

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 September 23, 2020 meeting of the Board of Estimates is now called to order. In the interest of promoting health and safety as we deal with COVID-19, the Board of Estimates continues to meet virtually. Madam Comptroller are there any corrections, additions or deferrals on the Agenda. I will direct the Board Members attention to the Memorandum from my office dated September 21, 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 of the items contained on the routine agenda."

Acting City Solicitor: "Ah -- good morning everyone. Mr. President, I move that all items on the routine agenda be approved."

MINUTES

Comptroller: "I Second."

President: "All of those in favor say Aye. All of those opposed, Nay. The Motion is approved. The routine agenda has been adopted."

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MINUTES**BOARDS AND COMMISSIONS**1. Prequalification of Contractors

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Blueridge, Inc.	\$	8,000,000.00
E&F Landscaping, LLC	\$	1,500,000.00
K&K Adams, Inc.	\$	8,000,000.00
Letke Security Contractors, Inc.	\$	1,500,000.00
Phoenix Contracting Services, Inc.	\$	8,000,000.00
Thompson Electric, Inc.	\$	8,000,000.00

2. Prequalification of Architects and Engineers

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

A.D. Marble & Co., Inc.	Engineer
Biohabitats, Inc.	Landscape Architect Engineer
Charles P. Johnson, & Associates, Inc.	Landscape Architect Engineer Land Survey
Daniel Consultants, Inc.	Engineer

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

Froehling & Robertson, Incorporated	Engineer
InfraMap Corp.	Engineer Property Line Survey
Mott MacDonald, LLC	Engineer
O'Connell & Lawrence Inc.	Engineer Land Survey
Pure Technologies U.S., Inc.	Engineer
SAMMS Engineering, LLC	Engineer
STV Incorporated	Architect Landscape Architect Engineer
Ziger/Snead, LLP	Architect

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

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3645 - 3657

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.

The Acting Director of Public Works **ABSTAINED**

on item no. 3 and 4.

MINUTES**PERSONNEL**Baltimore City Office of Information and Technology

	<u>Hourly Rate</u>	<u>Amount</u>
1. PATRICIA FULLER	\$65.00	\$ 19,500.00

Account: 9903-928007-9116-900000-709032

Ms. Fuller will continue to work as a Contract Services Specialist II. This position is responsible for using Drupal content management skills and expertise to conduct training for the City of Baltimore content editors, and creating and maintaining Drupal training materials library for the Department. The period of the agreement is effective upon Board approval for one year.

2. DASIA GORHAM	\$24.00	\$ 67,200.00
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Account: 1001-000000-1474-719900-601009

Ms. Dasia Gorham will continue to work as a Contract Services Specialist II. This position will be responsible for serving as the initial point of contact for customers seeking technical assistance via phone, chat, e-mail, or in person; providing immediate on-demand technical assistance for VIP users (e.g. Comptroller, Mayor, etc.), relating to system performance and availability; monitoring the Service Desk ticket queue, resolving tickets, escalations, problems and/or requests; installing, configuring and maintaining all PC related hardware and systems including troubleshooting and diagnosing network problems, Web browser and basic network connectivity issues, PC updates and standard software; configuring laptops and desktops for various agencies depending upon their needs; increases memory when user is experiencing slowness; troubleshoots and replaces video and network cards; installing and testing hardware and peripheral components; loading appropriate software packages, networking

MINUTES**PERSONNEL**Baltimore City Office of Information and Technology - cont'd

components and office application; providing customization and adaptation of existing programs that meet user's requirements and evaluating system potential by testing the compatibility of new programs.

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Environmental Control Board</u>		
3. DEBYN W. PURDIE, ESQ.	\$90.00	\$ 76,950.00

Account: 1001-000000-1170-138600-601009

Ms. Purdie will continue to work as a Contract Services Specialist II. This position will be responsible for conducting hearings pursuant to the requirements and rules of the Department, the Baltimore City Code, Article 1 §40, et seq.; conducting a hearing for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128 et seq. of Building, Fire and related codes of the City, which permits the Commissioner of Housing to designate a Hearing Officer for administrative review of certain agency decisions. In addition to the foregoing services, the Hearing Officer may, from time to time, at the request of the Department of Public Works and the Department, conduct water bill dispute hearings in strict accordance with the "Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing" adopted by the Department of Public Works. The Hearing Officer shall report her recommendations in writing to the Director of the Department of Public Works who shall have the final decision-making authority regarding abatement of any water bills. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Environmental Control Board - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
4. LAYLA SAID, ESQ.	\$90.00	\$ 76,950.00

Account: 1001-000000-1170-138600-601009

Ms. Said will continue to work as a Contract Services Specialist II. This position will be responsible for conducting hearings pursuant to the requirements and rules of the Department, the Baltimore City Code, Article 1 §40, et seq.; conducting a hearing for the Department of Housing and Community Development for the formal administrative appeals for Housing Code Enforcement under Section 128 et seq. of Building, Fire and related codes of the City, which permits the Commissioner of Housing to designate a hearing officer for administrative review of certain agency decisions. In addition to the foregoing services, the Hearing Officer may, from time to time, at the request of the Department of Public Works and the Department, conduct water bill dispute hearings in strict accordance with the "Regulations on Customer Service and Support for Water, Wastewater, and Storm Water Billing" adopted by the Department of Public Works. The Hearing Officer shall report her recommendations in writing to the Director of the Department of Public Works who shall have the final decision-making authority regarding abatement of any water bills. The period of the agreement is effective upon Board approval for one year.

Baltimore City Fire Department

5. CHAYA DEITSCH	\$36.06	\$ 82,216.80
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Account: 4000-482019-2023-212605-601001

Ms. Deitsch will continue to work as a Contract Services Specialist II. This is the same hourly rate as in the previous

MINUTES**PERSONNEL**Baltimore City Fire Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
contract period. This position will be responsible for providing assistance to the Deputy Director of Operations by coordinating logistics operations during Emergency Operations Center activations, other events, and daily management of logistics for Mayor's Office of Emergency Management. The period of the agreement is effective upon Board approval for one year.		
6. ELISE N. WHITEFORD	\$27.46	\$ 62,608.80

Account: 4000-482020-2131-744505-601009

Ms. Whiteford will continue to work as a Contract Services Specialist II. This is the same hourly rate as in the previous contract period. This position will be responsible for monitoring City flooding and conducting outreach to mill properties along the Jones Falls; working on flood threat alert upgrades for City gages; analyzing flood gage data and 311 service request data; administering the Mayor's Office of Emergency Management 24/7 on-call Duty Office Program' being the point person for Small Business Administration declaration process after a disaster; working on mitigation projects, projects/proposals; updating the Baltimore City Emergency Operation plan; writing local stakeholder plan; gathering quantitative and qualitative data for inclusion in after-action reviews of special events, on-call responses, and standard emergency operations; creating after-action reports and the protocol related to their regular and timely completion; creation and updating Standard Operating Procedures and attending Urban Areas Security Initiative, Health and Medical Coalition meetings. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Baltimore City Fire Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
7. MARK FOX	\$27.46	\$ 70,452.00

Account: 4000-482020-2131-744505-601009

Mr. Fox will continue to work as a Contract Services Specialist II. This is a 12% increase in the hourly rate from the previous contract period due to a change in the scope of services. This position will be responsible for writing and revising emergency management policies and procedures; coordinating emergency preparedness projects in collaboration with other City agencies; developing and implementing public outreach and communication strategies; writing after action reports and improvement plans for major incidents and special events and the Bmore Alert Emergency Notification System. The period of the agreement is effective upon Board approval for one year.

8. Reclassify the following filled position:

From: Fire Commander
 Job Code: 00110
 Grade: 80F (\$134,769.00 flat rate)
 Position No.: 12570

To: Assistant Fire Chief
 Job Code: 10214
 Grade: 85F (\$157,440.00 flat rate)

Cost: \$33,394.00 - 1001-000000-2101-225900-601061

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

MINUTES**PERSONNEL**Department of General Services9. Reclassify the following filled position:

From: Agency IT Supervisor
 Job Code: 33150
 Grade: 936 (\$84,822.00 - \$135,651.00)
 Position No.: 51151

To: Operations Officer V
 Job Code: 31113
 Grade: 936 (\$84,822.00 - \$135,651.00)

Cost: There are no costs associated with this action

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

Baltimore City Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
10. KAREN GEIGER	\$31.25	\$ 20,000.00

Account: 4000-427720-3023-273307-601009

Ms. Geiger will work as a Contract Services Specialist II. She will be responsible for providing supervision to a team of Community Aide Surveyors; directing team members daily to complete research projects that include assessments regarding HIV needs in the community within a designated timeframe; monitoring expenses within the prescribed budget; analyzing and resolving research issues promptly with accuracy; assisting with training and providing advice and guidance to the team of Community Aide Surveyors.

MINUTES**PERSONNEL**Baltimore City Health Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
11. LUCRETIA SHANNON	\$14.00	\$ 23,296.00

Account: 4000-433421-3255-761600-601009

Ms. Shannon will continue to work as a Contract Services Specialist II. She will be responsible for scheduling and conducting community outreach programs for various Baltimore City Health Departments, including but not limited to Benefits Checkup and Senior Health Insurance Program (SHIP); preparing Benefits Checkup reports for seniors and providing individualized counseling for seniors and their families, regarding the Benefits Checkup report.

Department of Law

12. CHARLES L. JENKINS JR.,	\$71.63	\$ 85,956.00
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Account: 2036-000000-1752-175200-601009

Mr. Jenkins, Jr., retiree, will continue to work as a Contract Services Specialist I. He will be responsible for performing tasks for the Baltimore Development Corporation for economic development projects relating to PILOTS, and Estoppel certifications; tasks for the Department of Transportation which include street closings, right entries, Developer's Agreements and franchise matters; tasks for the Department of Real Estate which include preparation and review of leases, deeds, and easements, and right-of-entries and other agencies as assigned.

