

MINUTES**REGULAR MEETING**

Honorable Brandon M. Scott, President
Honorable Bernard C. "Jack" Young, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
Matthew W. Garbark, Acting Director of Public Works
Dana P. Moore, Acting City Solicitor

President: "Good morning the July 15, 2020, meeting of the Board of Estimates is now called to order. In the interest of promoting and maintaining health and safety as we continue to deal with the COVID -19 pandemic, the Board continues to be meeting and streaming virtually. I would direct the Board members attention to the memorandum from my office dated July 13, 2020 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Comptroller. I will entertain a motion to approve all the items contained on the routine agenda."

Acting City Solicitor Dana Moore: "Ah -- Mr. President. Good morning. I move approval of all items on the routine agenda."

Acting Director of Public Works Matthew Garbark: "I second."

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President: "All those in favor say Aye. All opposed say Nay. Ah -
- the routine agenda items have been adopted.

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MINUTES

Office of the Labor Commissioner - Side Letter Agreement

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the Side Letter Agreement with the Managerial and Professional Society of Baltimore, Inc. (MAPS).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This Side Letter Agreement outlines the Employee Furlough Plan for employees represented by or receiving the benefits of MAPS.

The City met with all of the bargaining unions inclusive of MAPS to inform them of the budget shortfall for FY 21. The unions and MAPS were given the option of furloughs or wage freezes. The MAPS was responsible and responded with the selection of furloughs. The MAPS furlough plan for Fiscal Year 2021 is based on employees' annual salary and will require taking between four and six furlough days. Deductions for the furlough days will be taken over a 25 pay period and will start with the payroll checks received on July 24, 2020.

MINUTES

Office of the Labor Commissioner - cont'd

**Side Letter Agreement: MAPS Furlough Plan
Fiscal Year 2021**

The MAPS employee furlough plan (“furlough plan”) for Fiscal Year 2021 will include all full time and part-time represented and unrepresented employees.

The furlough plan will require a specific number of furlough days to be taken during the Fiscal Year based on the employee’s annual salary.

The number of furlough days required by the employee furlough plan shall be in accordance with the following structure:

Employee Salary Range	\$30,000-\$60,000	\$60,000-\$90,000	Greater than \$90,000
Number of Days	4	5	6

The pay reduction for each full time and part-time employee will be taken in equal amounts over **25** pay periods beginning on July 24, 2020, for those employees in payroll group B and on July 31, 2020 for those in payroll group A.

The reduction in pay will be taken as an “adjustment to gross” **and will not** reduce the employees’ current salary.

Therefore, there will be no impact on retirement benefits or cash-out rates for accrued leave at termination. Regular overtime rates, if applicable, will be based on the current salary, not the reduced amount.

Agency heads, bureau heads and supervisors shall have the responsibility to manage the use of furlough days. Request to use furlough days must be submitted and approved in advance of their use.

No employee may work during a scheduled furlough day except that in the event of an emergency or exigent circumstances, the appointing authority may revoke a furlough day and the employee shall be paid for the time worked. The employee must reschedule the furlough day.

An employee may not work in excess of their normal workweek reduced by the furlough time taken during such workweek. Therefore, an employee shall not earn overtime or compensatory time during a workweek in which a furlough day is taken.

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Office of the Labor Commissioner - cont'd

Supervisors shall not permit an employee to work overtime during a workweek in which an employee takes a furlough day. In addition, an employee may not use accrued leave to substitute for a furlough day.

Personnel actions such as promotions or reclassifications which occur after August 3, 2020 shall not affect the number of furlough days designated.

An employee on certain types of leave, including but not limited to, donated leave, Family and Medical Leave, and Job Injury Leave or any other paid leave is included in the MAPS employee furlough plan and the furlough days shall be scheduled.

Furlough days will be prorated for an employee hired after August 3, 2020 based on the employee's start date.

Furlough days charged to an employee receiving out-of-title pay is based on the employee's regular rate of pay, not the out-of-title pay.

For leave accrual, furlough days shall be considered paid leave. Therefore, they will not affect the retirement credit earned.

For benefits and seniority purposes, an employee using a furlough day shall be considered on paid leave.

UPON MOTION duly made and seconded, the Board **NOTED** the Side Letter Agreement with the Managerial and Professional Society of Baltimore, Inc.

MINUTES

Baltimore Development Corporation - Audited Financial Statements
for the years ended December
31, 2019 and 2018

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the Audited Financial Statements of the Baltimore Hotel Corporation (BHC) for the years ended December 31, 2019 and 2018, pursuant to Baltimore City Ordinance 05-128.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 11, 2006, the Board approved and authorized the appropriation of \$305,000,000.00 in tax-exempt revenue bonds for the development and construction of a 757-room Convention Center Hotel, known as: The Hilton Baltimore, which is owned by the BHC, a non-profit corporation and operated by the Hilton Hotels Corporation (Hilton).

The BHC was formed to assist the Mayor & City Council of Baltimore (the City) in accomplishing an essential governmental function of enhancing economic development within the City by promoting and expanding the use of the Baltimore Convention Center. The Hotel promotes the health, safety and general welfare of the residents of the City, increases commerce and industry, enhances economic development within the City and advances the efficiency of citizens.

The audit was performed by the accounting firm of Clifton Larson Allen and was prepared in accordance with auditing standards generally accepted in the United States of America.

On June 19, 2020, the BHC Board of Directors voted unanimously to accept the December 31, 2019 audited financial statements as presented.

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Baltimore Development Corporation - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board **NOTED** the Audited Financial Statements of the Baltimore Hotel Corporation for the years ended December 31, 2019 and 2018, pursuant to Baltimore City Ordinance 05-128. The Comptroller **ABSTAINED**.

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with Encouraging Resilience, LLC (ER), Consultant. The period of the agreement was February 1, 2020 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$9,000.00 - 1001-000000-3160-795900-603051

BACKGROUND/EXPLANATION:

The ER consulted with the Department's Office of Youth and Trauma Services to develop a healing-centered curriculum to address Healing City legislation passed by the Baltimore City Council.

The agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Agreement with Encouraging Resilience, LLC, Consultant.

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with the University of Maryland, Baltimore. The period of the agreement was September 30, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$198,370.00 - 4000-484820-3023-718000-603051

BACKGROUND/EXPLANATION:

The University of Maryland, Baltimore's Institute of Human Virology, JACQUES Initiative engaged persons at high risk for HIV prevention services and provided consultation, support and wraparound services to this population.

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

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Agreement with the University of Maryland, Baltimore.

MINUTES

Health Department - Notice of Grant Award (NGA)

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Notice of Grant Award for the Agreement with the Maryland Department of Aging for the FY18 State Hold Harmless. The period of the grant award was July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$84,413.00 - 5000-508020-3024-268400-405001

BACKGROUND/EXPLANATION:

These funds are to be used for Older American Acts, Title III-B, III-D, III-E, VII and Title III-C1, programs only. This NGA also provides funds for coordinated and accessible services for seniors in Baltimore City.

By acceptance of this grant, the Department agrees to abide by the Older Americans Act, as amended, and all applicable Federal and State policies, rules and procedures.

The Notice of Grant Award is late because of administrative delays.

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 ratified the Notice of Grant Award for the Agreement with the Maryland Department of Aging for the FY18 State Hold Harmless.

MINUTES

Health Department - Agreement

ACTION REQUESTED BY B/E:

The Board is requested to ratify and authorize execution of an Agreement with The Johns Hopkins University. The period of the agreement was July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$12,000.00 - 5000-569720-3023-273434-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins University will provide psychological support services to assist eligible people living with HIV to address behavioral and physical health concerns.

The agreement is 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.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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Health Department - cont'd

UPON MOTION duly made and seconded, the Board ratified and authorized execution of the Agreement with The Johns Hopkins University. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with Project Plase, Inc. The period of the agreement was July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$11,900.00 - 5000-569720-3023-273359-603051

BACKGROUND/EXPLANATION:

On December 11, 2019, the Board approved the original agreement in the amount of \$15,000.00.

This Amendment to Agreement will increase the agreement amount by \$11,900.00. The funds will be utilized to provide additional medical transportation services. This makes the total agreement \$26,900.00. All other terms and conditions remain unchanged.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement with Project Plase, Inc.

MINUTESMOED - cont'd

training programs outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards and the total hours of each course in a certificate program. The maximum length of time a participant can remain in training is one year.

3. **COMMUNITY COLLEGE OF BALTIMORE COUNTY** **\$ 48,000.00**

Accounts: 4000-807520-6312-467253-603051
 4000-806720-6312-467253-603051
 2026-000000-6311-734100-603051

This agreement authorizes the Community College of Baltimore County to provide training in those areas specified on the Maryland Department of Labor, Licensing and Regulation list of approved Training Providers. The training will consist of the program(s) described in the Workforce Innovation and Opportunity Act training programs outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards and the total hours of each course in a certificate program. The maximum length of time a participant can remain in training is one year.

MBE/WBE PARTICIPATION:

N/A

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

MINUTES

MOED - cont'd

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

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2661 - 2662

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**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>		
1. \$ 50,000.00	9904-913061-9129	9904-914061-9127
3 rd Community and Economic Development Loan	Shakespeare Theatre Skywalk	Shakespeare Theater HVAC

This transfer will fund improvements to the Chesapeake Shakespeare Theatre's HVAC system to mitigate health risks and improve system performance. Funds will also be used to increase ADA compliance and energy efficiency.

2. \$100,000.00	9904-911075-9129	9904-912075-9127
3 rd Community and Economic Development Loan	Reginald F. Lewis Museum Theater	Reginald F. Lewis Museum Theater

This transfer will fund improvements to the Reginald F. Lewis Museum Theater and event space, including audio/visual equipment and lighting upgrades.

Department of Housing and Community Development (DHCD)

3. \$ 50,000.00	9998-922983-9587	9998-915110-9593
Community Development Block Grant XLIII	Demo of Blighted Structures	Demo CDBG XLIII

This Community Development Block Grant funding will be used to demolish buildings selected by DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in DHCD target areas. With a large backlog of vacant buildings in near-emergency condition

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
<p>throughout the City, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore. Funding of DHCD demolitions will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.</p>		
4. \$ 50,000.00	9997-921983-9587	9997-926100-9593
Community	Demo of Blighted	Demo CDBG XLII
Development	Structures	
Block Grant XLII		

This Community Development Block Grant funding will be used to demolish buildings selected by DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in DHCD target areas. With a large backlog of vacant buildings in near-emergency condition throughout the City, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore. Funding of DHCD demolitions will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.

MINUTESDepartment of Transportation - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	GRACE MEMORIAL BAPTIST CHURCH, INC.	1633	\$28,568.00

Grace Memorial Baptist Church, Incorporated would like to install new water services to its proposed new building located at 1100 North Eden Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$28,568.00 has been issued to Grace Memorial Baptist Church, Incorporated which assumes 100% of the financial responsibility.

2.	22 LIGHT APARTMENTS LLC	1649	\$21,323.61
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The 22 Light Apartments, LLC desires to upgrade the water service improvements for a proposed multifamily residential development of 22 Light Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$21,323.61 has been issued to 22 Light Apartments LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

MINUTES

Department of Transportation - cont'd

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

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Baltimore Safe Haven Corp.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Organization has submitted plans and a valid petition for the installation of right-of-way art on North Charles Street between 21st Street and 23rd Street.

The MOU establishes the framework for the Organization to install right-of-way art (the "Intersection Art") at specified locations on North Charles Street between 21st Street and 23rd Street all at its sole cost and subsequently for the Organization to perform ongoing maintenance of all aspects of the Project during the term of the agreement. The Intersection Art will be owned solely by the City and nothing in this MOU will confer upon the Organization any right, title or interest in the Intersection Art other than as expressly provided in this MOU.

The MOU will commence immediately upon approval by the Board of Estimates and remain in effect for a period of two years, renewable for an additional two years.

