharfage Agreement remain unchanged and in full force and effect.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Wharfage Agreement renewal with Urban Pirates, LLC, Licensee, for the purpose of docking privileges of 60 linear feet at the west side of the S. Ann Street Pier in Fells Point.

MINUTES

Department of Housing and - TRANSFER OF LIFE-TO-DATE
Community Development SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Shanikka Cooper-Moore.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Rashelle Celestin	5
Eric Booker	5
Howard Tutman III	5
Jacinta Difourt	2
Teresa Stephens	<u>2</u>
	19

Ms. Cooper-Moore is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Cooper-Moore to remain in pay status.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Shanikka Cooper-Moore.

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 LTB Management, LLC, Developer, for the sale of the City-owned property located at 4404 Chatham Road.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of existing building for sale.

The authority to sell the property is given under Baltimore City Code, Article 13, §2-7 (h).

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

The property was valued at \$18,000.00, but is being sold for \$20,000.00. Therefore the statement of purpose and rationale does not apply.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with LTB Management, LLC, Developer, for the sale of the City-owned property located at 4404 Chatham Road.

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 Catherine Borg and Stephen Hendee, Developers, for the sale of the City-owned property located at 1701 Guilford Avenue.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00

BACKGROUND/EXPLANATION:

Purchasing the property will involve the construction of a brand new 3 level single or two-unit building, which will be their primary residence. The building will include room for an arts focused community rental space. The property is a large vacant corner lot in the Greenmount-West neighborhood.

The authority to sell the property is given under Baltimore City Code, Article 13, §2-7 (h) of the Baltimore City Code.

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

N/A

In accordance with the Appraisal Policy of Baltimore City. An appraisal determined the property located at 1701 Guilford Avenue to be valued at \$15,000.00, which is also the sales price. Therefore, this section 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 Catherine Borg and Stephen Hendee, Developers, for the sale of the City-owned property located at 1701 Guilford Avenue.

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 705 N. Monroe Street (Block 0096, Lot 053) by gift from Ms. Tiffany Newsome, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 705 N. Monroe Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 11, 2017, other than water bills, is as follows:

705 N. Monroe Street

Real Property Tax	2017-2018	\$ 77.70
	2016-2017	145.63
	2015-2016	110.82
	2014-2015	127.38

MINUTES

DHCD - cont'd

	2013-2014	195.32
Tax Sale		
Certificate #		
322104	Date: 5/15/2017	3,881.28
Miscellaneous	WO#U16372/Cleaning	247.59
	WO#U17876/Cleaning	227.29
	WO#U20548/Cleaning	276.32
	Property	
	Registration	
	#019288	<u>1,485.00</u>
	Total Taxes Owed	\$6,774.33

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 705 N. Monroe Street (Block 0096, Lot 053) by gift from Ms. Tiffany Newsome, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1820 N. Fulton Avenue (Block 0003, Lot 011) by gift from Ms. Jillian Philbert, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1820 N. Fulton Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 20, 2018, other than water bills, is as follows:

1820 N. Fulton Avenue

Tax Sale	308960	\$4,653.09
Real Property Tax	2017-2018	103.60
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale

MINUTES

DHCD - cont'd

Real Property Tax	2012-2013	Included in Tax Sale
Miscellaneous	6721153	Included in Tax Sale
Miscellaneous	6765077	Included in Tax Sale
Miscellaneous	6865190	Included in Tax Sale
Miscellaneous	7104326	Included in Tax Sale
Miscellaneous	7417421	Included in Tax Sale
Miscellaneous	7612088	Included in Tax Sale
Miscellaneous	7648272	Included in Tax Sale
Miscellaneous	7728470	Included in Tax Sale
Miscellaneous	8002198	Included in Tax Sale
Miscellaneous	8210635	Included in Tax Sale
Miscellaneous	8218711	Included in Tax Sale
Environmental	54067269	Included in Tax Sale
Environmental	54606363	1,500.00
Registration	420845	317.20
Total Taxes Owed:		\$6,573.89

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1820 N. Fulton Avenue (Block 0003, Lot 011) by gift from Ms. Jillian Philbert, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2456 Greenmount Avenue (Block 3825, Lot 017) by gift from Ms. Cheryl R. Brooks, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 2456 Greenmount Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 20, 2018, other than water bills, is as follows:

MINUTES

DHCD - cont'd

2456 Greenmount Avenue

Registration	024768	<u>\$146.40</u>
Total Taxes Owed		\$146.40

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 2456 Greenmount Avenue (Block 3825, Lot 017) by gift from Ms. Cheryl R. Brooks, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 4012 8th Street (Block 7095A, Lot 138) by gift from Real Estate Enterprises, 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.

The Owner has offered to donate to the City, title to the property located at 4012 8th Street. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through February 23, 2018, other than water bills, is as follows:

MINUTES

DHCD - cont'd

4012 8th Street

Real Property Tax	2017-2018	<u>\$0.00</u>
Total Taxes Owed		\$0.00

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 4012 8th Street (Block 7095A, Lot 138) by gift from Real Estate Enterprises, LLC, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 607 N. Dukeland Avenue, (Block 2377C, Lot 028) by gift from Temesghen Tecle, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property at 607 N. Dukeland Avenue. 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 February 23, 2018, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale	307877	\$ 3,750.14
Tax Sale	274807	735.40
Miscellaneous	7610777	Incl. in Tax Sale
Miscellaneous	7792674	Incl. in Tax Sale
Miscellaneous	8175556	Incl. in Tax Sale
Miscellaneous	8384280	208.36
Miscellaneous	8466864	122.63
Environmental	53042784	Incl. in Tax Sale
Environmental	53042792	Incl. in Tax Sale
Environmental	53221099	Incl. in Tax Sale
Environmental	53392403	Incl. in Tax Sale
Environmental	53472437	Incl. in Tax Sale
Environmental	54076583	Incl. in Tax Sale
Registration	031841	<u>229.60</u>

Total Taxes Owed**\$ 5,046.13**

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 607 N. Dukeland Avenue, (Block 2377C, Lot 028) by gift from Temesghen Teclé, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 145 Willard Street, (Block 2173, Lot 015) by gift from Mohammed Mobaidin, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property at 145 Willard 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 February 20, 2018, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale	326585	\$ 4,615.12
Real Property Tax	2017-2018	77.70
Real Property Tax	2016-2017	Incl. in Tax Sale
Real Property Tax	2015-2016	Incl. in Tax Sale
Real Property Tax	2014-2015	Incl. in Tax Sale
Real Property Tax	2013-2014	Incl. in Tax Sale
Real Property Tax	2012-2013	Incl. in Tax Sale
Miscellaneous	6766737	Incl. in Tax Sale
Miscellaneous	7076565	Incl. in Tax Sale
Miscellaneous	7436926	Incl. in Tax Sale
Miscellaneous	7730492	Incl. in Tax Sale
Miscellaneous	8082166	Incl. in Tax Sale
Miscellaneous	8120511	Incl. in Tax Sale
Miscellaneous	8240046	Incl. in Tax Sale
Miscellaneous	8334658	Incl. in Tax Sale
Miscellaneous	8463168	155.46
Registration	012985	<u>1,326.00</u>
Total Taxes Owed		\$ 6,174.28

