

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Stephanie Rawlings-Blake, Mayor  
Honorable Joan M. Pratt, Comptroller and Secretary  
George A. Nilson, City Solicitor  
Rudolph S. Chow, Director of Public Works  
David E. Ralph, Deputy City Solicitor  
S. Dale Thompson, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good Morning, the February 10, 2016, meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in the charge of trespassing. I will direct the Board members attention to the memorandum from my office dated February 8, 2016, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

## MINUTES

City Solicitor: "MOVE approval of all items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All those opposed, NAY.

The Motion carries, the routine agenda has been adopted."

\* \* \* \* \*

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Boulevard Contractors Corp.	\$	1,467,000.00
CAM Construction Co., Inc.	\$	63,720,000.00
Hirsch Electric, LLC	\$	8,000,000.00
J.A.K. Construction Co., Inc.	\$	8,000,000.00
King Construction, Inc.	\$	1,500,000.00
L.R. Willson & Sons, Inc.	\$	8,000,000.00
Monumental Paving & Excavating, Inc.	\$	52,929,000.00
MWH Constructors, Inc.	\$	329,751,000.00
Payton Contracting, LLC	\$	738,000.00
Philips Brothers Electrical Contractors, Inc.	\$	8,000,000.00
S G K Contracting, Inc.	\$	3,042,000.00
The American Asphalt Paving Co., LLC	\$	1,500,000.00

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:

Environ-Civil Engineering, Ltd.	Engineer
Environmental Engineering & Contracting, Inc.	Engineer

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

Gale Associates, Inc.	Engineer Architect
RJN Group, Inc.	Engineer

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms.

MINUTES

EXTRA WORK ORDERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

350

All of the EWOs had been 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 #013, (\$30,476.61) - TR 96326R, Citywide Traffic Signal Reconstruction, Phase 2 |              |                                  |   |   |
| \$3,810,531.25  | \$247,275.47 | LAI Construction, Services, Inc. | - | - |

This authorization provides for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the subject contract.

- |   |   |                          |         |     |
|---|---|--------------------------|---------|-----|
| 2. EWO #001, \$207,175.69 - TR 15011, Resurfacing Highways Northeast Sector I |   |                          |         |     |
| \$2,608,485.50  | - | P. Flanigan & Sons, Inc. | 90 days | 90% |

This authorization is requested on behalf of the community. The scope change will add Duncan Street to the project's limits and their demand for needed parking in a distressed area. The new items are based on past experiences by comparative analysis. A 90-day non-compensable time extension is also needed to complete this additional work. The original completion date for this contract was February 16, 2016. The new additional 90 days will result in a new completion date of May 16, 2016.

Department of Public Works/Office of Engineering & Construction

- |   |   |                     |   |   |
|---|---|---------------------|---|---|
| 3. EWO #001, \$151,637.40 - WC 1263, SBIC Water Main Replacements and Relocations |   |                     |   |   |
| \$2,733,000.00  | - | Spiniello Companies | - | - |

This authorization is for additional paving curb to curb along with striping to provide a level of quality for the area residents affected by lengthy construction of various utilities including the water distribution system.

MINUTES

Department of Recreation and Parks - On-Call Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the On-Call Agreement with Gannett Fleming, Inc. under Project 1232, On-Call Engineering Design Services. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,500,000.00 - upset limit

**BACKGROUND/EXPLANATION:**

The consultant will provide architectural design services for renovation and improvement of various park and recreation facilities.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with all terms and conditions of the original agreement in accordance with Baltimore City Code, Article 5, Subtitle 28.

<b>MBE:</b> AB Consultants, Inc.	<b>\$ 375,000.00</b>	<b>25%</b>
<b>WBE:</b> Floura Teeter Landscape Architect, Inc.	0 - 150,000.00	0 - 10%
Phoenix Engineering	0 - 150,000.00	0 - 10%
	<b>\$0 - 150,000.00</b>	<b>10%</b>

**AUDITS NOTED THE ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Agreement with Gannett Fleming, Inc. under Project 1232, On-Call Engineering Design Services. The President voted **NO**.

**MINUTES**

Fire Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize payment of back salary for Mr. Devon D. Scott. The back pay represents the amount of salary that Mr. Scott would have earned from May 1, 2015 through January 15, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$32,522.32 - 1001-000000-2121-226400-601061

**BACKGROUND/EXPLANATION:**

Mr. Scott was suspended without pay from May 1, 2015 through January 15, 2016. On January 17, 2016, he was placed back on duty. Pursuant to Local 734's Memorandum of Understanding, Article 12 (G), Mr. Scott is entitled to all back wages during the suspension period.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized payment of back salary for Mr. Devon D. Scott.