MBE/WBE PARTICIPATION:

Not a competitive procurement. The Developer is paying for all costs.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Memorandum of Understanding with Baltimore Safe Haven Corp.

MINUTES

Department of Transportation - Amendment to Memorandum of Understanding for the Inner Harbor Crosswalks and Wayfinding Enhancements Project

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement for Inner Harbor Crosswalks and Bicycle Wayfinding Enhancements Project with the Maryland Department of Transportation, State Highway Administration (MDOT SHA). The amendment will extend the period of the agreement to 48 months.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 13, 2016, the Board approved the Memorandum of Understanding for Inner Harbor Crosswalks and Bicycle Wayfinding Project, which established the roles and responsibilities in connection with the upgrade of ten intersection to include high-visibility crossings, audible and visual countdown signals and ADA ramp upgrades. The original MOU provided funding for the upgrade of the project.

The parties now seek to amend the original agreement to allow the following: extend the time frame, inclusion of Appropriations Acts funding language Appendix references, Title VI requirements, change term of MOU, completion date for the design engineering stage, construct the project in compliance with MDOT SHA Standards and Specifications, adhere to MDOT SHA's General Provisions, Terms and Conditions and Technical Requirements, include the project term of amendment, and add/replace previously employed stakeholder with current employee.

MINUTES

Department of Transportation - cont'd

The project term will be a total of 48 months or 4 years. All project activities will begin on the execution date for the MOU Amendment and continue for 48 months.

DBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement for Inner Harbor Crosswalks and Bicycle Wayfinding Enhancements Project with the Maryland Department of Transportation, State Highway Administration.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No.1 to the On-Call Conduit Infrastructure Design Services Agreement for Project No. 1257 with STV Incorporated. The period of the On-Call Conduit Infrastructure Design Services Agreement is through August 15, 2022.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset Limit

To be determined by each individual project.

BACKGROUND/EXPLANATION:

On August 16, 2017, the Board approved the Agreement in the amount of \$2,000,000.00 with STV, Incorporated for a period of three years to assist the Conduit Division in providing on site project management and/or inspectors, staff support, GIS support and other miscellaneous tasks for various Capital Improvement Projects for the proposed improvements to the City's system of Streets and Highways.

The Department is now requesting a two-year time extension with an increase to the upset limit of \$750,000.00 to complete extra work to maintain continued Conduit professional service support under Amendment No. 1. The Board approval will result with an expiration of August 15, 2022 and an upset limit of \$2,750,000.00.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article No.5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement. The Consultant has achieved 6.79% of the MBE goal and 23.94% of the WBE goal at this time. However, there is still adequate time and funding on the project to meet the goals and utilize all of the agreed subcontractors.

MINUTES

Department of Transportation - cont'd

	<u>COMMITMENT</u>	<u>PERFORMED/PAID</u>	
MBE: AB Consultants, Inc.	4%	\$ 0.00	(0.00%)
Alvi Associates, Inc.	5%	0.00	(0.00%)
Baker Engineering Services, Inc.	4%	0.00	(0.00%)
DM Enterprises of Baltimore, LLC	4%	8,586.00	(2.08%)
RJM Engineering, Inc.	6%	2,641.44	(0.64%)
Min Engineering, Inc.	4%	16,794.93	(4.07%)
Total	27%	\$28,022.37	(6.79%)
 WBE: iDesign Engineering, Inc.	5%	\$98,645.41	(23.94%)
Ross Technical Services, Inc.	5%		
Total	10%		

MWBOO FOUND VENDOR IN COMPLIANCE ON JULY 2, 2020.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to the On-Call Conduit Infrastructure Design Services Agreement for Project No. 1257 with STV Incorporated.

MINUTES

Department of Transportation - Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement with STV Inc. under Project 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. Amendment No. 4 will extend the period of the Agreement through June 16, 2022.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - upset fee

To be determined by each individual project.

BACKGROUND/EXPLANATION:

On June 17, 2015, the Board approved the subject Agreement in the amount of \$1,000,000.00 with STV, Inc. for a period of two years to assist the Transportation, Engineering & Construction Division in providing various on-call engineering services for the proposed improvements to the City's system of Streets and Highways.

On July 19, 2017, the Board approved Amendment No. 1 to allow for a one-year time extension to complete numerous ongoing services ranging from roadway design, Storm Water Management, Expedited Review, construction phase review, survey and other support services needed for ongoing task.

On June 13, 2018, the City approved Amendment No. 2 to allow for a one-year time extension to continue design services of in-design projects assigned for ongoing tasks.

On July 10, 2019, the City approved Amendment No. 3 to allow ongoing task and post award services. The Department is now requesting a two-year time extension with an increase to the upset limit of \$500,000.00 to continue ongoing task as needed under Amendment No. 4. Amendment No. 4 will extend the period through June 16, 2022 and increase the upset limit by \$500,000.00 making the total upset limit \$1,500,000.00.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

The Consultant will comply with Article No.5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement. The Consultant has achieved 22.25% of the MBE goals and 17.92% of the WBE goal at this time. However, they have enough capacity to meet the remaining MBE goal.

MBE: 27.00%

WBE: 10.00%

MBE: Baker Engineering Services, Inc.	4%		
NMP Engineering Consultants Inc.	9%		
RJM Engineering, Inc.	10%		
Spartan Engineering, LLC.	4%	\$95,056.46	(22.25%)
	27%		
WBE: iCivil, Inc.	2%	\$76,572.96	(17.92%)
Floura Teeter Landscape	8%		
Architects, Inc.	10%		

The Consultant has made a good-faith effort to utilize the MBE and WBE subcontractors. There is still adequate time and funding on the project to meet the goals and utilize all of the agreed subcontractors.

MINUTES

Department of Transportation - cont'd

MWBOO FOUND THE VENDOR IN COMPLIANCE ON JULY 2, 2020.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 4 to Agreement with STV Inc. under Project 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects.