13. JOHN P. MACHEN	\$78.75	\$163,800.00
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Accounts: 1001-000000-8620-175200-601009
6000-694007-5850-418600-601009

MINUTES**PERSONNEL**Department of Law - cont'd

Mr. Machen will continue to work as a Contract Services Specialist II. He will be responsible for providing advice to the Department of Finance and the Bureau of Revenue Collections relating to the recordation taxes, transfer taxes and yield taxes on documents submitted for recording in the Land Records of Baltimore City.

Mayor's Office of Children & Family Success

14. Reclassify the following vacant position:

Position No.: 46645

From: Social Program Administrator III
Job Code: 81153
Grade: 936 (\$84,822.00 - \$135,651.00)

To: Operations Officer V
Job Code: 00089
Grade: 936 (\$84,822.00 - \$135,651.00)

There is no cost associated with this action.

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

15. a. Create the following new Non-Civil Service Class:

Classification: Digital Communications Specialist
Job Code: 07101
Grade: 907 (\$59,245.00 - \$94,879.00)

MINUTES**PERSONNEL**

Mayor's Office of Children & Family Success - cont'd

b. Reclassifying the following vacant position:

Position No.: 20017

From: Property Location Supervisor
 Job Code: 72635
 Grade: 907 (\$59,245.00 - \$94,879.00)

To: Digital Communications Specialist
 Job Code: 07101
 Grade: 907 (\$59,245.00 - \$94,879.00)

There is no cost associated with this action.

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

	<u>Hourly Rate</u>	<u>Amount</u>
16. ALLYSE DEPENBROCK	\$56.94	\$ 59,217.60

Account: 5000-586220-1191-594700-601009

Ms. Depenbrock will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to coordinating work amongst staff in the Mayor's Office of Children and Family Success (MOCFS), Mayor's Office of Homeless Services, Housing and Community Development as well as external software providers to support the effective transfer of information among software platforms and information systems in use by the participating agencies and service providers including CAP60, HMIS, Neighborly, software platforms and information systems. She will also be responsible for facilitating information sharing and problem

MINUTES**PERSONNEL**Mayor's Office of Children & Family Success - cont'd

solving among MOCFS and providers over the course of the Eviction Prevention Program. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Criminal Justice

	<u>Hourly Rate</u>	<u>Amount</u>
17. WENDY LEE	\$45.85	\$95,368.00

Accounts: 1001-000000-2255-772300-601009
4000-401418-2254-785400-601009

Ms. Lee will continue to work as a Contract Services Specialist II. Her duties will include but are not limited to overseeing the operation of the Visitation Center, preparing documents, spaces and staff for shifts, communicating with on-site security, monitors and volunteers, checking with clients over the phone in preparation of visitations/exchanges during shifts to ensure safe service provision, supervising part-time staff during shifts and outside hours including making decisions during shifts based on safety and client needs. She will also be responsible for performing client intakes, creating client service agreements, creating and maintaining files and records of client contacts and any safety concerns that come up during a visitation or exchange. This is the same hourly rate as in the previous contract period. The period of the agreement is October 1, 2020 for one year.

MINUTES**PERSONNEL**Mayor's Office of Homeless Services - cont'd18. a. Create the following five positions:

Classification: Grant Services Specialist II
 Job Code: 10216
 Grade: 919 (\$38,254.00 - \$60,682.00)
 Position No.: To be determined by BBMR

b. Create the following position:

Classification: Grant Services Specialist III
 Job Code: 10217
 Grade: 941 (\$58,370.00 - \$100,344.00)
 Position No.: To be determined by BBMR

Cost: \$443,207.00 - 4000-438320-3574-327200-601001

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

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
19. BARBARA A. WILLIAMS	\$16.93	\$ 7,042.88

Account: 2096-796615-7960-861500-601009

Ms. Williams, a retiree, will continue to work as a Contract Services Specialist I. Her duties will include but are not limited to: providing program leadership to senior citizens which includes crafts, guest speaking, music, games, trips, health promotion and special events, attending agency, community and Senior Citizens Division meetings. She will also be responsible for maintaining effective lines of

MINUTES**PERSONNEL**Department of Recreation and Parks - cont'd

communication with Recreation Center Director to assure coordination with other center programming, space assignment and custodial needs, maintaining time and accurate record-keeping to include program/attendance reports and provide assistance and adapted programming for senior citizens with limitations and/or special needs. This is the same hourly rate as in the previous contract period. The period of the agreement is effective upon Board approval for one year or October 25, 2020, whichever comes later.

	<u>Hourly Rate</u>	<u>Amount</u>
20. ANGELIA L. MORRISON	\$17.38	\$10,845.12

Account: 6000-605718-6510-371700-601009

Ms. Morrison, a retiree, will continue to work as a Contract Services Specialist I. Her duties will include but are not limited to: planning and organizing recreational programs for older adults, providing general information on caregiving, education and retirement services, overseeing congregate lunchtime meals that are served through the Eating Together in Baltimore Program. This is the same hourly rate as in the previous contract period. The period of the agreement is October 25, 2020 for one year.

MINUTES**PERSONNEL**Mayor's Office

21. Reclassify the following filled position:

Position No.: 51623

From: Operations Officer IV
Job Code: 31112
Grade: 931 (\$77,608.00 - \$124,063.00)
To: Operations Officer V
Job Code: 31113
Grade: 936 (\$84,822.00 - \$135,651.00)

Cost: \$8,456.30 - 1001-000000-1471-165700-601001

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

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:

3659 - 3660

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
1. \$367,465.00	9958-924008-9522	9958-911011-9520-3
Stormwater	Stormwater	Design
Utility Fund	Mitigation Projects	
<p>This transfer will provide funds to cover costs for Project 1236M O/C Stormwater Study and Engineering Design Services Task 3.</p>		
<u>Department of Planning</u>		
2. \$250,000.00	9904-911070-9129	9904-912070-9127
3 rd Community	Aquarium Glass	National Aquarium
& Economic	Pyramid Repair	Glass Repair
Development		
Loan		
<p>This transfer will provide funding to address safety concerns in the Rain Forest exhibit at the National Aquarium which must replace the entire iconic Rain Forest glass pyramid, which has failed and surpassed its unusable life. After 40 years, all 684 glass panes must be replaced as soon as possible or the National Aquarium may need to close the exhibit indefinitely.</p>		
3. \$ 75,000.00	9904-915085-9129	9904-918051-9127
3 rd Community	Druid Square Park	BGN Druid Square
& Economic	(Reserve)	Park
Development		
Loan		

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning - cont'd</u>		
<p>These funds will be used to abandon utility lines within the footprint of Cab Calloway Legends Park. The park is being created by 81 vacant lots and the utilities were installed 80 years ago. Both Baltimore City Department of Recreation and Parks and Dept. of Public Works has highly recommended this important task to ensure the safety of those using Cab Calloway Legends Park.</p>		
4. \$200,000.00	9942-923022-9488	9942-926021-9488
3 rd Community & Economic Development Loan	Reserve-BMA Fire Safety	BMA Fire Safety 2021

This transfer will make funds available for expenses related to increasing the Baltimore Museum of Art sprinkler coverage, including coverage for the Jacobs, Wing, the Cone Wing, as well as the third floor of the Pope Building.

5. \$ 50,000.00	9904-909056-9129	9904-912056-9127
3 rd Community & Economic Development Loan	Visionary Arts Museum Light/Plaza	Visionary Museum Light/Plaza

This transfer will fund lighting improvements at the American Visionary Art Museum.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	528 E. 21 st Street	Maryland Custom Builders, Inc.	One set of Steps 14'5" x 4'
	\$70.40 - Flat Charge		
	530 E. 21 st Street	Maryland Custom Builders, Inc.	One set of Steps 14'5" x 4'
	\$70.40 - Flat Charge		
2.	3242 Foster Avenue	620 S. Clinton Street, LLC	Egress Stairway 14' x 3'
	\$234.40 - Annual Charge		
3.	631 S. Broadway	631 S. Broadway, LLC	One ADA Ramp 36' x 5'
	\$70.40 - Flat Charge		
4.	1125 Sargeant Street	Nathan Robbins	One Window Well 4' x 3'3"
	\$55.44 - Annual Charge		
5.	1218 Sargeant Street	1218 Sargeant Street, LLC	One Window Well 4'4"x 3'2"
	\$57.47 - Annual Charge		

MINUTES

Department of Transportation - cont'd

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

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 Northpoint Development, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$10,500.00 - 9950-907074-9512-000000-490375

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 the work for FMC Baltimore at 1600 and 1701 E. Patapsco Avenue, constructing an industrial warehouse with a total of 705,000 square feet.

The Developer agrees to make a one-time contribution in the amount of \$10,500.00 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 a Traffic Mitigation Agreement with Northpoint Development, 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 Woodberry Station, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, 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 Woodberry Station, LLC at 3511 and 3523 Clipper Road, constructing 51 multi-family housing units with a total of 26,194 square feet.

The Developer agrees to install a midblock pedestrian crossing from the development entrance to the south side of Clipper Road to provide ADA accessible walkway along Clipper Road. Final design, layout, and material to be approved for the Department's TRAFFIC Division.

This Traffic Mitigation is for a development not in a Traffic Mitigation Agreement zone. The Developer is required to install the traffic mitigation measures described in the agreement. Therefore, there is no fee payment to the City.

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

MINUTES

Department of Transportation (DOT) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between the Department of Transportation and Hollins Roundhouse, Inc. The period of the MOU is effective upon Board approval for five years, with an option to renew for an additional five years unless terminated earlier in accordance with the agreement.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Hollins Roundhouse, Inc. has submitted an application for two program recognition signs to be owned by the City and maintained by the Organization, located in the right-of-way for Hollins Roundhouse, Inc. in the ROW on the northwest corner of Martin Luther King, Jr. Blvd. and Lombard Street as shown on Exhibit A.

