

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
Dana P. Moore, Deputy City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The September 16, 2018 meeting of the Board of Estimates is now called to order. In the interest of promoting order in the efficiencies of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from my office dated September 10, 2018 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

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

Comptroller: "I Second."

President: "All of those in favor say Aye. All of those opposed, Nay. The routine agenda has been adopted. The Board will be in recess on September 19, 2018."

* * * * *

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:

Environmental and Infrastructure Group, LLC	\$1,500,000.00
GB&S Enterprises, LLC	\$1,500,000.00
The Donne Group, LLC	\$1,500,000.00
Triangle Contracting, LLC	\$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:

Becht Engineering BT, Inc.	Engineer
InfraMap Corp.	Engineer Property Line Survey
NMP Engineering Consultants, Inc.	Engineer

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

MINUTESSpace Utilization Committee - Amendment to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Lease Agreement (Amendment) with Leader Realty Company, Landlord for the rental of the property known as 211 E. 25th Street, containing 4,468 sq. ft. The Amendment will extend the period of the Lease Agreement through April 30, 2020, with the option to renew for one year.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installments</u>
\$66,187.97	\$5,155.66

Account: 5000-524019-3150-271300-603013

BACKGROUND/EXPLANATION:

On April 30, 2008 the Board approved the original Lease Agreement for the period of three years with three one-year renewal options.

An amendment was approved by the Board on April 16, 2014 extending the period through April 30, 2016.

The first renewal option was approved on March 16, 2016. The 2nd renewal was approved on March 29, 2017. The third renewal option, which commenced on May 1, 2018 and terminates on April 30, 2019 was approved on February 28, 2018.

This Amendment will extend the period through April 30, 2020, with a one year renewal option.

All other terms and conditions of the original Lease Agreement will remain in full force and effect.

MINUTES

Space Utilization Committee - cont'd

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Leader Realty Company, Landlord for the rental of the property known as 211 E. 25th Street, containing 4,468 sq. ft.

MINUTES

Department of Real Estate - Transfer of Building Jurisdiction

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfers for the properties known as 2308-2310 Greenmount Avenue and 401-423 E. 24th Street (Block 3824, Lots 27, 17-26, 52 and 52 A) from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The above properties are currently vacant. The properties abut the Department of Recreation and Parks existing Greenmount Recreation Center and are across the street from Mund Park. The Department of Recreation & Parks is currently working with a partner (Telesis Corp) who obtained funding to create a green space for programmatic use by the Greenmount Recreation Center and the local community.

The Space Utilization Committee approved this transfer of jurisdiction on August 21, 2018.

UPON MOTION duly made and seconded, the Board approved and authorized the transfers for the properties known as 2308-2310 Greenmount Avenue and 401-423 E. 24th Street (Block 3824, Lots

MINUTES

Department of Real Estate - cont'd

27, 17-26, 52 and 52 A) from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

MINUTESPolice Department - Ratification of Grant Adjustment Notices

The Board is requested to ratify two Grant Adjustment Notices (GANs) from the Governor's Office of Crime Control and Prevention (GOCCP). The GANs extend the period of the awards through August 31, 2018.

1. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION** **\$0.00**

This ratification is for the GAN from the GOCCP for the "Naloxone Initiative" grant, Award BJAG-2014-0051. GAN no. 1 extended the award through July 31, 2018 and GAN no. 2 extended the award through August 31, 2018. Both GANs were no-cost extensions.

On January 17, 2018, the Board approved the Police Department's Naloxone Program in the amount of \$20,000.00. The Naloxone Program helped reduce existing gaps in the emergency medical treatment of opioid overdose victims across Maryland. The program provided supplies needed for the Police Department to deploy a lifesaving solution to render immediate aid to the increasing number of overdose opioid victims in Maryland.

The grant funds provided medical supplies and other related services. The purpose of both extensions was to allow the Police Department the requisite time for a purchase order to be issued to a vendor.

2. **GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION** **\$0.00**

This ratification is for the GAN from the GOCCP for the "Forensic Enhancements" grant, Award #BJAG-2014-0073. This GAN extended the award through August 31, 2018. The GAN was a no-cost extension.

MINUTESPolice Department - cont'd

On April 11, 2018, the Board approved the Police Department's Forensic Enhancements Grant from the GOCCP in the amount of \$18,500.00. The Police Department's Forensic Enhancements program assists in developing and implementing strategies specifically intended to increase efficiency within the crime laboratory. The grant funds provide the Department's laboratory with equipment. The extension allows the Police Department the requisite time to finalize a purchase order for equipment.

The requests are late because of late notification granting the extensions and delays in the administration process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the ratification of two Grant Adjustment Notices from the Governor's Office of Crime Control and Prevention.

MINUTES

Mayor's Office of Public Affairs - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donations of goods and services and financial support to help pay for the event cost for the 2018 Mayor's Fall Festival. The period of the campaign will be effective upon Board approval through November 30, 2018.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Mayor's Fall Festival will be held on Saturday, November 3, 2018 at the War Memorial Plaza. This event series will feature fun activities and games with a winter preparedness focus, a coat giveaway, harvest grocery giveaway, community resources, exhibitors, music, costume contest, food trucks and more to invigorate and prepare those in Baltimore with the tools needed to maintain their own health and wellbeing during the oncoming Fall and Winter seasons.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

MINUTES

Mayor's office of Public Affairs - cont'd

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

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donations of goods and services and financial support to help pay for the event cost for the 2018 Mayor's Fall Festival.

MINUTES

Bureau of the Budget and Management Research (BBMR) - Notice of Grant Award and Cooperative Agreement and Appropriation Adjustment Order No. 12

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Notice of Grant Award and Cooperative Agreement for the Health Department from the U.S. Department of Health and Human Services, Office of Adolescent Health, and Teen Prevention Program (TPP). The period of the Grant Award is July 1, 2018 through June 30, 2019.

The Board is further requested to approve Appropriation Adjustment Order (AAO) No. 12 to transfer unallocated Federal Funds within the Health Department from Service 715 (Administration - Health Department) to Service 308 (Maternal and Child Health - Health Department).

AMOUNT OF MONEY AND SOURCE:

\$1,218,757.00 - From: 4000-400019 (Service 715)
Unallocated Federal Funds

To: 4000-480619 (Service 308)
Maternal and Child Health

BACKGROUND/EXPLANATION:

The Grant Award and Cooperative Agreement provide funding to support the Baltimore City U Choose Evidenced Based TPP services in the City.

This Notice of Grant Award, Cooperative Agreement, and the AAO are late because of delays in the administrative process.

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Grant Award and Cooperative Agreement for the Health Department from the U.S. Department of Health and Human Services, Office of Adolescent Health, and Teen Prevention Program. The Board further approved Appropriation Adjustment Order No. 12 to transfer unallocated Federal Funds within the Health Department from Service 715 (Administration - Health Department) to Service 308 (Maternal and Child Health - Health Department).

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award to the Health Department from the Harry and Jeannette Weinberg Foundation, Inc. The Board further approved Appropriation Adjustment Order No. 13 to transfer unallocated Special Funds within the Health Department from Service 715 (Administration - Health Department) to Service 308 (Maternal and Child Health - Health Department).

MINUTES

Mayor's Office of - Ratification of First Amendment to
Employment Development Individual Training Account Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the First Amendment to the Individual Training Account (ITA) Agreement with the Virginia L. Grant Foundation, Inc. (Vendor). The First Amendment to the ITA Agreement extended the period of the Agreement through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-807518-6312-467253-603051
 4000-806718-6312-467253-603051

BACKGROUND/EXPLANATION:

On April 25, 2018, the Board approved the original ITA Agreement with the Vendor in the amount of \$15,000.00 for the period April 30, 2018 through June 30, 2018. The ITA Agreement authorized the Vendor to provide Workforce Innovation and Opportunity Act (WIOA) approved training programs, using ITAs for qualified individuals.

This First Amendment to the ITA extended the term of the original ITA Agreement through June 30, 2019. The FY17 WIOA accounts have been closed. All other terms and conditions of the original ITA Agreement remain unchanged.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

MINUTES

Mayor's Office of
Employment Development - cont'd

UPON MOTION duly made and seconded, the Board ratified the First Amendment to the Individual Training Account Agreement with the Virginia L. Grant Foundation, Inc.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with M. Luis Construction Company Inc. for the premises containing 872 total rentable square feet, at 2901 Druid Park Drive. The period of the Lease Agreement is August 1, 2018 through September 30, 2019, with an additional one-year renewal option that may be exercised by the tenant.

AMOUNT OF MONEY AND SOURCE:

\$16,505.16

BACKGROUND/EXPLANATION:

M. Luis Construction Company, Inc. will use the premises for an administrative office and for no other purpose. The lease term is August 1, 2018 through September 30, 2019 with an additional one year renewal option that may be exercised by the tenant. The renewal option includes an increase of four percent from the current period.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with M. Luis Construction Company Inc. for the premises containing 872 total rentable square feet, at 2901 Druid Park Drive.

MINUTES

Baltimore Development Corporation - Payment in Lieu of
Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Payment in Lieu of Taxes Agreement (PILOT) with Eager Place, LLC for the economic development project known as Eager Square located on the lots known as Ward 07, Section 04, Block 1567, Lot 51A and Ward 07, Section 03, Block 1586, Lot 2, also known as the 1900 Block of Eager Street, and located in the East Baltimore Development Initiative Master Plan area and TIF District. The period of the PILOT Agreement is 15 years and will commence upon the date the use and occupancy certificate is granted for the last to be completed of phase 1 and phase 2.