**MINUTES**Department of Transportation - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	1306 Fleet Street	1100 Fleet Street, LLC	One single face electric sign 40.98 sq. ft., two blade signs, one @ 3.74 sq. ft., one @ 7.48 sq. ft.
			Annual Charge: \$ 246.00
2.	20 W. Franklin Street	Franklin Flats, LLC	Fence 15.5 sq. ft., two sets of steps 5' x 8', brick veneer 0.4' x 2', five cornice signs @ 17.5 sq. ft. each, four 4" conduit @ 3 lf. each
			Annual Charge: \$7,716.90
3.	1059 S. Charles Street	Perry Stephen	Single face electric sign 14.413 sf.
			Annual Charge: \$ 70.30

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

**MINUTES**

Department of Transportation - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Grant Agreement with the U.S. Department of Transportation, Federal Highway Administration. The period of the Grant Agreement is effective upon Board approval through September 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$1,100,000.00 - 9950-909062-9508-000000-490360

**BACKGROUND/EXPLANATION:**

This Grant Agreement will provide funding to allow necessary work to be performed for the Hanover Street Bridge, a nearly 100-year old bridge that connects the City to the Port of Baltimore.

The Hanover Street Bridge Multimodal Corridor Plan will create a plan to identify feasible methods of rehabilitating or replacing the Hanover Street Bridge.

**DBE PARTICIPATION:**

The selected firm will comply with Title 49 of the Federal Regulations, Part 26 and the DBE goals established in the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the U.S. Department of Transportation, Federal Highway Administration.

**MINUTES**

Department of Transportation - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Consultant Agreement with AECOM Technical Services, Inc. for Project No. 1244, Planning and Design Consultant Services for Hanover St. Bridge Multimodal Corridor Plan. The period of the agreement is effective upon Board approval for four years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,001,110.65 - 9950-909062-9508-900010-703032

**BACKGROUND/EXPLANATION:**

The Department has negotiated and procured the Consultant Agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission and now desires to utilize the services of AECOM Technical Services, Inc. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The Consultant will assist with the scope of services which includes, but is not limited to the planning and design services which will identify feasible methods of rehabilitating or replacing the Hanover Street Bridge. It will also improve multimodal corridor accessibility and freight access, as well as highlight ways to enhance access to economic opportunities. The services will include evaluation of the existing Hanover Street Bridge, preliminary engineering to determine future cross sections of a rehabilitated bridge or a new structure, identify traffic operation, recreational amenities, quality of life enhancements, and safety throughout the corridor. The planning study will result in a corridor plan for the area designated to encourage development and private investment in the Middle Branch Waterfront and surrounding area. It will identify bridge, multimodal, and roadway typical sections that can best meet the needs of residents, businesses, and commuters.

MINUTES

Department of Transportation - cont'd

The comprehensive corridor plan for the Hanover Street Bridge Corridor will include both a design master plan for the Hanover Street Bridge Corridor and an investment implementation plan for local transportation connections and community integration. Collectively, those documents will be the culmination of a comprehensive planning study that evaluates a variety of alternatives of the existing structure and adjacent roadway network.

**DBE PARTICIPATION:**

DBE: Assedo Consulting, LLC	\$ 69,997.50	6.99%
Straughan Environmental, Inc.	39,999.72	4.00
Sabra, Wang & Associates, Inc.	139,893.52	13.97
Toole Design Group, LLC	<u>40,226.35</u>	<u>4.02</u>
<b>TOTAL DBE:</b>	<b><u>\$290,117.09</u></b>	<b><u>28.98%</u></b>

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,001,110.65 FED	9950-908056-9509 Constr. Reserve Citywide System Preservation	
150,166.60 <u>MVR</u>	9950-902575-9509 Constr. Reserve Hanover Street Drawbridge	
<b>\$1,151,277.25</b>		9950-909062-9508-3 Design Hanover Street Bridge

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

This transfer will fund the costs associated with Project No. 1244 "Planning and Design Consultant Services for Hanover St. Bridge Multimodal Corridor Plan" with AECOM Technical Services, Inc.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with AECOM Technical Services, Inc. for Project No. 1244, Planning and Design Consultant Services for Hanover St. Bridge Multimodal Corridor Plan. 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. The President voted **NO**.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 8, to Whitman, Requardt & Associates, LLP, under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the city of Baltimore.

**AMOUNT OF MONEY AND SOURCE:**

\$559,082.64 - 9950-929007-9506-900010-703032

**BACKGROUND/EXPLANATION:**

This authorization will provide engineering design services in connection with the replacement of BC 3203 Perring Parkway off-ramp to Northern Parkway over Herring Run. The design services include but are not limited to evaluation of the bridge alignment, development of preliminary topographic plans, determination of the limits of the project, and development of the plans contract specification and cost estimate. The sub-consultant will develop preliminary roadway designs, stormwater drainage system affected by the bridge, erosion and sediment control and coordinate the 20% complete design phase.

**DBE PARTICIPATION:**

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

**DBE: 25%**

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

**MINUTES****TRANSFER OF FUNDS**Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$491,992.72 FED	9950-909760-9507 Constr. Reserve Hillen Rd./Perring Pky Bridges	
122,998.18 <u>GF (HUR)</u>	" "	
<b>\$614,990.90</b>		9950-929007-9506-3 Design Perring Pky Off Ramp Over Herring Run

This transfer will fund the costs associated with Task No. 8 on Project No. 1135 "On-Call Design Services for Federal Aid Projects for Bridges" with Whitman, Requardt & Associates, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 8, to Whitman, Requardt & Associates, LLP, under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the city of Baltimore.