The submitted MOU establishes the framework for the Organization to maintain the program recognition signs, at its sole cost and subsequently for the Hollins Roundhouse, Inc. to perform ongoing maintenance of all aspects of the Project during the term of the agreement.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Hollins Roundhouse, Inc.

MINUTES

Department of Transportation - On-Call Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve an Assignment of Task No. 7 under Project No. 1257, On-Call Conduit Infrastructure Design Services with STV, Inc. The period of the task assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$248,935.44 - 9962-906072-9562-900000-703032

BACKGROUND/EXPLANATION:

This authorization provides for engineering/technical resources, permitting assistance, and on-call field evaluation and support for the Conduit Division. The scope of services includes, but is not limited to: reporting on conduit reporting metrics, right-of-way permitting review, coordination of service requests, record plans research, conduit record document cataloging, review of field inspection submittals, JOC contract document preparation, engineering field support for JOC construction task orders and field representation, and inspection for routine and emergency projects.

MBE/WBE PARTICIPATION:

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

Although the Consultant has not met the MBE goal of 27%, they achieved a goal of 2% and there remains enough capacity to meet the goal. The Consultant has not met the WBE goal of 10%, they achieved a goal of 0% and there remains enough capacity to meet the goal.

THE EAR WAS APPROVED ON AUGUST 25, 2020.

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. 7 under Project No. 1257, On-Call Conduit Infrastructure Design Services with STV, Inc.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Assignment of Task No. 17 to Rummel, Klepper & Kahl, LLP under Project 1209, On-Call Traffic Engineering Services. The period of the task assignment is approximately 24-months.

AMOUNT OF MONEY AND SOURCE:

\$197,617.92 - 9950-905190-9527-9000020-703032

BACKGROUND/EXPLANATION:

This authorization provides to complete a feasibility study and corresponding 30% design plans for all-ages bicycle facility improvements along Wolfe Street and/or Washington Street between Aliceanna Street and Sinclair Lane, a total distance of 2.11 miles (potential project length of 4.22 miles). The proposed bicycles accommodation in the eastern portion of the City and would connect with the existing downtown bike network via Madison Street.

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 goal of 27%, they achieved a goal of 12% and there remains enough capacity to meet the goal. The Consultant has not met the WBE goal of 10%, they achieved a goal of 5% and there remains enough capacity to meet the goal.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 20, 2020.

MINUTES

Department of Transportation - cont'd

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>
\$510,850.00	9950-944002-9507	9950-905190-9527
State	Construction	Downtown Bicycle
Revenue	Reserve	Network
	for Closeout	

This transfer is to move the appropriation for the funds received from the State for the project "Downtown Bicycle Network" in the amount of \$510,850.00.

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 17 to Rummel, Klepper & Kahl, LLP under Project 1209, On-Call Traffic Engineering Services. The transfer of funds was 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

Department of Transportation - Partial Release of Retainage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement to Highlander Contracting Company, LLC, for Contract No. TR18014. The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$339,090.50 - 9962-909075-9562-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR18014 is substantially completed, and all punch list items are complete. Highlander Contracting Company, LLC, is requesting a partial release of retainage in the amount of \$339,090.50. The City holds \$634,415.00 in retainage. The remaining \$295,324.50 is sufficient to protect the interests of the City.

Pursuant to Section 10.04-81 of Specifications, a "Conditional Inspection" for Contract No. TR18014 Conduit System Reconstruction at Various Locations Citywide (JOC) was held on October 31, 2019.

MBE/WBE PARTICIPATION:

Highlander Contracting Company, LLC, has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

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 Partial Release of Retainage Agreement to Highlander Contracting Company, LLC, for Contract No. TR18014.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Assignment of Task No. 15 to WSP USA, Inc., (Formerly Parsons Brinkerhoff, Inc.) under Project 1208, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$399,922.51 - 9950-908069-9508-900020-703032

BACKGROUND/EXPLANATION:

This task will provide traffic calming opportunities and multi-modal roadway enhancements for the Druid Park Lake Drive corridor from Mount Royal Terrace ramp on the west side of I-83 to the Greenspring Avenue intersection near the NW portion of the park. The required activities within the scope of this project include the completion of the following support services: Project Management Existing Conditions Assessments Concept Development (10% Design) Community Outreach.

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: 23%

WBE: 10%

The Consultant has achieved 23% of the MBE goal and 15% of the WBE goal.

MINUTES

Department of Transportation - cont'd

THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 3, 2020.

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>
\$400,000.00	9950-907642-9509	9950-908069-9508
GF (HUR)	Construction Reserve-Citywide Transportation Plan	Complete Street-Druid Park Lake Drive

This transfer will fund the task on Project #1208 Druid Park Lake Drive Study with WSP USA, Inc., in the amount of \$399,922.51.

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 15 to WSP USA, Inc., (Formerly Parsons Brinkerhoff, Inc.) under Project 1208, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services. The transfer of funds was 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

Office of the State's Attorney - First Amendment to Professional
for Baltimore City (OSA) Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Professional Services Agreement with Pinnacle Communications Resource Company, LLC. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 4000-406220-1156-117900-603026

BACKGROUND/EXPLANATION:

On July 1, 2020 the Board approved the Professional Services Agreement for services for a targeted marketing campaign in the amount of \$74,990.00 to assist the OSA in a victim and witness marketing campaign and communications effort funded through a grant from the Governor's Office of Crime Control and Prevention (GOCCP) titled Victim/Witness Unit. The OSA has expanded the scope to fully utilize all of the funding approved by GOCCP for the campaign. The Parties want to amend the original agreement to increase the scope of the marketing campaign.

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 First Amendment to Professional Services Agreement with Pinnacle Communications Resource Company, LLC.

MINUTES

Mayor's Office of Operations - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement with the Alliance for Open Society International, Inc. (AOSI). The period of the agreement is effective upon Board approval through January 31, 2022.

AMOUNT OF MONEY AND SOURCE:

\$6,000,000.00 - 6000-606221-4460-792300-607004

BACKGROUND/EXPLANATION:

The Baltimore City Cash Assistance Program will provide one-time cash assistance to low-income Baltimore residents who have been impacted by the ongoing COVID-19 crisis.

Due to the economic toll of COVID-19, thousands of Baltimore residents are unable to afford basic necessities. To meet this need, the City will allocate \$6,000,000.00 of the Baltimore City Children and Youth Fund and, in collaboration with the AOSI, provide one-time disaster relief to residents who have been hardest hit by COVID-19.

The funds will be transferred from the Baltimore City Children and Youth Fund to AOSI, who will then facilitate subgrants to Community-Based Organizations to provide pre-loaded debit cards for eligible participants to afford groceries and other needs.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Operations - cont'd

President: "Ah -- let me see. Members of the Board, is there anyone, Madam Comptroller, Mr. Mayor, do you guys have any remarks today?"

Mayor: "I'm good."

Comptroller: "I do."

President: "Madam Comptroller."

Comptroller: "Yes I would just like to address the Grant Agreement with the Alliance for Open Society International on page 31 of this week's Agenda. This \$6,000,000.00 grant will provide direct assistance to City residents whose access to basic necessities has been disruptive by the COVID-19 pandemic. The Mayor's Office working with the Office of Open Society International and a network of community partners, developed this program to provide debit cards to eligible residents who are experiencing financial hardships. Recipients will be able to purchase food, medicine, personal protective equipment and other essential personal and household goods. As we all know COVID-19 continues to disrupt the economy and many City residents have been unemployed or

MINUTES

Mayor's Office of Operations - cont'd

underemployed for six months or more. This grant agreement will bring immediate -- immediate meaningful relief to people who need it and I was proud to vote in favor of this item today, and I commend the Mayor's Office and the Alliance for Open Society International for developing this program and committing to quick implementation. Thank you."

* * * * *

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the Alliance for Open Society International, Inc.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

3678 - 3680

The EWO's were reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #001, \$717,465.00 - TR 19006R, Urgent Need Contract
Citywide

\$ 2,609,618.00	-	P. Flanigan & Sons, Inc.	-	-
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The Board is requested to approve this extra work order to authorize an increase in items, which includes asphalt placement, pavement markings, 7-inch and 9-inch concrete placement, sidewalk and ADA ramps for various City locations.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 28, 2020.

Department of Public Works/Office
of Engineering and Construction

2. EWO #001, \$153,100.75 - WC 1314, Oliver Neighborhood &
Vicinity Water Main Replacements

\$ 7,455,905.00	-	Metra Industries, Inc.	-	-
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The Office of Engineering & Construction requests approval of \$153,100.75 for additional water main replacement and restoration because of unforeseen conditions. The work was necessary to address poor water quality and flow within the Oliver Neighborhood to improve the overall water main distribution performance. The Certificate of Completion form will not be completed until a scheduled time after final payment and completion have been given by the agency.

MINUTES**EXTRA WORK ORDERS**

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

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

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: 9% and WBE: 2%.

THE EAR WAS APPROVED BY MWBOO ON MAY 14, 2020.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Assignment of Task No.2 to GWWO, Inc., under Project 1314, On-Call Architectural Design Services. The period of the task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$49,713.04 - 9938-905119-9474-900000-703032

BACKGROUND/EXPLANATION:

This task includes Construction Administration Services for the Dypski Park Pavilion Relocation.

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: 28%

WBE: 20%

The Consultant has achieved 18.69% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 29.31% of the MBE goal at this time.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 7, 2020.

