

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
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The February 06, 2019 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of the -- these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the Memorandum from my office dated February 4, 2014 -- I mean 2019, 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: "Move approval, Mr. President."

Comptroller: "I Second."

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

* * * * *

MINUTES

Police Department - Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Intergovernmental Agreement between the Mayor and City Council of Baltimore acting by and through the Police Department of Baltimore City and the Office of the State's Attorney for Baltimore City. The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$518,734.00 - 5000-510619-2023-744600-603026

BACKGROUND/EXPLANATION:

On October 3, 2018, the Board approved acceptance of a grant award for the "Maryland Criminal Intelligence Network." (MCIN) grant, from the Governor's Office of Crime Control and Prevention in the amount of \$859,394.00. A portion of the funds were allocated to the Office of the State's Attorney for Baltimore City. The MCIN Program funds will be used to provide personnel, equipment, contractual services and other expenses as detailed in the Grant Application and Budget.

The Intergovernmental Agreement is late because of the administrative review process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement between the Mayor and City Council of Baltimore acting by and through the Police Department of Baltimore City and the Office of the State's Attorney for Baltimore City.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

589

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/</u>	<u>TO ACCOUNT/</u>
<u>Baltimore City Office of Information Technology (BCIT)</u>		
1. \$200,000.00	9903-925025-9117	9903-927025-9116
General Fund	Upgrade Storage	Upgrade Storage
Revenue	Hardware	Hardware

This transfer will provide funds for the Upgrade Storage Hardware Project. The transfer will be used by BCIT to replace the legacy enterprise storage hardware infrastructure that currently is five years old and 100% over utilized. The City's growing storage demands have out-paced the current infrastructure storage hardware.

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2018 through June 30, 2019, unless otherwise indicated.

1. **THE JOHNS HOPKINS UNIVERSITY** **\$106,612.00**

Account: 5000-569719-3023-273335-603051

The organization will provide outpatient services, which includes screening, assessments, diagnosis and/or treatment of drug or alcohol use disorders.

MWBOO GRANTED A WAIVER.

2. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 17,500.00**

Account: 5000-569719-3023-273360-603051

The organization will provide limited short-term assistance to support emergency, temporary or transitional housing to enable a client or family to gain and maintain outpatient/ambulatory health services. Housing related referral services will include assessments, search placement advocacy, and the fees associated with these services.

3. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$ 10,000.00**

Account: 5000-569719-3023-273362-603051

The organization will provide medical non-emergency transportation services that enable eligible clients to access or be retained in core medical or support services. Medical transportation may be provided through the use of a company vehicle to provide transportation services, contracts with providers of transportation services and the purchase and distribution of MTA tokens or monthly bus passes to clients as needed.

MINUTES

Health Department - cont'd

4. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** \$ 10,500.00

Account: 5000-569719-3023-273321-603051

The organization will provide interpretation and translation services, oral and or written to Ryan White eligible clients. Clients will be referred from in-house primary care services and other local and community resources. The target areas for Spanish speaking patients will be the Brooklyn and Curtis Bay communities. Services will be provided as needed to facilitate communication between the provider and client and/or support delivery of Ryan White HIV/AIDS Program eligible services.

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

5. **SINAI HOSPITAL OF BALTIMORE, INC.** \$54,062.00

Account: 5000-569719-3023-273364-603051

The organization will provide psychosocial support services to assist eligible people living with HIV to address behavioral and physical health concerns. These services will include bereavement counseling, child abuse and neglect counseling, HIV support groups, nutrition counseling provided by a nonregistered dietitian, and pastoral care/counseling services.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

6. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$125,368.00**

Account: 5000-569719-3023-273363-603051

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

MWBOO GRANTED A WAIVER.

7. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$163,913.00**

Account: 5000-569719-3023-273361-603051

The organization will provide a wide range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care continuum.

MWBOO GRANTED A WAIVER.

8. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 5,000.00**

Account: 5000-569719-3023-273323-603051

The organization will provide medical non-emergency transportation services that enable eligible clients to access or be retained in core medical or support services. Medical transportation may be provided through the use of a company vehicle to provide transportation services, contracts with providers of transportation services and the purchase and distribution of MTA tokens or monthly bus passes to clients as needed.

MINUTES

Health Department - cont'd

9. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$220,272.00**

Account: 5000-569719-3023-273320-603051

The organization will conduct Traditional Outreach, Health Education Risk Reduction, and Early Intervention Services. This will include the provision of targeted HIV testing to help clients who are unaware of their HIV status, receive referrals to HIV care and treatment if found to be HIV infected.

MWBOO GRANTED A WAIVER.

10. **JOHNS HOPKINS BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$290,680.00**

Account: 5000-569719-3023-273329-603051

The organization's Bloomberg School of Public Health will provide Early Intervention Services for vulnerable populations: women, sex workers, minority women, and women living with HIV. Targeted testing services will be provided to help those who are unaware of their HIV status, receive referrals to HIV care and treatment if found to be HIV infected.

MWBOO GRANTED A WAIVER.

11. **THE JOHNS HOPKINS UNIVERSITY** **\$375,989.00**

Account: 5000-569719-3023-273333-603051

The organization will provide Outpatient Ambulatory Health Services, as well as diagnostic and therapeutic services provided directly by a licensed health care provider with experience in treatment of patients with HIV disease.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

12. **THE JOHNS HOPKINS UNIVERSITY** **\$663,180.00**

Account: 5000-569719-3023-273338-603051

The organization will provide Mental Health (psychological and psychiatric) screening, assessment, diagnosis, treatment, and counseling services with clients living with HIV.

MWBOO GRANTED A WAIVER.

13. **THE JOHNS HOPKINS UNIVERSITY** **\$213,089.00**

Account: 5000-569719-3023-273332-603051

The organization's Moore Clinic will provide a range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care continuum.

MWBOO GRANTED A WAIVER.

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

MINUTES

Health Department - cont'd

14. **THE JOHNS HOPKINS UNIVERSITY** **\$550,430.00**

Account: 5000-569719-3023-273394-603051

The organization's Center for Child & Community Health Research will coordinate, manage, evaluate and provide oversight of the PrEP Implementation-Data2Care-Evaluation and Targeted Highly-Effective Interventions to Reverse the HIV Epidemic projects. The organization will also provide support of social innovation/social marketing activities including Baltimore in Conversation, #Project Presence, Baltimore in Action, and other activities conducted throughout the project period.

MWBOO GRANTED A WAIVER.

15. **PLANNED PARENTHOOD OF MARYLAND, INC. (PPM)** **\$200,000.00**

Account: 5000-530019-3080-595800-603051

The PPM will provide comprehensive women's health for clients based on guidelines developed by the Centers for Disease Control and Prevention. The PPM will identify and develop clinical partnerships with community providers of primary care, behavioral health, and other social services to fill gaps in care. PPM will also increase community outreach and begin neighborhood canvassing in target areas.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

16. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$131,000.00**

Account: 4000-408019-3100-295900-603051

The University of Maryland, Baltimore will provide training to the Department's school Based Health Center nursing staff on the use of telemedicine technology. The organization will also provide acute medical care to children who are enrolled in the identified School Based Health Center. The period of the agreement is October 1, 2018 through September 30, 2019.

MWBOO GRANTED A WAIVER.