MINUTES

Department of Transportation - Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement with WSP USA, Inc. (formerly Parsons Brinckerhoff, Inc.) under Project 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. Amendment No. 4 will extend the period of the Agreement through July 21, 2022.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - upset fee

To be determined by each individual task.

BACKGROUND/EXPLANATION:

On July 22, 2015, the Board approved the subject Agreement in the amount of \$1,000,000.00 with WSP USA, Inc. for a period of two years to assist the Transportation, Engineering & Construction Division in providing various on-call engineering services for the proposed improvements to the City's system of Streets and Highways.

On August 16, 2017, the Board approved Amendment No. 1 to allow for a one-year time extension to complete numerous ongoing services ranging from roadway design, Storm Water Management, Expedited Review, construction phase review, survey and other support services needed for ongoing task.

On June 27 2018, the City approved Amendment No. 2 to allow for a one-year time extension to continue design services of in-design projects assigned for ongoing tasks.

MINUTESDepartment of Transportation - cont'd

On August 28, 2019, the City approved Amendment No. 3 to allow ongoing task and post award services. The Department is now requesting a two-year time extension with an increase to the upset limit of \$500,000.00 to continue ongoing task as needed under Amendment No. 4. Amendment No. 4 will extend the period through July 21, 2022 and increase the upset limit by \$500,000.00 making the total upset limit \$1,500,000.00.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement. The Consultant has achieved 28.18% of the MBE goals and 7.97% of the WBE goal at this time. However, they have enough capacity to meet the remaining WBE goal.

MBE: 27.00%

WBE: 10.00%

MBE: AB Consultants, Inc.	10%	30,980.64	(7.87%)
Spartan Engineering, LLC	8%	79,960.16	(20.31%)
Sabra, Wang & Associates	9%	0.00	(0.00%)
	27%	\$110,940.08	(28.18%)
WBE: iDesign Engineering, Inc.	4%	\$ 31,374.60	(7.97%)
P.E.L.A. Design, Inc.	4%		
Chesapeake Environmental Management, Inc.	2%		
	10%		

The Consultant has made a good-faith effort to utilize the MBE and WBE subcontractors. There is still adequate time and funding on the project to meet the goals and utilize all of the agreed subcontractors.

MINUTES

Department of Transportation - cont'd

MWBOO FOUND THE VENDOR IN COMPLIANCE ON JULY 2, 2020.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 4 to Agreement with WSP USA, Inc., formerly Parsons Brinckerhoff, Inc. under Project 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of Amendment No. 1 to Agreement with Wallace Montgomery & Associates, LLP for Project No. 1257, On-Call Conduit Infrastructure Design Services. This Amendment No. 1 will extend the period of the Agreement through August 29, 2022.

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - Upset limit.

To be determined with each individual project.

BACKGROUND/EXPLANATION:

On August 30, 2017, the Board approved the Agreement in the amount of \$2,000,000.00 with Wallace Montgomery & Associates, LLP for a period of three years to assist the Conduit Division in providing on site project management and/or inspectors, staff support, GIS support and other miscellaneous tasks for various Capital Improvement Projects for the proposed improvements to the City's System of Streets and Highways.

The Department is now requesting a two-year time extension with an increase to the upset limit of \$750,000.00 complete extra work to maintain continued Conduit professional service support under Amendment No. 1. This approval will result in an expiration of August 29, 2022, and an upset limit of \$2,750,000.00.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

MINUTESDepartment of Transportation - cont'd

MBE: Baker Engineering Services, Inc.	6%	\$	0.00	(0.00%)
AB Consultants, Inc.	12%	\$	280,174.29	(25.17%)
Spartan Engineering, LLC	9%	\$	5,496.93	(0.49%)
Total	27%		\$285,671.22	(25.66%)
WBE: iDesign Engineering, Inc.	5%	\$	31,374.60	(2.81%)
Ross Technical Services, Inc.	5%			
Total	10%			

The Consultant has achieved 25.66% of the MBE goals and 2.81% of the WBE goal at this time. However, they have enough capacity to meeting the remaining goals.

MWBOO FOUND THE VENDOR IN COMPLIANCE ON JULY 2, 2020.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement with Wallace Montgomery & Associates, LLP for Project No. 1257, On-Call Conduit Infrastructure Design Services. The Mayor **ABSTAINED**.

MINUTES

Mayor's Office of Criminal Justice - Ratification of Grant Award,
Acceptance of Grant
Adjustment Notices
Nos. 1, 2, 3, and 4

ACTION REQUESTED OF B/E:

The Board is requested to ratify a Grant Award Agreement from the Governor's Office of Crime Control and Prevention (GOCCP), and authorize acceptance of Grant Adjustment Notices Nos. 1, 2, 3, and 4 from the GOCCP.

AMOUNT OF MONEY AND SOURCE:

\$561,044.00 - Original Grant
63,428.00 - Increased amount
\$624,472.00 - 5000-514320-2255-772500-405001

BACKGROUND/EXPLANATION:

On February 27, 2020, the GOCCP informed the MOCJ of a Grant Award Agreement in the amount of \$561,044.00 for the period October 1, 2019 through September 30, 2020, for the Project Safe Neighborhoods Program. Due to internal administrative transition, the Grant Award Agreement was not officially submitted for acceptance and approval by the Board. As a result of the COVID-19 pandemic, this caused an additional delay in routing the initial Grant Award Agreement.

On February 27, 2020, GAN No. 1 was executed as an internal modification to update the MOCJ point of contacts due to staff turnover. GAN No. 2 was an administrative correction initiated by the GOCCP to correct an internal error with the start and end date of the grant. The MOCJ and the subgrantees concluded that they were unable to meet the grant obligations within the original time

MINUTESMayor's Office of Criminal Justice - cont'd

(October 1, 2019 through September 30, 2020). Therefore, on April 17, 2020, the GOCCP extended the grant award through September 30, 2021 (GAN No. 3). In addition, on April 29, 2020, the GOCCP awarded additional funding in the amount of \$63,428.00, (GAN No. 4) to cover the costs to provide specialized training and technical assistance for Peer Navigators, resulting in a revised Grant Award total in the amount of \$624,472.00.