APPROVED FOR FUNDS BY FINANCE

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/S</u>	<u>TO ACCOUNT/S</u>
\$50,000.00	9938-904119-9474	9938-905119-9474
2 nd Parks	(Reserve)	(Active)
and Public	Park Building	Park Building
Facilities	Renovation	Renovation

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No 1314, Task No. 2, to GWWO, Inc.

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 2 to GWWO, Inc., under Project 1314, On-Call Architectural Design Services. The transfer of funds was 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

Department of Public Works - Increase to Master Blanket Purchase Orders P502275 and P502276 for Sludge Heat Drying Services Payments

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a change order to increase funds to two existing Master Blanket Purchase Orders, which provide Sludge Heat Drying services to the Back River and Patapsco Wastewater Treatment Plants. This increase is needed to cover the FY21 cost of this service for one year.

AMOUNT OF MONEY AND SOURCE:**SERVICE TIPPING FEES**

\$7,700,000.00	-	2070-000000-5501-396864-603053	P502275	Patapsco
\$8,300,000.00	-	2070-000000-5501-630064-603053	P502276	BRWWTP

BACKGROUND/EXPLANATION:

The agreement between the City and Synagro Technologies, which sets the fees and contract specifications were originally approved by the Board of Estimates on November 15, 2000, and was amended, renewed for an additional ten-year period, and approved by the Board on March 4, 2015. Since this is an internal agreement between DPW and Synagro, the master blanket will be used to provide for the funding of the agreement and an instrument for expediting payments.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized a change order to increase funds to two existing Master

MINUTES

Department of Public Works - cont'd

Blanket Purchase Orders, which provide Sludge Heat Drying services to the Back River and Patapsco Wastewater Treatment Plants.

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. 021 to Rummel, Klepper & Kahl, LLP under Project 1504 (WC 1288), On-Call Construction Management Assistance.

AMOUNT OF MONEY AND SOURCE:

(\$118,563.60) - To be credited

BACKGROUND/EXPLANATION:

The Department was in need of Construction Management Assistance Services for various projects. However, the project did not utilize all of the funds and is requesting a credit.

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% and WBE: 10%.

Currently, this On-Call Agreement is not in compliance because it has not yet been completed or billed in its entirety. The consultant anticipates meeting goals once these tasks are complete.

Current status MBE: 21% and WBE: 7%

THE EAR WAS APPROVED BY MWBOO ON JUNE 23, 2020.

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 021 to Rummel, Klepper & Kahl, LLP under Project 1504 (WC 1288), On-Call Construction Management Assistance.

MINUTES

Department of Planning - Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Award Agreement from the Chesapeake Bay Trust's Green Jobs, Green Streets, Green Towns for Druid Heights Cab Calloway Legends Park, 2216 Druid Hill Avenue. The period of the award agreement is May 20, 2020 through May 15, 2021.

AMOUNT OF MONEY AND SOURCE:

\$27,768.00 - 5000-517520-1875-187400-405001

BACKGROUND/EXPLANATION:

The Department of Planning's Baltimore Green Network is working with the residents of Druid Heights and Druid Heights Community Development Corporation to create a park from 82 vacant lots. This park will be surrounded by newly built homes for first-time homebuyers and 16 rehabbed historic townhomes, which are both projects of the Druid Heights Community Development Corporation. The grant funds are for storm water engineering plans to remove the impervious surface within Druid Heights Cab Calloway Legends Park's footprint.

The grant submission is late due to 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 approved and authorized acceptance of the Award Agreement from the Chesapeake

MINUTES

Department of Planning - cont'd

Bay Trust's Green Jobs, Green Streets, Green Towns for Druid Heights Cab Calloway Legends Park, 2216 Druid Hill Avenue.

MINUTES

Department of Law - Recommendations for Vendor
Suspension and Debarment Proceeding

ACTION REQUESTED OF B/E:

The Board is recommended to take the following actions with regard to the Debarment Proceedings instituted by the Board on April 1, 2020, against Holabird Enterprises of Maryland, Inc. t/a Holabird Fleet Service; Trans-Tech Transmission Center, its President, Lawrence Ward; and officer Daniel Foy (Vendor) to amend the Board's decision on August 26, 2020, finding good cause to extend the time to hold the debarment hearing within 45 days, in order to:

- (1) hold the debarment hearing virtually by means of WebEx or similar videoconferencing technology;
- (2) set the date of the hearing to begin on October 6, 2020, at 10:00 am with October 7th and 9th as supplemental hearing dates in event additional time is deemed necessary by the convening authority;
- (3) delegate the authority to conduct the hearing to the Honorable John P. Miller (ret.) or another member of the Maryland Bar not currently employed by the City pursuant to BOE Reg.IV.G.4.c and
- (4) grant Judge Miller or other designee the authority to conduct debarment hearing in the manner described in BOE Reg. IV.G.5 and render the recommended proposed findings of fact and conclusions of law for consideration by the Board as provided in BOE Reg.IV.G.5.f.

AMOUNT OF MONEY AND SOURCE:

No funds are requested or required.

MINUTES

Department of Law - cont'd

BACKGROUND/EXPLANATION:

On April 1, 2020, the Board instituted Debarment Proceedings against the Vendor, pursuant to Baltimore City Code Article 5, §40-17, and suspended the Vendor's performance under Solicitation Nos. B50004770, B50004990, B50005058, B50005285, B500005755, and B50005812 pursuant to Article 5, §40-18.

On April 27, 2020, the Vendor requested a hearing before the Board in response to the Board's notice of proposed Debarment. On August 26, 2020, the Board found good cause to extend the time to hold the hearing and instructed that the hearing be held within 45 days.

MBE/WBE PARTICIPATION

N/A

UPON MOTION duly made and seconded, the Board approved and authorized the aforementioned recommended actions with regard to the Debarment Proceedings instituted by the Board on April 1, 2020, against Holabird Enterprises of Maryland, Inc. t/a Holabird Fleet Service; Trans-Tech Transmission Center, its President, Lawrence Ward; and officer Daniel Foy (Vendor) to amend the Board's decision on August 26, 2020, finding good cause to extend the time to hold the debarment hearing within 45 days. The Acting City Solicitor **RECUSED** herself from voting.

MINUTES

Department of Health - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the expenditure to pay Resiliency in Communities After Stress and Trauma (ReCAST) Program grant recipients. The period of payments is September 10, 2020 through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$274,394.38 - 4000-483520-3080-294600-603051

BACKGROUND/EXPLANATION:

On October 16, 2019, the Board approved the Notice of Award in the amount of \$1,000,000.00 for the period September 30, 2019 through September 29, 2020 for the Resiliency in Communities After Stress and Trauma (ReCAST) Program.

The goal of ReCAST Program is to reduce the impact of trauma and build resilience in Central West Baltimore communities adversely impacted by the April 2015 unrest. The Program empowers organizations from West Baltimore to implement high-quality, trauma-informed services to promote connectedness and resilience in youth.

On January 2, 2020, the Department advertised a Request for Proposal for community organizations to create and build sustainable, trauma informed, behavioral health solutions for young people in Central West Baltimore. Grant recipients will organize and provide activities for youth (e.g., mentoring, tutoring, out of school times programming).

On March 17, 2020, grants were awarded to selected grantees. Because of the COVID-19 emergency, the awards to the grantees were delayed. The Department will pay the grant recipients 50% of the grant amount upon Board approval and final payments within 30 days of submission of approved invoices for services provided.

MINUTES

Department of Health - Expenditure of Funds

The Board is requested to authorize and approve grant awards and payments by Expenditure Authorization to the following ReCAST grantees:

Amount:	Grantee:
\$ 19,762.00	Alkaline Bodies, Inc. fiscal sponsor for Dads United Organization
20,000.00	Alkaline Bodies, Inc. fiscal sponsor for I am a Scribe Literacy Program
20,000.00	Bmore Empowered, Inc., fiscal sponsor for Youth Bmore Uprise
20,000.00	Bmore Empowered, Inc. fiscal sponsor for S.O.N.S of Phoenix
20,000.00	Bmore Empowered, Inc. fiscal sponsor for Voices of 21217
10,000.00	BTST Cares Incorporated
20,000.00	Family Survivor Network, Inc.
15,358.92	Fusion Partnership, Inc. fiscal sponsor for POISED
20,000.00	Fusion Partnership, Inc. fiscal sponsor for DewMore Baltimore
19,961.00	Heartsmiles, LLC
20,000.00	HGE Designs Co.
19,924.80	Let's Thrive Baltimore, Inc.
19,566.13	Midg3t Productionz
9,999.53	Public Justice Center, fiscal sponsor for Truth to Power
19,822.00	The Tree House Project, Inc.
\$274,394.38	

The expenditure of funds is late because of the delay in receiving the required documentation.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Health - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure to pay Resiliency in Communities After Stress and Trauma Program grant recipients.

MINUTESHealth Department - Agreements

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

- | | | |
|----|--|--------------------|
| 1. | JOHNS HOPKINS UNIVERSITY
SCHOOL OF MEDICINE | \$ 2,848.00 |
|----|--|--------------------|

Account: 4000-427720-3023-273317-603051

The organization will provide limited one-time or short-term payments to assist the Ryan White eligible clients with an emergent need for paying for medication. Emergency financial assistance payments will be made directly to an agency or through a voucher program. The period of the agreement is March 1, 2020 through February 28, 2021.

- | | | |
|----|--|----------------------|
| 2. | HEALTHCARE ACCESS MARYLAND,
INC. (HCAM) | \$ 630,043.00 |
|----|--|----------------------|

Account: 4000-403321-3001-568000-603051

HealthCare Access Maryland will continue to serve as the navigation hub for the Accountable Health Communities (AHC) Program. The HCAM serves Medicare/Medicaid patients in Baltimore City by providing access to comprehensive health care services. The HCAM will support the Department's clinical sites to screen and refer at least 12,000 high-risk Medicare/Medicaid Baltimore City Residents for health-related social needs by participating in clinical site meetings and regular communication with clinical staff. The period of the agreement is May 1, 2020 through April 30, 2021.