17. **HEALTHCARE ACCESS MARYLAND, INC.** **\$ 15,695.00**
(HCAM)

Account: 1001-000000-3023-274004-603051

The Healthcare Access Maryland, Inc. will collaborate with the Department's Needle Exchange program on a special project called "The Block Project." These services will take place from 7:00 p.m. to 11:00 p.m. each Thursday of the month during the agreement period. The HCAM will provide an outreach worker on the van during "The Block Project" to assist clients with applying for health insurance benefits; this includes screening clients for eligible services including completing a health insurance questionnaire.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED** on item nos. 1, 10, 11, 12, 13, and 14.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Behavioral Health System Baltimore, Inc. (BHSB). The period of the Agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 5000-531119-3070-518500-603051

BACKGROUND/EXPLANATION:

On August 8, 2018, the Board approved the Intergovernmental Agreement (IGA) with the State of Maryland, Department of Public Safety and Correctional Services/Division of Parole and Probation (DPSCS/DPP) in the amount of \$400,000.00 for the period of July 1, 2018 through June 30, 2019.

The IGA established the terms and conditions of the Grant Award from the DPSCS/DPP for the purpose of funding the BHSB to contract with providers for substance abuse treatment services.

The BHSB will administer substance abuse treatment services to certain offenders in the criminal justice system.

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

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 and authorized execution of the agreement with Behavioral Health System Baltimore, Inc.

MINUTES

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the United States Food and Drug Administration/Association of Food and Drug Officials (AFDO). The period of the Grant Award is May 6, 2019 through May 9, 2019.

AMOUNT OF MONEY AND SOURCE:

\$2,701.00 - 4000-430119-3021-271300-406001

BACKGROUND/EXPLANATION:

The Department received a grant from the AFDO to provide funding for the Acting Assistant Commissioner for Environmental Health to attend the Managing Retail Food Safety Training in Rosemont, Illinois.

The course is designed to further the attendee's knowledge, skills, and abilities to provide stronger leadership to staff who conduct retail food services inspections. The training will prepare the attendee to train the Department's Environmental Inspection Services staff upon return from the conference. The attendee will receive additional training in using Hazard Analysis and Critical Control Points Systems to identify risk factors and explore methods of application, new tools and equipment, and food safety software.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the United States Food and Drug Administration/Association of Food and Drug Officials.

MINUTES

Health Department - Services Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Services Award Agreement with the Maryland Family Network (MFN). The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$553,197.00 - 4000-475919-3080-294600-404001
138,311.00 - 1001-000000-3080-288500-603051
\$691,508.00

BACKGROUND/EXPLANATION:

This agreement will provide funds to the Department for an Early Head Start (EHS) Center. This agreement with MFN outlines the terms and conditions for the Department, as fiscal administrator, to coordinate and provide an EHS program offering comprehensive services to pregnant women and children under age three and their families.

The purpose of the EHS is to strengthen families by focusing on child development and school readiness, family development, community building, and the EHS staff development. The EHS program provides services including, but not limited to, center-based and home-based participant activities, parenting services, licensed on-site childcare and child development services, health and nutrition education and counseling, employment training and assistance.

The agreement is late because budget revisions delayed processing.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Services Award Agreement with the Maryland Family Network.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement with the Baltimore City Public Schools' Board of School Commissioners. The period of the agreement is July 1, 2018 through June 30, 2019 with the option to extend the period of agreement for two additional one-year periods.

AMOUNT OF MONEY AND SOURCE:

\$488,861.00 - 6000-624919-3100-295900-406001

BACKGROUND/EXPLANATION:

The Baltimore City Public School System, with the assistance of the Baltimore City Health Department, will continue to provide School Health Suite services to students.

The agreement is late because the Department was waiting for signatures from the Baltimore City Board of School Commissioners.

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 execution of the agreement with the Baltimore City Public Schools' Board of School Commissioners.

MINUTES

Office of the City Council - 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 to allow Mr. Zeke Cohen and staff to continue to solicit donations for a Southeast Community Association Neighborhood Fund. The period of the campaign will be effective upon Board approval through January 31, 2020.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community and the general population. 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 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.

Neighborhood associations are critical components of healthy communities that play a positive role in actively engaging community members in community-related initiatives, concerns and events. Recognizing the importance of how neighborhood associations are struggling to increase their monthly participation due to challenges in access to translation services, childcare services, and other services that would provide support for other residents to actively participate in these meetings.

MINUTESOffice of the City Council - cont'd

The lack of these services leaves out many residents from the Latino community and working parents from being actively involved with their neighborhood associations.

The Office would like to work with the Southeast Community Development Corporation to start a neighborhood fund that neighborhood associations in the First District would be able to use to pay for these services to increase the overall monthly participation and better represent underserved populations.

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 to allow Mr. Zeke Cohen and staff to continue to solicit donations for a Southeast Community Association Neighborhood Fund. The President **ABSTAINED**.

MINUTES

Mayor's Office of Criminal Justice - Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Provider Agreement with Harbor Hospital, Inc. d/b/a MedStar Harbor Hospital (MedStar Harbor Hospital). The period of the Provider Agreement is February 6, 2019 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$82,000.00 - 2026-000000-2251-731900-601009

BACKGROUND/EXPLANATION:

MedStar Harbor Hospital will provide the services of two Hospital Responders to implement the Safe Streets Hospital Responder Program in the Cherry Hill Safe Streets site to reduce readmission of patients with a violence related injury, especially gun and knife related injuries. The Responders will implement strategies to reduce violence related to injury readmission, intervene in scenarios of retaliation, and support the wrap around services offered by MedStar Harbor Hospital.

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 Provider Agreement with Harbor Hospital, Inc. d/b/a MedStar Harbor Hospital.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreement with The Family Tree, Inc. The period of the CDBG agreement is January 1, 2019 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$34,845.00 - 2089-208919-5930-666826-603051

BACKGROUND/EXPLANATION:

The purpose of this CDBG Agreement is to provide CDBG funds to subsidize operating costs. The funds will support The Family Tree Inc.'s Clearinghouse Parenting for Success Initiative in order to provide a triage model of support services along a continuum of need to low to moderate-income families to prevent child abuse and neglect within Baltimore City.

On August 8, 2018, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2018 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

The Department began negotiating and processing the CDBG agreements effective July 1, 2018 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, this agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Community Development Block Grant Agreement with The Family Tree, Inc.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements</u>			

- | | | | |
|--------------------|---------------------|-----|-------------|
| 1. Brenda Ethridge | 2707 Fenwick Avenue | F/S | \$27,000.00 |
|--------------------|---------------------|-----|-------------|

Funds will be drawn from account no. 9910-904326-9588-900000-704040, Fenwick/Hugo/28th Street Project Area.

On March 28, 2018, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 2707 Fenwick Avenue, Baltimore, Maryland in the amount of \$24,000.00, based upon the higher of two independent appraisal reports. The Defendant provided a report appraising the property interest at \$70,000.00. The parties participated in mediation and agreed to a settlement amount of \$51,000.00. Thus, the Board is requested to approve an additional \$27,000.00 (\$51,000.00 less the previous approval amount of \$24,000.00).

- | | | | |
|------------------------------------|-----------------------|-----|-------------|
| 2. Land Resources Associates, Inc. | 1406 Whitelock Street | F/S | \$12,000.00 |
|------------------------------------|-----------------------|-----|-------------|

Funds will be drawn from account no. 9910-908044-9588-900000-704040, FY16 Whole Block Demolition area.

On August 28, 2018, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 1406 Whitelock Street, Baltimore, Maryland in the amount of \$8,000.00, based upon the higher of two independent appraisal reports. The Defendant provided a report appraising the property at \$39,850.00. The parties participated in mediation and agreed to a settlement amount of \$20,000.00. Thus, the Board is requested to approve an additional \$12,000.00 (\$20,000.00 less the previous approval amount of \$8,000.00).