The grant funding will be used to support MOCJ, BPD, and the United States Attorney's Office collaborative efforts in addressing and reducing violence in Baltimore City through five focus areas: Enforcement, Intervention, Rehabilitation, Re-Entry, and Prevention. Specifically, to fund positions within the MOCJ and the United States Attorney's Office, and empirical research and evaluation on the effects of these efforts in reducing gun violence.

The request is late due to the delays in the administrative process.

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 ratified a Grant Award Agreement from the Governor's Office of Crime Control and Prevention, and authorized acceptance of Grant Adjustment Notices Nos. 1, 2, 3, and 4 from the GOCCP.

MINUTES

Fire Department - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Extension Agreement from the University of Maryland Medical Center, LLC (UMMC). The period of the grant agreement is May 31, 2020 to December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$417,000.00 - 5000-508518-3191-308700-405001

BACKGROUND/EXPLANATION:

On April 18, 2018, the Board approved the original agreement for the period of January 15, 2018 to January 15, 2019. UMMC through a no cost extension approved by the Board on March 13, 2019, made the remaining funds available from the original amount of \$668,200.00, to Department from the Maryland Health Services Cost Review Commission (HSCRC) per the Grant Award Letter and Agreement from May 31, 2020 to December 31, 2020.

This agreement will extend the period to December 31, 2020 and add an additional \$417,000.00, making the total award \$1,085,200.00. The funds provided to the Department support the Mobile Integrated Healthcare Program (Community Paramedicine) that will involve the Department's EMS paramedics and nurses working outside their traditional emergency response and transport roles to support patients through prevention efforts.

APPROVED FOR FUNDS BY FINANCE

AUDITS HAS REVIEWED THE DOCUMENTATION AND FOUND THAT IT CONFIRMS THE GRANT AWARDS.

MINUTES

Fire Department - cont'd

UPON MOTION duly made and seconded, The Board approved and authorized execution of the Grant Extension Agreement from the University of Maryland Medical Center, LLC.

MINUTES

Fire Department - Professional Services Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Professional Services Contract with the Fire & Police Selection, Inc. This contract is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$71,170.00 - 1001-000000-2101-619400-603026

BACKGROUND/EXPLANATION:

The Consultant has agreed to create and validate the written and agility testing currently used for Firefighter and EMT personnel. The testing is a necessary part of the recruitment process. The above amount is the Department's estimated requirement.

Work will commence on the date mutually agreed upon by the Department and the Consultant, will occur in a timeline of approximately five months as outlined and will terminate 90 business days following administration of the test(s) by the City unless extended by written consent of both parties or terminated earlier in accordance with the agreement.

MBE/WBE PARTICIPATION:

On December 27, 2019, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON DECEMBER 27, 2019.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Fire Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Professional Services Contract with the Fire & Police Selection, Inc.

MINUTES

Mayor's Office of Homeless - Expenditure of Funds
Services (MOHS)

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure of funds in settlement of the cost of the final invoice from Volunteers of America Chesapeake, Inc. (VOA). The period of the expenditure is January 2019 through March 2019.

AMOUNT OF MONEY AND SOURCE:

\$67,763.40 - 1001-000000-3572-772800-603051

BACKGROUND/EXPLANATION:

The VOA entered into two contractual service agreements with the MOHS to provide Bridge Housing (Contract No. 38444) in the amount of \$188,394.00 and Rapid Rehousing (Contract No. 38445) in the amount of \$393,995.00 to homeless individuals in Baltimore City. The term of the two projects was July 1, 2018 through December 31, 2018.

The VOA provided sufficient services as required and mandated by the contract.

Due to unforeseen circumstances, the MOHS did not request to extend the contracts at the end of the term and asked the VOA to end the program and cease operations on both housing projects.

In consideration of the vulnerable clients that the MOHS serves, the VOA requested a budget modification to extend the contract in November 2019, but it was denied. The VOA then requested a three-month extension at the end of its contract to wind down operations and bring the project to a close.

MINUTES

MOHS - cont'd

The VOA on or about December 2018/January 2019 received a verbal disapproval from the MOHS leadership to continue operations as the MOHS leadership at the time deemed these services as ineligible for reimbursement as the request was submitted without sufficient documentation for the expenses incurred. Nevertheless, the MOHS did not proactively transfer support for a timely transition to an alternative housing placements. Consequently, the VOA continued to provide services to the clients in its program after the end of the contract period. In doing so, the VOA incurred an additional cost of \$172,400.30 above and beyond the original contract costs. The VOA invoiced the MOHS for a total of \$317,655.31, which included \$145,255.01 for services rendered under the original contract between July 1, 2018 through December 31, 2018, and for services rendered above and beyond the original contract in the amount of \$172,400.30 for services rendered between January 1, 2019 through March 31, 2019.

The MOHS, under the previous leadership, in collaboration, agreement, and guidance from the Law Department, the Bureau of Budget and Management Research, and the Deputy Chief of Staff agreed to, and paid the VOA before receiving Board approval, an amount equal to \$249,891.91, leaving an unpaid balance of \$67,763.40.

Subsequent discussions were held and grievances were forwarded by the VOA regarding the outstanding request for reimbursement of \$67,763.40. After further deliberation and review, the previous leadership agreed that the VOA acted in good faith and provided all the services for which they are requesting reimbursement for (an approved expenditure report has been submitted).

MINUTES

MOHS - cont'd

The current MOHS leadership regrets the sequence of events and will work diligently to mitigate and avoid future circumstances of this nature. Based on the review of these expenditures the MOHS respectfully requests the Board to approve the expenditure of funds to settle this claim.

This request is late because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds in settlement of the cost of the final invoice from Volunteers of America Chesapeake, Inc.

MINUTES

Mayor's Office of Homeless Services (MOHS) - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the acceptance of the Notice of Award (NoA) from the Maryland Department of Housing and Community Development (MD DHCD). The period of the NoA is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$2,261,500.00 - 5000-529121-3571-327200-405001

BACKGROUND/EXPLANATION:

The MOHS has been awarded funds under the Homeless Solutions Program operated by the MD DHCD. Through this program, sub-recipients will provide and operate housing assistance and or supportive services to homeless individuals and families experiencing homelessness in the city of Baltimore.