AMOUNT OF MONEY AND SOURCE:**PAYMENT SCHEDULE**

Year 1-5	5% of the Increased Taxes
Year 6	15% of the Increased Taxes
Year 7	25% of the Increased Taxes
Year 8	35% of the Increased Taxes
Year 9	45% of the Increased Taxes
Year 10	55% of the Increased Taxes
Year 11	65% of the Increased Taxes
Year 12	75% of the Increased Taxes
Year 13	80% of the Increased Taxes
Year 14	85% of the Increased Taxes
Year 15	95% of the Increased Taxes

In addition, the City will receive profit sharing in the amount of 20% of the excess profits (above certain thresholds defined below) from the cash flow, sale, refinancing, partial sale, or equity transfer of the project.

MINUTES

BDC - cont'd

BACKGROUND/EXPLANATION:

On October 24, 2016, the City Council passed Resolution #16-33 (Council Bill #16-0700), the Payment in Lieu of Taxes for the residential mixed-use project known as Eager Square.

The Developer proposes to construct a building on Lot 51A consisting of a total of approximately 31 market-rate rental units and 28 parking spaces, and to construct a six story mixed-use apartment building on Lot 2 which will provide approximately 221 market rate residential units, 3,268 square feet of retail, and 124 on-site parking spaces. The total cost of the project is estimated to be \$51 Million.

The project is located within the EBDI Development District associated with the Tax Increment Financing (TIF) for EBDI. Payments made under this PILOT will be captured by the Tax Increment Fund for the Development District to be used towards payment on the TIF bonds.

The City will be entitled to a share of excess cash flows on the project, which will be split 80% to the Developer and 20% to the City, after the developer has been paid a preferred return on Equity (calculated as a Cash-on-Cash return) as follows:

Years 1-3: Developer will be entitled to an annual preferred return of eight percent (8%) Years 4-15: Developer will be entitled to earn an annual preferred return of ten percent (10%)

MINUTES

BDC - cont'd

Developer will be entitled to earn a preferred return of fifteen percent (15%) on the sale, cash-out refinancing, partial sale, or equity transfer of the project during the PILOT period.

The Director of Finance recommended approval.

MBE/WBE PARTICIPATION:

Developer has signed a commitment to comply with MBE/WBE goals of 27% Minority Business participation and 10% Women-owned Business Participation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Payment in Lieu of Taxes Agreement with Eager Place, LLC for the economic development project known as Eager Square located on the lots known as Ward 07, Section 04, Block 1567, Lot 51A and Ward 07, Section 03, Block 1586, Lot 2, also known as the 1900 Block of Eager Street, and located in the East Baltimore Development Initiative Master Plan area and TIF District.

MINUTES

Health Department - Reimbursement for Senior Care Services
Medical Adult Day Care Centers

ACTION REQUESTED OF B/E:

The Board is requested to approve reimbursement to Medical Adult Day Care providers under the Senior Care Services Program. The reimbursement period is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 5000-535419-3044-768000-607001

BACKGROUND/EXPLANATION:

The Adult Day Care providers provide medical day care services to ill, frail, or disabled elderly persons age 65 and older. The City will pay the provider the set rate of \$79.84 per day for approved recipients based on the number of days of service.

The medical adult day care centers are as follows:

A. Providence Adult Day Care, Inc.
 AAA Management, LLC/Raven's Medical Adult Day Care Center
 Active Day, Inc.
 Adult Medical Day Care of Overlea, Inc.
 Associated Catholic Charities, Inc./St. Ann's Adult Day Care
 Easter Seal Society for Disabled Children & Adults, Inc.
 Extended Family Adult Day Care, Inc.
 Payne Memorial Outreach, Inc./Golden Pond Adult Day Program
 Happy Days of Maryland, LLC/Happy Days Adult Day Care
 Heritage Adult Day Care, Inc.
 Keswick Multi-Care Center, Inc.
 Levels Medical Adult Day Care, Inc.
 Levindale Hebrew Geriatric Center and Hospital, Inc./Levindale
 Adult Day Care (Belvedere)

MINUTESHealth Department - cont'd

Levindale Hebrew Geriatric Center and Hospital, Inc./Levindale
Adult Day Care (Pikesville)
LIFE Inc. Adult Medical Day Care
Maryland Avenue Adult Daycare Center, Inc.
Paradise Adult Medical Day Care, Inc.
Sunrise Adult Medical Day Care Inc.
Team 2 Inc. d/b/a Phoenix Adult Medical Center
The League for People with Disabilities, Inc.
Today's Care & Family, Inc.

The City will pay all providers under the Adult Medical Day Care Program a collective amount not to exceed \$400,000.00, based upon the set rate and the approved number of days. The approved number of recipients and days may fluctuate based upon recipient preference and City approval. Payments will only be made upon approved invoices for approved recipients. Upon receipt of monthly invoices, reimbursement payments will be made on an ongoing basis, provided funds are available. Regardless of the amount of funding available for the program, the provider will not receive payment in excess of the number of participants allowed by provider's license and days approved by the City.

Each Adult Day Care provider will develop an appropriate care plan for each recipient, in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

The reimbursement is late because the Department was waiting on the final total amount of money.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the reimbursement to Medical Adult Day Care providers under the Senior Care Services Program.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement with The House of Restoration Learning Center, LLC (T.H.O.R.). The period of the Agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$45,000.00	-	4000-426619-3080-294000-603051
<u>10,000.00</u>	-	<u>6000-630718-3080-295900-603020</u>
\$55,000.00		

BACKGROUND/EXPLANATION:

T.H.O.R. Learning Center, LLC. will work with youth ages 9-11 to reach 500 adolescents in elementary schools and after school programs using the evidence-based curriculum, Making a Difference. The program will be offered to youth through T.H.O.R.'s summer full-day programming and their fall after-school programming. They will target 500 youth.

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

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 Agreement with The House of Restoration Learning Center, LLC.

MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Arwyn Gazdar, Consultant. The period of the Amendment to Agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$2,000.00 - 6000-622119-3080-294300-603051

BACKGROUND/EXPLANATION:

On June 20, 2018, the Board approved the original agreement in the amount of \$75,600.00 for the period of July 1, 2018 through June 30, 2019. The Department is increasing the amount by \$2,000.00 for mileage reimbursement expenses. This will make the total agreement amount \$77,600.00.

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 Amendment to Agreement with Arwyn Gazdar, Consultant.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

MBE/WBE PARTICIPATION:

On July 13, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

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|---------------------------|--------------|---------|
| 3. SECURITY EQUIPMENT CO. | \$100,000.00 | Renewal |
|---------------------------|--------------|---------|
- Contract No. B50003093 - STIHL Landscaping Equipment and Replacement Parts - Recreation and Parks, Departments of Transportation and Public Works - P.O. No. P524915

On September 18, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained four renewal options. Three renewal options have been exercised. This final renewal in the amount of \$100,000.00 is for the period September 18, 2018 through September 17, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 23, 2013, it was determined that no goals would be set because of no opportunity to segment the contract. There are currently no certified MBE/WBE STIHL dealerships.

MWBOO GRANTED A WAIVER.

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|---------------------------------------|--------------|---------|
| 4. NORRIS CHESAPEAKE TRUCK SALES, LLC | \$200,000.00 | Renewal |
|---------------------------------------|--------------|---------|
- Contract No. B50003731 - O.E.M. Parts and Service for UD Trucks - Department of General Services - Fleet Management - P.O. No. P529066

On October 8, 2014, the Board approved the initial award in the amount of \$500,000.00. 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 \$200,000.00 is for the period October 8, 2018 through October 7, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 19, 2014, it was determined that no goals would be set because of no opportunity to segment the contract. There are no certified MBE/WBE's to provide the parts and service required under this contract.

MWBOO GRANTED A WAIVER.

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|------------------------|--------------|---------|
| 5. W.W. GRAINGER, INC. | \$500,000.00 | Renewal |
|------------------------|--------------|---------|
- Contract No. 091214 - WWG-NJPA-Facilities Maintenance, Repair and Operating Supplies - Citywide - P.O. No. P540350

On July 19, 2017, the Board approved the initial award in the amount of \$1,000,000.00. On February 14, 2018, the Board approved an increase in the amount of \$2,250,000.00. This sole renewal in the amount of \$500,000.00 is necessary to continue providing maintenance, repair, and operating supplies to various City agencies through the end of the current contract term. The NJPA contract expires on October 21, 2019 with no renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

This is a cooperative contract which was competitively bid by another public agency. The vendor has agreed to goal setting under this contract. On July 7, 2017, MWBOO set goals of 5%

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

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| 7. OFFICE RELOCATION
GROUP, INC. | \$ 24,990.00 | Increase |
| Contract No. 06000 - Office Furniture Delivery and Assembly -
Department of General Services - P.O. No. P543643 | | |

On April 27, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,900.00. The Department of General Services is working with a selected source moving company which provides the labor to disassemble, move and reassembly donated furniture. This increase in the amount of \$24,990.00 is necessary to complete additional work that the Department of General Services needs for additional furniture donations. This increase will make the award amount \$49,980.00. The contract expires on May 7, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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| 8. FLAGS & POLES INTERNATIONAL,
LLC | \$ 0.00 | Assignment
Agreement |
| Contract No. 06000 - Various Flags - Citywide - P.O. No.
P537766 | | |

The Board is requested to approve and authorize execution of an Assignment Agreement with Flags & Poles International, LLC. The contract expires on December 6, 2018.