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements - cont'd</u>			
3. Fulton 200, LLC	2005 Greenmount Avenue	L/H	\$10,700.00

Funds will be drawn from account no. 9910-905640-9588-900000-704040, FY17 Core Demo Project Area.

On June 8, 2018, the City filed a condemnation action to acquire the Leasehold interest in the real property located at 2005 Greenmount Avenue, Baltimore, Maryland in the amount of \$10,300.00, based upon the higher of two independent appraisal reports. The Defendant provided a report appraising the property at \$35,000.00. The parties reached a settlement in advance of a Pre-Trial Conference and agreed to a settlement amount of \$21,000.00. Thus, the Board is requested to approve an additional \$10,700.00 (\$21,000.00 less the previous approval amount of \$10,300.00).

4. S. Goldberg Custodian, LLC	1315 Myrtle Avenue	G/R	\$ 80.00
-------------------------------	--------------------	-----	----------

Funds will be drawn from account no. 9910-908044-9588-900000-704040, Upton Ball Fields Urban Renewal Plan area.

On June 13, 2018, the City filed a condemnation action to acquire the Ground Rent interest in the real property located at 1315 Myrtle Avenue, Baltimore, Maryland in the amount of \$800.00, based upon the higher of two independent appraisal reports. The parties agreed to a settlement amount of \$880.00. Thus, the Board is requested to approve an additional \$80.00 (\$880.00 less the previous approval amount of \$800.00).

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
-----------------	-----------------	-----------------	---------------

Law Department - Payments of Settlements - cont'd

UPON MOTION duly made and seconded, the Board approved the Payments of Settlements.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 12 to Murphy & Dittenhafer, Inc., under Project No. 1234, On-Call Architectural Design Services. The period of the Task Assignment is approximately nine months.

AMOUNT OF MONEY AND SOURCE:

\$93,908.29 - 9938-907075-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include engineering services for the Construction Administration of Catherine/ABC Park.

MBE/WBE PARTICIPATION:

MBE: 26.95%

WBE: 21.59%

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

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$100,000.00	9938-906275-9475	9938-907075-9474
1 st Parks & Public Facilities	Park Building Renovations (Reserve)	Park Building Renovations (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task No.12 to Murphy & Dittenhafer, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 12 to Murphy & Dittenhafer, Inc., under Project No. 1234, On-Call Architectural Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

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

1. **VOLUNTEERS OF AMERICA CHESAPEAKE, INC.** **\$1,548,433.97**

Account: 1001-000000-3572-781800-603051

Volunteers of America Chesapeake, Inc. will utilize the funds to operate a men's emergency overnight overflow shelter. Services will include shelter and support services and transportation to an identified location in the morning and daily transportation back to the facility in the evening for up to 124 homeless men each night. The funds will cover the salaries and operating costs for managing the shelter and associated program costs. The period of the agreement is October 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

2. **HEALTHCARE FOR THE HOMELESS, INC.** **\$ 825,597.00**

Account: 4000-407018-3573-757900-603051

Healthcare for the Homeless, Inc. will use funds to cover personnel costs for case management services for 52 formerly homeless individuals living in their permanent supportive housing program. Funds will also be used to cover rental assistance. The period of the agreement is October 1, 2018 through September 30, 2019.

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

3. **MARIAN HOUSE, INC.** **\$ 30,692.50**

Account: 4000-407017-3571-758400-603051

Marian House, Inc. will provide supportive services to 19 formerly homeless, low-income households who are part of their permanent housing program. The period of the agreement is December 1, 2018 through November 30, 2019.

The agreements are late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of Human - Non-Retiree Employment Agreement
Services (MOHS)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Non-Retiree Employment Agreement with Dana Williams. The period of the agreement is February 6, 2019 through February 5, 2020.

AMOUNT OF MONEY AND SOURCE:

\$60,126.00 - 5000-586219-1191-594700-603018
(Not to Exceed)

BACKGROUND/EXPLANATION:

Ms. Williams will serve as a Consultant for MOHS to assist with the Community Action Partnership (CAP) to establish and maintain a coordinated approach to the delivery of financial assistance programs on an ongoing basis throughout the year to support internal collaboration amongst Community Action Partnership, MOHS and other departments.

Ms. Williams will collaborate with community partners to ensure the delivery of CAP financial assistance programs such as Eviction Prevention, Money Smart and Volunteer Income Tax Assistance and that low-income participants are provided the necessary resources to become self-sufficient.

This will be consistent with requirements set forth in 45 CFR 96.90, outlining the purpose of the Community Services Block Grants and Organizational Standards Module 1; Individuals and families with low incomes are stable and achieve economic security.

APPROVED FOR FUNDS BY FINANCE

MINUTES

MOHS - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Non-Retiree Employment Agreement with Dana Williams.

MINUTES

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Rummel, Klepper & Kahl, LLP, under Project No. 1217, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$2,500,000.00 - Increase in the upset limit

BACKGROUND/EXPLANATION:

On April 1, 2015, the Board approved the original three-year agreement with Rummel, Klepper & Kahl, LLP in the amount of \$2,000,000.00 which provided for engineering design services in connection with projects included in the Capital Improvement Plan and other transportation infrastructure related projects. On December 6, 2017, the Board approved Amendment No. 1 for a one-year time extension and an increase to the upset limit by \$1,000,000.00 to fully complete extra work and efficiently staff these projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines. The Department is now requesting a two-year time extension and an increase to the upset limit by \$2,500,000.00 to continue staffing for ongoing capital projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines. This approval will increase the upset limit to \$5,500,000.00 and revise the expiration date to March 31, 2021.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article No. 5, Subtitle 28 of the Baltimore City Code and MBE AND WBE goals established in the original agreement.

MBE: 27%

WBE: 10%

AUDITS NOTED THE INCREASE IN THE UPSET LIMITS AND THE TIME EXTENSION, AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with Rummel, Klepper & Kahl, LLP., under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP under Project 1249, On-Call Bridge Design Services. The period of the Task Assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$160,177.82 - 1001-000000-5010-384200-603026

BACKGROUND/EXPLANATION:

This task will allow for assisting the Department of Transportation with clean up associated with the emergency project for the retaining wall supporting the southern half of 26th Street between Calvert and Hunter Streets, but also to provide design engineering services as well as designing a permanent retaining wall and laying out the new sidewalk and railing associated with this work. The Consultant will also provide on-site support of field operations and project coordination.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has not met the MBE goals at this time. However, they have the capacity to meet the goals required.

MINUTES

Department of Transportation - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 4 to Rummel, Klepper & Kahl, LLP under Project 1249, On-Call Bridge Design Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 23 to A. Morton Thomas and Associates, Inc. Consultant, under Project 1217, On-Call Construction Project Management. The period of the Task Assignment is approximately ten months.

AMOUNT OF MONEY AND SOURCE:

\$134,399.81 - 9962-906072-9562-900020-705032

BACKGROUND/EXPLANATION:

This authorization will provide the Department of Transportation Conduit Division with a Public Works Inspector II for Conduit Capital Maintenance Construction Contracts TR 16019, Conduit Systems Reconstruction at Various Locations Citywide Job Order Contract and the upcoming TR 18014, Conduit Systems Contracts.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals established in the established in the original agreement. They have achieved 26.00% MBE and 11.00% WBE goals.