UPON MOTION duly made and seconded, the Board approved approve the acquisition of the leasehold interest in the property located at 145 Willard Street, (Block 2173, Lot 015) by gift from Mohammed Mobaidin, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2163 Chelsea Terrace, (Block 2808, Lot 035) by gift from Ms. Tonya Jefferson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property at 2163 Chelsea Terrace. 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 February 20, 2018, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale	261698	\$ 18,820.66
Real Property Tax	2017-2018	2,283.50
Real Property Tax	2016-2017	Incl. in Tax Sale
Real Property Tax	2015-2016	Incl. in Tax Sale
Real Property Tax	2014-2015	Incl. in Tax Sale
Real Property Tax	2013-2014	Incl. in Tax Sale
Real Property Tax	2012-2013	Incl. in Tax Sale
Real Property Tax	2011-2012	Incl. in Tax Sale
Real Property Tax	2010-2011	Incl. in Tax Sale
Real Property Tax	2009-2010	Incl. in Tax Sale
Real Property Tax	2008-2009	Incl. in Tax Sale
Miscellaneous	4875589	Incl. in Tax Sale
Miscellaneous	5102900	Incl. in Tax Sale
Miscellaneous	5305891	Incl. in Tax Sale
Miscellaneous	5436613	Incl. in Tax Sale
Miscellaneous	5741871	Incl. in Tax Sale
Miscellaneous	5841762	Incl. in Tax Sale
Miscellaneous	6053920	Incl. in Tax Sale
Miscellaneous	6148753	Incl. in Tax Sale
Miscellaneous	6382055	Incl. in Tax Sale
Miscellaneous	6735864	Incl. in Tax Sale
Miscellaneous	6924690	Incl. in Tax Sale
Miscellaneous	6939995	Incl. in Tax Sale
Miscellaneous	7141260	Incl. in Tax Sale
Miscellaneous	7299647	Incl. in Tax Sale
Miscellaneous	7324957	Incl. in Tax Sale
Miscellaneous	7468408	Incl. in Tax Sale
Miscellaneous	7477078	Incl. in Tax Sale
Miscellaneous	7616568	Incl. in Tax Sale
Miscellaneous	7737281	Incl. in Tax Sale
Miscellaneous	7934359	Incl. in Tax Sale

MINUTES

DHCD - cont'd

Miscellaneous	8058422	Incl. in Tax Sale
Miscellaneous	8121238	Incl. in Tax Sale
Miscellaneous	8248833	Incl. in Tax Sale
Miscellaneous	8387300	225.15
Environmental	52008901	1,500.00
Registration	406908	<u>43,721.60</u>
Total Taxes Owed		\$66,550.91

UPON MOTION duly made and seconded, the Board approved acquisition of the leasehold interest in the property located at 2163 Chelsea Terrace, (Block 2808, Lot 035) by gift from Ms. Tonya Jefferson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Amendment No. 1 to
Community Development Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Memorandum of Agreement (Amendment) among the Mayor and City Council of Baltimore, East Baltimore Development, Inc. (EBDI), and the Maryland State Historic Preservation Officer (MD SHPO) regarding the East Baltimore Northwest Project Site, part of the East Baltimore Biotechnology Park. Federal law requires this amendment with the MD-SHPO.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents, subject to approval for form and legal sufficiency by the Law Department.

AMOUNT OF MONEY AND SOURCE:

There are no City funds required for the Amendment.

BACKGROUND/EXPLANATION:

In August 2012, the EBDI proposed to use State funds and Community Development Block Grant (CDBG) funds to implement the Northwest Project Site. The project, or undertaking, will entail the acquisition, rehabilitation, demolition, and new construction of properties, and development of a new public park. The project site footprint is defined in the original agreement and is roughly bounded by Broadway, East Chase Street, Chester Street, and the railroad tracks.

In 2013, the DHCD proposed to demolish residential buildings with CDBG Blight Elimination funds in the same Northwest Site Project footprint.

The original MOA was a result of the historic preservation consulting process in compliance with federal and state historic review requirements between the public, preservation organizations, DHCD, EBDI, and the MD SHPO. The documents were reviewed and approved by the Law Department and all signatories.

MINUTES

Department of Housing and - cont'd
Community Development

- EBDI shall finalize an "Undertaking Plan" for buildings included in the Undertaking and submit the Undertaking Plan to DHCD and the MD SHPO for comment. A revised Treatment Plan diagram indicating the proposed treatment for historic resources within the Northwest Project Site will be part of the Undertaking Plan,
- EBDI will submit rehabilitation projects that are part of the Undertaking to the MD SHPO for review and approval,
- EBDI will submit new construction projects that are part of the Undertaking to the MD SHPO for review and approval,
- EBDI will ensure that all property owners within the footprint are provided with information regarding City historic tax credits that are available through CHAP,
- EBDI will salvage historic architectural features from row house structures that are to be demolished before demolition,
- EBDI will complete certain historical and architectural recordation activities,
- EBDI will refer private property owners within the boundaries of the Northwest Project Site to the Painted Screen Society of Baltimore to provide information on Baltimore's tradition of painted screens which originated in East Baltimore,
- EBDI will hire a qualified professional to develop architectural elevation drawings of 847 North Collington Avenue and the west facade of the entire block of 800 North Collington Avenue (odd side). These drawings will meet the Secretary of the Interior's Standards for Architectural and Engineering Documentation, Historic American Buildings Survey,

MINUTES

Department of Housing and - cont'd
Community Development

- EBDI and Forest City-New East Baltimore Partnership LLC will develop a design for the new Public Park located as shown in Attachment D, and will include interpretation of the history of East Baltimore, particularly within the project footprint, and
- EBDI shall be permitted to demolish an additional 14 residential structures. New residential structures shall be constructed on those parcels.

The original executed MOA will expire on March 19, 2019. The MOA is renewable before its expiration date.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is not applicable to this agreement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Memorandum of Agreement among the Mayor and City Council of Baltimore, East Baltimore Development, Inc., and the Maryland State Historic Preservation Officer regarding the East Baltimore Northwest Project Site, part of the East Baltimore Biotechnology Park. The Board further authorized the Commissioner of the Department of

MINUTES

Department of Housing and - cont'd
Community Development

Housing and Community Development to execute any and all documents,
subject to approval for form and legal sufficiency by the Law
Department.

MINUTES

Department of Housing and - Community Development Block Grant
Community Development Agreements

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

1. **LIVING CLASSROOMS FOUNDATION, INC. \$450,000.00**
(LCF)

Account: 2089-208918-5930-424964-603051

Under this agreement, the LCF will train Project SERVE members in carpentry and construction skills while cleaning and occasionally boarding a minimum of 4,000 vacant properties within predetermined eligible code enforcement areas of the City, under the direction and control of the Department of Public Works Bureau of Solid Waste. The Department of Public Works will provide all services requests to the LCF and will oversee each completed service request for satisfactory compliance with City procedures and codes.