**MINUTES**Transfer of Funds - cont'd

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

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

362 - 363

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 Transportation</u>		
1. <b>\$15,000.00</b> FED	9950-944002-9507 Constr. Reserve Reserve for Closeouts	9950-905621-9508-5 Inspection Historic Preservation

This transfer is to cover the deficit and to meet the costs of the project TR 10311 "Historic Preservation."

2.    \$12,000.00 FED	9950-902627-9528 Constr. Reserve Park Circle Intersection Improvement	
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3,000.00 <u>MVR</u>	"      "	
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<b>\$15,000.00</b>		9950-916052-9527-5 Inspection EBDI Life Science Park Phase 1D
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This transfer will cover the SHA inspection costs and other expenses related to project TR 08313 "East Baltimore Life Science Park - Phase 1D."

Baltimore Development Corporation

3. <b>\$200,000.00</b> 22 <sup>nd</sup> Econ. Dev. Fund	9910-994001-9600 Constr. Reserve (Unallocated Res.)	9910-906105-9601 E. Baltimore Ind. & Commercial
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This transfer will provide funds to Hollander Ridge Distribution Center, LLC as noted in the Developer's Agreement for the costs associated with the utilities relocation at the Hollander 95 Business Park in East Baltimore.

**MINUTES**

BDC - cont'd

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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The utility relocation is necessary to retain the H&S Bakery distribution center with approximately 50 jobs in the city of Baltimore. Once the new distribution center and an ancillary fleet maintenance facility are constructed, the Bakery will move its current distribution center from Fleet Street in Fells Point to the Hollander 95 Business Park. Retaining the H&S Bakery facility in the City will allow for additional real estate and economic development in the burgeoning Inner Harbor East/Fells Point neighborhoods.

**MINUTES**

Department of General Services - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 001, to Sabra Wang & Associates, Inc. under Project 1219 Courthouse East Roof Replacement Design.

**AMOUNT OF MONEY AND SOURCE:**

\$186,825.30 - 9916-911311-9197-900000-703032

**BACKGROUND/EXPLANATION:**

The Consultant will provide architectural, mechanical, and electrical engineering services to produce construction documents for the purpose of replacing the Courthouse East Roof located at 111 N. Calvert Street.

**MBE/WBE PARTICIPATION:**

Sabra Wang & Associates, Inc. committed to utilizing the following on this task:

<b>MBE:</b> Mimar Architects	<b>\$77,173.33</b>	<b>41.24%</b>
<b>WBE:</b> A Squared Plus Engineering	<b>\$23,770.13</b>	<b>12.70%</b>

**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. 001, to Sabra Wang & Associates, Inc. under Project 1219 Courthouse East Roof Replacement Design. The President voted **NO**.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,  
UPON MOTION duly made and seconded,  
awarded the formally advertised contract  
listed on the following page:

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to the low bidder meeting the specifications,  
or rejected bids on those as indicated  
for the reasons stated.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |   |                    |              |
|---|--------------------|--------------|
| 1. B50004431, Uniform<br>Jackets for the<br>Fire Department | Howard Uniform Co. | \$501,150.00 |
|---|--------------------|--------------|

(Fire Department)

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |             |         |
|--|-------------|---------|
| 1. AMERICAN DESIGN ASSOCIATES  | \$32,640.00 | Low Bid |
| Solicitation No. B50004456 - Auditorium Seating in City Council Chambers - Department of General Services - Building Maintenance - Req. No. 717389 |             |         |

Bids were solicited for Auditorium Style Seating for the City Hall Council Chamber. Alternate solutions to the specified seating were permitted. The alternates, all of which were priced less were determined to be not technically or aesthetically acceptable to the City Hall Curator. Therefore, the originally specified seating system proposed by the American Design Associates is recommended for award.

- |  |             |         |
|--|-------------|---------|
| 2. THE MYCO COMPANIES, INC.  | \$ 7,000.00 | Renewal |
| Solicitation No. B50002352 - OEM Parts and Service for the SmartWash Storm Touchless Gentry Fleet Washer - Department of General Services - Fleet Management Division - Req. No. P519858 |             |         |

On February 27, 2013, the Board approved the initial award in the amount of \$15,000.00. The award contained two 1-year renewal options. On January 22, 2015, the Board approved the first renewal in the amount of \$6,845.00. This final renewal in the amount of \$7,000.00 is for the period April 1, 2016 through March 31, 2017.