MBE: 27.00%

WBE: 10.00%

APPROVED BY MWBOO ON 11/20/2018.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board **DEFERRED** the assignment of Task No. 23 to A. Morton Thomas and Associates, Inc. for one week.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

625 - 630

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES**EXTRA WORK ORDERS**

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

Department of Public Works/Office
of Engineering and Construction

- | | | | | |
|---|----|------|--------------------------|------------|
| 1. EWO #001, \$0.00 - WC 1120, Guilford Water Pumping Station Rehabilitation Design | | | | |
| \$18,942,500.00 | \$ | 0.00 | Allan Myers, MD,
Inc. | 33
Days |
| | | | | 55% |

The Office of Engineering and Construction requests a time extension of 33 calendar days as a result of Baltimore Gas & Electric (BGE) design delays. This was reviewed by the Project Controls Office and it was determined that there was an excusable delay due to BGE design delays. However, at the same time the contractor experienced an inexcusable delay, which involved the submittal, fabrication, and delivery of the centrifugal pumps. The Office of Engineering & Construction determined it would grant a time extension for the difference between the excusable BGE delay, and the inexcusable pump delays. As per Project Controls review report dated January 31, 2018, the difference between the BGE and centrifugal pump delays is 33 calendar days.

The project scope includes construction phase engineering and inspection assistance services for the proposed installation of a temporary sodium hypochlorite feed facility, replacement of four existing pumps and ancillary equipment, construction of new electrical and hypochlorite building, installation of a second BGE feeder, installation of a new substation and Motor Control Center, a new bridge building crane, a new heating ventilation & air conditioning (HVAC) system, refurbishment of

MINUTES

EXTRA WORK ORDERS

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

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

the existing pump station, installation of new yard piping, site landscaping, and permeable driveway pavement and rain gardens. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

MBE/WBE PARTICIPATION:

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 17% MBE and 5% WBE goals established in the original agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

- 2. EWO #007, \$194,615.04 - SC 882, Enhanced Nutrient Removal at the Back River Waste Water Treatment Plant Project 2-Activated Sludge Plant No. 4

\$284,564,665.00	\$ 966,116.13	Archer Western	0	0
		Contractors, LLC		

The schedule for the SC 918S Head Works Improvements and Wet Weather Flow Equalization project required construction of a combined surcharge pile to cover the areas for Surcharge A and Surcharge B simultaneously rather than construction of one after the other, as was originally planned.

In order to construct the two piles simultaneously, it was necessary to have 50,000 cubic yards of additional

MINUTES**EXTRA WORK ORDERS**

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

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

soil placed, beyond the amount available in the surcharge area. This negotiated lump sum settlement for the additional cost of loading and trucking and placing 50,000 cubic yards of soil from the SC 882 site to the SC 918S site has been reviewed by the Engineer and found to be acceptable. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

The scope of services is to provide construction administration services to assist the City for the Enhanced Nutrient Removal at the Back River Wastewater Treatment Plant Project 2, Activated Sludge Plant No. 4.

MBE/WBE PARTICIPATION:

The Contractor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code. The goals of this project are 27% MBE and 10% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

EXTRA WORK ORDERS

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

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

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 85,755.18	9956-904557-9549	
State	Biological Nutrient	
Revenue	Removal ENR	
62,214.53	" "	
County		
Revenue		
62,214.53	" "	
<u>Revenue Bonds</u>		
\$210,184.24	-----	9956-905565-9551-2
SC 882 ENR @ Back		Extra Work
River PH II		

This transfer will cover the costs of SC 882, Enhanced Nutrient Removal at the Back River Waste Water Treatment Plant Project 2-Activated Sludge Plant No. 4.

MINUTES**EXTRA WORK ORDERS**

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

<u>Contractor</u>

Department of Transportation/
DOT Engineering and Constr.

4. EW0 #006, \$0.00 - TR 17006, Urgent Need Contract Citywide II
\$1,196,735.50 \$1,808,176.71 P. Flanigan 210 -
& Sons, Inc. Days

This authorization is requested on behalf of the Department's TEC Division and provides for a 210-day non-compensable time extension. The Board has approved one previous time extension for a total of 180 days, which included a completion date of January 5, 2019. This second request will result in a completion date of August 3, 2019.

The extra time is needed to complete the final phase of the ongoing weather and temperature sensitive emergency repair work along Frederick Avenue, which was impacted by the recent severe flash flood. With the construction season coming to an end, the 210-day non-compensable time extension will allow for the final phase of this work to be completed. An Engineer's Certificate of Completion of Work has not been issued.

MWBOO SET GOALS OF 22% FOR MBE AND 9% FOR WBE.

APPROVED BY MWBOO

5. **TRANSFER OF FUNDS**

AMOUNT	FROM ACCOUNT/S	TO ACCOUNT/S
\$15,000.00	9950-956002-9515	9950-916005-9514
GF (HUR)	Construc. Reserve	Resurfacing Urgent
	Resurfacing JOC -	Needs Citywide
	Urgent Needs	

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

This transfer will cover the deficit and other costs related to Project No. TR 17006, Urgent Needs Contract Citywide II.

Department of General Services

6. EWO #005, \$66,574.02 - GS 16804, Eastern Clinic Renovations on 1200 E. Fayette				
\$2,742,100.00	\$23,898.47	E. Pikounis Construction Co., Inc.	21	63%

The Baltimore City Health Department designed the cabling specifications for the renovation project at 1200 E. Fayette Street. Upon the start of construction, it was identified by the Health Department that technological advances in cabling had occurred. The Health Department requested an upgrade from the originally specified cabling to CAT 6 cabling at this building. This extra work request will compensate the Contractor for the cost of this upgrade.

The previous completion date for the contract was March 1, 2019. The new completion date is March 22, 2019.

The Contractor has committed to achieve the goals set up for the project.

APPROVED BY MWBOO.

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. HACH REAGENTS | \$ 0.00 | Renewal |
| Cooperative Contract WSSC #6369 - Hach Reagents - Department of Public Works - P.O. No. P545870 | | |

On November 9, 2016, the Board approved the initial award in the amount of \$200,000.00. This contract is for chemical reagents and consumables, which must be used for water quality instrumentation. The award contained three renewal options. Two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period February 23, 2019 through February 22, 2020.

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

MBE/WBE PARTICIPATION:

Not applicable. This is a sole source contract for chemical reagents and consumables, which must be used in the water quality instrumentation.

- | | | |
|---|---------------|---------|
| 2. LORENZ LAWN AND LANDSCAPE, INC. | \$ 569,792.00 | Renewal |
| Contract No. B50004022 - Mowing Maintenance and Landscaping Services for Clusters - Department of Recreation and Parks - P.O. No. P534084 | | |

On December 16, 2015, the Board approved the initial award in the amount of \$569,792.00. The award contained four 1-year renewal options. Two renewal options have been exercised.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

4. FIRST POTOMAC ENVIRONMENTAL
CORP, INC.
C & W CONSTRUCTION COMPANY,
INC.
JB CONTRACTING, INC.

\$1,500,000.00

Increase

Contract No. B50004813 - Interior Renovation, Carpentry and
Associated Trades - Department of General Services - P.O.
Nos. P538422, P538421 and P538420

On February 1, 2017, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 1-year renewal options. On March 21, 2018, the Board approved an increase in the amount of \$1,500,000.00. This increase in the amount of \$1,500,000.00 is necessary due to higher usage arising out of renovations to City-owned facilities. The contract expires on February 5, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 20, 2016, MWBOO set goals of 27% MBE and 10% WBE. On October 29, 2018, all vendors were found in non-compliance. Award is recommended subject to all vendors meeting with MWBOO to come up with a plan to come into compliance 10 days from date of Board approval.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

Due to the urgent nature of these services, entered into as an emergency contract upon default of the prior provider no MBE/WBE participation goals were formally set.