On November 28, 2016, the Board approved an award of Contract No. 06000 to d/b/a Flags & Poles International (Division of Ziegeweld Enterprises, Inc.). Flags & Poles International

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

LLC has acquired the rights, title, and interest in d/b/a Flags & Poles International (Division of Ziegeweld Enterprises, Inc.) and is requesting assignment of Contract Number 06000 to Flags & Poles International LLC.

MBE/WBE PARTICIPATION:

Not applicable. The Board is requested to approve the Assignment Agreement only.

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|-------------------------|--------------|-------------|
| 9. DRAEGER SAFETY, INC. | \$375,000.00 | Sole Source |
|-------------------------|--------------|-------------|
- Contract No. 08000 - SCBA Equipment Supplies and Maintenance - Fire Department, Department of Public Works - Req. No. To be determined.

Draeger Safety, Inc. is the manufacturer of the Self Contained Breathing Apparatus (SCBA) Equipment that the Fire Department is currently using for fire and hazardous material incidents. The equipment and supplies were purchased in March 2012, and have a lifespan of approximately 10 to 15 years. The Fire Department needs to continue the contract for parts, supplies, and services of the SCBA Equipment, Gas Detection Meters and Thermal Imaging Cameras. This is to ensure the compatibility of all parts and to keep the warranty current. The period of the award is July 1, 2018 through June 30, 2022.

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 a sole source procurement.

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| 10. CROVATO PRODUCTS AND SERVICES, LLC | \$500,000.00 | Selected Source |
| Contract No. 06000 - BG Chemicals - Department of General Services - Fleet Management - Req. No. R775665 | | |

Crovato Products and Services, LLC is the only authorized BG Chemical distributor in the state of Maryland offering a full range of chemicals needed by the Department of General Services, Fleet Management for the operation of their BG equipment. The period of the award is October 1, 2018 through September 30, 2021. 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.

MBE/WBE PARTICIPATION:

On June 19, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

11. DEPENDABLE SERVICES

GROUP, LLC

TRUSTWORTHY STAFFING

SOLUTIONS, LLC

CHESAPEAKE MEDICAL

STAFFING, LLC

\$ 90,000.00

Increase and

92,356.00

Extension

\$182,356.00

Contract No. B50002394 - Personal Care & Homemaker Services -
Health Department - P.O. No. Various

On October 17, 2012, the Board approved the initial award in the amount of \$432,525.00. The award contained two renewal options. Both renewal options have been exercised and subsequent actions have been approved. In order to continue to provide services through the end of the current term, an increase in the amount of \$90,000.00 is necessary. The extension in the amount of \$92,356.00 is necessary to continue services while a new solicitation is developed for the award of a new contract. The contract expires on October 15, 2018. The period of the extension is October 16, 2018 through February 15, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 16, 2012, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement

12. CIVICPLUS, INC. d/b/a CIVICPLUS		Cooperative Agreement
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\$180,000.00

Contract No. RFP29-16 - Online Registration and Service System - Department of Recreation and Parks - Req. R778386

A web based registration and service software system will be purchased from a competitively bid, cooperative inter-local contract agreement RFP29-16, City of Rockville, MD and Department of Recreation and Parks. This system will allow program registration, membership management, facility reservation, league management, ticketing functions, point of sale capability, and financial and usage reporting.

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

MBE/WBE PARTICIPATION:

On August 1, 2018, it was determined that no goals would be set because of no opportunity to segment the contract. This is a web based service in which the services being provided cannot be segmented.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
13. <u>SOCRATA, INC.</u>	\$50,000.00	Extension
Contract No. 06000 - Open Data Portal Hosting Agreement - Baltimore City Office of Information Technology - P.O. No. P523867		

On June 5, 2013, the Board approved the initial award in the amount of \$175,659.00. The award contained three renewal options. Subsequent actions have been approved and all renewal options have been exercised. This extension in the amount of \$50,000.00 is required for the continuation of web based software application services to host the Open Baltimore (<http://data.baltimorecity.gov>) while the City determined a new solution for web hosting. The contract expired on June 5, 2018. The period of the extension is June 6, 2018 through June 5, 2019.

MBE/WBE PARTICIPATION:

On May 23, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, and Increases to Contracts and Extensions. The Board further approved and authorized execution of the Assignment Agreement with Flags and Poles International LLC. (Item No. 8) and the Cooperative agreement with Civicplus, Inc. d/b/a Civicplus (Item No. 12).

MINUTES

Mayor's Office of Strategic Alliance - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Baltimore Sister Cities, Incorporated (BSCI), which includes a reimbursement of FY'18 expenses. The period of the Grant Agreement is July 1, 2018, through June 30, 2019, with the option to renew for four additional 1-year periods.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Grant award for FY' 19
4,385.97 - Reimbursement for FY' 18
\$14,385.97 - 1001-000000-1250-775200-603050

BACKGROUND/EXPLANATION:

The BSCI was incorporated in December 2015 to establish, foster, and administer "sister city" relationships between Baltimore and international cities in accordance with the policies of Sister Cities International (SCI) and the Mayor's Office, to establish committees charged with the day-to-day management of individual sister city relationships, and to appoint individuals to be members of the committees.

Collectively, these activities represent the "Program" of the BSCI that will be supported with the grant. The BSCI is the successor to Baltimore Sister City Committees (BSCC), a program through which volunteers promoted mutual economic development, educational, cultural, health, environmental, and other exchanges between Baltimore and international sister cities in the SCI network, which started in 1974, during the administration of Mayor William Donald Schaefer.

MINUTES

Mayor's Office of Strategic Alliance - cont'd

The purpose of this Grant Agreement is twofold: 1) to reimburse expenses, in the amount of \$4,385.97, related to the BSCI's costs for administering the program in FY' 18 and 2) to provide operating support up to \$10,000.00 in FY'19.

This request is late because of administrative delays.

MBE/WBE PARTICIPATION:

MBE/WBE goals do not apply as there are no subcontractors and based on the size of the contract. The grantee is a not-for-profit corporation established to carry out the objectives of the Sister Cities program.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with Baltimore Sister Cities, Incorporated, which includes a reimbursement of FY'18 expenses.

MINUTES

Office of the Mayor - FY'18 Fourth Quarter Report

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Fourth Quarter Report for activity in FY'18 submitted by the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

AMOUNT OF MONEY AND SOURCE:

No expenditure of funds is requested.

BACKGROUND/EXPLANATION:

Following a feasibility study led by the Mayor's Office and the Baltimore Casino Local Development Council (LDC), the Maryland General Assembly and the Mayor and City Council (City) passed legislation in 2016 creating the South Baltimore Gateway Community Impact District Management Authority (the Authority), later rebranded as the South Baltimore Gateway Partnership (SBGP). Baltimore City Council Bill 16-0694 was the enabling Ordinance that established the SBGP.

Consistent with State Law, CB 16-0694 requires that the SBGP receive "no less than 50%" of Casino Local Impact Grant ("LIG") funds starting in FY'18. The purpose of these funds is to provide enhanced services and community development activities benefitting the specified neighborhoods of the South Baltimore Gateway, consistent with the South Baltimore Gateway Master Plan. CB 16-0694 also requires that the Board of Estimates review and approve the SBGP's Bylaws, Strategic Plan, and Annual Financial Plan.

In developing procedures for the City to transfer FY'18 LIG funds intended for the Authority, the Director of Finance

MINUTES

Office of the Mayor - cont'd

requested that the SBGP submit quarterly updates detailing Progress on the Annual Financial Plan to the Board of Estimates. The Fourth Quarter update for FY'18, having been received by the Mayor's Office, is hereby submitted to the Board of Estimates for review.