These agreements are late because of administrative delays.

MWBOO GRANTED A WAIVER ON JUNE 20, 2020.

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 foregoing Agreements. The Mayor **ABSTAINED** on item no. 1. The President **ABSTAINED** on item no. 1.

MINUTESHealth Department - Two-Month Advance of Funding

The Board is requested to approve a two-month advance of funding for Light Health and Wellness Comprehensive Services, Inc. on the full amount of the funding provided by the State Department of Health and Mental Hygiene for Fiscal Year 2021, under the Unified Funding Document Grant Award, which is \$57,176,645.98.

The two-month advances provide for the continuation of programs services while the scope of work and budgets are being reviewed and approved for the Fiscal Year 2021 program year.

The Light Health and Wellness Comprehensive Services, Inc. agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source. Any funds advanced to Light Health and Wellness Comprehensive Services, Inc., prior to the execution of agreements are subject to the terms and conditions of the agreement. The period of the agreement is July 1, 2020 through June 30, 2021.

1. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 12,158.33**

Account: 5000-569721-3023-273309-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21, which is \$72,950.00. The funds are available to operate AIDS Case Management.

2. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 7,816.67**

Account: 5000-569721-3023-273313-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21 which is \$46,900.00. The funds are available to operate AIDS Case Management.

MINUTES

Health Department - cont'd

3. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 10,000.00**

Account: 5000-569721-3023-273350-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21, which is \$60,000.00. The funds are available to operate AIDS Case Management.

4. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 1,000.00**

Account: 5000-569721-3023-273367-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21, which is \$6,000,00. The funds are available to operate AIDS Case Management.

5. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 13,158.33**

Account: 5000-569721-3023-273308-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21, which is \$78,950.00. The funds are available to operate AIDS Case Management.

MINUTES

Health Department - cont'd

6. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 12,166.67**

Account: 5000-569721-3023-273303-603051

Light Health and Wellness Comprehensive Services, Inc. is requesting a two-month advance of funds on the full amount of the funding for FY'21, which is \$73,000.00. The funds are available to operate AIDS Case Management.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved a two-month advance of funding for Light Health and Wellness Comprehensive Services, Inc. on the full amount of the funding provided by the State Department of Health and Mental Hygiene for Fiscal Year 2021, under the Unified Funding Document Grant Award, which is \$57,176,645.98.

MINUTESMayor's Office of Homeless Services - Consultant Agreements

The Board is requested to approve and authorize execution of the various Consultant Agreements. The period of the agreement is July 1, 2020 through December 31, 2020.

1. **QUADEL CONSULTING AND TRAINING, LLC** **\$ 72,195.00**

Account: 4000-490820-3573-763200-603051

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Housing Opportunity with Persons with AIDS Grant (HOPWA) Program. As a sub-recipient, Quadel Consulting and Training, LLC will perform housing quality inspection services to rental assistance recipients of the HOPWA Program.

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

MWBOO DENIED WAIVER ON AUGUST 19, 2020.

A Solicitation is being developed to announce bidding to include MBE 4.12% and WBE 2.78% goals.

2. **QUADEL CONSULTING AND TRAINING, LLC** **\$113,465.00**

Account: 4000-407021-3573-591400-603051

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Continuum of Care (CoC) Program. As a sub-recipient, Quadel Consulting and Training, LLC will provide housing quality inspection services to rental assistance recipients of the CoC Program.

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

MWBOO DENIED WAIVER ON AUGUST 19, 2020.

A Solicitation is being developed to announce bidding to include MBE 4.12% and WBE 2.78% goals.

MINUTES

MOHS - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the foregoing consultant agreements were **WITHDRAWN** by the Board.

MINUTES

Mayor's Office - Amended Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an amendment to the Agreement with the Baltimore Office of Promotion & the Arts (BOPA). The period of the agreement is retroactive upon Board approval from July 1, 2019 through June 30, 2024.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In 2002, BOPA assumed responsibility for programs formerly under the purview of the Mayor's Advisory Committee on Art & Culture. BOPA assumed responsibility for the Baltimore Film Commission, Artscape, School 33 Art Center, The Cloisters, Bromo Seltzer Arts Tower, public murals, public art, and a school/community-based arts education program, in addition to the continued management of the Farmer's Market & Bazaar and other annual City events, festivals, fireworks, and parades.

The Board approved the initial term on April 23, 2014, to commence on July 1, 2014 and to end on June 30, 2019, with up to two additional five-year renewal periods under the same terms. This amended and restated Agreement updates the Agreement to more accurately reflect the understanding of the parties. Specifically, Scope of Services has been updated and this Amended and Restated Agreement also serves to exercise the first two renewals set forth in the 2014 Agreement.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Mayor's Office - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized an Amendment to the Agreement with the Baltimore Office of Promotion & the Arts.

MINUTES

Department of Public Works/Office - Partial Release of Retainage
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Partial Release of Retainage Agreement to Spiniello Companies, Inc. for Contract No. 910, Improvements to the Sanitary Sewer Collection System in Herring Run Sewershed - Part 2: Chinquapin Run.

AMOUNT OF MONEY AND SOURCE:

\$483,166.00 - 9956-905653-9551-000000-200001

BACKGROUND/EXPLANATION:

As of March 18, 2020, Spiniello Companies Inc. has completed 69% of all work for SC 910. The Contractor has requested a Partial Release of Retainage for \$483,166.00. Currently, the City is holding \$1,207,915.00 in retainage for the referenced project, and the Contractor is requesting to reduce the amount of Retainage to \$724,749.00.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Partial Release of Retainage Agreement to Spiniello Companies, Inc. for Contract No. 910, Improvements to the Sanitary Sewer Collection System in Herring Run Sewershed - Part 2: Chinquapin Run.

MINUTES

Mayor's Office of Children - Provider Agreement
and Family Success

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Provider Agreement with Daysprings Programs, Inc. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$5,122,255.00 - 4000-486321-1772-515600-603051

BACKGROUND/EXPLANATION:

On June 10, 2020, the Mayor's Office of Children and Family Success Baltimore City Head Start Program was awarded federal funding in the amount of \$7,751,224.00. This award, the second of a five-year project from the United States Department of Health and Human Services Administration for Children and Families, was accepted by the Board on July 22, 2020.

This memorandum is requesting the Board to accept an Agreement with Daysprings Programs, Inc., who is providing Head Start services for 759 children and families. Due to funding needs, an advance in the amount of \$853,709.17 was approved by the Board on September 16, 2020. The remaining balance to come from this agreement is \$4,268,545.83.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Children - cont'd
and Family Success

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Provider Agreement with Daysprings Programs, Inc.

MINUTES

Mayor's Office of Children - Provider Agreement
and Family Success

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Provider Agreement with Union Baptist Church School, Inc. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$1,520,736.00 - 4000-486321-1772-516000-603051

BACKGROUND/EXPLANATION:

On June 10, 2020, the Mayor's Office of Children and Family Success Baltimore City Head Start Program was awarded federal funding in the amount of \$7,751,224.00. This award, the second of a five-year project from the United States Department of Health and Human Services Administration for Children and Families, was accepted by the Board on July 22, 2020.

This memorandum is requesting the Board to accept an Agreement with Union Baptist-Church School, Inc., who is providing Head Start services for 175 children and families. Due to funding needs, an advance in the amount of \$253,456.00 was approved by the Board on September 16, 2020. The remaining balance to come from this agreement is \$1,267,280.00.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Children - cont'd
and Family Success

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Provider Agreement with Union Baptist Church School, Inc.

MINUTES**CITY COUNCIL BILLS:**

19-0435 - An Ordinance concerning the Sale of Property - Air Rights over a Portion of the Public Right-of-Way of the 200 Block of North Broadway for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in the air rights area over a portion of the public right-of-way of the 200 block of North Broadway and no longer needed for public use; and providing for a special effective date.

20-0500 - An Ordinance concerning the Sale of Property - Two Three-Foot Alleys Bounded by Tyson Street, Wilson Alley, Park Avenue, and Mulberry Street For the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain parcels of land known as the former beds of two three-foot alleys bounded by Tyson Street, Wilson Alley, Park Avenue, and Mulberry Street and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved Council Bills 19-0435 and 20-0500 and directed that the Bills be returned to the City Council with the recommendation that they also be approved and passed by the Honorable Body. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

Department of Human Resources - Group Sales Agreement and
Expenditure Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Group Sales Agreement (Agreement) with Hampton Inn & Suites Downtown Baltimore Inner Harbor for the Police Sergeant and Lieutenant Oral promotional examinations. The period of the agreement is September 27, 2020 through October 3, 2020.