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

MINUTES

Department of General Services - Rescission of Notice of Letting
for Contract No. GS 15804

ACTION REQUESTED OF B/E:

The Board is requested to rescind the Notice of Letting (NOL) for Contract No. GS 15804, Police Headquarters Fire Alarm System Replacement.

AMOUNT OF MONEY AND SOURCE:

No funds are required.

BACKGROUND/EXPLANATION:

On December 19, 2018, the Board approved the NOL for Contract No. GS 15804 to be advertised on December 21, 2018. The Department requests permission to rescind the NOL at this time for further review of the contract documents, plans and specifications.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the rescission of the Notice of Letting for Contract No. GS 15804, Police Headquarters Fire Alarm System Replacement.

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:

G & W Trucking Corporation	\$ 520,000.00
Northeast Remsco Construction, Inc.	\$237,000.000.00
(Work Capacity Rating Underwritten by Blanket Guarantee of \$237,000,000.00 from the Parent Company, Jag Companies, Inc.)	

2. Prequalification of Architects and Engineers

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

CST Engineering, Inc.	Engineer
KCI Technologies, Inc.	Engineer Construction Management Landscape Architect Property Line Survey
MA Engineering Consultants, Inc.	Property Line Survey
T.Y. LIN International	Engineer

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

MINUTES

Department of Public Works/Office - Amendment No. 3 to the
of Engineering and Construction Agreement for Sanitary
Contract No. 920

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to the Agreement with Johnson, Mirmiran & Thompson, Inc., under Sanitary Contract No. 920, Improvements of the Gwynns Falls Sewershed Collection System Area. The Amendment No. 3 will extend the period of the agreement through December 15, 2019 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 73,436.02 - Wastewater Revenue Bonds
128,733.41 - County Grants
\$202,169.43 - 9956-904623-9551-900020-702064

BACKGROUND/EXPLANATION:

On October 7, 2015, the Board approved Amendment No. 1 to add additional scope of work to the contract.

On January 25, 2017, the Board approved Amendment No. 2, to extend the period of the agreement for two years through February 15, 2019.

Under the terms of Amendment No. 3 to the Agreement, the Designer will continue to assist the City during construction to oversee that the work performed by the Contractor is completed, in accordance with the design and as specified in the contract documents.

Under the scope of the original agreement, the Designer will review and provide written response/recommendations to Request for Information, conduct field investigations of construction

MINUTES

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

problems, review and provide written recommendations for Proposed Change Order from the Contractor, attend all project meetings, review Close Circuit Television, and update recording drawings (as-built drawings) and Geographic Information Systems.

All other terms and conditions of the original agreement, as amended, remain unchanged.

MBE/WBE PARTICIPATION:

The Contractor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 9% WBE goals assigned to the original agreement.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 3 to the Agreement with Johnson, Mirmiran & Thompson, Inc., under Sanitary Contract No. 920, Improvements of the Gwynns Falls Sewershed Collection System Area.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004, to Arm Group, Inc. The original contract will expire on January 13, 2022. The duration of the Task Assignment is 2.5 years.

AMOUNT OF MONEY AND SOURCE:

\$73,919.99 - 9948-922014-9517-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting approval of Task No. 004 under Project 1272A, On-Call Solid Waste Engineering Services for Arm Group, Inc., to perform aerial surveying and volume reporting services at the landfill for calendar years 2019 and 2020 as required by the Landfills Refuse Disposal Permit, No 2014-WMF-0235 issued by the Maryland Department of Environment.

The scope of the original agreement includes, On-Call Solid waste engineering and technical services to ensure Quarantine Road Landfill remains in regulatory compliance with Refuse Disposal Permit No. 2014- WMF-0235.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27.2% and WBE: 10.2%.

MINUTES

DPW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$73,919.99	9948-938013-9516	9948-922014-9517-3
2 nd Parks & Public Facilities	(LF Grdwater, Well & Compliance)	(Design)

The funds will cover the cost of Task 004 under Project 1272A On-call Solid Waste Engineering Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004, to Arm Group, Inc. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 003 with Transviron, Inc., under Project No. 1806 - SC 950R, On-Call Project and Construction Management Assistance. The period of Task No. 003 is eight months.

AMOUNT OF MONEY AND SOURCE:

\$219,082.47 - 9956-904549-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of continued assistance from Transviron, Inc. to provide on-site inspection services on SC 950R-Inspection Services for Caroline Street Stormwater Pumping Station Upgrade for the Department of Public Works/Office of Engineering & Construction.

The scope of the original agreement includes assisting the Construction Management Division with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review and processing of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, constructions contract administration, and MBE/WBE and wage regulation compliance reporting.

MINUTES

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

MBE/WBE PARTICIPATION:

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

MBE: 29%

WBE: 10% currently, this on call agreement

THIS EAR WAS APPROVED ON 11/2/2018

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$236,609.07 (Wastewater Revenue Bond)	9956-923025-9549 (Caroline St. Pumping Station)	9956-904549-9551-5 (Inspection)

This transfer will cover the costs of Project 1806 - (SC 950R) On-Call Project and Construction Management Assistance, Task No 003.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 003 with Transviron, Inc., under Project No. 1806 - SC 950R, On-Call Project and Construction Management

MINUTES

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

Assistance. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004 to STV, Inc., Consultant, under Project 1236S, On-Call Stormwater Study and Engineering Design Services. The period of the task assignment is 30 months.

AMOUNT OF MONEY AND SOURCE:

\$607,144.44 - 9958-930006-9520-900020-703032

BACKGROUND/EXPLANATION:

The Department needs to implement storm drain improvement project SDC 7772, Patapsco Avenue Drainage at Patapsco Avenue and Cherry Hill Neighborhood along Spelman Road and Patapsco Avenue. The community has experienced periodic flooding issues at the project area.

On December 27, 2013, the Maryland Department of the Environment reissued a National Pollutant Discharge Elimination System Municipal Separate Storm Sewer (MS4) Permit to the City. The City prepared and submitted the Watershed Implementation Plan (WIP) as required by the MS4 Permit. The WIP project must be designed and constructed before the MS4 Permit expires on December 26, 2018 to avoid stipulated penalties.

The Consultant will provide design and biddable documents for Stormwater drainage system and Stormwater management projects listed in the WIP.

MINUTES

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

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

MWBOO APPROVED ON 8/31/2018.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$655,716.00	9958-936004-9526	9958-930006-9520-3
Revenue Bond	Small SWM BMPs	Design & Study

This transfer will cover the costs of Project 1236S - (SDC 7772), On-Call Stormwater Study and Engineering Design Services, Task No. 004.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004 to STV, Inc., Consultant, under Project 1236S, On-Call Stormwater Study and Engineering Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a

MINUTES

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

favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to EBA Engineering, Inc. Consultant, under Project No. 1255, (SC 978) On-Call Materials Testing and Inspection. The period of the Task Assignment is nine months.

AMOUNT OF MONEY AND SOURCE:

\$123,874.47 - 9956-908940-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of design services for SC 978, Design of Small Diameter Sewer Replacements. This is the only On-Call available with EBA Engineering, Inc. under which services may be provided. The work requested is within the original scope of the agreement.