MBE/WBE PARTICIPATION:

N/A

No contracting for goods or services is contemplated at this time. It should be noted that, under the enabling Ordinance establishing the Authority, the SBG is subject to the City's MBE/WBE policy.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the Fourth Quarter Report for activity in FY'18 submitted by the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

MINUTES

Office of the Mayor - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with The Community Mediation Program, Inc. The period of the agreement is for six months effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1250-775200-603050

BACKGROUND/EXPLANATION:

The Community Mediation Program, Inc. offers free services and programming to support dialogue and resolve conflicts between Baltimore City Residents. With this funding the Community Mediation Program, Inc. will:

- a. provide reports to the City reflecting the total number of cases referred and number of residents served;
- b. provide no-cost mediation services to all Baltimore City residents, in particular, will provide mediation services to any residents referred from the Mayor's Office; and
- c. provide advice and communication to the Mayor's Office about the views of Baltimore City residents regarding various issues impacting them in a manner that preserves confidentiality.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Office of the Mayor - 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 Memorandum of Understanding with The Community Mediation Program, Inc. The Mayor **ABSTAINED**.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1700 Division Street	Marshall Gardens, LP	Six sets of steps two @ 5' x 5', four @ 5' x 6'
1800 Division	Marshall Gardens, LP	Eleven sets of Street Steps three @ 5'x 5', eight @ 5' x 4'
558 Laurens Street	Marshall Gardens, LP	Four sets of steps three @ 5' x 2', one @ 5' x 1'
\$739.20 - Flat Charge		
2. 506 Robert Street	Marshall Gardens, LP	Two sets of steps 5' x 1'
511 Robert Street	Marshall Gardens, LP	Two sets of steps 5'x 1'
514 Robert Street	Marshall Gardens, LP	Two sets of steps 5' x 1'

MINUTES

DOT - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
530 Robert Street	Marshall Gardens, LP	Two sets of steps, one @ 5' x 1', one @ 5' x 3'
\$316.80 - Flat Charge		
3. 1 W. Mount Vernon Place	Walters Art Museum	One canopy 36.5 sq.ft.
\$76.65 - Flat charge		
4. 3911 Eastern Avenue	NABAM, LLC	Bracket sign 5' x 1' 6", two gooseneck lights, one awning w/signage 10' x 4"
\$292.60 - Flat Charge		

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

There being no objections, the Board, UPON MOTION duly made and seconded, approved the foregoing Minor Privilege Permits.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 017 to STV, Inc. under Project 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$69,764.73 - 9950-906102-9512-900010-703032

BACKGROUND/EXPLANATION:

This task will provide for engineering support to the City's Traffic Division in connection with infrastructure improvements at Pimlico Elementary School/Middle School. The services will include, but are not limited to development of the bid documents for Pimlico Elementary School/Middle School, preparation of documentation to obtain National Environmental Policy Act (NEPA) approval, and all required environmental permits including Erosion and Sediment Control, Storm Water Management, Critical Areas, and Wetlands. The Consultant will also perform Quality Assurance/Quality Control.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations Part 26 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 goal of 18% and there remains enough capacity to meet the goal.

MINUTES

Department of Transportation - cont'd

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$ 64,183.55 FED	9950-944002-9507 Constr. Res. - Res. for Closeouts	
16,045.89 <u>GF (HUR)</u>	9950-901069-9512 Neighborhood Traffic Calming	
\$ 80,229.44	-----	9950-906102-9512-3 Design-Safe Routes to School

This transfer will fund the costs associated with Task No. 17 on Project 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting Services with STV, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 017 to STV, Inc. under Project 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consulting

MINUTES

Department of Transportation - cont'd

Services. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Department of Transportation - Developer's Agreement No. 1496

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1496 with DMS Ponca, LLC.

AMOUNT OF MONEY AND SOURCE:

\$219,519.30

BACKGROUND/EXPLANATION:

DMS Ponca, LLC would like to install new utilities for the new Wawa-gasoline and convenience store at 4901 Boston Street, Baltimore Maryland 21224. This agreement will allow the organization to do its own installation in accordance with Baltimore City standards.

An irrevocable letter of credit in the amount of \$219,519.30 has been issued to DMS Ponca, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

This item is not the result of City procurement and the above named entity is responsible for all cost, MBE/WBE goals do not apply.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1496 with DMS Ponca, LLC.

MINUTES

Department of Public Works/Office - Agreement for Project 1272A
of Engineering and Construction On-Call Solid Waste
Engineering Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement with ARM Group, Inc. under Project 1272A, On-Call Solid Waste Engineering Services. The period of the agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$2,500,000.00 - upset limit

BACKGROUND/EXPLANATION:

This is an On-Call contract for the Office of Engineering and Construction. ARM Group, Inc. will perform on-call consulting services for various tasks assigned by the City on an as needed basis. The scope involves providing on-call consulting services related to the planning, engineering design, permitting, and construction support as well as general operational, and technical services to the Bureau of Solid Waste for the City's Solid Waste System. The cost of services rendered will be based on a not to be exceeded negotiated price for each task assigned. The consultant was approved by the Office of Boards and Commission and Architectural and Engineering Award Commissions.

MBE/WBE PARTICIPATION:

The Consultant will comply with all terms and conditions of the MBE/WBE program in accordance with Baltimore City Code, Article 4, subtitle 28.

MINUTES

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

MWBOO set goals of 27% MBE and 10% WBE.

MBE: Leo Matanguihan, Architect	\$120,000.00	4.80%
C.C. Johnson & Malhotra P.C.	220,000.00	8.80%
Prime NE Group, Inc.	225,000.00	9.00%
Dhillon Engineering, Inc.	80,000.00	3.20%
Navarro & Wright Consulting Engineers, Inc.	<u>35,000.00</u>	<u>1.40%</u>
Total:	\$680,000.00	27.20%
 WBE: Coastal Resources, Inc.	 \$ 20,000.00	 0.80%
Floura Teeter Landscape Architects, Inc.	15,000.00	0.60%
Chesapeake Environmental Management, Inc.	150,000.00	6.00%
Bay Associates Environmental, Inc.	25,000.00	1.00%
The Robert B. Balter Company	<u>45,000.00</u>	<u>10.20%</u>
Total:	\$225,000.00	10.20%

MWBOO FOUND VENDOR IN COMPLIANCE.**AUDITS NOTED THIS ON-CALL CONSULTANT AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with ARM Group, Inc. under Project 1272A, On-Call Solid Waste Engineering Services.

MINUTES

Department of Public Works - Assignment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the consent to the Assignment Agreement between Dewberry Consultants, LLC and Dewberry Engineers Inc. under Project 1141D-Wastewater Engineering Services for the Improvements of High Level Collection, Project 1178D- On-Call Civil Structural Engineering Services and Project 1211.1- On-Call Design and Engineering Services.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Dewberry Consultants, LLC (Assignor) assigned to Dewberry Engineers, Inc. (Assignee), all of its right, title obligations and interest in three contracts by and between the Assignor and the Mayor and City Council of Baltimore: 1.)Project 1141D-Wastewater Engineering Services for the Improvements of High Level Collection, 2.)Project 1178D - On-Call Civil Structural Engineering Services and 3.) Project 1211.1- On-Call Design and Engineering Services.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consent to the Assignment Agreement between Dewberry Consultants, LLC and Dewberry Engineers Inc.

MINUTES

Department of Public Works - cont'd

under Project 1141D-Wastewater Engineering Services for the Improvements of High Level Collection, Project 1178D- On-Call Civil Structural Engineering Services and Project 1211.1- On-Call Design and Engineering Services.

MINUTES

Mayor's Office of Immigrant Affairs - Subgrant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subgrant Agreement through the Mayor's Office of Immigrant and Multicultural Affairs (MIMA) and the International Rescue Committee, Inc. The period of the Agreement will commence on October 1, 2018 and will continue until services are complete, but no later than September 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$333,978.00 - 5000-535919-1250-775700-603026

BACKGROUND/EXPLANATION:

In June 2018, the MIMA responded to the RFP process for the Targeted Assistance Program (TAP) FY 19 issued by the Department of Human Services, Office of Refugee and Asylees (DHS/MORA). As a result, the Mayor and City Council of Baltimore were selected as the contractor and the MIMA the administrator. The employment and English Language training services required by the grant will be provided by the International Rescue Committee in Baltimore as a subcontractor.

The funds for the Agreement originate from the Federal Office of Refugee Resettlements. The TAP employment program is designed to enable employable Refugees in the Baltimore Metropolitan Region, to achieve economic self-sufficiency as soon as possible through job development and placement, removal of employment barriers, participation in Vocational Training, case management, and follow-up after job placement.

MINUTES

Mayor's Office of Immigrant Affairs - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subgrant Agreement through the Mayor's Office of Immigrant and Multicultural Affairs and the International Rescue Committee, Inc.

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:

3922 - 3924

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

Item Nos. 1 and 2 were **DEFERRED**

for 2 weeks until September 26, 2018.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office

- 1. SC 930R, Clinton Street Spiniello Sewerage System Companies Improvements \$8,733,000.00

MWBOO SET GOALS OF 21% FOR MBE AND 6% FOR WBE.

MBE: Seca Underground Corporation \$2,153,750.00 24.6%

WBE: R&R Contracting Utilities, Inc. \$ 524,000.00 6.0%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$6,774,000.00	9956-908757-9549	
Revenue Bond	Clinton St. Pump Station F Main	
2,657,640.00	9956-905533-9549	
Waste Water Utility Funds	Annual Facilitates Improvements	
\$9,431,640.00	-----	9956-908340-9551-6 Construction

The transfer will cover the costs of SC 930R, Clinton Street Sewerage System Improvements.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

- | | | | |
|----|-------------------------------------|--|---------------|
| 3. | B50005474, Ten Wheel
Dump Trucks | Harbor Truck
Sales and Service,
Inc. dba Baltimore
Freightliner | \$ 977,804.00 |
|----|-------------------------------------|--|---------------|

(Department of General Services)

MBE/WBE PARTICIPATION:

On April 12, 2018, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|-------------------------------------|---------------|
| 4. | B50005487, OEM and
Aftermarkets Parts and
Service for Marine and
Maritime Equipment | Anchor Bay
"East" Marina,
LLC | \$ 790,000.00 |
|----|--|-------------------------------------|---------------|

(Department of General Services)

MBE/WBE PARTICIPATION:

On April 12, 2018, MWBOO determined no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer (OEM) parts for maintenance and repair of marine and maritime equipment within the City's fleet.