AMOUNT OF MONEY AND SOURCE:

\$94,619.17 - 1001-000000-1603-816300-603026

Detailed Breakdown of Expenses

Police Sergeant & Lieutenant Promotional Assessments Oral Examination Sunday, September 27th – Saturday, October 3rd 2020 Hampton Inn & Suites Downtown Baltimore Inner Harbor Total Expenses: \$47,835.17	
\$30,205.35	Guestrooms - \$30,205.35 Sun. Sept. 27 – Sat. Oct. 3, 2020 35 rooms x 6 nights' x \$129.00 net rate = \$27,090.00 \$27,090.00 x 11.5% (Occupancy Tax+Baltimore Tourism Tax) = \$3,115.35 \$27,090.00 + \$3,115.35 = \$30,205.35
\$6,904.08	Business/Interview Rooms (converted guestrooms) \$6,904.08 Mon. Sept. 28 – Fri. Oct. 2, 2020 12 rooms x 4 days' x \$129.00 net rate = \$6,192.00 \$6,192.00 x 11.5% occupancy tax = \$712.08 \$6,192.00 + \$712.08 = \$6,904.08
\$7,350.00	Valet - \$7,350.00 Sun. Sept. 27 – Sat. Oct. 3, 2020 35 cars x 6 nights' x \$35 per day = \$7,350.00
\$610.00	Conference (Training/Registration) Room - \$610.00 Mon. Sept. 28 – Fri. Oct. 2, 2020 (Fidelity) – (Mon. 9/28 = 40 ppl.)/(Tues. 9/29 – Fri. 10/2 = 15 ppl. @ time) \$500 rental x 1 day = \$500 \$500 x 22% service fee = \$110.00 \$500 + \$110 = \$610.00
\$1,215.12	Hospitality Suite/Break Room - \$1,215.12 Tues. Sept. 29 – Fri. Oct. 2, 2020 (Room 722) – 35 ppl. (up to 15 ppl. at a time) \$249.00 rental x 4 days = \$996.00 \$996.00 x 22% service fee = \$219.12 \$996.00+\$219.12= \$1,215.12

MINUTES

Department of Human Resources - cont'd

\$290.36	Coffee Service & Light Snacks (training day) - \$290.36 Mon. Sept. 28, 2020 40 attendees' x \$5.95 per person = \$238.00 \$238.00 x 22% = \$52.36 \$238.00 + \$52.36 = \$290.36
\$1,016.26	Coffee Service Beverage/Snack Break - \$1,016.26 Tues. Sept. 29 – Fri. Oct. 2, 2020 Coffee Service: 35 attendees' x \$5.95 per person x 4 days = \$833.00 \$833.00 x 22% = \$183.26 \$833.00 + \$183.26 = \$1,016.26
\$244.00	Audio Visual - \$244.00 Mon. Sept. 28, 2020 Screen & Projector Rental: \$200 \$200.00 x 22% = \$44.00 \$200.00 + \$44.00 = \$244.00
Examiner Expenses: Total Expenses: \$46,784.00	
\$25,500.00	Examiners' Airfare (Roundtrip): Thirty - four (34) examiners traveling from various locations @ \$750.00
\$14,484.00	Per Diem Meal Allowance Per Diem Rate - \$71.00 per day x 6 days = \$426.00 34 Examiners - \$426 x 34 = \$14,484.00
\$6,800.00	Ancillary expenses 34 Examiners x \$200.00 Each for (reimbursement of travel expenses, luggage fees, cab/shuttle fees, to and from the airport, parking)
\$94,619.17	Total Estimated Expenses

BACKGROUND/EXPLANATION :

The Police Sergeant and Lieutenant promotional assessment occurs annually. The assessment includes written exam components which took place on August 15, 2020 and August 22, 2020 respectively at University of Baltimore. The oral exam components for each title is scheduled to take place on September 27, 2020 through October 3, 2020. Forty-seven rooms will be necessary to administer the exam.

MINUTESDepartment of Human Resources - cont'd

Thirty-five rooms will be necessary for the examiner's overnight accommodations for 34 examiners and one assessment administrator. Twelve rooms will be rented for the administration of the exam.

The rooms will be utilized as candidate interview preparation rooms for candidates to prepare responses to interview questions and to conduct panel interviews.

The Group Sales Agreement is based upon the maximum usage requirements and may be reduced. Approval is requested for other expenses such as travel (personal vehicle reimbursement, airfare, etc.), and meal allowance (per diem checks) for examiners.

Most examiners will arrive in Baltimore on Sunday, September 27, 2020. The oral component will be administered on Monday, September 28, 2020, with training/orientation and run through Friday, October 2, 2020. Most examiners will depart the hotel the morning of Saturday, October 3, 2020, due to the length of testing on Friday and the distance back to their respective jurisdictions.

Due to the early start time and long working hours (between 6:30 a.m. and 6:00 p.m. each day), a beverage break will be made available to the examiners each morning. Estimated costs for hotel parking for the examiners at the hotel is also included as some examiners will have vehicles. Audio visual equipment which is required for training at the hotel is also included.

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 Group Sales Agreement with Hampton Inn & Suites Downtown Baltimore Inner Harbor for the Police Sergeant and Lieutenant Oral promotional examinations.

MINUTES

Department of Human Resources - Group Sales Agreement and
Expenditure Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Group Sales Agreement (Agreement) with Hotel HL for the Fire Pump Operator and Emergency Vehicle Driver Performance Test promotional assessments. The period of the agreement is October 4, 2020 through October 10, 2020.

AMOUNT OF MONEY AND SOURCE:

\$27,644.55 - 1001-000000-1603-172500-603026

Detailed Breakdown of Expenses

Fire Emergency Vehicle Driver and Fire Pump Operator Promotional Assessments October 4th – October 10th, 2020	
Hotel RL	
Total Hotel Expenses: \$11,132.55	
\$9,073.35	13 Overnight Guestrooms x 6 nights x 99.00 net rate = \$7,722.00 (\$7,722.00 x 17.5% Occupancy Tax) = \$1,351.35 \$7,722.00 + \$1,351.35= \$9,073.35
\$2,059.20	Valet Parking Oct. 4 th – Oct. 10 th 13 cars x 6 nights x \$22.00 net rate =\$1,716.00 \$1,716 x 20%= \$343.20 \$1,716 +\$343.20 = \$2,059.20
Examiner Expenses:	
Total Expenses: \$16,512.00	
\$9,000.00	Examiners' Airfare (Roundtrip): Twelve (12) examiners traveling from various locations @ \$750.00
\$5,112.00	Per Diem Meal Allowance Per Diem Rate - \$71.00 per day x 6 days = \$426.00 12 Examiners - \$426.00 x 12= \$5,112.00
\$2,400.00	Ancillary expenses \$200.00 per examiner (reimbursement of travel expenses, luggage fees, cab/shuttle fees, to and from the airport, parking) 12 Examiners x \$200.00 Each = \$2,400.00
\$27,644.55	Total Estimated Expenses

MINUTES

Department of Human Resources - cont'd

BACKGROUND/EXPLANATION:

The Fire Pump Operator and Emergency Vehicle Driver assessments occur on an as-needed bases. The assessments include a written multiple-choice component which took place on July 29, 2020 and July 30, 2020 respectively. Thirteen rooms will be necessary for overnight accommodations for 12 examiners, and one test administrator.

The written multiple-choice portions of the assessment were scheduled to be administered at the Baltimore Fire Training Academy at no cost. The number of candidates who will be scheduled for the performance test portion of the exams will not be available until after the written, multiple-choice portions are scored by the Department of Human Resources and the test vendor. The performance tests will be administered at the Baltimore Fire Training Academy.

The sales agreement is based upon the maximum usage requirements and may be reduced. Approval is requested for other expenses such as travel (personal vehicle reimbursement, airfare etc.) and meal allowance (per diem checks) for examiners.

Most examiners will arrive in Baltimore on Sunday, October 4, 2020. It is anticipated that the Performance Test process will begin on Monday, October 5, 2020 with training/orientation and run through Friday, October 9, 2020. Most examiners will depart the hotel the morning of October 10, 2020, due to the length of testing on Friday and the distance back to their respective jurisdictions.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Human Resources - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Group Sales Agreement with Hotel HL for the Fire Pump Operator and Emergency Vehicle Driver Performance Test promotional assessments.

MINUTES

Bureau of the Budget and - Appropriation Adjustment
Management Research (BBMR) Order No. 008

ACTION REQUESTED OF B/E:

The Board is requested to approve the Appropriation Adjustment Order (AAO) No. 008 for a State grant funds transfer within the Mayor's Office from Service 798: Youth Works Summer Jobs Program to Service 741: Community Action Partnership.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - From Account: 5000-500021-6397-809900-607004
Unallocated State Grant Funds
Service 798 - Youth Works Summer
Jobs Program

To Account: 5000-586220-1191-594700-607004
Service 741: Community Action
Partnership

BACKGROUND/EXPLANATION:

On July 1, 2020, the Board approved the Amendment to the Grant Agreement with the Maryland Department of Housing and Community Development. This AAO is a requirement for that Grant Award. The funding will to be utilized to support Community Services Block Grant (CSBG) eligible activities that prevent, prepare for, or respond to the Coronavirus. The grant funds must be expended no later than September 30, 2022.

Initially, the funding was appropriated within an unallocated account in the Fiscal 2021 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source in accordance with the actual grant award.

MINUTES

BBMR - cont'd

The requested amount of \$2,000,000.00 is the anticipated spending during Fiscal 2021. Additional spending will be included in the Fiscal 2022 Budget.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board **DEFERRED** this item on September 30, 2020.

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

- | | | |
|--|-------------|---|
| 1. LIFE TECHNOLOGIES
CORPORATION | \$ 5,000.00 | Non-competitive/
Procurement/Renewal |
| Contract No. B50005579 - Preventive Maintenance Plan for DNA Equipment - Baltimore Police Department - P.O. No.: P545995 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On November 21, 2018, the Board approved the initial award in the amount of \$27,199.98. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$5,000.00 is for the period November 21, 2020 through November 20, 2021. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. The initial was below the MWBOO threshold of \$50,000.00.

- | | | |
|---|--------------|---|
| 2. BFPE INTERNATIONAL
INC. | \$ 24,000.00 | Non-competitive/
Procurement/Renewal |
| Contract No. 06000 - Electronic Fire Alarm Systems - Department of General Services, etc. - P.O. NO.: P545298 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On September 27, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,999.99. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$24,000.00, is for the period September 26, 2020 through September 25, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial was below the MWBOO threshold.