The scope of the original agreement includes the Consultant providing services including but not limited to, materials testing and inspection services for proposed improvements in the City's Water and Wastewater Systems. The services will include construction observation, materials testing and inspection services, geotechnical engineering, preparation of test reports, maintenance of project records and documentation, and other related engineering services on an on-call basis as tasks are identified.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the

MINUTES

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

original agreement of MBE: 27% and WBE: 10%. Currently, this On-Call Agreement is not in compliance because the Consultant has not had an approved task to date.

MWBOO APPROVED THE REQUEST ON 10/29/2018.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$133,784.43	9956-911047-9549	9956-908940-9551-3
Wastewater	SC 978 Main Replacement	Design
Revenue Bond	Roland Park	

This transfer will cover the costs of Project 1255 (SC 978) On-Call Materials Testing and Inspection Task.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to EBA Engineering, Inc. Consultant, under Project No. 1255, (SC 978) On-Call Materials Testing and Inspection. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Public Works - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 010 to Whitman, Requardt & Associates, LLP under Project 1505, (WC 1230) On-Call Project and Construction Management Assistance Services. The period of the Task Assignment will expire February 23, 2019.

AMOUNT OF MONEY AND SOURCE:

(\$161,715.96) - 9960-910301-9557-900020-705032

BACKGROUND/EXPLANATION:

The Department is in need of inspection services for the ongoing work on WC 1230, Pretty Boy Reservoir Dam Gatehouse Facility Improvements. The original task did not require all of the funding requested in the original scope of the agreement.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreements MBE: 27% and WBE: 10%. Currently, the Consultant is in compliance with goals set by MWBOO. Currently the goals are:

MBE: 30%

WBE: 18%

MWBOO APPROVED ON 10/23/2018.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Public Works - cont'd

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 010 to Whitman, Requardt & Associates, LLP under Project 1505, (WC 1230) On-Call Project and Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004 to CC Johnson & Malhotra, P.C., Consultant, under Project 1238C, (SC 994) On-Call Mechanical Engineering Services. The period of the Task Assignment is approximately nine months.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 9956-904942-9551-900020-705032

BACKGROUND/EXPLANATION:

The Consultant will assist the Office of Engineering and Construction in conducting a study to determine surface rehabilitation needs for the eight Secondary Clarifiers and the three Gravity Sludge Thickeners Collector Mechanisms, along with the associated catwalks and wire structures at the Patapsco Wastewater Treatment Plant.

The Scope of the original agreement includes, On-Call Consulting Services for various tasks assigned by the Office of Engineering and Construction on an as-needed basis. The scope involves mechanical engineering consulting services for various water and wastewater facilities including, treatment plants and pumping stations and may include planning, design and construction services.

MBE/WBE PARTICIPATION:

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

MINUTES

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

MBE: 27.00%

WBE: 10.00%

APPROVED BY MWBOO ON 10/29/2018.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$17,280.00	9956-905533-9549	
Wastewater Revenue	Annual Facilities	
Bond	Improvement	
36,720.00	9956-905533-9549	
County Revenue	Annual Facilities	
	Improvement	
<u>\$54,000.00</u>	-----	9956-904942-9551-3
		Study

This transfer will cover the costs of Project 1238C - (SC 994) On-Call Mechanical Engineering Services, Task No. 004.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004 to CC Johnson & Malhotra, P.C., -

MINUTES

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

Consultant, under Project 1238C, (SC 994) On-Call Mechanical Engineering Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Bureau of the Budget and - Fiscal 2020 Budget Planning Calendar
Management Research

In accordance with Article VI, Section 2, of the Charter of Baltimore City (1996 Edition), the submitted schedule for preparing the Fiscal Year 2020 Budget is recommended for adoption by the Board. These dates are preliminary and subject to change.

Budget Calendar Fiscal 2020 Planning		
Item	Date	Description
Preliminary Budget at BOE	March 27, 2019	Transmittal of Department of Finance Recommendations to Board of Estimates
Taxpayer's Night	April 9, 2019	Budget Pop-Up at 6pm, Taxpayer's Night at 7pm – War Memorial Building
Ordinance at BOE	May 1, 2019	Board of Estimates adopts proposed Ordinance of Estimates. This includes transmittal of the Executive Summary Budget Book
Publish Ordinance	May 1, 2019	Publication of a copy of proposed Ordinance of Estimates in two daily Baltimore City newspapers
Ordinance at City Council	May 6, 2019	Introduction of proposed Ordinance of Estimates to City Council
Agency Detail Book	May 6, 2019	Transmittal of the Agency Detail Budget Book to City Council
Ordinance Passage	<i>no later than</i> June 24, 2019	Passage of Ordinance of Estimates for Fiscal Year ending June 30, 2019

UPON MOTION duly made and seconded, the Board Adopted the submitted schedule for preparing the recommended Fiscal Year 2020 Budget.

MINUTES

Bureau of the Budget and Management Research (BBMR) - EmPOWER-MEET Grant Award Agreement and Appropriation Adjustment Order (AAO) No. 14

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the EmPOWER-MEET (Maryland Energy Efficiency Tune-up) Grant Award Agreement with the Maryland Department of Housing and Community Development. The period of the EmPOWER-MEET Grant Award Agreement is January 1, 2019 through December 31, 2020.

The Board is further requested to approve the AAO No. 14 to transfer appropriation within the Department of Housing and Community Development for \$200,000.00 from un-allocated Federal Grants, Service 593: Community Support Projects, to Service 738: Weatherization Services.

AMOUNT OF MONEY AND SOURCE:

\$200,000.00 - From: 4000-400019-5930 (Service 593)
Community Support Projects

To: 5000-511819-5971 (Service 738)
Weatherization Services

BACKGROUND/EXPLANATION:

The Department will appropriate an amount not-to-exceed \$600,000.00 during the period of the EmPOWER-MEET Grant Award Agreement, which ends December 31, 2020. In the current fiscal year (Fiscal 2019) the Grant Award will require transfer of \$200,000.00 from Unallocated Federal Grants, from Service 593 to Service 738.

The Maryland Department of Housing and Community Development is providing the City of Baltimore with funds to implement a pilot program called the EmPOWER-MEET program to perform energy

MINUTES

BBMR - cont'd

efficiency maintenance activities for income-eligible utility customers, in accordance with the Scope of Work formally outlined by the EmPOWER-MEET Grant Award Agreement.

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 execution of the EmPOWER-MEET (Maryland Energy Efficiency Tune-up) Grant Award Agreement with the Maryland Department of Housing and Community Development.

The Board further approved the AAO No. 14 to transfer appropriation within the Department of Housing and Community Development for \$200,000.00 from un-allocated Federal Grants, Service 593: Community Support Projects, to Service 738: Weatherization Services.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 12 to Henry Adams, LLC, under Project 1220 On-Call Mechanical/Electrical Assessment. The period of the Task Assignment is approximately 100 calendar days.

AMOUNT OF MONEY AND SOURCE:

\$105,005.06 - 2029-000000-1982-784028-609036

BACKGROUND/EXPLANATION:

In accordance with its proposal dated December 3, 2018, Henry Adams, LLC will provide assessment of the building envelope and mechanical systems at the Benton Building.

MBE/WBE PARTICIPATION:

Henry Adams, LLC has committed to utilize the following firm on Task No. 12.

	<u>Amount</u>	<u>Percentage</u>
MBE: DMS Construction Consulting Svcs.	\$5,674.44	5.4%

MWBOO APPROVED ON 12/21/2018.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 12 to Henry Adams, LLC, under Project 1220 On-Call Mechanical/Electrical Assessment.