MWBOO GRANTED A WAIVER.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement - cont'd

- | | | | |
|----|---|------------------------------------|---------------|
| 5. | B50005495, Parts
Service and
Maintenance for
In Ground and Above
Ground Lifts | Alan Tye & Assoc
Associates, LC | \$ 200,000.00 |
|----|---|------------------------------------|---------------|

(Department of General Services)

MBE/WBE PARTICIPATION:

On December 19, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES

Department of Housing and - Weatherization Assistance Grant
Community Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of funds for the Weatherization Assistance Grant Agreement (Grant Agreement) between the Maryland Department of Housing and Community Development and the Baltimore City Department of Housing and Community Development. The period of the Grant Agreement is effective upon Board approval through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$333,969.00 - 5000-594119-5971-439500-603051

BACKGROUND/EXPLANATION:

The State of Maryland Department of Housing and Community Development has designated Baltimore City as a principal partner in the Weatherization Assistance Program funding by the U.S. Department of Energy. The Maryland Department of Housing and Community Development (DHCD) is providing the City of Baltimore with \$333,969.00 to operate a local weatherization assistance program which will reduce electricity and natural gas consumption, and help low-income families lower their utility bills. The source of this funding is the U.S. Department of Energy through Maryland DHCD. All weatherization work funded by this agreement will be completed by the agreement end date of June 30, 2019.

MBE/WBE PARTICIPATION:

N/A

MINUTES

DHCD - cont'd

MBE/WBE goals are not associated directly with the acceptance of this grant agreement. The MBE/WBE goals are included in the RFB for the Residential Energy Conservation Program contract. The goals that were set for the RFB in August of 2015 were 27% MBE and 4% WBE. These grant funds are used to provide services to residents using contractors approved under the 2015 RFB.

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 funds for the Weatherization Assistance Grant Agreement between the Maryland Department of Housing and Community Development and the Baltimore City Department of Housing and Community Development.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Monarch Butterfly Enterprises, LLC. Developer, for the sale of the City-owned property located at 1815 Barclay Street (Block 1096, Lot 027).

AMOUNT OF MONEY AND SOURCE:

\$27,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in 1815 Barclay Street for a total sales price of \$27,500.00 which will be paid to the City of Baltimore at the time of settlement. The purchase and improvements to the site will be financed through private funds.

The Developer wishes to purchase the vacant building located at 1815 Barclay Street, which will be renovated for sale. The property is located within the Greenmount West Community. The purchase price and improvement to the site will funded through private funds. The City may dispose of the property located at 1815 Barclay Street by virtue of the following legal authorities: Article 13, §2-7 (h) (2) (ii) (c) of the Baltimore City Code.

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

N/A. The property was appraised for \$25,000.00 per approved appraisal and will be sold for \$27,000.00 which is more than the appraised value.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Monarch Butterfly Enterprises, LLC. Developer, for the sale of the City-owned property located at 1815 Barclay Street (Block 1096, Lot 027).

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 CHODESH LLC, Developer, for the sale of the City-owned properties located at 1514, 1516, 1518 and 1520 E. Chase Street.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - 1514 E. Chase Street
1,000.00 - 1516 E. Chase Street
1,000.00 - 1518 E. Chase Street
1,000.00 - 1520 E. Chase Street
\$4,000.00

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1514, 1516, 1518 and 1520 E. Chase Street, to CHODESH LLC for the price of \$1,000.00 each. The total price of \$4,000.00 will be paid to the City at the time of settlement. The Developer will be using private funds.

The project will involve the construction of four single family homes on the vacant lots, which will be sold to homeowners at market rate. The properties are located in the Gay Street neighborhood.

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

MINUTES

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

In accordance with the appraisal policy of Baltimore City, unimproved property assessed below \$2,500.00 does not require an appraisal. The vacant lots located at 1514, 1516, 1518, and 1520 E. Chase Street are assessed at \$1,000.00 each and will be sold for \$1,000.00 each.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with CHODESH LLC, Developer, for the sale of the City-owned properties located at 1514, 1516, 1518 and 1520 E. Chase Street.

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 Franklin Alley Builders, LLC, Developer, for the sale of the three City-owned properties located at 1742 Llewelyn Avenue, 1748 Llewelyn Avenue and 1111 N. Patterson Park Avenue.

AMOUNT OF MONEY AND SOURCE:

\$ 4,500.00 - 1742 Llewelyn Avenue
 4,500.00 - 1742 Llewelyn Avenue
3,100.00 - 1111 N. Patterson Park Avenue
\$12,100.00

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1742 Llewelyn Avenue, 1748 Llewelyn Avenue, and 1111 N. Patterson Park Avenue to Franklin Alley Builders, LLC for \$12,100.00 that is, \$4,500.00 for 1742 Llewelyn Avenue, \$4,500.00 for 1748 Llewelyn Avenue, and \$3,100.00 for 1111 N. Patterson Park Avenue. The total price of \$12,100.00 will be paid to the City at the time of settlement. The Developer will be using private funds.

The project will involve the complete rehabilitation of the three vacant buildings for use as single-family homes to be rented at market rate. The properties at 1742 Llewelyn Avenue, 1748 Llewelyn Avenue are located in the Broadway East neighborhood and 1111 N. Patterson Park Avenue is located in the Biddle Street neighborhood.

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

MINUTES

DHCD - cont'd

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

In accordance with the Waiver Valuation policy, the DHCD has determined the two vacant buildings located at 1742 Llewelyn Avenue and 1748 Llewelyn Avenue to be valued at \$9,000.00 each and will be sold for \$4,500.00 each. The DHCD has determined the vacant building located at 1111 N. Patterson Park Avenue to be valued at \$6,200.00 and will be sold for \$3,100.00.

The vacant properties will be sold below the Waiver Valuation price for the following reasons:

- the sale will help promote a specific benefit to the immediate community,
- the sale will help eliminate of blight from the neighborhood,
- the sale will create jobs during reconstruction, and
- the properties will be returned to the City's tax rolls.

MBE/WBE PARTICIPATION:

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

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Franklin Alley Builders, LLC, Developer, for the sale of the three City-owned properties located at 1742 Llewelyn Avenue, 1748 Llewelyn Avenue and 1111 N. Patterson Park Avenue.

MINUTES

Department of Housing and - Intergovernmental Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Intergovernmental Agreement for Land Disposition for the Barclay Project with the Housing Authority of Baltimore City, (HABC) for the buildings known as 539 Laurens Street and 912-914 W. Fayette Street.

AMOUNT OF MONEY AND SOURCE:

The City will convey all of its right, title and interest to HABC for the price of \$1.00 for each property or \$2.00 total, which will be paid to the City of Baltimore at the time of settlement.

BACKGROUND/EXPLANATION:

The HABC has been operating these units as public housing since the mid 1980's. The properties should have been sold to the HABC long ago. However, neither deeds nor Board of Estimates approvals have been found. Therefore, this action will rectify a long-standing situation.

The authority to sell 538 Laurens Street is within Article 13, § 2-7 (h) (2) (ii) of the Baltimore City Code and the Druid Heights Urban Renewal Plan.

The authority to sell 912-914 W. Fayette Street is within Article 13, §2-7 (h) (2) (ii) (C) of the Baltimore City Code and the Poppleton Urban Renewal Plan.

MINUTES

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement for Land Disposition for the Barclay Project with the Housing Authority of Baltimore City, for the buildings known as 539 Laurens Street and 912-914 W. Fayette Street.

MINUTES

Department of Housing and - Lease and Funding Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease and Funding Agreement with the Baltimore Heritage Area Association, Inc., Tenant, for the rental of the property located at 1524 Hollins Street, and also known as the H.L. Mencken House.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent

BACKGROUND/EXPLANATION:

The leased premises will be used as administrative offices and for public viewing of exhibits and interpretive programs that commemorate H.L. Mencken's achievements and legacy. The lease has two terms. The first term will be for two years, commencing on the date of approval by the Board, while the Tenant completes the renovation of the improvements.

The second term is contingent upon the successful completion of the renovations and will be for five consecutive ten year terms. The Landlord (City) will fund all costs of the renovation of the property with funds from the Max Hency Estate. The Tenant is responsible for the renovations, furnishing, and liability insurance of the leased premises. The Tenant will provide for the Landlords review and approval of an estimate of the total project costs of the renovations.

The Space Utilization Committee approved this lease agreement on August 21, 2018.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease and Funding Agreement with the Baltimore Heritage Area Association, Inc., Tenant, for the rental of the property located at 1524 Hollins Street, and also known as the H.L. Mencken House.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3939 - 3943

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 City Office of Information Technology (BCIT)</u>		
1. \$ 100,000.00 General Funds	9903-923031-9117 Upgrade City Infrastructure Network Card Ports	9903-925031-9116 Upgrade City Infra- structure Network Card Ports (Active)

This transfer of funds will be used by the BCIT to upgrade the network hardware switch ports from 1GB to 10GB to increase network speeds throughput for growing City agencies' business needs such as data transfer processes. The switch ports drive City data to exchange across agencies.

2. \$ 100,000.00 General Funds	9903-927030-9117 Upgrade Broadband Internet	9903-929030-9116 Upgrade Broadband Internet (Active)
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This transfer of funds will be used by the BCIT to upgrade the City network broadband hardware to support increased broadband throughputs from 1GB to 10GB for growing City agencies' data and applications processes demands.