3. DAVE PURCHASE t/a		Non-competitive/
POINT DEFIANCE AIDS		Procurement/
PROJECT	\$ 0.00	Renewal

Contract No. 06000 - Needles for Needle Exchange - Department of Health - P.O. No.: P546209

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On November 18, 2018, the Board approved the initial award in the amount of \$933,262.80. The award contained two renewal options. On July 24, 2019, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period November 14, 2020 through November 13, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

5. <u>RUNNERS, INC.</u>	<u>\$50,000.00</u>	<u>Renewal</u>
Contract No. B50005048 - Courier Services - Department of Health - P.O. No.: P541010		

On September 20, 2017, the Board approved the initial award in the amount of \$300,000.00. The award contained two 1-year renewal options. On July 14, 2020, the Board approved an

increase in the amount of \$50,000.00. This first renewal in the amount of \$50,000.00 is for the period October 11, 2020 through October 10, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

On July 25, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. The services being provided consist solely of transporting lab specimens and other items for the Health Department. Five MWBOO certified couriers were contracted, but none provided medical specimen transportation.

MWBOO GRANTED A WAIVER ON JULY 25, 2017.

6. <u>INDUSTRIAL REFRIGERATION SERVICES, INC.</u>	<u>\$36,000.00</u>	<u>Renewal</u>
Contract No. B50004711 - Maintenance Contract for Ice Rink Refrigeration Machines - Various - P.O. No.: P536897		

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

On September 14, 2016, the Board approved the initial award in the amount of \$25,245.00. The award contained four renewal options. Subsequent actions have been approved. This final renewal in the amount of \$36,000.00 is for the period September 14, 2020 through September 13, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

7. DISTRICT SAFETY
PRODUCTS, INC.
STAUFFER MANUFACTURING
COMPANY

\$ 60,000.00

Renewal

Contract No. B50004680 - Steel Toe Rubber Hip Boots -
Department of Public Works - P.O. Nos.: P536875 and P536874

On September 14, 2016, the Board approved the initial award in the amount of \$180,000.00. The award contained three renewal options. Two renewals have been exercised. This final renewal in the amount of \$60,000.00 is for the period September 14, 2020 through September 13, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON JULY 13, 2016.

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

8. CONSTELLATION NEWENERGY,
INC.
JOHNSON CONTROLS, INC.
ENERGY SYSTEMS GROUP,
LLC

\$N/A

Renewal

Maryland State Contract DGS-07-EPC-IDC-7.0-Energy Performance Contract - Department of Transportation, Department of Public Works, etc. - P.O. Nos.: P541663, P541664 and P541665

On November 8, 2017, the Board approved the initial award in the amount of \$0.00. The State of Maryland competitively bid and awarded a statewide Energy Performance Contract to nine pre-qualified firms. These firms were invited to submit proposals to meet the requirements of Baltimore City. The three proposals received were evaluated and recommended for the award. Individual tasks will be awarded based on proposals received from these firms. This renewal is for the period September 20, 2020 through September 19, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On September 29, 2017, MWBOO set goals of 8% MBE and 3% WBE. The Vendors are committed to be compliant as the scope of work is set for individual tasks.

- | | | |
|---|-------------|---|
| 9. TRAFFICWARE | \$61,665.00 | Non-competitive/
Procurement Sole Source |
| Contract No. 08000 - Traffic Control Cabinet - Department of Transportation - Req. No.: R856311 | | |

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

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor's signal control cabinets and equipment are unique to the City's traffic control system and must be fully compatible and calibrated for installation in the City of Baltimore DOT existing traffic signal control system. 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 that no advantage will result in seeking nor would it be practicable to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

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

- | | | |
|---|--------------|---|
| 10. LEICA GEOSYSTEMS,
INC. | \$ 25,445.00 | Non-competitive/
Procurement Sole Source |
| Contract No. 08000 - Leica Scanner Software - Baltimore Police Department - Req. No.: R859578 | | |

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 sole authorized source of these products which must be compatible with currently installed equipment at the Police Department. The period of the award is July 20, 2020 through July 19, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This 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.

11. FERGUSON ENTERPRISE, LLC, t/a FERGUSON	\$150,000.00	Non-competitive/ Procurement/Sole Source
Contract No. 08000 - Chesterton Mechanical Seals - Department of Public Works - Wastewater Treatment Plant - Req. No.: R859652		

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 is the sole authorized distributor of Chesterton products in the area. These parts work with the equipment installed at the plants and have been in service for years. The period of the award is September 23, 2020 through September 22, 2023, with two 1-year renewal options. The above amount is the City's estimated requirement.

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

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as this commodity is only available from the distributor and is not available from subcontractors.

12. STANLEY ACCESS TECHNOLOGIES	\$ 28,338.00	Non-competitive/ Procurement/Selected Source
Contract No. 06000 - Repairs to Stanley Doors - Baltimore Convention Center - Req. Nos. R856821 and R856797		

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 is the manufacturer's sole authorized source of these products and parts. This request is for repairs only to Stanley sliding with automatic doors. The doors which are currently installed and in use at the Baltimore Convention Center parts must be compatible with currently installed equipment. 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 that no advantage will result in seeking nor would it be practicable to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e) (i) of the City Charter, the procurement of the equipment and/or service is recommended.

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

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

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below MBE/WBE subcontracting threshold.

13. WESTMOR INDUSTRIES, LLC	\$ 25,500.00	Non-competitive/ Procurement/Selected Source
Contract No. 06000 - Certified MDE/DOT Compliant Inspections, Certifications, parts and Service for Fuel Tanker Trucks - Department of General Services, Fleet Management - Req. No.: R842947		

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, Fleet Management Division, desires to enter into a contract with Westmor Industries, LLC, to provide certified MDE/DOT Compliant inspections, certifications, parts and service for Fuel Tanker Trucks. This requirement was advertised via Solicitation B50005762 on August 21, 2019. No bids were received. This recommended qualified Vendor has performed these services for the City under contract previously and is knowledgeable of the City's requirements. The period of the award is September 23, 2020 through September 22, 2023. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it

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

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.

14. QUALITY WALLS

<u>AND WINDOWS, LLC</u>	<u>\$ 29,615.00</u>	<u>Low Bid</u>
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Solicitation No. B50006100 - Furnish and Install Replacement Glass - Baltimore Convention Center - Req. No.: R851665

Vendors were solicited by posting on CitiBuy. On August 30, 2020, the sole bid received was opened and the price is fair and reasonable. This is a one-time procurement.

MBE/WBE PARTICIPATION:

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

15. VALLEY PET MEMORIAL

<u>SERVICES INC.</u>	<u>\$ N/A</u>	<u>Assignment Agreement</u>
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Contract No. B50003950 - Provide Transportation, Cremation and Disposal of Animal Carcasses - Baltimore City Health Department - P.O. No.: P541676

The Board is requested to approve and authorize execution of an Assignment Agreement with Valley Pet Services, Inc. The period of the agreement is March 31, 2020 through March 30, 2021.

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

On April 1, 2015, the Board approved an award of Contract B50003950 with Green Lawn Cemetery Company. Valley Pet Memorial Services, Inc. has acquired the rights, title and interest in and is requesting assignment of Contract No. B50003950 to Valley Pet Memorial Services, LLC.

MBE/WBE PARTICIPATION:

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

(The Assignment Agreement has been approved by the Law Department as to form and legal sufficiency.)

- | | | |
|----------------------------------|----------------|------------------|
| 16. <u>MICROSOFT CORPORATION</u> | <u>\$ 0.00</u> | <u>Agreement</u> |
|----------------------------------|----------------|------------------|
- Contract No. 06000 - Master Services Agreement Number U6051173 - Baltimore City Office of Information and Technology - P.O. No.: P528315

The Board is requested to approve and authorize execution of an Agreement with Microsoft Corporation. The period of the agreement is July 31, 2020 through July 30, 2021.

On November 6, 2013, the Board approved a cooperative purchasing agreement under the Maryland State DOIT Solicitation No. 060B2490024 - Microsoft Software and Services large Account Reseller Contract to provide Microsoft enterprise and select software licenses. Although the State contract does not include software support coordinated through Microsoft, the City opted to establish the support agreement separately in an attempt to segment those services that could be provided by Microsoft certified MBEs and WBEs. Execution

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

17. ACME AUTO LEASING,

LLC	\$ 35,000.00	Extension
Contract No. B50001886 - Vehicle Leasing - Baltimore Police Department - P.O. No.: P519341		

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. The award contained two renewal options. Subsequent actions have been approved and two renewals have been exercised. An extension is necessary to continue vehicle leasing services for various City agencies while a new Solicitation B50005715 is awarded. The period of the extension is June 30, 2020 through December 31, 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:

On March 25, 2011, it was determined that no goals would be set because of no opportunity to segment the contract. This contract requires that vehicles are serviced under current Fleet maintenance/repair contracts.

MWBOO GRANTED A WAIVER ON MARCH 25, 2011.

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

President: "The first item on the non-routine agenda can be found on page 75, Bureau of Procurement, item 1, Acme Auto Leasing. We will hear from the Bureau of Procurement."

Acting City Purchasing Agent: "Good morning. My name is Keasha Brown, and I am the Acting City Purchasing Agent. Um -- President Scott, Mayor Young, Madam Comptroller Pratt and other members of the Board, the Bureau of Procurement is asking that the um -- an extension be approved for Contract number 50001886, Vehicle Leasing with Acme Auto Leasing, LLC. The extension period covered we're requesting is from June 30, 2020 through December 31, 2020."

President: "Ah -- Mr. Mayor, what you want to comment on this item? Any questions? You're on mute Mr. Mayor. No you're still on mute Mr. Mayor."

Mayor: "Let me go back to my -- can you hear me now?"

President: "Yes sir. We can hear you."

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

Mayor: "I don't know what's wrong with this. They're going to have to come and check this. It took me a long time to get on it."

President: "Yes sir."

Mayor: "I don't have the questions right now. I just wanted them to explain for clarity the transparency of what that was. That's all."