MBE/WBE PARTICIPATION:

FOR FY 2018, GOALS WERE SET BECAUSE THERE WERE ITEMS THAT COULD WARRANT MBE/WBE GOALS SPECIFICALLY UNIFORMS AND PROGRAM SUPPLIES. GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$11,750.00, AS FOLLOWS:

MBE: \$3,172.50

WBE: \$1,175.00

2. **LIVING CLASSROOMS FOUNDATION, INC. \$ 75,000.00**
(LCF)

Account: 2089-208918-5930-424930-603051

The LCF will utilize the funds to offset operating costs of the POWER House Community Hub located within the Perkins Homes

MINUTES

DHCD - cont'd

public housing development. Services will be provided to youth ages 5 - 18 that reside in the development. Youth will receive free after-school, evening and summer programming that will support in-school learning through an academic enrichment curricula and cultural arts education including STEM education, health and physical education, college/career readiness and service learning.

MBE/WBE PARTICIPATION:

FOR FY 2018, NO GOALS WERE SET BECAUSE POWERHOUSE COMMUNITY HUB ONLY HAD A SMALL PORTION OF THE BUDGET FOR SUPPLIES, WHICH WAS NOT SIGNIFICANT ENOUGH TO WARRANT GOALS.

MWBOO GRANTED A WAIVER.

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 Opportunities for Persons with AIDS (HOPWA)

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2017 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed Community Development Block Grant Agreements. The President **ABSTAINED** on item nos. 1 and 2.

MINUTES

Mayor's Office of Human Services - Agreements

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

1. **DAYSPRINGS PROGRAMS, INC.** **\$ 81,984.00**

Account: 5000-586818-1772-769600-603051

Dayspring Programs, Inc. will provide summer Head Start services to 85 children five days per week for eight weeks during the months of June through August for no less than seven hours per day. Teaching staff will provide individualized services to Head Start children three and four years of age in order to decrease summer learning loss. Dayspring Programs, Inc. will provide family services and support, classroom supplies and materials, and quality instruction along with field trips to enhance classroom experiences. The period of agreement is June 18, 2018 to August 10, 2018.

MWBOO GRANTED A WAIVER.

2. **UNION BAPTIST CHURCH SCHOOL, INC.** **\$ 51,000.00**

Account: 5000-586818-1772-769601-603051

Union Baptist Church School, Inc. will provide summer Head Start services to 51 children five days per week for eight weeks during the months of June through August for no less than seven hours per day. Teaching staff will provide individualized services to Head Start children three and four years of age in order to decrease summer learning loss. Union Baptist Church School, Inc. will provide family services and support, classroom supplies and materials, and quality instruction along with field trips to enhance classroom experiences. The period of agreement is June 18, 2018 to August 10, 2018.

MINUTES

MOHS - cont'd

3. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$144,645.00**

Account: 1001-000000-1772-512700-603051

The University of Maryland, Baltimore will provide Baltimore City Head Start overall support in ensuring program wide, high fidelity and targeted Social Emotional Foundation of Early Learning (SEFEL) mentor coaching in 10 Head Start sites (44 classrooms) with the goal to improve the overall scores in Emotional Support through the use of the CLASS assessment tool. In addition, the team will provide Circle of Security Parent training groups in order to better support parents understanding of the social and emotional needs of their children with the goal of decreasing the impact in their family. The period of agreement is January 1, 2018 to June 30, 2018.

The agreement is late due to administrative delays.

MWBOO GRANTED A WAIVER.

4. **THE WOMEN'S HOUSING COALITION, INC.** **\$898,131.22**

Account: 4000-407017-3573-759011-603051

The Women's Housing Coalition, Inc. will provide rental assistance and supportive services to 95 households comprised of homeless, low-income women struggling with physical and/or mental health challenges and their families. The period of the agreement is May 1, 2018 through April 30, 2019.

MWBOO GRANTED A WAIVER.

The agreements are late because of delays in receiving signatures from the providers.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

MOHS - cont'd

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

MINUTES

Mayor's Office of Human Services - Ratification of Amendments
to Agreements

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

1. **THE BALTIMORE STATION, INC.** **\$0.00**

Account: 1001-000000-3572-772800-603051

On December 13, 2017, the Board approved the agreement with The Baltimore Station, Inc. to provide emergency overnight shelter beds to homeless individuals and families on nights that the temperature falls below 32 degrees Fahrenheit. The period of the agreement was October 15, 2017 to March 15, 2018.

This ratification will allow for continued program operations through March 31, 2018.

2. **THE MARYLAND CENTER FOR VETERANS
EDUCATION AND TRAINING, INC.** **\$0.00**

Account: 1001-000000-3572-772800-603051

On December 13, 2017, the Board approved the agreement with The Maryland Center for Veterans Education and Training, Inc. to provide emergency overnight shelter beds to homeless individuals and families on nights that the temperature falls below 32 degrees Fahrenheit. The period of agreement was October 15, 2017 to March 15, 2018.

This ratification will allow for continued program operations through March 31, 2018.

3. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$0.00**

Account: 1001-000000-3572-772800-603051

On December 13, 2017, the Board approved the agreement with Associated Catholic Charities, Inc. to provide emergency

MINUTESMayor's Office of Human Services - cont'd

overnight shelter beds to homeless individuals and families on nights that the temperature falls below 32 degrees Fahrenheit. The period of agreement was October 15, 2017 to March 15, 2018.

This ratification will allow for continued program operations through March 31, 2018.

4. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$0.00**

Account: 1001-000000-3572-772800-603051

On December 13, 2017, the Board approved the agreement with St. Vincent De Paul of Baltimore, Inc. to provide emergency overnight shelter beds to homeless individuals and families on nights that the temperature falls below 32 degrees Fahrenheit. The period of the agreement was October 15, 2017 to March 15, 2018.

This ratification will allow for continued program operations through March 31, 2018.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Ground Rents, LLC	2303 Harford Road	G/R \$90.00	\$ 825.00
2. Shermar, LLC	2305 Harford Road	G/R \$90.00	\$ 825.00
3. June C. Koontz	2325 Harford Road	G/R \$90.00	\$ 600.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Gateway Park Project Site.			
4. Michael T. Dackman	3008 Woodland Avenue	G/R \$90.00	\$ 825.00
5. Turf, LLC	3035 Woodland Avenue	G/R \$90.00	\$ 825.00
Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Acquisition/Project.			
6. Lapia Tucker	2718 Hugo Avenue	L/H	\$27,250.00
Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick/Hugo/28 th Street Project.			

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission of Condemnation/Approval of Option</u>			
7. Michael Davis	1215 W. Saratoga Street	L/H	\$47,200.00

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

On November 1, 2017, the Board approved the acquisition of the \$47,200.00 leasehold interest, by condemnation, in the property located at 1215 W. Saratoga Street. Since the original Board approval, the owner has agreed to the sale price in the amount of \$47,200.00 for 1215 W. Saratoga Street and would like to proceed with a voluntary settlement. Therefore, the Board is requested to rescind the prior condemnation approval and approve the option agreement for 1215 W. Saratoga Street in the amount of \$47,200.00.