3. \$ 350,000.00 General Funds	9903-919029-9117 Upgrade City Firewall	9903-921029-9116 Upgrade City Firewall (Active)
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In response to some of the cyber security firewall questions in the FY18 budget hearing, this transfer of limited funds will be used by the BCIT to upgrade the current legacy enterprise infrastructure firewall hardware used to protect the City network from cyber threats.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BCIT - cont'd</u>		
4. \$1,500,000.00	9903-925025-9117	
General Obligation Bonds	Upgrade Storage Hardware	
300,000.00	" "	
General Funds		
\$1,800,000.00	-----	9903-927025-9116
		Upgrade Storage Hardware (Active)

This transfer of funds will be used by the BIT to replace the legacy enterprise storage hardware infrastructure that currently is 5+ years old and 100% over-utilized. The City's growing storage demands have out-paced the current infrastructure storage hardware.

5. \$ 100,000.00	9903-915028-9117	
General Fund Revenue	Virtual Private Network	
100,000.00	" "	
Parks & Public Facilities		
\$ 200,000.00	-----	9903-918028-9116
		Virtual Private Network (VPN) (Active)

This transfer of funds will be used by the BIT to replace the legacy enterprise infrastructure VPN hardware to provide City services to agencies without fiber presence or conduit to the City IT infrastructure.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
6. \$ 10,000.00	9938-917059-9475	9938-911062-9474
1 st Parks & Public Face- lainties	FEEL Recreation Facility Reno- ovation	Lakeland Recreation Center (Active)

This transfer will provide funds to cover the costs associated with advertising the Lakeland Recreation Center Window Replacements, RP 17808R project for construction.

7. \$ 15,000.00	9938-910083-9475	9938-911083-9474
1 st Parks & Public Facilities Renovations	FY17 Historic Park Facility Renovations (Reserve)	FY17 Historic Park Facility (Active)

This transfer will provide funds to cover the costs for mold and asbestos abatement for the Cylburn Carriage House.

8. \$ 8,000.00	9938-917059-9475	9938-918059-9474
Casino Local Impact Aid	FY17 Recreation Facility Renovation (Reserve)	FY17 Recreation Facility Renovation (Active)

This transfer will provide funds to reconcile the account's deficit.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
9. \$ 150,000.00	9938-911099-9475	
General Fund	Herring Run	
	Stream Stabilization	
	(Reserve)	
400,000.00	9938-911099-9475	
2 nd Parks & Public	" "	
Facilities		
175,000.00	8838-916034-9475	
General Fund	Herring Run Trail	
	Enhancements	
	(Reserve)	
<u>\$ 725,000.00</u>	-----	9938-912099-9474
		Herring Run Stream
		Stabilization
		(Active)

This transfer will provide funds to cover the costs associated with the construction of the Herring Run Emergency Stream Bank Stabilization project to Potts & Callahan, Inc.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
10. \$750,000.00	9910-904986-9587	9910-905151-9588
2 nd Community & Economic Development Bonds	Housing Repair Assistance Program	Critical Repair Program

This transfer will provide funds for the Housing Repair Assistance's Deferred Loan and Emergency Roof Repair Programs. This appropriation is approved in the FY 2019 Ordinance of Estimates.

11. \$100,000.00	9910-919025-9587	9910-907225-9588
General Funds	Central Baltimore Partnership General fund Revenue (Reserve)	Central Baltimore Partnership

This transfer will support Central Baltimore Partnership's efforts to improve commercial corridors by acquiring vacant properties and offering them for redevelopment. Funds will be used to offset acquisition-related costs that are ineligible for State Capital funds.

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. Move Upton, LLC.	808 Edmondson Avenue	F/S	\$ 8,500.00
Move Upton, LLC.	846-848 Edmondson Avenue	F/S	\$55,000.00

Funds are available in account no. 9910-908044-9588-900000-704040, Upton West Site.

2. J & G Property Management, LLC	2233 Henneman Avenue	L/H	\$31,750.00
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Funds are available in account no. 9910-908636-9588-900000-704040, FY16 Whole Block Demolition Site.

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 amount/s.

Dept. of Housing and Community Development - Condemnation

3. Robert H. Paul	1132 W. Saratoga Street	F/S	\$37,000.00
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Funds are available in account no. 9901-908044-9588-900000-704040, Poppleton Project, Phase 4.

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

MINUTES

Health Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the Health Department (BCHD) as Lead Agency for the Baltimore City Early Intervention System (EIS); the State of Maryland, Department of Human Resources/Baltimore City Department of Social Services (BCDSS); and the Baltimore City Board of School Commissioners (BCPS), which collectively comprise the Baltimore Infants and Toddlers Program (BITP). The period of the MOU is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOU establishes the agreed upon roles and responsibilities of the parties, BCHD, BCDSS and BCPS, as it relates to coordinating and facilitating timely early intervention services for infants and toddlers, birth to three years old, with developmental disabilities, and for their families, required by the Individuals with Disabilities ACT (IDEA), and in particular Part C of the Act.

The MOU is late because the Department was waiting for signatures.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Health Department as Lead Agency for the Baltimore City Early Intervention System; the State of Maryland, Department of Human Resources/ Baltimore City Department of Social Services; and the Baltimore City Board of School Commissioners, which collectively comprise the Baltimore Infants and Toddlers Program.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with The Johns Hopkins University, Center for Child and Community Health Research (CCHR). The period of the Agreement is May 1, 2018 through April 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$399,148.00 - 4000-404019-3023-718000-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins University, CCHR, will provide scientific oversight and direction for the design, evaluation, development, and implementation of a study to understand the increase of syphilis among black men who have sex with men.

This Agreement is late because of a delay in the administrative review process.

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 Agreement with The Johns Hopkins University, Center for Child and Community Health Research. The President **ABSTAINED.**

MINUTES

Mayor's Office of Human Services - Non-Construction Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with School Readiness Consulting, LLC. The period of the Agreement is August 15, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$30,077.00 - 1001-000000-1772-512700-603051

BACKGROUND/EXPLANATION:

Head Start is required by 45 CFR Part 1302.92 to implement a research based, coordinated coaching strategy for education staff that assesses strengths, areas in need of support and provide opportunities to be observed, receive feedback and modeling of effective teacher practices directly related to program performance and school readiness goals. School Readiness Consulting, LLC. will provide research based, coordinated coaching and modeling of effective strategies to Head Start teams as outlined in the contract.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with School Readiness Consulting, LLC.

MINUTES

Baltimore Police Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between Anne Arundel County, Maryland (the County) on behalf of the Anne Arundel County Police Department (AAPD), the Baltimore Police Department (BPD) and Mr. Taiwan Jamal Smith. This MOU will extend the period of the original MOU through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - 1001-000000-2041-196500-601062

BACKGROUND/EXPLANATION:

The MOU provides that Mr. Smith, an employee of the County and a sworn AAPD Police Officer with the rank of Lieutenant, will be assigned to the BPD's Media Relations Division. Mr. Smith has served in this role since August 9, 2015 during a one-year leave of absence from the AAPD. The MOU also provides that two BPD detectives will be assigned to the AAPD Narcotics Enforcement Division during the period of the MOU.

During the term, the County will pay Mr. Smith his compensation and benefits as a Police Lieutenant. To induce Mr. Smith to accept this position with the BPD, where he will forego the ability to earn any additional compensation from the County, the BPD will pay Mr. Smith a \$15,000.00 stipend during the period of the term. The BPD will pay the two BPD detectives assigned to the AAPD their compensation and benefits. All other terms and conditions in the original MOU will remain in full force and effect.

MINUTES

Baltimore Police Department - cont'd

On August 10, 2016, the Board approved the original MOU for the period August 10, 2016 through August 30, 2017. The MOU was renewed for an additional one-year period through August 30, 2018. The parties wish to renew and extend the period of the MOU for an additional four months through December 31, 2018.

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 Memorandum of Understanding between Anne Arundel County, Maryland on behalf of the Anne Arundel County Police Department, the Baltimore Police Department and Mr. Taiwan Jamal Smith.

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 Civic Works, Inc. The period of the Grant Agreement is effective upon Board approval for one year unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$49,392.00 - 9910-918171-9588-900000-704047

BACKGROUND/EXPLANATION:

The funds from this program are drawn from Pimlico Local Impact Aid VLT and will be used to recreate and care for vacant, city-owned lots along and near 3100-5400 Park Heights Avenue. The funds will cover the cost of "clean and green" and care of these lots in order to create a robust workforce development program to transform these vacant lots into temporary greening space.

MBE/WBE PARTICIPATION:

N/A

THE TRANSFER OF FUNDS IN THE AMOUNT OF \$49,392.00 WAS APPROVED BY THE BOARD OF ESTIMATES ON AUGUST 29, 2018.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of General Services - Final Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Final Release of Retainage Agreement with Cole Roofing Co., Inc. under GS14819 - Roof Replacement Engine Company #50.

AMOUNT OF MONEY AND SOURCE:

\$11,386.25 - 9920-908205-9208-000000-20001

BACKGROUND/EXPLANATION:

As of April 19, 2017, Cole Roofing Co., Inc. has completed 100% of all work for GS 14819 - Roof Replacement Engine Company #50. Currently, the City is holding \$11,386.25 in retainage for the referenced project, and wishes to release the total amount of \$11,386.25 and has determined that its interests are fully protected.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Final Release of Retainage Agreement with Cole Roofing Co., Inc. under GS14819 - Roof Replacement Engine Company #50.