The NoA is late because notification of the grant award was recently received.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the acceptance of the Notice of Award from the Maryland Department of Housing and Community Development.

MINUTES

Department of Planning - Request for Approval of Consultant's Resignation from the Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of West 8 Urban Design and Landscape Architecture, P.C.'s (West 8) resignation from the Non-Construction Consultant Agreement with South Baltimore Gateway Partnership (SBGP). The termination is effective upon board approval retroactively as of July 3, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 6, 2020, the Board approved an Agreement for West 8 to provide professional services for the Middle Branch Master Plan. SBGP, as fiscal agent, is a party to the Agreement.

On July 7, 2020, the Department of Planning and SBGP acknowledged receipt of West 8's letter of July 3, 2020, which stated West 8's intention to resign from its role as lead Consultant on creating an updated Middle Branch Master Plan (the "Project"), and to assist the City and SBGP with transitioning the Project to another Consultant.

The City's acceptance of West 8's resignation and assistance with the transition to another Consultant was contingent on approval of the Board of Estimates.

MBE/WBE PARTICIPATION:

The goals for this project are 17% MBE and 10% WBE participation.

MINUTES

Department of Planning - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of West 8 Urban Design and Landscape Architecture, P.C.'s resignation from the Non-Construction Consultant Agreement with South Baltimore Gateway Partnership. The Mayor **ABSTAINED**.

MINUTES

Department of Housing and - Community Development Block
Community Development Grant - 45 Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Community Development Block Grant-45 Agreement with the Living Classrooms Foundation, Inc. The period of the agreement is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$450,000.00 - 2089-208920-5930-424964-603051

BACKGROUND/EXPLANATION:

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

On July 17, 2019, 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 2019 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Housing Opportunities for Persons with AIDS (HOPWA)
4. Emergency Solution Grant Program (ESG)

MINUTES

DHCD - cont'd

The DHCD began negotiating and processing the CDBG Agreements effective July 1, 2019 and beyond, as outlined in the Plan, and upon approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

FOR FY 2020, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER ON JUNE 12, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Community Development Block Grant-45 Agreement with the Living Classrooms Foundation, Inc.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

* * * * *

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

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

2694 - 2695

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The President and Comptroller **ABSTAINED** on item nos. 1, 2 and 3.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement

- | | | | |
|----|--|--|--------------|
| 1. | B50005950, Crew
Cab and Chassis
Truck with Stake
Body and Life Gate | Transteck, Inc., dba
Freightliner of Elkton | \$200,865.00 |
|----|--|--|--------------|

(Dept. Of General Services, Fleet)

The amount of \$200,865.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | | |
|----|---|--------------------|--------------|
| 2. | B50005976, Electric
Off-Road Vehicles
with Dump Bed | Werres Corporation | \$ 77,980.00 |
|----|---|--------------------|--------------|

(Dept. Of General Services, Fleet)

The amount of \$77,980.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

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

3. B50005999, Electric Pacifico Ford, Inc. \$ 93,850.00
Vehicles 4-Door Sedan

(Dept. Of General Services, Fleet)

The amount of \$93,850.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$128,878.52 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Mitigation fee was required for the Development. The Developer proposes to perform the Scope of Work for E6 at 255 Atlas Street, constructing an apartment building with 254 units and retail space with 15,835 square feet.

The Developer agrees to make a one-time contribution in the amount of \$128,878.52 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Traffic Mitigation Agreement with Baltimore Urban Revitalization, LLC.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$396,608.44 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Mitigation fee was required for the Development. The Developer proposes to perform the Scope of Work for E7 at 301 Atlas Street (Ward 24, Section 10, Block 1053, Lots:11, 19 & 20), constructing a general office building of 188,468 square feet, specialty retail of 35,752 square feet, and a quality restaurant of 23,392 square feet for a total development of 247,612 square feet.

The Developer agrees to make a one-time contribution in the amount of \$396,608.44 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Traffic Mitigation Agreement with Baltimore Urban Revitalization, LLC.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Traffic Mitigation Agreement with LP 1001 North Charles, LLC. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$24,827.71 - 9950-906082-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for City House Charles at 1001 North Charles Street, constructing an office building of 31,695 sq. ft. and retail space of 3,618 sq. ft. for a total of 35,313 sq. ft. The Developer agrees to make a one-time contribution in the amount of \$24,827.71 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with LP 1001 North Charles, LLC.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Traffic Mitigation Agreement with ATAPCO Baltimore I, LLC. This agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$59,156.54 - 9950-906082-9512-00000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the Scope of Work for 501 N. Calvert Renovation at 401-501 N. Calvert Street, constructing a single tenant office building total of 123,421 square feet. The Developer agrees to make a one-time contribution in the amount of \$59,156.54 to fund the City's multimodal transportation improvements in the Development's vicinity to the extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with ATAPCO Baltimore I, LLC.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1617 Eastern Avenue	1617 Eastern Avenue, LLC	(1) Flat Sign 40 sf.

\$168.00 - Flat charge

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

There being no objections, the Board, UPON MOTION duly made and seconded, approved the minor privilege permit.

MINUTES

Fire and Police Employees' - Subscription Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subscription Agreement with CVI Credit Value Fund A V LP.

AMOUNT OF MONEY AND SOURCE:

\$20,000,000.00 - approximately of F&P funds
\$240,000.00 - approximate annual management fee

No general fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

F&P Board of Trustees conducted a search for a private equity credit manager and, as a result of that search, selected CarVal Investors, L.P. to accept an initial investment of \$20,000,000.00 to be placed with CVI Credit Value Fund A V LP. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, New England Pension Consulting.

MBE/WBE PARTICIPATION:

MWBOO GRANTED A WAIVER ON JULY 8, 2020.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Subscription Agreement with CVI Credit Value Fund A V LP. The Comptroller **ABSTAINED**.