- |   |                |         |
|---|----------------|---------|
| 3. ONE CALL CONCEPTS LOCATING SERVICES, INC.  | \$2,000,000.00 | Renewal |
| Contract No. B50002768 - Underground Utility Locating Services - Department of Public Works - Water and Wastewater - P.O. No. P522936 |                |         |

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 Purchases

On March 20, 2013, the Board approved the initial award in the amount of \$989,500.00. The award contained two 1-year renewal options. On March 19, 2014, the Board approved an increase in the amount of \$4,067,485.00. This renewal in the amount of \$2,000,000.00 is for the period April 8, 2016 through April 7, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 10% MBE AND 3% WBE.**

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> PAJ Business Staffing, Inc.	10%	\$438,762.90	9%
<b>WBE:</b> Boonerang Consulting, LLC	3%	\$144,486.75	3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

4. XYLEM DEWATERING

SOLUTIONS, INC.	\$ 0.00	Renewal
Contract No. B50002694 - Providing Temporary Bypass Pumping System - Department of Public Works - Water and Wastewater - P.O. No. P522922		

On February 27, 2013, the Board approved the initial award in the amount of \$247,186.00. The award contained two 1-year renewal options. This renewal in the amount of \$0.00 is for the period April 1, 2016 through March 31, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 14% MBE AND 0% WBE.**





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 Purchases

WBE: Electric Masters Service, Inc.	3.75%	0
Oelmann Electric Supply Co., Inc.	1.25%	\$ 11,675.00* 1.25%

\*The actual dollar amount spent with Oelmann Electric Supply Co., Inc. was \$21,390.13. However, credit is given for only \$11,675.00, which represents 25% of the WBE goal allowed for non-manufacturing suppliers.

Per contracting agency, Electric Masters Service, Inc. was not used because they did not have the special skills required for the job, such as testing, repair, and preventive maintenance of the equipment.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

6. TIDEWATER PRODUCTS, INC. \$150,000.00 Extension  
 Contract No. B50000873 - Polymeric Flocculants, GBT for the Back River Wastewater Treatment Plant - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P505943

On December 24, 2008, the Board approved the initial award in the amount of \$758,835.00. The award contained four 1-year renewal options. The fourth and final renewal was approved on November 21, 2012, and two extensions were approved on November 27, 2013 and February 11, 2015, respectively. A new solicitation will be required at the end of the current contract, which will possibly result in contracting for a different polymer. Due to still ongoing construction activities at the Gravity Belt Thickening Facility, a test trial, which is required to identify an appropriate polymer, is yet to be initiated.

## 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 Purchases

Therefore, a three-month extension is requested. The vendor will hold the current price for the extension period. The period of the extension is March 1, 2016 through May 31, 2016. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions. The President **ABSTAINED** on item no. 1. The Comptroller voted **NO** on item no. 5.

**MINUTES**

Mayor's Office on Criminal Justice - First Amendment to the  
Inter-governmental  
Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to the Inter-governmental Agreement with the Housing Authority of Baltimore City (HABC). This amendment extends the period of the agreement through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$400,000.00 - 1001-000000-2251-247700-603026

**BACKGROUND/EXPLANATION:**

The HABC and Baltimore City, acting through the Mayor's Office on Criminal Justice, have entered into inter-governmental agreements since 2009 for the purpose of maintaining, repairing, replacing, and upgrading HABC security cameras and associated equipment. Currently, there are 182 cameras in operation and maintained by the City as part of the CitiWatch system.

This amendment addresses the addition of 12 new cameras at Poe Homes and the elimination of 21 cameras at Pleasant View Gardens pursuant to the Rental Assistance Demonstration transaction.

The amendment is late because of the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Inter-governmental Agreement with the Housing Authority of Baltimore City.

**MINUTES****CITY COUNCIL BILL:**

15-0585 - An Ordinance concerning Tax Credits - Historic Properties for the purpose of extending the period within which applications may be accepted for an historic improvement tax credit; clarifying the definition of "eligible improvements" restating the purpose and goal of this credit; modifying certain criteria for a credit limitation imposed on development projects that exceed a certain amount in construction costs; modifying certain procedures for adopting rules and regulations governing the credit; providing for a special effective date; and generally relating to the property tax credit for improvements, restorations, and rehabilitations to historic properties.

The Department of Finance report is favorable with the following amendments:

Department of Finance AmendmentsAMENDMENT NO. 1

On page 2, in lines 9 and 11, of the proposed legislation strike the brackets surrounding \$3.5 and strike the \$5 appearing immediately thereafter, having the effect of returning the amount of the construction costs above which a credit limitation is enforced to \$3.5 million.

- (f) amount of credit - Limitation on projects more than \$3.5 ~~\$5~~ million in construction costs.
- (1) For development projects exceeding \$3.5 ~~\$5~~ million in documented construction costs, the tax credit is limited to the following percentages of the amount computed under subsection (e) of this section:

## MINUTES

CITY COUNCIL BILL 15-0585:AMENDMENT NO. 1 - cont'd

- (i) in years 1 through 5 - 80%
- (ii) in year 6 - 70%
- (iii) in year 7 - 60%
- (iv) in year 8 - 50%
- (v) in year 9 - 40%
- (vi) in year 10 - 30%

AMENDMENT NO. 2

On Page 3, prior to the existing line 10, insert the following language:

§§ 10-31 TO 10-39 {RESERVED}

§ 10-40 PENALTIES

ANY PERSON WHO KNOWINGLY VIOLATES ANY PROVISION OF THIS SUBTITLE OR ANY RULE OR REGULATION ADOPTED UNDER THIS SUBTITLE, IS GUILTY OF A MISDEMEANOR AND, ON CONVICTION, IS SUBJECT TO A FINE OF NOT MORE THAN \$1,000.00 OR TO IMPRISONMENT FOR NOT MORE THAN 12 MONTHS OR TO BOTH FINE AND IMPRISONMENT FOR EACH OFFENSE, UNLESS THE PENALTY LISTED IN THE SECTION IS LESS, IN WHICH CASE THAT PENALTY GOVERNS.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