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

DHCD - Condemnations

8. Baldevshinn Lakhaji Chawda	2303 Harford Road	L/H	\$ 1,600.00
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Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Gateway Park Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
9. Christopher Nwachukwu	2309 Harford Road	L/H	\$ 1,450.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Gateway Park Project.			
10. Discount Pro- perties, LLC	2325 Harford Road	L/H	\$ 1,600.00
Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Gateway Park Project.			
11. Winston Barclay and Victor Francis	1615 E. Federal Street	L/H	\$31,000.00
Funds are available in City Funds, account no. 9910-906126-9588-900000-704040, FY CORE DEMO Project.			
<u>Law Department - Condemnation - Payment of Non-Injury Trial Judgement</u>			
12. Khosrow D. Vaghari (Prior owner)	1108 W. Fayette Street	L/H	\$11,424.00

On March 15, 2017, the Board approved the acquisition, by condemnation, to acquire the leasehold interest in the real property located at 1108 W. Fayette Street, Baltimore, Maryland in the amount of \$5,933.00, based upon the higher of two independent appraisal reports (later updated to \$9,000.00). The leasehold interest holder filed an Answer contesting the

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
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fair market value and presented an appraisal report valuing the property at \$130,000.00. A non-jury trial was held and the Judge determined the fair market value of the property to be \$17,000.00. Additionally, the property owner is entitled to statutory post judgement interest at 10% from the day of the judgment (February 8, 2018), an additional \$357.00. Thus, the Board is requested to approve an additional \$11,424.00 (\$17,000.00 + \$357.00 interest less the previous approval amount of \$5,933.00).

Funds will be drawn from account no. 9910-914135-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Options, Rescission of Condemnation/Approval of Option, Condemnations, and Condemnation - Payment of Non-Injury Trial Judgement.

MINUTES

Health Department - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the License Agreement with the Aids Action Baltimore, Inc. The period of the License Agreement is April 1, 2018 through March 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$3,300.00 - 6000-633018-3024-295900-406001

BACKGROUND/EXPLANATION:

This agreement will allow the Aids Action Baltimore, Inc. to use the Mason F. Lord Room at the Waxter Senior Center for programmatic meetings on first and last Wednesday evenings from 6:00 to 8:00 p.m.

The Arts and Crafts Room at the Waxter Senior Center will be used on the following Wednesdays May 9, July 11, September 12, November 14, 2018, January 9, and March 13, 2019 for art therapy.

The agreement is late because of the final information that was needed from the Department.

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 License Agreement with the Aids Action Baltimore, Inc.

MINUTES

Health Department - Agreements

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

1. **CHASE BREXTON HEALTH CARE SERVICES, INC. \$ 74,076.00**

Account: 4000-424518-3023-274402-603051

Chase Brexton Health Care Services, Inc. will conduct Minority AIDS Initiative (MAI) targeted outreach to racial and ethnic minority communities. The goal of MAI Outreach is to identify persons who are HIV positive and out of care and increase minority participation in AIDS Drug Assistance Program (ADAP) and other medication assistance programs. The agreement period is July 1, 2017 through June 30, 2018.

MWBOO GRANTED A WAIVER.

2. **CHASE BREXTON HEALTH CARE SERVICES, INC. \$112,670.00**

Account: 5000-569718-3023-274415-603051

Chase Brexton Health Care Services, Inc. will be providing outpatient diagnostic, preventive and therapeutic Oral Health Services to be rendered by dental health care professionals, including general dental practitioners, dental specialists, dental hygienists and licensed dental assistants. The agreement period is July 1, 2017 through June 30, 2018.

MWBOO GRANTED A WAIVER.

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration (PHPA) programmatically manages Ryan White Part B HIV/AIDS State Special services. The Providers are asked to submit a budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

MINUTES

Health Department - cont'd

- 3. **HUMANIM, INC.** **\$100,000.00**

Account: 4000-483518-3080-294600-603051

The purpose of the ReCAST West Baltimore Project is to reduce the impact of trauma and build resilience in the Central West Baltimore Communities so that young people can complete school and engage in the workforce.

Humanim, Inc. will recruit and engage families to participate in financial stability education, facilitate implementation of full program, including incentives, implement youth leadership activities, and subcontract with wellness providers to implement yoga and mindfulness activities. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because of administrative delays.

MWBOO GRANTED A WAIVER.

- 4. **GREENMOUNT SENIOR CENTER, INC.** **\$ 69,646.00**

Accounts: 4000-433518-3024-768909-603051	\$ 41,746.00
4000-436118-3255-761700-603051	\$ 027,900.00

Greenmount Senior Center, Inc. will operate a senior program which serves as the focal point for seniors and their caregivers. Services will include, but are not limited to, transportation, social, recreational and educational programs, information and assistance, outreach, and wellness. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because the Department was waiting on a final budget and signatures from provider.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

5. **THE JOHNS HOPKINS UNIVERSITY** **\$418,621.00**
(JHU)

Account: 4000-484717-3023-718000-603051

The Johns Hopkins Center for Child & Community Health Research (CCHR) will provide coordination, management, and oversight of the PrEP, Implementation, Data to Care, Evaluation (PrIDE) Project. The JHU CCHR will be responsible for supporting the delivery of social innovation/social marketing activities including *Baltimore in Conversation*, *#Project Presences*, *Baltimore in Action*, and other activities conducted throughout the project period. The period of the agreement is September 30, 2017 through September 29, 2018.

MWBOO GRANTED A WAIVER.

6. **COMMUNITIES UNITED, INC.** **\$ 77,223.00**

Account: 4000-483518-3080-294600-603051

The purpose of the ReCAST West Baltimore Project is to reduce the impact of trauma and build resilience in the Central West Baltimore Communities so that young people can complete school and engage in the workforce.

Communities United, Inc. will provide community organizing and outreach services to support the needs assessment, strategic planning, coalition building, and resource coordination to the ReCAST communities. These services will ensure alignment with community needs so that are available are known and take advantage of by residents throughout the community. The period of the agreement is October 1, 2017 through September 30, 2018.

MWBOO GRANTED A WAIVER.

The agreements are late because of a delay in the administrative process.

MINUTES

Health Department - cont'd

7. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$125,153.00**

Account: 4000-424517-3023-274422-603051

Sinai Hospital of Baltimore, Inc. will provide a range of client-centered non-medical case management activities focused on providing guidance and assistance in accessing medical, social, community, legal, financial, public and private programs and other needed services.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages HIV/AIDS State Special services. The Providers are asked to submit a budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

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:

1416 - 1418

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/REJECTIONSBureau of Procurement

1. B50005216, LeeBoy 8816 Valley Supply and \$250,000.00
Conveyor Asphalt Paver Equipment Co., Inc.

(Dept. of General Services,
Fleet Management)

MBE/WBE PARTICIPATION:

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from an authorized heavy equipment dealer who is required to provide pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

2. B50005295, Portable Ramsay-Bliese Corp \$281,220.00
Generators d/b/a Leete
Generators

(Dept. of General Services,
Fleet Management)

MBE/WBE PARTICIPATION:

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from an authorized heavy equipment dealer who is required to provide pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

MINUTES

Department of Transportation/Office
of Engineering and Construction

3. TR18013, Reconstruction J. Villa \$815,000.00
Of Footways Citywide Construction, Inc.

MBE: J. Villa Construction, \$470,500.00 50.0%
Inc.

WBE: Rowen Concrete, Inc. \$ 98,460.00 12.08%

MWBOO SET GOALS OF 37% MBE 12% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$177,063.60 GF (HUR)	9950-914042-9528 Constr. Reserve Inspire School Support	
\$147,553.00	-----	9950-915042-9527-6 Structural & Improvements
22,132.95	-----	9950-915042-9521-5 Inspection
<u>7,377.65</u>	-----	9950-915042-9527-2 Contingencies Reconstruction of Footways Citywide

\$177,063.60

This transfer will partially fund the costs associated with award of TR18013-2 with J. Villa Construction, Inc. in the amount of \$815,000.00.