MINUTES

Mayor's Office of Homeless Services - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award with the U.S. Department of Housing and Urban Development. The period of the grant award is March 13, 2020 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

\$9,143,757.00 - 4000-438320-3572-760000-404001

BACKGROUND/EXPLANATION:

The City received a U.S. Department of Housing and Urban Development grant to undertake the Emergency Solutions Grant Program. The City has been awarded funds to prevent, prepare for, and respond to the Coronavirus Pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19.

The funds will be utilized for related COVID-19 expenses dating back to the Declaration of National Emergency Concerning the Novel Coronavirus Disease on March 13, 2020.

In addition, funds will be utilized for subsequent related expenses thereafter for Fiscal Year 2020.

The grant award is late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

MOHS - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of a grant award with the U.S. Department of Housing and Urban Development.

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. ACME AUTO LEASING LLC
ALL CAR LEASING, INC.
d/b/a NEXTCAR
ENTERPRISE RAC COMPANY OF
BALTIMORE, LLC. | \$4,000,000.00 | Renewal |
| Contract No. B50004568 - Provide Various Rental Vehicles -
Police Department, Public Works, etc. P.O. Nos.: P536011,
P536012 and P536013 | | |

On June 22, 2016, the Board approved the initial award in the amount of \$3,500,000.00. The award contained two renewal options. Subsequent actions have been approved and one renewal option has been exercised. This final renewal in the amount of \$4,000,000.00 is for the period August 1, 2020 through July 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 31, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MARCH 31, 2016.

- | | | |
|---|--------------|-----------------------------|
| 2. MOBILEPD,
INC. | \$ 30,000.00 | Ratification
and Renewal |
| Contract No. 08000 - MobilePD Smartphone App Customization and
Web Hosting - Baltimore Police Department - P.O. No.: P535425 | | |

On May 4, 2016, the Board approved the initial award in the amount of \$30,000.00. The award contained three renewal options. Two renewal options have been exercised. This final

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

renewal in the amount of \$30,000.00 will allow for the continuation of MobilePD, which is a smartphone app that provides the public with Baltimore City Police Department alerts. This is the only app which interfaces with the Metro Crime Stoppers of Maryland. The period of the ratification is May 5, 2020 through July 14, 2020. The period of the renewal is July 15, 2020 through May 4, 2021.

MBE/WBE PARTICIPATION:

Not applicable. This is a Sole Source Contract.

3. SKYLINE TECHNOLOGY SOLUTIONS, LLC	\$ 27,227.20	Non-competitive/ Procurement/ Selected Source
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Contract No. 06000 - Infrastructure Consultants - Baltimore City Information and Technology - Req. No.: R855378

This request meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor was contracted by the Baltimore City Office of Information and Technology to provide consultant assistance in the transitioning of a hired full-time City Chief Information Security Officer during the month of May. The need for additional consultant assistance was unanticipated, but complications of COVID-19 delayed the transition and facilitated a need for additional support through the month of May. Work was performed prior to obtaining a purchase order.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

This is a selected source procurement. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature neither 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 below the MWBOO subcontracting threshold of \$50,000.00.

4. BFPE INTERNATIONAL INC.	\$ 43,525.00	Non-competitive/ Procurement/Selected Source
Contract No. 06000 - Replacement Parts for BFPE Fire Sprinkler System - Department of General Services - Req. No.: R842622		

This request meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Department of General Services has an immediate urgent need to replace an existing GPM fire pump and jockey pump for the wet sprinkler system in the Bromo Seltzer Arts Tower Building. The Vendor will also perform an internal pipe inspection and install a new backflow preventer. This call is for proprietary equipment and parts. BFPE International, Inc.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

Bureau of Procurement - cont'd

is the provider owner and installer of these products which must be compatible with currently installed equipment. The Vendor has extensive expertise and historical knowledge of providing these services and parts that is required by the City Fire Marshall, Local, State and Federal Authorities. This is a one-time purchase. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature neither 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. The initial award was below MBE/WBE subcontracting threshold.

- | | | |
|---|--------------|--|
| 5. INTEGRATED COMMERCIALIZATION SOLUTIONS, LLC t/a PARAGARD DIRECT | \$ 38,851.50 | Non-competitive/
Procurement/Sole
Source |
| Contract No. 08000 - ParaGard Birth Control - Health Department - Req. No.: R848006 | | |

This request meets the condition that there is no advantage in seeking competitive responses.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

The Vendor is the manufacturer's distribution source of these products. This product is the only hormone and latex free product that last for 10 years. This is fully grant funded. The period of the award is January 29, 2020 through January 28, 2021 with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature neither 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 award meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

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

MINUTES

Department of Public Works - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure to pay Whitman, Requardt & Associates, LLP for unauthorized work under Board approved Task No. 6 under Project No. 1227W-On-Call Stormwater Study and Engineering Design Services (Project 1227W).

AMOUNT OF MONEY AND SOURCE:

\$28,493.39 - 9958-907102-9520-900020-703032

BACKGROUND/EXPLANATION:

On May 2, 2018, the Department was contacted when a sinkhole was reported at Mt. Royal Elementary/Middle School at 121 McMechen Street. The Office of Engineering and Construction investigated the complaint and assigned WRA to perform engineering services for a remediation design for the sinkhole that occurred at the site under the existing agreement, Project 1227W. The 35' deep 30'x30' sinkhole was caused by the collapse of the 66" Stormwater pipe. The design work included: site investigation, site survey, repair and bypass pumping design, inspection during construction, and 30" water main and duct bank support design. On August 19, 2018, the repair work was substantially completed (without delaying the start of the new school year) and final restoration of the site was completed on November 10, 2018.