MINUTES

Office of the Mayor - Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Employment Agreement with Police Commissioner Designate, Mr. Michael S. Harrison. The period of the agreement is February 11, 2019 through February 11, 2024.

AMOUNT OF MONEY AND SOURCE:

\$275,000.00 (per annum) - 1001-000000- 2041-716600-601062

BACKGROUND/EXPLANATION:

On January 10, 2019, Mayor Pugh announced the selection of New Orleans Police Superintendent Michael S. Harrison as her choice to serve as Commissioner of the Baltimore Police Department. Mr. Harrison will serve as Interim Police Commissioner beginning Monday, February 11, 2019 until his nomination is confirmed by the Baltimore City Council.

Mr. Harrison has served in the New Orleans Police Department for 27 years. He first joined the New Orleans Police Department as a patrol officer in 1991 and was later appointed Detective, Major Case Narcotics Section in 1995. He was appointed Sergeant in 1999, responsible for the Eighth District, and later as Sergeant of the Public Integrity Bureau in 2000 where he participated in covert investigations into criminal and administrative allegations involving members of the New Orleans Police Department.

Mr. Harrison was appointed Lieutenant of the Public Integrity Bureau in 2006. In early January 2009, he was appointed Lieutenant, Assistant District Commander of the Seventh District, and in 2010

MINUTESOffice of the Mayor - cont'd

he returned to the Public Integrity Bureau. Mr. Harrison was appointed Commander, Special Investigations Division in early 2011 as principal manager of all administrative functions of narcotics, vice, organized and unorganized gang enforcement units within the Department.

In 2012, Mr. Harrison was appointed Commander of the Seventh District, and two years later, assumed the responsibilities of Superintendent of the New Orleans Police Department. In this role, he oversaw implementation of a Federal Consent Decree, which has led to meaningful reforms in the New Orleans Police Department. Overall, under Superintendent Harrison's leadership, the City of New Orleans has experienced a notable reduction in crime.

The Mayor wishes to employ Mr. Harrison as the Police Commissioner of Baltimore City, subject to City Council confirmation, and Mr. Harrison agrees to enter into an agreement with the City to serve in this role. The agreement details the benefits to which Mr. Harrison is entitled, including potential severance payments in the event he is not confirmed by the City Council or in case of a "termination without cause."

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Employment Agreement with Police Commissioner Designate, Mr. Michael S. Harrison.

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 contract

listed on the following pages:

665 - 666

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The Comptroller **ABSTAINED** on item nos. 1 and 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction

1. WC 1386, Urgent Spiniello Companies \$5,573,300.00
 Need Water
 Infrastructure
 Rehabilitation
 & Improvements
 Phase II-FY19

MWBOO SET GOALS OF 17% FOR MBE AND 8% FOR WBE.

MBE: Economic International Construction Company, Inc.	\$293,000.00	5.25%
Machado Construction Company, Inc.	<u>658,000.00</u>	<u>11.80%</u>
Total	\$951,000.00	17.05%
WBE: R&R Contracting Utilities, Inc.	\$446,000.00	8.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$5,176,481.04	9960-909100-9558	
Water Utility Funds	Water Infrastructure Rehab	
842,682.96	" "	
<u>County Revenue</u>		
\$6,019,164.00	-----	9960-926986-9557-6 Construction

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

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

The transfer will cover the costs of WC 1386, Urgent Need Water Infrastructure Rehabilitation & Improvements - Phase II-FY19.

MINUTES

Retiree Benefits Trust (OPEB) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Subscription Agreement and Partnership Agreement for its investment in Siris Partners IV, L.P. on behalf of the OPEB.

AMOUNT OF MONEY AND SOURCE:

\$4,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees conducted a search for a private equity investment manager and as a result of that search selected Siris Capital Group, LLC, a minority-owned fund manager specializing in communication companies, to accept an initial OPEB investment of \$4,000,000.00, to be placed with Siris Partners IV, L.P.

The search and selection process was conducted with the assistance and advice of the ERS's investment advisor, Pension Consulting Alliance.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board, as requested by the Board of Trustees of the Employees' Retirement System, approved the Subscription Agreement and Partnership Agreement for its investment in Siris Partners IV, L.P. on behalf of the OPEB. The Comptroller **ABSTAINED**.

MINUTES

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Subscription Agreement for its investment in Siris Partners IV, L.P.

AMOUNT OF MONEY AND SOURCE:

\$20,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees conducted a search for a private equity investment manager and as a result of that search selected Siris Capital Group, LLC, a minority-owned fund manager specializing in communication companies, to accept an initial investment of \$20,000,000.00, to be placed with Siris Partners IV, L.P.

The search and selection process was conducted with the assistance and advice of the ERS's investment advisor, Pension Consulting Alliance.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board, as requested by the Board of Trustees of the Employees' Retirement System, approved the Subscription Agreement for its investment in Siris Partners IV, L.P. The Comptroller **ABSTAINED**.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

670 - 671

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Human Resources - Administrative Correction

1. Adjust the salary scales for the following four grades:

FROM:		TO:	
Grade:	376	Grade:	376
Step 1:	\$63,618.00	Step 1:	\$65,118.00
Step 2:	\$65,872.00	Step 2:	\$67,372.00
Step 3:	\$74,614.00	Step 3:	\$76,114.00
Step 4:	\$76,442.00	Step 4:	\$77,942.00
Grade:	380	Grade:	380
Step 1:	\$70,599.00	Step 1:	\$72,099.00
Step 2:	\$73,509.00	Step 2:	\$75,009.00
Step 3:	\$83,762.00	Step 3:	\$85,262.00
Step 4:	\$85,818.00	Step 4:	\$87,318.00
Grade:	383	Grade:	383
Step 1:	\$79,557.00	Step 1:	\$81,057.00
Step 2:	\$83,084.00	Step 2:	\$84,584.00
Step 3:	\$95,686.00	Step 3:	\$97,186.00
Step 4:	\$98,041.00	Step 4:	\$99,541.00
Grade:	384	Grade:	384
Step 1:	\$75,357.00	Step 1:	\$76,857.00
Step 2:	\$78,883.00	Step 2:	\$80,383.00
Step 3:	\$91,484.00	Step 3:	\$92,984.00
Step 4:	\$93,772.00	Step 4:	\$95,272.00

MINUTES**PERSONNEL**Department of Human Resources - cont'd

This request is to adjust the salary scales of four Fire Officer grades.

The contract for FY 2018-2020 for the Fire Officers Union 964, included a provision for the classifications associated with the grades listed above to receive an additional \$1,500.00 added to the base of the step for maintaining EMT-P certification that is required when assigned to the EMS Division.

The adjustment is requested retroactive back to July 1, 2018 as stated in the contract.

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

2. Adjust the salary scale of the following classification, effective February 6, 2019

From: Police Commissioner
Job Code: 10282
Grade: 99P (\$190,900.00 - \$243,800.00)

To: Police Commissioner
Job Code: 10282
Grade: 99P (\$241,463.00 - \$308,537.00)

The salary range has been adjusted in order to attract and retain a new Police Commissioner

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council - President's Office</u>			
1. Bernard Young	International Council of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$610.00)	Elected Official Expense Account	\$3,312.06

The subsistence rate for this location is \$163.00 per night. The cost of a hotel is \$309.00 per night plus taxes of \$41.34 per night, a resort fee of \$35.00 per night, and resort fee tax of \$4.68 per night. The Department is requesting additional subsistence of \$146.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals.