**MINUTES**

City Council Bill 15-0585 - cont'd

UPON MOTION duly made and seconded, the Board approved Bill 15-0585 and directed that the Bill be returned to the City Council with the recommendation that it also be approved and passed by that Honorable Body. The President **ABSTAINED**.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Brian Hance	Public Safety Summit- Leadership Program Charleston, SC Feb. 27 - Mar. 1, 2016 (Reg. Fee \$600.00)	General Fund	\$1,635.71

The subsistence rate for this location is \$248.00 per night. The cost of the hotel is \$251.00 per night plus taxes of \$36.40 per night. The Department is requesting additional subsistence of \$9.00 to cover the cost of the hotel and \$40.00 per day for meals and incidentals.

Department of Public Works

2. Kristyn Oldendorf	SWANapalooza 2016 Charleston, SC April 4 - 7, 2016 (Reg. Fee \$499.00)	General Fund	\$1,550.17
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The registration fee in the amount of \$499.00 was prepaid on a City-issued procurement card assigned to Ms. Tiana Haines. The amount to be disbursed to the attendee is \$1,051.17.

3. Arthur Shapiro	2016 Design-Build for Water/Waste- water Conference Charlotte, NC Apr. 19 - 22, 2016 (Reg. Fee \$450.00)	Waste Water Utility	\$1,535.74
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The subsistence rate for this location is \$176.00 per night. The cost of the hotel is \$199.00 per night. The hotel taxes are \$14.43 per night, plus lodging taxes of \$15.92 per night.



**MINUTES**Travel Requests - cont'd

The Department is requesting additional subsistence of \$23.00 per day for the hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$217.70 and the registration fee in the amount of \$450.00 were pre-paid on a City-issued credit card assigned to Ms. Tianna Haines. Mr. Shapiro will be disbursed \$868.04.

The Board, UPON MOTION duly made and seconded, approved the travel requests.

**MINUTES**

Department of Housing and - Local Government Resolution  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Local Government Resolution in support of the Southwest Partnership, Inc. application to the Maryland Department of Housing and Community Development "Strategic Demolition and Smart Growth Impact Fund Program." A local government resolution of support is required for organizations to participate in the program.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - State of Maryland - Department of Housing and  
Community Development - Strategic Demolition and  
Smart Growth Impact Program

**BACKGROUND/EXPLANATION:**

The Southwest Partnership, Inc., as part of its vision and mission to promote an awesome, healthy, architecturally beautiful, diverse, cohesive community of choice built on mutual respect and shared responsibility, seeks to support the redevelopment of the historic Lion Brothers Parking Building located at 875 Hollins Street.

The requested State funds will be used for acquisition, architecture and engineering, and site work related to the redevelopment of the historic Lion Brothers Building in Hollins Market. When redeveloped, the now-vacant Lion Brothers building will be home to TechShop, a community yoga center, and likeminded office users interested in co-locating with TechShop. The project is part of a broader undertaking to create an Innovation District in Southwest Baltimore. The Southwest Partnership, Inc. is partnering with Cross Street Partners on the redevelopment of this property.

## MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the Local Government Resolution in support of the Southwest Partnership, Inc. application to the Maryland Department of Housing and Community Development "Strategic Demolition and Smart Growth Impact Fund Program."

**MINUTES**

Department of Housing and - Consultant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Consultant Agreement with Livable Housing, Inc. The period of the agreement is effective upon Board approval for eight months.

**AMOUNT OF MONEY AND SOURCE:**

\$38,880.00 - 5000-594016-5971-439553-603018

**BACKGROUND/EXPLANATION:**

The Department's Division of Green, Healthy and Sustainable Homes is in need of better coordination and integration of lead abatement, housing rehabilitation, and weatherization services. Each program has its own program requirements and regulatory responsibilities associated with State and Federal funding.

Livable Housing, Inc. is a nationally recognized expert in healthy home strategies and government compliance in the fields of lead safety, housing rehabilitation loan programs and energy conservation. The services of Livable Housing, Inc. have been employed by Federal agencies and community development corporations around the country. Mr. Armand Magnelli, the principle of Livable Housing, Inc. served for 12 years as a Senior Program Director for the Enterprise Foundation. Livable Housing, Inc. will provide 243 hours of consulting services at a rate of \$160.00 per hour during the period of the consultant agreement.

Both the Baltimore Energy Initiative (funded by the Maryland Public Service Commission) and the federally-funded Lead Hazard Reduction Program call for integrating housing rehabilitation, weatherization, and lead abatement.

**MINUTES**

Department of Housing and - cont'd  
Community Development

Integrated healthy homes strategies will make the services of the Department's Division of Green, Healthy and Sustainable Homes more time-efficient and cost-effective. Livable Housing, Inc. will provide detailed work flow charts that incorporate compliance with government regulations and program requirements.

The work of this consultant will have a long-lasting positive impact on how lead paint safety, housing rehabilitation, and weatherization programs operate in the future. Better integrated services will enable the Department to overcome obstacles to services encountered by individual programs.