The Agency decided to use the existing agreement, Project 1227W as the type of work needed was within the scope of services of the contract which was approved by the Board on September 9, 2015. The proposal of Task 6 included the assigned work from the agency. Task 6 was delayed in the approval process because the original agreement was near its expiration date. Once Amendment No. 1 was approved by the Board on September 26, 2018, the task started its

MINUTESDepartment of Public Works - cont'd

approval process. Project 1227W - Task 6 was approved on December 19, 2018 for \$99,752.91. As of May 11, 2020, four invoices have been billed under this task and the current balance of the task is \$40,447.23. Additional funds are not required because this invoice will be paid from the remaining funds of this task that is available for this payment. This received invoice of \$28,493.39 has not been previously paid under this contract.

SCOPE OF THE ORIGINAL PROJECT:

The Scope of Services is to provide engineering, hydrology studies, inspections and investigations related to repairs, maintenance and new construction of storm drain facilities for the Office of Engineering & Construction on an as needed basis.

MBE/WBE PARTICIPATION:

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

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Whitman, Requardt & Associates, LLP for unauthorized work under Board approved Task No. 6 under Project No. 1227W-On-Call Stormwater Study and Engineering Design Services.

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Department of Public Works - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a new Memorandum of Understanding (MOU) with the Housing Authority of Baltimore City (HABC). The period of the MOU is January 12, 2020 through January 11, 2023.

AMOUNT OF MONEY AND SOURCE:

\$2,191,612.00 - 1001-000000-5160-505750-401119

BACKGROUND/EXPLANATION:

On September 20, 2017, the Board approved a Memorandum of Understanding (MOU) between the Mayor and City Council acting by and through the Department of Public Works (DPW) and the Housing Authority of Baltimore City for the collection and disposal of residential and commercial waste from certain housing developments owned and operated by HABC. The period covered by the MOU was January 12, 2016 through January 11, 2020. Although the MOU had expired the Bureau of Solid Waste continued to provide services to HABC. The Department therefore is requesting the Board's approval of a new MOU which allows for DPW to receive compensation from HABC for services provided since the lapse of the previous agreement and for ongoing services to be provided to HABC through January 11, 2023.

The Department of Public Works shall receive as compensation from HABC the amount of \$705,276.00 for the period January 12, 2020 through January 11, 2021, \$732,223.00 for the period January 12, 2021 through January 11, 2022, \$754,113.00 for the period January 12, 2022 through January 11, 2023, as outlined in the MOU.

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Department of Public Works - cont'd

This MOU is late because of negotiations between the agencies and the Covid-19 emergency.

APPROVED FOR FUNDS

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 new Memorandum of Understanding with the Housing Authority of Baltimore City.

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President: "Ah -- let me make sure, here -- I'm sorry, as there is no more business before the Board, we will recess until bid opening at 12:00 noon and will reconvene July 22, 2020. Thank you."

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MINUTES**ACKNOWLEDGEMENT**

President: "Ah -- Board members is there anybody from the Board, Madam Mayor, I mean Madam Comptroller, Mr. Mayor you want to make any remarks before I close the meeting. Ah -- Madam Comptroller you're on mute."

Comptroller: "Can you hear me now?"

President: "Yes."

Comptroller: "Yes. I would just like to say that I am so sorry to hear of the passing of George Mitchell who has done so much for the Park Heights Community and it is a great loss to that community and a great loss to our City."

President: "Mr. Mayor are you good?"

Mayor: "Yeah."

President: "Madam -- Madam Solicitor."

Ms. Moore: "Um -- Good morning. I -- I join in the Comptroller's comments about the passing of George Mitchell. Um -- it's ah -- ah -- a deep loss when we -- when we lose someone who's willing to -- to be in the fight and stay in the fight ah -- to -- to help feed and save lives and then we lose that person that's a

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tremendous loss. I also want to remind everyone who is ah -- employed by the City who is required to file financial disclosure forms, that the deadline was extended per ah -- Mayor Young's executive order as a consequence of the COVID pandemic. The deadline was extended to tomorrow, and if you haven't already submitted your um -- financial disclosure form you've got until tomorrow, if you need help figuring out how to do that feel free to um -- contact any of us here on the Board or um -- and -- and we will give you guidance. Thank you."

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MINUTES**ACKNOWLEDGEMENT**

President: "Thank you. I just want to join both of you ah -- Mr. Mitchell was a -- a giant amongst men especially in the Park Heights Community ah -- clearly we all know that I have an affinity for that neighborhood because that's where I was raised, but Mr. George and I had even a deeper connection because like me he went from Park Heights to Mervo High School. He will be deeply missed in the community and you can never replace a person like George Mitchell. But we just hope that the rest of us that remain are able to fill the void and he kept a great group of people around him that will continue on his work and his legacy and that's a challenge for all of us to do as we move forward, because he was truly a giant and will be deeply missed. I also want to mention just quickly today, we know that we approved today an agreement with MAPS. We know that COVID-19 has been something that has changed the world for everyone and impacted everyone ah -- through our health and financially. I want to thank all of those members for stepping up to the plate to help out the City as we go through this crisis. I -- I myself have elected to join them in taking those furlough days, because I want them to know that I personally appreciate what they're doing and want to show by example that they will not be alone. So thank you -- thank you very much."

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Comptroller: "Good Afternoon the Board of Estimates is now in session for the receiving and opening of bids. As part of the overall effort to limit transmission of COVID 19 of the COVID 19 virus, the Board of Estimates is conducting bid openings remotely. Members of the public can call in to listen to bid openings live by calling 443-984-1696 and entering access code 0817325. The Board of Estimates meetings are broadcast live on CharmTV, Channel 25 on Comcast Cable in Baltimore City. Meetings are also streamed on the internet at www.charmtvbaltimore.com/watchlive. The Board of Estimates will continue to conduct bid openings remotely while the state of emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect. No addenda have been received for the July 15, 2020 Board of Estimates meeting. No bids have been received for the July 15th Board of Estimates meeting. There being no more business before this Board we are now adjourned. Thank you."

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MINUTES**BIDS, PROPOSALS, AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Comptroller announced that **THERE WERE NO ADDENDA RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

Thereafter, UPON MOTION duly made and seconded, the Comptroller announced that **THERE NO BIDS WERE SCHEDULED TO BE RECEIVED.**

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 22, 2020.



JOAN M. PRATT
Secretary