MINUTES

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
5. \$175,200.00	9950-903300-9504	
State Constr.	Constr. Reserve	
Rev.	Tree Roots/Footways	
 \$146,000.00	-----	9950-904480-9504-6
		Structural &
		Improvements
 21,900.00	-----	9950-904480-9504-5
		Inspection
 <u>7,300.00</u>	-----	9950-904480-9504-2
		Contingencies
		Reconstruction of
		Footways Citywide
 \$175,200.00		

This transfer will partially fund the costs associated with award of TR18013-1, Reconstruction of Footways Citywide, with J. Villa Construction, Inc. in the amount of \$815,000.00.

MINUTES

Department of Human Resources - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Consultant Agreement with Sarah Miller Espinosa. The Consultant Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

<u>Hourly Rate</u>	<u>Annual Total</u>
\$75.00	\$7,000.00

Account: 1001-000000-1603-172500-603026

BACKGROUND/EXPLANATION:

The Baltimore City Charter permits an investigation for employees discharged, reduced or suspended for more than 30 days after termination of the probationary period.

The Hearing Officer presides over this investigation and submits a recommendation to the Civil Service Commissioners for approval. In addition to her duties as Hearing Officer, Sarah Miller Espinosa also serves as Chief Hearing Officer on an as-needed basis. In this capacity, she will review Reconsideration requests received and assist staff as issues arise out of the hearing process.

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.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Human Resources - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Sarah Miller Espinosa.

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 Spiniello Companies for Sanitary Contract No. 942, On-Call Assessment and Repairs of Small Diameter Sanitary Sewer Mains and laterals.

AMOUNT OF MONEY AND SOURCE:

\$370,065.50 - 9956-907855-9551-000000-200001

BACKGROUND/EXPLANATION:

As of December 12, 2017, Spiniello Companies has completed 100% of all work on Sanitary Contract No. 942 and has requested a partial release of retainage in the amount of \$370,065.50. Currently, the City is holding \$528,665.00 in retainage. The remaining \$158,599.50 is sufficient to protect the interests of the City.

MWBOO HAS 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 Spiniello Companies for Sanitary Contract No. 942, On-Call Assessment and Repairs of Small Diameter Sanitary Sewer Mains and laterals.

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 Civil Construction, LLC for Storm Drain Contract (SDC) No. 7789, Small Storm Drain and Repairs at Various Locations.

AMOUNT OF MONEY AND SOURCE:

\$118,420.00 - 9958-907102-9520-000000-200001

BACKGROUND/EXPLANATION:

As of August 21, 2017, Civil Construction, LLC has completed 100% of all work on SDC No. 7789 and has requested a release of retainage in the amount of \$118,420.00. Currently, the City is holding \$118,420.00 in retainage for the referenced project and the Contractor is requesting a full release of retainage.

MWBOO HAS 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 Civil Construction, LLC for Storm Drain Contract No. 7789, Small Storm Drain and Repairs at Various Locations.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 4 to Post Award Services (PAS) Agreement with Rummel, Klepper & Kahl, LLP, under SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal (ENR) at the Patapsco Waste Water Treatment Plant (PWWTP). This Amendment No. 4 will extend the period of the PAS Agreement through June 29, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9956-901533-9551-900020-702064

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting additional time on the PAS Agreement for SC 852R, Denitrification Filters and Related Work for the ENR at the PWWTP as the current agreement, which expires May 31, 2018, will not cover the warranty period.

The project has been impacted by construction delays and Conditional Acceptance is now anticipated in June 2018. With this extension, the Engineer can continue to render services until the end of the warranty period in June 2019.

The PAS Agreement for SC 852R will provide services such as review of shop drawings, respond to requests for information, prepare and provide operational and maintenance manuals and services, and provide training to the plant operations personnel on the wastewater treatment systems provided in this project.

MINUTES

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

Additional services include providing personnel for on-site observations, providing startup, and performance testing, conducting conditional and final acceptance inspections, and punch list items.

MBE/WBE PARTICIPATION:

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

This Amendment No. 4 to PAS Agreement contains MBE goal of 0% and WBE goal of 0%.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 4 to Post Award Services Agreement with Rummel, Klepper & Kahl, LLP, under SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal at the Patapsco Waste Water Treatment Plant.

MINUTES

Department of Public Works - Renewable Energy Credit
Sales Agreement

ACTION REQUESTED OF THE B/E:

The Board is requested to approve and authorize execution of a Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore (City), Northeast Maryland Waste Disposal Authority, and Agera Energy, LLC. The period of the Renewable Energy Credit Sales Agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$22,526.70 - 2051-000000-1981-742208-400973

BACKGROUND/EXPLANATION:

The Renewable Energy Credit Sales Agreement is for the sale of 3,786 renewable energy credits for the reporting period commencing January 1, 2017 and ending December 31, 2017 at Back River Waste Water Treatment Plant. The purchase and sale of the credits will commence upon Board approval.

The Renewal Energy Credits Sales Agreement between the City (the seller), the Northeast Maryland Waste Disposal Authority (the agent of seller), and Agera Energy, LLC (the buyer) in which the City will sell 3,786 of renewable energy credits to Agera Energy, LLC at a price of \$5.95 per credit, for a total sales price of \$22,526.70.

The agency has the option to sell credits up to three years after earning them and the sale is often requested once the best price is offered after December 31, 2017.

MBE/WBE PARTICIPATION:

N/A

MINUTES

DPW - 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 Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore, Northeast Maryland Waste Disposal Authority, and Agera Energy, LLC.

MINUTES

Bureau of Purchases - Authorization for Master Lease
Financing for Vehicle Procurement

ACTION REQUESTED OF B/E:

The Board is requested to authorize the Department of Finance to seek Master Lease financing for the purchase of vehicles, to be awarded to vendors in separate solicitations with subsequent Board approval as required.

AMOUNT OF MONEY AND SOURCE:

\$23,490,563.00 - City's Master Lease through the Bureau of Treasury Management

The total cost will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

BACKGROUND/EXPLANATION:

On March 13, 2013, the Board approved the City's use of a Master Lease vehicle financing approach, as part of the City's 10-Year Financial Plan. The second round of financing under this plan was approved on April 2, 2014; the third round was approved on June 17, 2015; the fourth round of financing was approved on June 29, 2016; and the fifth round was approved on April 26, 2017. This is the sixth round of such financing. The awards for provision of specific vehicles have already received Board approval, or approval will be sought as required. This request for Board approval authorizes the financing of the future purchase of the following vehicles by gross vehicular weight (GVW) class.