**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 Consultant Agreement with Livable Housing, Inc.

**MINUTES**

Department of Housing and - Consent and Transfer of the  
Community Development General Partnership Interest

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Consent and Transfer of the General Partnership Interest for the project known as Supportive Housing Group, Inc. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

No additional funds are required.

**BACKGROUND/EXPLANATION:**

Supportive Housing Group, Inc., a Maryland non-stock, not-for-profit corporation (the Corporation) operates a 36-unit apartment building known as the Lanvale Apartments (a.k.a. Rutland Center, and referred to herein as the Project) located at 1600 Rutland Avenue, which is currently owned by Lanvale Apartments Limited Partnership (LALP).

The organization's mission is to provide transitional housing and comprehensive supportive services to at-risk families suffering from homelessness, poverty, domestic violence, mental illness, and substance abuse who are committed to changing their lives and living as productive citizens in the community.

The LALP and the Housing Authority of Baltimore City (HABC) are parties to a Housing Assistance Payment Contract to permit LALP to receive project-based Section 8 subsidies from the U.S. Department of Housing and Urban Development that is used to assist with the funding of its operations (the HAP Contract).

In addition to the Section 8 assistance received pursuant to the HAP Contract, the project was originally financed by an Affordable Housing Program Loan, a Purchase Money Mortgage from the City and low-income tax credits in 1989.

## MINUTES

DHCD - cont'd

Since that time, the Department has recommended various modifications to the transaction. In 2005, the Board approved a restructuring of the existing debt (which included a grant from the proceeds of Community Development Bond Funds and a loan of Rental Rehab Repayment Funds) as well as a sale of the general partner interests of the LALP to the Corporation. The additional City funds were used to replace the building's roof.

As a result of the 2005 modifications, the Corporation is the General Partner of the LALP, and Rutland, LLC (Rutland) is the Limited Partner. The Corporation is also the Managing Member of Rutland and together with the Estate of Mr. Tim Williams, are the sole members of Rutland.

The existing financing relating to the project is as follows:

- An Amended and Restated BAHF Promissory Note in the amount of \$750,000.00 made be the LALP in favor of the City, dated August 31, 2005, secured by a Deed of Trust (the BAHF Deed of Trust) dated as of December 15, 1998 by and between the LALP and the City (the BAHF Loan).
- An Amended and Restated Purchase Money Promissory Note by the LALP in favor of the City dated August 31, 2005 in the amount of \$214,000.00, as secured by a Purchase Money Mortgage (the Purchase Money Deed of Trust) dated December 15, 1998 by and between the LALP and the City (the Purchase Money Loan).
- A \$60,000.00 Grant Agreement by and between the LALP and the City dated August 31, 2005 relating to a grant made from Community Development Bond funds (the Grant Agreement); and
- A Deed of Trust Note (Rental Rehabilitation Loan) in the amount of \$18,000.00 made by the LALP in favor of the City (the RRF Note) dated August 31, 2005 together with a Loan Agreement by the LALP and the City dated August 31, 2005 relating to the RRF Note, and secured by a Deed of Trust, Assignment of Rents, Regulatory Agreement, and Security Agreement (Rental Rehabilitation Funds) the (RRF Deed of

## MINUTES

DHCD - cont'd

Trust and together with the BAHF Deed of Trust, the Purchase Money Deed of Trust and the HOME Deed of Trust, the City Deeds of Trust) dated August 31, 2005 in favor of the City (the RRF Loan and together with the BAHF Loan, the Purchase Money Loan, the HOME Loan and the Grant Agreement, the City Debt).

The project has experienced financial difficulties from time to time, including a tax lien sale. Timothy T. Williams (then Executive Director) and Mary Ann Williams have made certain advances to assist the Project. Mr. Williams has since passed away, leaving Ms. Mary Ann Williams as the beneficiary and holder of (i) an Unsecured Promissory Note made effective as of November 14, 2012 by Supportive Housing Group, Inc., in favor of Mr. Timothy Williams and Ms. Mary Ann Williams in the amount of \$73,796.00 and (ii) an Unsecured Promissory Note made effective as of November 14, 2012 by the Corporation in favor of Mr. Timothy Williams and Ms. Mary Ann Williams in the amount of \$63,994.00. Ms. Mary Ann Williams is also owed certain amounts from the Corporation as a result of advances made to assist the Project which are not evidenced by notes but of which an accounting of was kept by the Corporation.

The LALP has continued to face certain operating deficits with respect to the Project. Because the LALP is a for profit partnership, ad valorem taxes have been assessed annually on the project adding a strain to the financials. The LALP proposes to transfer ownership of the Corporation to be able to qualify for an ad valorem tax exemption. As a part of the transfer, the LALP will be converted to a corporation and merged into the Corporation (as will the limited partner of the LALP) and the Corporation will become the borrower under the City Debt.

The Department supports this action to ensure that the 36 transitional housing units continue to serve the community. In addition, this transfer will assist the Corporation to stabilize the financial and programmatic aspects of the project.