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 auction proceeds to the owner, Mr. Jawan Armstrong.

AMOUNT OF MONEY AND SOURCE:

\$6,490.00 - 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.

Mr. Armstrong was properly notified that his vehicle was in the Towing Section, the vehicle remained unclaimed. Therefore, the vehicle was sold at auction. The owner has subsequently requested a refund of the excess proceeds from the auction.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved payment by Expenditure Authorization of the refund of excess auction proceeds to the owner, Mr. Jawan Armstrong.

MINUTES

Mayor's Office of Criminal Justice - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with The Family League of Baltimore City, Inc. (Family League). The period of the Agreement is from the date of approval by the Board through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$110,996.00 - 1001-000000-2255-772200-607001
15,750.00 - 1001-000000-6397-482089-601002 (In-kind match)
\$126,746.00

BACKGROUND/EXPLANATION:

The Human Services Article 9-233(e)(1) of the Annotated Code of Maryland provides that the State and the local government will jointly provide funding for an eligible Youth Services Bureau (YSB). The State will provide 75% of the funding for an eligible Youth Services Bureau, as provided in the State budget.

The Local Management Board for Baltimore City is The Family League of Baltimore City, Inc. The Family League, in turn, contracts with Youth Service Bureaus to provide their operational expenses. As such, Baltimore City is required to contribute a 25% match in the amount of \$126,746.00. Of this amount \$110,996.00 will be a cash-match, while \$15,750.00 will be an in-kind match. The in-kind support from the City will fund 12 Youth Workers through the Baltimore City Youth Works program for the summer of 2019. The cash match will fund the East Baltimore YSB and the Northwest Baltimore YSB.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Mayor's Office of Criminal Justice - 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 Agreement with The Family League of Baltimore City, Inc.

MINUTES

Department of Public Works (DPW) - Increase to Master Blanket Purchase Order Nos. P502275 and P502276 for Sludge Heat Drying Services

ACTION REQUESTED OF B/E:

The Board is requested to approve an increase to Master Blanket Purchase Order Nos. P502275 and P502276 for sludge heat drying services to the Patapsco and Back River Wastewater Treatment Plants. This increase will cover the FY'19 cost of these services which are provided by Synagro Technologies.

AMOUNT OF MONEY AND SOURCE:

	<u>P.O. #</u>
\$ 8,391,000.00 - 2070-000000-5501-396864-603053 Service Tipping Fee - Patapsco Wastewater Treatment Plant	P502275
8,698,000.00 - 2070-000000-5501-630064-603053 Service Tipping Fee - Back River Wastewater Treatment Plant	P502276
<u>\$17,089,000.00</u> - Wastewater Utility Funds	

BACKGROUND/EXPLANATION:

The agreement between the City and Synagro Technologies, which sets the fees and contract specifications, was originally approved by the Board on November 15, 2000, amended and renewed for an additional ten year period, and approved by the Board on March 5, 2015. Since this is an internal agreement between the

MINUTES

DPW - cont'd

DPW and Synagro, the Master Blanket Purchase Orders will be used to provide for the funding of the agreement and for making payments. The requested increase is for one year.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved an increase to Master Blanket Purchase Order Nos. P502275 and P502276 for sludge heat drying services to the Patapsco and Back River Wastewater Treatment Plants. The Comptroller **ABSTAINED**.

MINUTES

Employees' Retirement System - Investment Advisory Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Investment Advisory Agreement with Marquette Associates, Inc. The period of this Investment Advisory Agreement is five years upon Board approval with two one-year renewal options.

AMOUNT OF MONEY AND SOURCE:

No General Fund monies are involved in this transaction. All funds and expenses will be expended from the Retirement Saving Plan of the City of Baltimore (RSP) and the City of Baltimore Deferred Compensation Plan. (DCP).

BACKGROUND/EXPLANATION:

Marquette will be providing investment consulting for RSP's and DCP's respective funds, which presently approximate \$394 million on a combined basis.

After conducting an RFP search and interviews, the Board selected Marquette to serve as its investment consultant. Marquette has demonstrated its expertise and ability in providing proficient investment advisory services to the Employees' Retirement System since 2008. Fixed compensation under this 5-year contract with two 1-year renewal options will be set at \$85,000.00.

MBE/WBE PARTICIPATION:

The Minority and Women's Business Opportunity Office (MWBOO) has waived MBE/WBE utilization requirements for this selected source, professional service contract. Please see the attached Agency Pre-Solicitation MBE/WBE Waiver, signed by the MWBOO.

MWBOO GRANTED A WAIVER.

MINUTESEmployees' Retirement System - cont'd

UPON MOTION duly made The Board is approved and the Investment Advisory Agreement with Marquette Associates, Inc. The Comptroller **ABSTAINED**.

MINUTES

Law Department - Fee Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fee Settlement Agreement and Release with the prevailing plaintiff, Greater Baltimore Center for Pregnancy Concerns, Inc. Plaintiff challenged the City's limited Services Pregnancy Ordinance prior to its enforcement in 2010; the Law Department defended the constitutionality of the Ordinance. Ultimately, the United States Court of Appeals for the Fourth Circuit ruled that the Ordinance violated the Plaintiffs right to freedom of speech. Plaintiff is legally entitled to an award of reasonable attorney's fees and costs.

AMOUNT OF MONEY AND SOURCE:

\$1,126,469.60 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

In December 2009, the City Council enacted Ordinance 09-252, codified at Baltimore City Health Code Sections 3-501 to 3-506 and Baltimore City Code Art. I, Sections 4-14, 41-14. The Ordinance sought to protect consumers by requiring each pregnancy center to post a notice in their waiting room disclosing that it does not provide abortion services or certain types of birth-control services. After initial success in the Fourth Circuit in 2013, when the case returned to that court in 2017, it ruled that the evidence that Plaintiff's own advertising offering "Abortion Alternatives" and their reliance upon third party internet referral services that advertise "Abortion" Medical Services" and Morning After Pill" did not provide justification for compelling Plaintiff to post the

MINUTES

Law Department - cont'd

disclosure on its waiting room wall. The Court ruled that the Ordinance violated Plaintiff's First Amendment right to free speech and the United States Supreme Court refused to grant certiorari to review that decision. There was a split among circuit courts on this issue until June of this year when the United States Supreme Court ruled in the case, *NIFLA v. Becerra*, that such disclosure ordinance violates free speech rights.

As the prevailing party in a constitutional rights case. Plaintiff is legally entitled to a reasonable fee and reimbursement of the reasonable costs of litigation. The City's interest would not be served by further litigation and the amount requested reflects a considerable discount in compromise of Plaintiff's fee claim.

The Settlement Committee of the Law Department recommends that the Board of Estimates approve this request to pay \$1,126,469.90 as requested.

The City Solicitor is recused from this case because he was a member of the United States Court of Appeals Fourth Circuit when this case was pending there.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fee Settlement Agreement and Release with the prevailing plaintiff, Greater Baltimore Center for Pregnancy Concerns, Inc. The City Solicitor **RECUSED** himself on this item. The President voted **NO**.

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. NATIONAL TESTING NETWORK, INC. | \$112,500.00 | Selected Source |
| Contract No. 06000 - Police Testing Vouchers - Req. No. 806124 - Baltimore Police Department | | |

The Board is requested to approve funding for testing vouchers to allow for more candidates to apply by using an updated electronic format of aptitude testing, used by police departments nationwide. This NTN FrontLine National Video Test will replace the existing Civil Service Exam. Vouchers for the cost of testing will be provided to Baltimore City residents to encourage the increase in applications. Membership of the National Testing Network will also allow additional applicants to take the test at various electronic testing facilities at their own cost. The above amount is the City's estimated requirement. The period of the award is September 12, 2018 through June 30, 2019.

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

MBE/WBE PARTICIPATION:

On September 4, 2018, MWBOO granted a waiver due to no opportunity to segment services. Only vouchers for testing will be provided under this award.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing selected source Contracts.

MINUTES

Bureau of Procurement - Acceptance of Technical Proposal
and Opening of Price Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposal for B50005328, Baltimore City Shuttle/Transit from the following vendor, and open its package containing its price proposal and MBE/WBE submittal:

Errands Plus, Inc. d/b/a RMA Worldwide
Chauffeured Transportation and RMA Coach

The Board is further requested to reject the technical proposal of Transdev Services, Inc. and return their price proposal, as they were not determined to be a responsible bidder.

AMOUNT OF MONEY AND SOURCE:

N/A (No award recommended at this time)

BACKGROUND/EXPLANATION:

On March 28, 2018, the Board received two proposals for B50005328, Baltimore City Shuttle/Transit. Vendors were solicited by postings on CitiBuy, eMaryland Marketplace, and in local newspapers. The above noted proposal met the City's minimum technical score requirements for price opening, and was determined to be the sole responsive and responsible proposer.