The hotel cost of \$1,950.10, registration costs of \$610.00 and transportation cost of \$491.96 were prepaid using a City-issued credit card assigned to Mr. Hosea Chew. Therefore, the disbursement to Mr. Young is \$260.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request 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.

Baltimore City Council

2. Carolyn Mozell	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$610.00)	General Funds	\$3,342.05
-------------------	---	------------------	------------

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u> - cont'd			
<p>The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.</p> <p>The airfare in the amount of \$521.95, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Ms. Mozell is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Ms. Mozell will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Ms. Mozell will be disbursed \$260.00.</p> <p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request 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.</p>			
3. Danielle Laurenceau	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$610.00)	General Funds	\$3,342.05

The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council - cont'd</u>			
<p>The airfare in the amount of \$521.95, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Ms. Laurenceau is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Ms. Laurenceau will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Ms. Laurenceau will be disbursed \$260.00.</p> <p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request 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.</p>			
<u>Mayor's Office</u>			
4. Tonya Miller	The South by Southwest, LLC (SXSW®) Conference & Festivals Austin, TX Mar. 8 - 14, 2019 (Reg. Fee \$1,250.00)	General Funds	\$4,075.20

The subsistence rate for this location is \$221.00 per night. The cost of the hotel is \$299.00 for 3/8/2019 - 3/9/2019 and for 3/10/2019 - 3/13/2019 is \$249.00, hotel taxes totaling \$219.78, plus a resort fee of \$32.00 per night, and a resort

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office - cont'd</u>			
<p>fee tax of \$4.41 per night. The Department is requesting additional subsistence of \$78.00 per night for hotel costs for 3/8/2019 - 3/39/2019 and \$28.00 per night for 3/10/2019 - 3/13/2019. The Department is also requesting additional subsistence in the amount of \$40.00 per day for meals and incidentals.</p> <p>The airfare cost of \$492.96, hotel costs of \$1,594.00, and the registration fee in the amount of \$1,250.00 were prepaid on a City-issued procurement card assigned to Ms. Renee Newton. Therefore, the disbursement to Tonya Miller is \$300.00.</p> <p>Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request 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.</p>			
<u>Department of Public Works</u>			
5. Krystina Bryant Sheronda Winborne	AWWA 2019 Utility Management Conference Nashville, TN Mar. 5 - 8, 2019 (Reg. Fee \$810.00 ea.)	General Funds	\$4,083.60
<p>The subsistence rate for this location is \$240.00 per night. The cost of the hotel is \$239.00 per night for each attendee, plus hotel taxes of \$36.45 per night and occupancy fee of</p>			

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

Department of Public Works - cont'd

\$2.50. The Department is requesting additional subsistence of \$39.00 for meals and incidentals. The airfare cost in the amount of \$217.96 and registration fee for each attendee in the amount of \$810.00 were prepaid using a City-issued procurement card assigned to Binta Gallman. Therefore, the disbursement to each attendee is \$1,013.84.

Baltimore Police Department

6. Steve Hohman John Herzog Shannon Sullivan	Sex Trafficking and Sex Crime Meeting and Working Groups New Orleans, LA Feb. 13 - 16, 2019 (Reg. Fee \$0.00)	Sex Offender Reimburse- ment Fund	\$4,042.70
--	--	--	------------

Mr. Hohman

The Department is requesting only the cost of the hotel, which is \$137.00 for the night of February 13, 2019, \$159.00 for the night of February 14, 2019 and \$515.00 for the night of February 15, 2019 for Mr. Hohman.

The taxes for the night of February 13, 2019 is \$21.58, for the night of February 14, 2019 is \$25.04 and for the night of February 15, 2019 is \$81.11 plus the occupancy tax of \$2.00 per night.

The attendee had a remaining \$95.00 for the night of February 13, 2019 and \$73.00 for the night of February 14, 2019,

MINUTES**TRAVEL REQUESTS**

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

therefore the Department is only requesting \$115.00 in additional subsistence to cover the cost of the hotel for the night of February 15, 2019.

The Department is also requesting additional subsistence of \$40.00 per day for meals and incidentals.

Therefore the disbursement to Mr. Hohman is \$1,398.69.

Mr. Herzog

The Department is requesting only the cost of the hotel which is \$127.00 for the night of February 13, 2019, \$149.00 for the night of February 14, 2019 and \$475.00 for the night of February 15, 2019 for Mr. Herzog.

The taxes for the night of February 13, 2019 is \$20.00, for the night of February 14, 2019 is \$23.47 and for the night of February 15, 2019 is \$74.81 plus the occupancy tax of \$2.00 per night.

The attendee had a remaining \$105.00 for the night of February 13, 2019 and \$83.00 for the night of February 14, 2019, therefore the Department is only requesting \$55.00 in additional subsistence to cover the cost of the hotel for the night of February 15, 2019.

The Department is also requesting additional subsistence of \$40.00 per day for meals and incidentals.

Therefore the disbursement to Mr. Herzog is \$1,347.24.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
-------------	------------------	--------------------	---------------

Baltimore Police Department - cont'd

Ms. Sullivan

The Department is requesting only the cost of the hotel which is \$120.65 for the night of February 13, 2019, \$141.55 for the night of February 14, 2019 and \$460.75 for the night of February 15, 2019 for Ms. Sullivan.

The taxes for the night of February 13, 2019 is \$19.00, for the night of February 14, 2019 is \$22.29 and for the night of February 15, 2019 is \$72.57 plus the occupancy tax of \$2.00 per night.

The attendee had a remaining \$111.35 for the night of February 13, 2019 and \$90.45 for the night of February 14, 2019, therefore the Department is only requesting \$26.95 in additional subsistence to cover the cost of the hotel for the night of February 15, 2019.

The Department is also requesting additional subsistence of \$40.00 per day for meals and incidentals.

Therefore the disbursement to Ms. Sullivan is \$1,296.77.

RETROACTIVE TRAVEL**Baltimore City Fire Department and Reimbursements**

7.	James Wallace	Canadian	General	\$2,328.45
	Charles Svehla	Transportation	Fund	
		Meeting		
		Toronto, Canada		
		Sept. 28 -		
		Oct. 1, 2017		
		(Reg. Fee \$0.00)		

MINUTES**RETROACTIVE TRAVEL****Baltimore City Fire Department and Reimbursements**

On September 28 - October 1, 2017, Mr. Wallace and Ms. Svehla traveled to Toronto, Canada to attend a Canadian Transportation Meeting on behalf of Mayor Pugh.

The hotel costs of \$1,040.52 for Mr. Wallace and \$1,144.92 for Mr. Svehla were prepaid using a City-issued credit card assigned to James Fischer.

This request is late because the credit card receipts needed to be itemized. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENTS

Mr. Wallace

\$77.71 - Food

Mr. Svehla

\$65.30 - Food

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence.

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

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Department of Public Works</u>	- SC 941, Sewer Collection System Improvements in the Jones Falls Sewershed BIDS TO BE RECV'D: 02/13/2019 <u>BIDS TO BE OPENED: 02/13/2019</u>
-----------------------------------	--

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

<u>Bureau of Procurement</u>	- B50005581, Historic Preservation Building Maintenance
------------------------------	---

The Durable Slate Company
Colossal Contractors, Inc.

MINUTES

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, February 13, 2019.

A handwritten signature in black ink that reads "Joan M. Pratt, CPA". The signature is written in a cursive style and is enclosed in a light gray rectangular box.

JOAN M. PRATT
Secretary