## MINUTES

DHCD - cont'd

The organization has contracted leases for the operation of two new day care programs to replace a John Hopkins operated day care center that relocated and a Head Start program that closed due to its loss of funding. The new on-site programs will be an asset for the tenants as well as for the other community members.

The process for the conversion and merger will be as follows: (i) the Corporation will assign its general partnership interest in the LALP to Rutland and will simultaneously accept the assignment of the Estate of Mr. Tim Williams' interest in Rutland, to become the 100% member of Rutland; (ii) Rutland will convert its 99% limited partner interest to a general partner interest, and will simultaneously execute a Certificate of Amendment, amending the LALP's partnership certificate to substitute Rutland for the Corporation as general partner; (iii) Rutland LLC will be converted to a Maryland corporation to be known as Lanvale Apartments Corporation; and (v) Rutland Corporation and Lanvale Apartments Corporation will be merged into the Corporation. To accomplish this, Articles of Merger will be executed and filed with SDAT.

There are no amounts currently required to be paid under any of the City's debt, and so long as no event of default exists under any of the documents related to the City's debt, no payments are due.

The documentation evidencing the City's debt requires that the Board approve any transfer of the project or substitution of the borrower. As a result of the transfer, the Corporation will be the obligated borrower under Ms. Williams debt and the City debt. It is anticipated that the transfer will occur within 30 days after the Board's approval. The Board will receive a copy of the executed Consent document after the transaction is completed.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**THE DEPARTMENT OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the Consent and Transfer of the General Partnership Interest for the project known as Supportive Housing Group, Inc. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**MINUTES**

Department of Housing and Community Development (DHCD) - Extension for Follow-Up Report  
 LIHEAP Audit Findings

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve an extension of time for the presentation of the second follow-up report. This report will reflect progress made toward addressing the FY 2013 audit findings cited against the Low Income Home Energy Assistance Program (LIHEAP). The Department of Housing and Community Development is requesting an extension to February 24, 2016.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The CPA firm CliftonLarsonAllen LLP (CLA) assisting the DHCD in the file reconstruction process and the Department of Audits have discussed their respective reviews of the missing files and files containing inadequate documentation. The DHCD has discussed the issues with CLA LLP and is waiting their formal response. Also, CLA's recommendations on the internal control and improvements on the operating procedures of the LIHEAP Office are limited due to the scope of work contained in their agreement with the DHCD.

A modification needs to be made to the progress report to reflect that, as well as the DHCD's role in recommending corrective actions. Once, the DHCD receives the response from CLA, the progress report will be amended accordingly.

Therefore, the Department is requesting an extension until February 24, 2016.

UPON MOTION duly made and seconded, the Board approved an extension of time for the presentation of the second follow-up report.

**MINUTES**

Department of Housing and - Amendatory Agreement No. 2 to  
Community Development Community Development Block  
Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendatory Agreement No. 2 to the Community Development Block Grant Agreement with City of Baltimore Development Corporation, Inc. This Amendatory Agreement No. 2 will extend the period of the agreement through February 1, 2017.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The purpose of the amendatory agreement is to implement a no-cost time extension beginning April 1, 2013 and ending on February 1, 2017 to coincide with the termination date of the Bureau of Purchases' contract for the construction of commercial façade improvements awarded under BDC's Façade Improvement Program. The selected Architect will complete architectural renderings and approve contractor invoices.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Amendatory Agreement No. 2 to the Community Development Block Grant Agreement with City of Baltimore Development Corporation, Inc.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreement with Living Classrooms Foundation, Inc. The period of the agreement is July 1, 2015 through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 2089-208916-5930-424930-603051

**BACKGROUND/EXPLANATION:**

The funding under this agreement will support the operating expenses of the POWER House Community Hub located within the Perkins Homes public housing development. Services will be provided to youth, ages 5-18 that reside in the development. The youth will receive free after school, evening, and summer programming that will support in-school learning through an academic enrichment curricula and cultural arts education including STEM education, health and physical education, college/career readiness and service learning.

On June 17, 2015, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2015 Annual Action Plan for the following formula programs:

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

**MINUTES**

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2015 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**APPROVED FOR FUNDS BY FINANCE**

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

**ABSTAINED.** The President **ABSTAINED.**

**MINUTES**

Department of Housing and - Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Garwyn Oaks Northwest Housing Resource Center. The period of the Grant Agreement is effective upon Board approval through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$25,911.00 - 1001-000000-5822-409100-603051

**BACKGROUND/EXPLANATION:**

The City has agreed to make funds available to provide Healthy Neighborhood services to the Edmondson Village community, which is not a part of the City's Healthy Neighborhoods Program. Garwyn Oaks Northwest Housing Resource Center, one of Healthy Neighborhood's non-profit partners, has agreed to work with residents and implement the Healthy Neighborhoods Program.

The grant funds will be used to offset the salaries of current Garwyn Oaks' employees to provide community organizing and homeownership counseling, and for marketing materials, postage, and printing. The funds will also be used for administrative costs including rent and insurance.

**MBE/WBE PARTICIPATION:**

Garwyn Oaks Northwest Housing Resource Center has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with Garwyn Oaks Northwest Housing Resource Center.