	Vehicle Count	Estimated Costs
<u>6-Year Tranche Total</u>	<u>153</u>	<u>\$3,330,586.00</u>
<8,500 GVW	38	\$1,105,981.00
8,501 - 10,000 GVW	24	\$ 966,336.00
19,501 - 26,000 GVW	1	\$ 29,398.00
Non-Self Propelled	81	\$1,040,317.00
Off-Road and Constr.	9	\$ 188,554.00

MINUTES

Bureau of Purchases - cont'd

<u>10-Year Tranche Total</u>	<u>Vehicle Count</u>	<u>Estimated Cost</u>
	65	\$20,159,977.00
10,001 - 14,000 GVW	1	30,412.00
14,001 - 16,000 GVW	4	527,140.00
16,001 - 19,500 GVW	2	223,020.00
19,501 - 26,000 GVW	3	466,316.00
26,001 - 33,000 GVW	6	1,049,538.00
>33,000 GVW	19	7,287,771.00
Non-Self Propelled	2	377,108.00
Off-Road and Constr.	28	10,198,672.00
Total Financing	218	\$23,490,563.00
Amount		

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board authorized the Department of Finance to seek Master Lease financing for the purchase of vehicles, to be awarded to vendors in separate solicitations with subsequent Board approval as required.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|----------------|---------|
| 1. KUEHNE CHEMICAL COMPANY,
INC. | \$3,000,000.00 | Renewal |
| Contract No. B50004933 - Sodium Hypochlorite 15% - Department of Public Works - Water and Wastewater - P.O. No. P539406 | | |

On May 3, 2017, the Board approved the initial award in the amount of \$3,000,000.00. The award contained four 1-year renewal options. This first renewal is for the period May 4, 2018 through May 3, 2019, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 9, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------------|---------|
| 2. SKY RESOURCES, LLC | \$ 200,000.00 | Renewal |
| Contract No. B50003315 - Smoke Alarms - Fire Department - P.O. No. P526583 | | |

On March 12, 2014, the Board approved the initial award in the amount of \$360,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This fourth renewal in the amount of \$200,000.00 is for the period March 19, 2018 through March 18, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 19, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This

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

contract is for the purchase of the following commodities: smoke alarms. No services are being provided under this contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 3. VALLEY PET MEMORIAL SERVICE, INC. | \$ 64,860.00 | Renewal |
| Contract No. B50003950 - Provide Transportation Cremation and Disposal of Animal Carcasses - Baltimore City Health Department - P.O. No. P541676 | | |

On April 1, 2015, the Board approved the initial award in the amount of \$99,360.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$64,860.00 is for the period April 1, 2018 through March 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 14, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. Transportation of the carcasses must be done by the crematorium with dedicated vehicles.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 4. CENTRAL POLY CORP. | \$150,000.00 | Renewal |
| Contract No. B50003274 - Polyethylene Liners for all Baltimore City Agencies - Department of Recreation and Parks, etc. - P.O. No. P526839 | | |

On April 2, 2014, the Board approved the initial award in the amount of \$258,420.00. The award contained two renewal

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

options. Subsequent actions have been approved. This final renewal in the amount of \$150,000.00 is for the period April 2, 2018 through April 1, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 7, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 5. HUSKY ENVELOPE PRODUCTS,
INC. | \$100,000.00 | Renewal |
| Contract No. B50003259 - Water Bill Envelopes - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P526875 | | |

On April 2, 2014, the Board approved the initial award in the amount of \$50,045.00. The award contained four renewal options. This final renewal in the amount of \$100,000.00 is for the period May 1, 2018 through April 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 14, 2013, it was determined that no goals would be set because of no opportunity to segment the contract. This contract is for commodities and does not require services.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 6. COMPRISE TECHNOLOGIES, INC. | \$ 54,863.00 | Renewal |
| Contract No. 08000 - Annual Renewal of Smart Access Manager and Hardware License and Technical Support - Enoch Pratt Free Library - Req. No. R789872 | | |

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 June 1, 2016, the Board approved the initial award in the amount of \$50,890.00. The award contained four 1-year renewal options. On May 31, 2017, the Board approved the first renewal in the amount of \$53,243.00. The vendor is the sole provider and developer of their proprietary software, support and maintenance including hardware devices that integrates with the software that is already established at the Enoch Pratt Libraries. This second renewal in the amount of \$54,863.00 is for the period June 1, 2018 through May 31, 2019, with two 1-year renewal options.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement.

- | | | |
|--|---------|---------|
| 7. UWS, INC. | \$ 0.00 | Renewal |
| Contract No. B500004450 - Large Water Meter Testing, Repair and Replacement - Department of Public Works - Bureau of Water and Wastewater - P.O. No. P534917 | | |

On March 16, 2016, the Board approved the initial award in the amount of \$292,138.50. The award contained four 1-year renewal options. This second renewal in the amount of \$0.00 is for the period March 31, 2018 through March 30, 2019, with two 1-year renewal options remaining.

MBE/WBE PARTICIPATION:

On December 7, 2015, MWBOO approved a waiver as segmentation was not considered practicable.

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

renewal in the amount of \$150,000.00. This final renewal in the amount of \$150,000.00 is for the period May 11, 2018 through May 10, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 8, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. The services being provided consist solely of hotel accommodations.

MWBOO GRANTED A WAIVER.

- 10. HOLABIRD ENTERPRISES OF MARYLAND, INC. t/a HOLABIRD FLEET SERVICE GREB SERVICE, INC.

\$3,250,000.00

Renewal

Contract No. B50003291 - Hydraulic and Welding Repair Service - Department of General Services - Fleet Management - P.O. Nos. P526534 and P526535

On March 12, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$3,250,000.00 is for the period March 12, 2018 through March 11, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 3% MBE and 0% WBE. On February 5, 2018, Greb Service, Inc. was found in compliance. On February 12, 2018, Holabird Fleet Service was found 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

\$4,000.00. Nasal Narcan is used by responders and health providers to stop or reverse the effects of an opioid overdose. Adapt Pharma is the manufacturer of this life saving medication to municipalities at a price level equal of lower than that of the secondary market. This second increase is necessary to purchase additional Nasal Narcan. This increase will make the award amount \$1,144,649.00. The contract expires on November 30, 2019 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

N/A

12. NORTHEAST ENERGY SERVICES, LLC	\$ 500,000.00	
CIVIC WORKS, INC.	0.00	
AMERICAN ENERGY SOLUTIONS, INC.	500,000.00	
ACCURATE INSULATION LLC	0.00	
HAWKEYE CONSTRUCTION, LLC	0.00	
	<u>\$1,000,000.00</u>	Increase
Contract No. B50004279 - Residential Energy Conservation Program - Housing and Community Development - P.O. Nos. P534166 and P534169		

On January 13, 2016, the Board approved the initial award in the amount of \$5,000,000.00. The award contained two 1-year renewal options. On August 16, 2017, the Board approved an increase in the amount of \$1,000,000.00. Each of the five awarded contractors was allocated \$1,000,000.00 for these grant supported tasks. This increase is necessary to provide sufficient funding for those contractors who have completed their assigned tasks to date. There is currently no funding available for Northeast Energy Services, LLC or American Energy Solutions, Inc. during the remainder of the current term

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

MWBOO FOUND VENDOR IN COMPLIANCE.

Per contracting agency, vendor has shown good faith efforts. Services to be performed by MBE's were not required by the City.

- | | | |
|--|--------------|---------------------------|
| 13. CITYWIDE YOUTH DEVELOPMENT
INC. | \$ 50,000.00 | Sole Source/
Agreement |
|--|--------------|---------------------------|
- Contract No. 08000 - EMAGE Industrial Apparel - Recreation and Parks, Mayor's Office, Department of Public Works - Req. No. To be determined.