President: "Thank you. And Ms. Brown, can you ah -- I have a couple of questions. Can you explain the -- the short term ex --- - extension of this -- of this contract, and if it was from July why are we're just getting it today?"

Ms. Brown: "We advertised a um -- Solicitation for a new lease opportunity and we're pending the evaluation and award, sir."

President: "And then just a follow-up, as -- as these this lease extends to the end of 31st. That means that we would -- you would hope to have the new lease in place ah -- for January 1, of next year?"

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

Ms. Brown: "Absolutely. Yes."

President: "And do you, how confident are you that you're going to have that in place?"

Ms. Brown: "Um -- I'm as confident as the process sir, as it's currently under evaluation and we have to wait for the evaluation to make -- team to make a recommendation. But that bid has been advertised. It's open and its pending that recommendation. So I hope to have the recommendation prior to the end of this week."

President: "And has any ah -- Ms. Brown this question may not be for you, and it may lead to another one. Has any cost benefit analysis been done ah -- in Purchases to see whether versus having these vehicles leased or owned by the City is more cost effective over time?"

Ms. Brown: "Ah -- sir, I haven't participated in that, but I certainly can research it and respond back to you regarding it."

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

President: "And with that being said, without having that information, if the Board were to defer this item, would that negatively impact the ability or the relationship with the -- with the Contractor?"

Ms. Brown: "Um -- the deferral meaning like an additional week or not to - ah --."

President: "Yes."

Ms. Brown: "submit another extension."

President: "Yes. Just a week. A week deferral to further discuss the item."

Ms. Brown: "No sir, I don't believe so."

President: "Thank you. Ah -- members of the Board, I would like to make a Motion to defer this item one week."

MINUTES

Acting City Solicitor: "I'll second the Motion."

President: "All those in favor say Aye. All opposed say Nay.

Thank you Ms. Brown. This item will be **DEFERRED** one week."

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

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

18. INTERNATIONAL CODE COUNCIL	\$ 31,753.81	Non-competitive/ Procurement Increase
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Contract No. 08000 - ICC Code Books - Department of Housing
Development - P.O. No.: P552214

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On August 27, 2020, the City Purchasing Agent approved the initial award for the amount of \$23,814.96. The Board is requested to approve an increase for the amount of \$31,753.81 to add additional funds to the purchase order because the Housing Department is currently in need of ICC Code Enforcement Books and service. This increase will make the total contract amount \$55,568.77. The above amount is the City's estimated requirement.

The requested action is for additional funds and agency to be added for the same service which only the vendor can provide and are used worldwide to construct building safety solutions, codes, sustainable, affordable and resilient structures. The Department of Housing Development has identified this request as necessary for the completion of the project.

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.

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

MBE/WBE PARTICIPATION:

MBE/WBE is not applicable. This request 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.

19. LORENZ LAWN &
 LANDSCAPE INC. \$147,000.00 Increase
 Contract No. B50004022 - Mowing Maintenance & Landscaping
 Service for Clusters - Department of Recreation and Parks &
 etc. - P.O. No.: P534084

On December 16, 2015, the Board approved an initial award for the amount of \$569,792.00. On December 21, 2016, the Board approved the first renewal for the amount of \$569,792.00. On December 13, 2017, the Board approved the second renewal for the amount of \$569,792.00. On February 19, 2019, the Board approved the third renewal for the amount of \$569,792.00. On May 27, 2020, the Board approved the fourth renewal for the amount of \$900,000.00. The Board is requested to approve an increase for the amount of \$147,000.00, to continue lawn maintenance service throughout the City. This increase will make the total contract amount \$3,326,168.00. The contract expires on December 31, 2020. The above amount is the City's estimated requirement

MBE/WBE PARTICIPATION:

MWBOO SET THE GOALS OF 27% MBE AND 9% WBE.

	<u>Commitment</u>	<u>Performed</u>
MBE: Evergreen Landscape and Design Corp.	27%	\$652,573.49 (30.53%)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>		<u>AWARD BASIS</u>
<u>Bureau of Procurement - cont'd</u>			
WBE: Oelmann Electric Supply, Inc.	0.5%	\$ 7,797.17	0.94%
Robnet	0.5%	1,913.70	0.23%
The Fitch Dustdown Company, Inc.	0.5%	882.26	0.10%
Fireline Corporation, Inc.	0.5%	161.55	0.01%
	2.0%	\$10,754.68	1.28%

MWBOO FOUND VENDOR IN COMPLIANCE (GOOD FAITH EFFORT) ON SEPTEMBER 3, 2020.

MWBOO has determined the T.E.A.M. Service Corporation demonstrated consistency with meeting goals for this contract. On October 24, 2018, MWBOO granted a reduction in MBE and addition of EMECH as a MBE due to vendor's due diligence to ensure goal requirements. Personal Electric LLC goal was reduced due to limited availability to perform jobs issued to the prime contractor from the agency.

21. NATIONAL AIRWALL	\$ 10,000.00	Ratification
SYSTEMS	90,000.00	and Renewal
	\$100,000.00	

Contract No. B50004505 - Periodic Maintenance of Operable Walls - Health Department - P.O. No.: P536357

On July 27, 2016, the Board approved the initial award for the amount of \$161,165.00. On February 01, 2017, the Board approved an increase for the amount of \$322,330.00. On March 27, 2019, the Board approved an increase for the amount of \$500,000.00. On July 17, 2019, the Board approved the first renewal for the amount of \$300,000.00. The Board is requested to ratify agency expenditures for the period of July 27, 2020 through September 30, 2020, and approve the final renewal option for the period of October 1, 2020 through July 26, 2021 for the amount of \$100,000.00. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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 goods, equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

	<u>Commitment</u>	<u>Performed</u>
MBE: L&J Waste Recycling	5%	\$0.00

MWBOO FOUND VENDOR IN COMPLIANCE ON SEPTEMBER 3, 2020.

There were no WBE goals for this contract at the time of award. MWBOO granted a MBE waiver on September 20, 2018.

22. STRYKER SALES	\$ 0.00	Ratification
CORPORATION	<u>500,000.00</u>	and Renewal
	<u>\$500,000.00</u>	

State of Maryland Contract No. 001B8400047 - Lifepak 15 Defibrillators, Equipment and Accessories - Fire Department - P.O. No.: P549095

On October 18, 2017, the Board approved the initial State of Maryland Contract No. 001B8400047 Defibrillators and Accessories in the amount of \$300,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. The period of the ratification is July 20, 2020 through September 22, 2020. The period of the renewal is

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

September 23, 2020 through July 19, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from the manufacturer.

MWBOO GRANTED A WAIVER ON OCTOBER 5, 2017.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions. The Board **DEFERRED** item no. 17 for one-week.

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:

3743 - 3744

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The President **ABSTAINED** on item no. 1.

The Comptroller **ABSTAINED** on item no. 1.

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

- | | | | |
|----|-------------------------------------|-----------------------|--------------|
| 1. | B50005941, Compact
Truck Loaders | Metro Bobcat,
Inc. | \$ 67,610.00 |
|----|-------------------------------------|-----------------------|--------------|

(Dept. of General Services
Fleet Mgmt.)

The amount of \$67,610.00 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. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | |
|----|---|---|
| 2. | B50005788, Central Chilled
Water Systems Service | <u>REJECTION:</u> On September 18,
2019, the Board received and
opened two bids for solicitation
B50005788. Upon further review
of the solicitation, specifica-
tions, and questions submitted
by the Vendor community, it is
recommended that the Board
reject all bids, as being in the
best interest of the City. J.F.
Fisher did not achieve MBE goal,
and Denver-Elek did not achieve
WBE goal. |
|----|---|---|

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of General Services

3. GS 19817, Baltimore Street
Garage Restoration

REJECTION: On August 05, 2020, the Board opened three bids for Solicitation GS 19817. The low bidder was found non-compliant by MWBOO, and the other two bids were well beyond the acceptable cost range for the project. The Department of General Services determined that it is in the best interest of the City to reject all bids and will rebid the project in the near future.

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 18016, The Baltimore Convention Center Sharp Street Water Intrusion Repair
BIDS TO BE RECV'D: 10/28/2020
BIDS TO BE OPENED: 10/28/2020

2. Department of General Services - GS 16810R, Mitchell Courthouse Roof Replacement
BIDS TO BE RECV'D: 11/04/2020
BIDS TO BE OPENED: 11/04/2020

3. Department of Recreation & Parks - RP17802R, Dypski Park Improvements
BIDS TO BE RECV'D: 10/14/2020
BIDS TO BE OPENED: 10/14/2020

There being no objections, the Board, UPON MOTION duly made and seconded, approved the following Proposals and Specifications to be advertised for receipt and opening of bids on the dates indicated.

MINUTES

President: "Thank you. As there is no more business before the Board, we will recess until Bid Opening at twelve noon. We will reconvene on September 30, 2020. Thank you for tuning in. Please stay healthy and safe everyone."

Comptroller: "Thank you."

* * * * *

MINUTES

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 the COVID-19 virus. The Board of Estimates is conducting bid opening virtually. Members of the public can call in to listen to bid openings live by calling 443 984-1696 and entering access code 0817325. 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/watch-live. The Board of Estimates will continue to conduct bid openings virtually while the State of Emergency declared by the Mayor of Baltimore and the Governor of Maryland remain in effect. No Addenda have been received and no bids are scheduled to be received and opened for today's meeting. Thank you."

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.

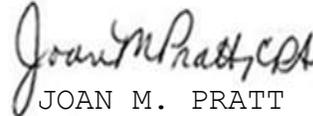
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Thereafter, UPON MOTION duly made and seconded, the Board announced that **NO BIDS WERE SCHEDULED TO BE RECEIVED.**

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, September 30, 2020.



JOAN M. PRATT
Secretary