UPON MOTION duly made and seconded, the Board approved acceptance of the technical proposal for B50005328, Baltimore City Shuttle/Transit from the following vendor, and opened its

MINUTES

Bureau of Procurement - cont'd

package containing its price proposal and MBE/WBE submittal Errands Plus, Inc. d/b/a RMA Worldwide Chauffeured Transportation and RMA Coach. The Board further rejected the technical proposal of Transdev Services, Inc. and returned their price proposal, as they were determined not to be a responsible bidder.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
1. Rudolph Chow	91 st Water Environment Federation Technical Exhibition & Conference New Orleans, LA Sept. 29 - Oct. 2, 2018 (Reg. Fee \$725.00)	General Fund	\$2,150.51

The subsistence rate for this location is \$212.00 per night. The hotel cost is \$253.00 per night, plus hotel taxes of \$39.85 per night. The Department is requesting additional subsistence in the amount of \$41.00 per night for hotel costs and \$40.00 per day for meals and incidentals. The registration fee in the amount of \$725.00 was prepaid on a City-issued procurement card assigned to Binta Gallman. Therefore, Mr. Chow will be disbursed \$1,425.51.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

2. Marshall Phillips	91 st Water Environment Federation Technical Exhibition & Conference New Orleans, LA Sept. 30 - Oct. 3, 2018 (Reg. Fee \$950.00)	General Fund	\$2,315.99
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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

The subsistence rate for this location is \$212.00 per night. The hotel cost is \$254.00 per night, plus hotel taxes of \$40.00 per night. The Department is requesting additional subsistence in the amount of \$42.00 per night for hotel costs and \$40.00 per day for meals and incidentals. The registration fee in the amount of \$950.00 was prepaid on a City-issued procurement card assigned to Binta Gallman. Therefore, Mr. Phillips will be disbursed \$1,068.03.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

3. Aaron Little	PMI Global Conference Los Angeles, CA Oct. 5 - 9, 2018 (Reg. Fee \$1,395.00 ea.)	General Funds	\$3,417.20
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The subsistence rate for this location is \$237.00 per night. The cost of the hotel is \$302.00 per night, plus occupancy tax cost of \$42.28 per night, a resort tax in the amount of \$4.20 per night, and a tourism fee in the amount of \$3.02 per night. The Department is requesting additional subsistence of \$260.00 per day and \$40.00 per day for meals and incidentals.

The airfare costs of \$403.96, registration fee \$1,395.00 were prepaid using a City-issued credit card assigned to Binta Gallman. Therefore, the disbursement to Mr. Little is \$1,935.00.

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

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 five work days 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.

Department of Communication Services

4. Simon Etta	Mitel Next Phoenix 2018 User Group Conference Phoenix, AZ Sept. 30 - Oct. 4, 2018 (Reg. Fee \$0.00)	Internal Service	\$ 592.40
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Mitel, the event host is paying for the cost of the hotel and has waived the registration fee for the event. Therefore, the amount to be disbursed to Mr. Etta is \$592.40.

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 five workdays 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.

Police Department

5. Gary Tuggle	Major Cities Chiefs and IACP Annual Fall Conference Orlando, Florida Oct. 4 - 10, 2018 (Reg. Fee \$425.00)	Asset Forfeiture	\$2,552.59
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MINUTES**TRAVEL REQUESTS**

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

The subsistence rate for this location is \$188.00 per night. The cost of the hotel is \$172.00 per night, plus hotel taxes of \$21.50 per night.

The airfare in the amount of \$616.59, the baggage fee of \$50.00 roundtrip, and the registration fee were prepaid on a City-issued credit card assigned to Mr. Tribhuvan Thacker. The Department is requesting additional subsistence in the amount of \$24.00 per day for meals and incidentals. Therefore, Mr. Tuggle will be disbursed \$1,461.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

Baltimore City Office of Information Technology (BCIT)

6. Jet Lu	Microsoft Ignite Conference 2018 Orlando, FL Sept. 23 - 29, 2018 (Reg. Fee \$2,395.00)	General Funds	\$3,966.21
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The subsistence rate for this location is \$188.00 per night. The cost of the hotel is \$159.00 per night, plus hotel taxes of \$19.875 per night.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>BCIT</u> - cont'd			

The airfare in the amount of \$197.96, hotel fees, hotel taxes, and the registration fee were prepaid on a City-issued credit card assigned to Ms. Charmane Baker. The Department is requesting additional subsistence in the amount of \$11.00 per day for meals and incidentals. Therefore, Ms. Lu will be disbursed \$300.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

Department of Planning

7. Jennifer Leonard	Public x Design 2018: From Inclusion to Equity Detroit, Michigan Sept. 23 - 25 (Reg. Fee \$397.96)	Travel Fund	\$1,057.42
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The subsistence rate for this location is \$180.00 per night. The hotel cost is \$145.00 per night, plus hotel taxes of \$21.75 per night. The Department is requesting additional subsistence in the amount of \$5.00 per day for meals and incidentals.

The airfare in the amount of \$185.96, hotel cost in the amount of \$290.00 and registration fee in the amount of \$397.96 were prepaid on Ms. Leonard's personal credit card. Therefore, Ms. Leonard will be disbursed \$1,057.42.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.			
8. William Kelli- brew, IV	Supporting Male Survivors of Violence Cross-Site Visit: Make it Happen Brooklyn, NY Sept. 24 - 26, 2018 (Reg. Fee \$0.00)	Grant Funds	\$1,064.98
The hotel cost of \$523.36 will be paid using a City-issued procurement card assigned to Mr. Steve Radosevich. Mr. Kellibrew will use his personal vehicle to travel to the conference. Therefore, the disbursement to Mr. Kellibrew is \$541.62.			
9. Nzinga Conaway Kimberly Lagree Robert Washing- ton David Baker Gloria Marfo Artez Harris Johnathan Gross Dana Carr	Supporting Male Survivors of Violence Cross-Site Visit: Make it Happen Brooklyn, NY Sept. 24 - 26, 2018 (Reg. Fee \$0.00)	Grant Funds	\$8,519.84

MINUTES**TRAVEL REQUESTS**

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

The hotel cost of \$523.36 and the transportation costs of \$98.00 will be paid using a City-issued procurement card assigned to Mr. Steve Radosevich for each employee. Therefore, the disbursement to each above-listed attendee is \$340.02.

Fire and Police Employees' Retirement System

10. McKinley Smith	2018 Public Safety Employees' Pension & Benefits Conference Las Vegas, NV Oct. 27 - Nov. 3, 2018 (Reg. Fee \$700.00)	Special Funds - Fire & Police	\$2,072.47
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The subsistence rate for this location is \$170.00 per night. The cost of the hotel is \$189.00 per night, plus a hotel tax of \$25.29 per night, and a hotel resort fee of \$38.55 per night for October 28 - 30, 2018. Mr. Smith will pay for the additional days from October 31, 2018 through November 2, 2018 of his stay in Las Vegas.

The registration fee in the amount of \$700.00 was prepaid by check from the Bank of New York Mellon to the National Conference on Public Employees' Retirement Systems. The Department is requesting additional subsistence in the amount of \$19.00 per day for the hotel and \$40.00 per day for meals and incidentals.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

Department of Transportation

11. Matthew Warfield	National Association of City Transportation Officials Designing Cities 2018 Conference Los Angeles, CA Sept. 30 - Oct. 5, 2018 (Reg. Fee \$770.00)	General Funds	\$2,494.30
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The subsistence rate for this location is \$237.00 per night. The cost of the hotel is \$210.32 for September 30, 2018, \$254.32 per night for October 1 - 2, 2018, and \$245.52 for October 3, 2018, plus total hotel taxes of \$151.52. Mr. Warfield extended his stay in Los Angeles through October 5, 2018 and will personally incur the cost for the additional day.

The registration fee in the amount of \$770.00 was prepaid by Expenditure Authorization No. EA 000313721. The Department is requesting additional subsistence in the amount of \$17.32 per day for October 1 - 2, 2018 and \$8.52 for October 3, 2018 for the hotel; \$13.32 for September 30, 2018 and \$40.00 per day for October 1 - 3, 2018 for meals and incidentals. Therefore, the disbursement to Mr. Warfield is \$1,724.30.

MINUTES**TRAVEL REQUESTS**Department of Transportation - cont'd

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence 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.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Travel Requests. The Comptroller **ABSTAINED** on Item Nos. 4 and 10. The Director of Public Works **ABSTAINED** on Item No. 1.

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 receipts and opening of bids on the following contracts. There were no objections.

1. Department of Public Works - SC 940 Hydraulic Improvements to the High Level Sewershed Collection System
BIDS TO BE RECV'D: 09/12/2018
BIDS TO BE OPENED: 09/12/2018

2. Department of Procurement - Aftermarket Parts for Heavy Trucks and Equipment
BIDS TO BE RECV'D: 09/12/2018
BIDS TO BE OPENED: 09/12/2018

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

MINUTESBureau of Procurement

- B0005363 Tree Maintenance
Services

Forest Valley Tree & Turf, LLC.
Pittman

Bureau of Procurement

- B0005417 Tow Trucks with Self
Loaders

Beltway International, LLC.

Bureau of Procurement

- B50005499 37-Foot Bucket Truck

Altec Industries, Inc.
Beltway International, LLC.

Bureau of Procurement

- B50005328 Baltimore City
Shuttle/Transit Services

Errands Plus, Inc. t/a RMA Worldwide

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday September 26, 2018.



JOAN M. PRATT
Secretary