The Board is requested to approve and authorize execution of an Agreement with Citywide Youth Development Inc. The period of the agreement is effective upon Board approval for one year, with two 1-year renewal options.

City Youth Development Inc. is a private non-profit charitable corporation that is partnering with Under Armour's Lighthouse to increase minority involvement in apparel manufacturing. The program involves workforce development and training for the industries such as clothing and textiles with an emphasis on utilizing technology and internships at Under Armour to strengthen the learning experience. The program runs for reoccurring periods of eight weeks and trains six to eight youth participants in industrial apparel manufacturing, screen printing, embroidery, pattern making and garment construction. 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 the 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:

Not applicable. This meets the requirement for certification as sole source procurement.

14. COMCAST CABLE

COMMUNICATIONS MANAGEMENT		Sole Source/
LLC d/b/a COMCAST SPOTLIGHT	\$ 100,000.00	Agreement
Contract 08000 - Advertise Public Service Announcements (PSA) via Cable Networks - Sheriff's Office - Req. No. R783566		

The Board is requested to approve and authorize execution of an Agreement with Comcast Cable Communications Management LLC, d/a/a Comcast Spotlight. The period of the agreement is April 4, 2018 through September 30, 2018.

The Comcast network is the only network that can advertise exclusively to City residents with Comcast Cable Network. These 8,336 PSA messages will optimize the City's market and reduces wasteful advertising. Comcast is able to limit the target audience to City residents to optimize PSA's message of preventing opioid death and providing resources information to domestic violence victims. 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 the 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:

Not applicable. This meets the requirement for certification as sole source procurement.

15. SHOTSPOTTER, INC.	\$860,000.00	Sole Source/ Agreement
Contract No. 08000 - Bloomberg-Shot Spotter Gunshot Location Service - Mayor's Office of Criminal Justice - Req. No. R789514		

The Board is requested to approve and authorize execution of an Agreement with ShotSpotter, Inc. The period of the agreement is effective upon Board approval and will terminate at the expiration of the one-year pilot per the terms of the Agreement.

In order to comply with the Grant Agreement with The Bloomberg Family Foundation, an award to the Contractor of a sole source contract for specialized gunshot detection technology and maintenance is required. This is a one-year pilot project for two selected areas. The one-year period will commence upon the go-live of the second area. 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 the 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:

No goals were set by MWBOO as this meets the requirement for a sole source procurement. However, the vendor has identified an opportunity for segmentation and has voluntarily entered into an agreement for electrical services. Statement of Intent forms will be submitted to MWBOO.

16. ONE CALL CONCEPTS,
LOCATING SERVICES, INC. \$1,500,000.00 Extension
 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 amount of \$989,500.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is required to continue critical services covered under this contract while a solicitation (B50005360) is advertised which is due on April 25, 2018. The contract expires on April 7, 2018. The period of the extension is April 8, 2018 through July 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 10% MBE and 3% WBE. On December 6, 2017, One Call Concepts was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: PAJ Business Staffing, Inc.	10%	\$922,639.86	10%

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

WBE: Boonerang Consulting, LLC	3%	\$276,791.96	3%
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MWBOO FOUND VENDOR IN COMPLIANCE.

17. INQUIRIES ACQUISITION

LLC t/a INQUIRIES		Assignment
SCREENING	\$ 0.00	Agreement
Contract No. B50004640 - Background Investigation Services - Department of Human Resources - P.O. No. P536194		

The Board is requested to approve and authorize execution of an Assignment Agreement with Inquiries, Inc. to Inquiries Acquisition LLC t/a Inquiries Screening.

On July 13, 2016, the Board approved an award of Contract B50004640 to Inquiries, Inc. Inquiries Acquisition LLC t/a Inquiries Screening has acquired the rights, title and interest in Inquiries Inc. and is requesting assignment of Contract B50004640.

MBE/WBE PARTICIPATION:

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

18. WASTE EQUIPMENT SALES

AND SERVICE, LLC	\$ 0.00	Correction
Contract No. B50005182 - Hook Lift Roll Off Trucks - Department of General Services, Fleet Management - P.O. No. P542333		

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 January 17, 2018, the Board approved the initial award in the amount of \$989,500.00 for the period January 10, 2018 through January 9, 2018. The Board is requested to approve correction of the initial term dates. The correct period of the award is January 10, 2018 through January 9, 2019.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts, the Extension, and the Correction to Award. The Board also approved and authorized execution of the Sole Source/Agreement with Citywide Youth Development, Inc. (item no. 13), the Sole Source/Agreement with Comcast Cable Communications Management, LLC d/b/a Comcast Spotlight (item no. 14), the Sole Source/Agreement with Shotspotter, Inc. (item no. 15), and the Assignment Agreement with Inquires Acquisition, LLC t/a Inquiries Screening (item no. 17).

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 62

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Maryland Department of Health. The period of the Grant Award is July 1, 2017 through June 30, 2018.

The Board is further requested to approve the Appropriation Adjustment Order to the Supplementary State Fund Operating Appropriation in Health, Service 303: Clinical Services.

AMOUNT OF MONEY AND SOURCE:

\$465,000.00

BACKGROUND/EXPLANATION:

This award supports the development of the Sexual Health and Wellness Center which will house Ryan White, STI, and other programs providing early intervention services to individuals and families in Baltimore living with, affected by, or at high risk HIV infection.

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 Maryland Department of Health. The Board further approved the Appropriation Adjustment Order to the Supplementary State Fund Operating Appropriation in Health, Service 303: Clinical Services.

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 58

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Maryland Department of Health. The period of the Grant Award is July 1, 2017 through June 30, 2018.

The Board is further requested to approve the Supplementary State Fund Operating Appropriation in Health, Service 720: HIV Treatment Services.

AMOUNT OF MONEY AND SOURCE:

\$239,511.00 - Maryland Department of Health

BACKGROUND/EXPLANATION:

This award will provide funds to the Baltimore City Health Department to facilitate the integration of Ryan White services within the City. These activities will work toward meeting the objectives of the Maryland Integrated HIV Plan, including a more coordinated response to HIV services through program administration and quality management.

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 a Grant Award from the Maryland Department of Health. The Board further approved the Supplementary State Fund Operating Appropriation in Health, Service 720: HIV Treatment Services.

MINUTES

BBMR - cont'd

UPON MOTION duly made and seconded, the Board approved the acceptance of a Notice Grant Award from the Center for Disease Control and Prevention. The Board further approved the Federal Fund Operating Supplemental Appropriation in Health, Service 720: HIV Treatment Services.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Employees' Retirement System</u>			
1. Joan M. Pratt	Government Finance Officers Association 112 th Annual Conference St. Louis, MO May 3 - 9, 2018 (Reg. Fee \$1,020.00)	Special Funds - ERS	\$2,997.15

The subsistence rate for this location is \$184.00 per night. The cost of the hotel is \$189.00 per night plus taxes of \$33.52 per night. The Employees' Retirement System is requesting additional subsistence of \$5.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals.

Baltimore City Council

2. Kristerfer Burnett	Ready By 21 National St. Louis, MO April 18 - 23, 2018 (Reg. Fee \$626.00)	The Wallace Foundation	\$ 0.00
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The airfare costs of \$379.96, hotel costs of \$546.92, and registration costs \$626.19 were all prepaid using Mr. Burnett's personal credit card for the total amount of \$1,553.07. The sponsor, the Wallace Foundation will reimburse Mr. Burnett for the conference up to \$2,000.00. Mr. Burnett is responsible for submitting all necessary forms and documents for reimbursement. City funds will not be expended.

Mr. Burnett will finish the conference on April 20, 2018; he will be away from his office through April 23, 2018, at his own expense.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council- cont'd</u>			

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence will exceed or involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Fire and Police Employees' Retirement System

3. Joe Wade	Annual Conference & Exhibition New York, NY May 13, 17, 2018 (Reg. Fee. \$800.00)	Special Funds - Fire & Police	\$2,895.72
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The subsistence rate for this location is \$327.00 per day. The hotel cost is \$369.00 per night, plus hotel taxes in the amount of \$57.93 per night. The Fire and Police Employees' Retirement System is requesting additional subsistence of \$42.00 per day to cover the cost of hotel and \$40.00 per day for meals and incidentals. The registration fee of \$800.00 was prepaid by check by the Fire and Police Retirement System.

Department of Public Works

4. Yugandhar Narala	Water and Waste water CIO Forum Los Angeles, CA April 29 - May 3, 2018 (Reg. Fee \$0.00)	General Funds	\$1,793.42
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The subsistence rate for this location is \$237.00 per day. The

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Department of Public Works -cont'd

hotel cost is \$219.00 per night, plus hotel taxes in the amount of \$34.36 per night. The Department is requesting additional subsistence of \$22.00 per day for meals and incidentals. The airfare cost was prepaid on a City-issued procurement card assigned to Binta Gallman. Therefore, the disbursement to Yugandhar Narala is \$1,233.44.

Department of General Services

5. Benjamin Brosch	GFOA 112 th Annual Conference St. Louis, MO May 6 - 9, 2018 (Reg. Fee \$425.00)	General Funds	\$2,077.13
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The subsistence rate for this location is \$184.00 per night. The cost of the hotel is \$152.06 per night plus taxes of \$99.93.

The transportation costs of \$723.96 and the registration costs of \$425.00 were prepaid using a City-issued procurement card assigned to Mr. Berke Attila. The Department is requesting additional subsistence of \$8.06 per day to cover the cost of meals and incidentals. Therefore, the disbursement to Mr. Brosch is \$928.17.

6. Troy King	GFOA 112 th Annual Conference St. Louis, MO May 6 - 9, 2018 (Reg. Fee \$425.00)	General Funds	\$2,109.13
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The subsistence rate for this location is \$184.00 per night. The cost of the hotel is \$152.06 per night plus taxes of \$99.93.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			

The transportation costs of \$755.96 and the registration costs of \$425.00 were prepaid using a City-issued procurement card assigned to Mr. Berke Attila. The Department is requesting additional subsistence of \$8.06 per day to cover the cost of meals and incidentals. Therefore, the disbursement to Mr. King is \$928.17.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Travel Requests. The President **ABSTAINED** on item no. 2. The Comptroller **ABSTAINED** on item nos. 1 and 3.

MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works/Office of Engineering and Construction - WC 1360, Repaving Utility Cuts and Sidewalk Restoration at Various Locations
BIDS TO BE RECV'D: 04/25/2018
BIDS TO BE OPENED: 04/25/2018
2. Department of Public Works/Office of Engineering and Construction - WC 1375, Water Appurtenances and Small Main Repairs & Installations at Various Locations
BIDS TO BE RECV'D: 05/09/2018
BIDS TO BE OPENED: 05/09/2018
3. Department of General Services - GS 15823R, Courtroom East Roof Replacement
BIDS TO BE RECV'D: 05/16/2018
BIDS TO BE OPENED: 05/16/2018
4. Department of General Services - GS 16826R, Western District Police Dept. Partial Roof Replacement and Structure
BIDS TO BE RECV'D: 05/30/2018
BIDS TO BE OPENED: 05/30/2018

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

* * * * *

MINUTES

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

Department General Services - GS 14818, Roof Replacement
Engine Co. 46
BIDS TO BE RECV'D: 04/18/2018
BIDS TO BE OPENED: 04/18/2018

Bureau of Procurement - B50005241, Janitorial
Services for the Department
of General Services Group 1-6
BIDS TO BE RECV'D: 04/18/2018
BIDS TO BE OPENED: 04/18/2018

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

Bureau of Procurement - B50005258, Master Lease Agreement

Carlyle Capital Markets, Inc.
Bank of America/Merrill Lynch
Grant Capital Management, Inc.

MINUTES

Bureau of Procurement - B50005272, Needles for the
Baltimore City Needle Exchange

Bound Tree Medical, LLC
Professional Pharmacy
EMED Medical Co.
Care Management Consulting, LLC

Bureau of Procurement - B50005310, Wheel Loader

Valley Supply & Equipment Co., Inc.
H + E Equipment Services

Bureau of Procurement - B50005311, Flusher Truck

Harbor Truck Sales & Service, Inc.

Bureau of Procurement - B50005312, Golf Carts

NO BIDS RECEIVED

Department OF Public Works - SC 948, Brooklyn Wastewater
Pumping Station Rehabilitation
and Thioguard Chemical Feed

Kiewit Infrastructure South Co.
W.M. Schlosser Co. Inc.*
American Contracting & Environmental Services, Inc.

*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of W.M. Schlosser Co. Inc. NON-RESPONSIVE due to the company's failure to submit a completely filled original bid book as required by the bid instructions.

MINUTES

Department of Transportation - TR 08320, Rehabilitation of Bridge
No. BC-4208 Edison Highway

M.D. Miller Co., Inc. t/a The Markson Co.
Kiewit Infrastructure South Co.
Technopref Industries, Inc.

Clerk's Note - Prior to the bid opening, the Board reconvened at 10:00 am to receive the BBMR Budget Presentation for Fiscal Year 19. After the 12:00 noon bid opening, the Board was in recess until Tax Payer's Night at 6:00 pm. on April 4, 2018.



JOAN M. PRATT
Secretary

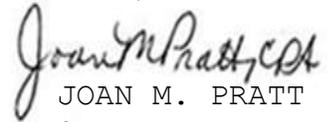
MINUTES**SPECIAL MEETING**

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

The Fiscal Year 2019, BBMR Budget Presentation to Board of Estimates. No action was taken.

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The meeting was adjourned until the Tax Payers Night meeting on Wednesday, April 04, 2018 at 6:00 PM, War Memorial Building.


JOAN M. PRATT
Secretary

MINUTES

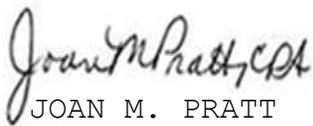
TAX PAYERS NIGHT - SPECIAL MEETING

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

At 6:00 PM, the Department of Finance hosted a budget information session. That allowed residents to meet with agency staff to learn about the budget. At 7:00 PM, the hearing for Tax Payers Night provided an opportunity for residents to present their views on the Preliminary Fiscal Year 19 budget. No action was taken.

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 11, 2018.



JOAN M. PRATT
Secretary