**MINUTES**

Department of Housing and - Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Green & Healthy Homes Initiative, Inc. d/b/a Coalition to End Childhood Lead Poisoning (GHHI). The period of the Grant Agreement is February 1, 2016 through December 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$548,108.40 - 4000-468516-5825-608400-603051

**BACKGROUND/EXPLANATION:**

Although tremendous progress has been made in the past 20 years to reduce the incidence of childhood lead paint poisoning, much work remains to be done. Every year, over 700 children in Baltimore City are identified as having elevated blood lead levels, most often coming from lead paint hazards in their homes.

This Grant Agreement reflects the sub-grantee relationship that the GHHI has with the City of Baltimore as part of a three-year Federal grant to remove lead hazards from 230 homes over a three-year period. The U.S. Department of Housing and Community Development (HUD) awarded the City a grant in the amount of \$3,714,272.00 for the Baltimore City Lead Hazard Reduction Program, which was approved by the Board on December 23, 2015.

As a sub-grantee, the GHHI will provide community outreach, application assistance, post remediation education, and healthy home improvements.

**MINUTES**

DHCD - cont'd

The GHHI will be reimbursed for services rendered in an amount up to, but not exceeding, a total of \$548,108.40. The GHHI was selected as a sub-grantee and approved by HUD, based upon the organization's tremendous experience, locally and nationally, in preventing lead paint poisoning and conducting healthy home programs.

The Federal grant and the GHHI grant agreement include \$325,000.00 in supplemental funds to provide healthy home improvements such as fall and injury prevention, asthma trigger reduction, and integrated pest management in 115 homes. Additional healthy home improvements will be coordinated with the Weatherization Assistance Program and the Office of Rehabilitation Services when families participating in the Lead Hazard Reduction Program are eligible for more than one service program.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with Green & Healthy Homes Initiative, Inc. d/b/a Coalition to End Childhood Lead Poisoning.

## MINUTES

Mayor's Office of Employment - Agreements  
Development

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

1. **JANE ADDAMS RESOURCE CORPORATION-BALTIMORE      \$250,000.00**  
**(JARC)**

Account: 4000-807416-6312-781305-603051

This agreement authorizes JARC to provide technical skills training in Welding and Computer Numerical Control for hard-to-serve, low-skilled, unemployed, or underemployed City residents. The JARC will recruit, screen, and enroll 25 City residents in training and provide job readiness training, comprehensive case management, and employment and retention services.

The obligation level of this agreement will not exceed \$250,000.00. The money will be drawn from Federal funding received through the Maryland State Department of Labor Licensing and Regulation. The period of the agreement is November 1, 2015 through April 30, 2017.

2. **JANE ADDAMS RESOURCE CORPORATION-BALTIMORE      \$ 30,000.00**  
**(JARC)**

Account: 4000-807516-6312-467253-603051  
4000-806716-6312-467253-603051

This agreement authorizes JARC to provide training in those areas specified on the Maryland Higher Education Commission list. The training will consist of the programs described in the Workforce Innovation and Opportunity Act training programs outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards, and the total hours of each course in a certificate program.

## MINUTES

Mayor's Office of Employment - cont'd  
Development

The maximum length of time a participant can remain in training is one year.

The money will be drawn from two different accounts 4000-807516-6312-467253-603051 and 4000-806716-6312-467253-603051. The accounts and the amounts drawn from those accounts cannot be determined until the participants are registered. The period of the agreement is November 1, 2015 through June 30, 2016.

3. **BALTIMORE CITY COMMUNITY COLLEGE (BCCC) \$10,953.00**

Account: 1001-00000-6396-484805-603051

This agreement authorizes the BCCC to provide academic instruction and employment readiness services leading to employment for ex-offenders as part of the Bridge to Careers (B2C) program. Up to 80 participants will be recruited and enrolled throughout the one-year duration of the agreement.

The obligation level of this agreement will not exceed \$10,953.00. The money will be drawn from the Baltimore City General Funds. The period of the agreement is July 1, 2015 through June 30, 2016.

The agreements are late because additional time was necessary to reach a comprehensive understanding between the parties.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Police Department - Acceptance of Grant Award and  
Grant Adjustment Notice

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Grant Award and Grant Adjustment Notice (GAN) with the Maryland Emergency Management Agency for the FY 2015 State Homeland Security Program. The period of the Grant Award is September 1, 2015 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

<u>Project</u>	<u>Account Code</u>	<u>Original Funding</u>	<u>New Funding Amount</u>
M&A	4000-479516-2023- 212600-600000	\$ 30,188.85	\$ 30,188.85
Law Enforcement	4000-479516-2023- 212601-600000	150,943.25	150,943.25
Planners	4000-479516-2023- 212602-600000	244,854.00	244,854.00
Training & Exercise	4000-479516-2023- 212603-600000	50,000.00	50,000.00
Emergency Operations	4000-479516-2023- 212604-600000	35,787.10	35,787.10
CBRNE Response/Special Rescue	4000-479516-2023- 212605-600000	40,000.00	43,851.00
Incident Mgmt. Team Enhancement	4000-479516-2023- 212606-600000	<u>52,000.00</u>	<u>52,000.00</u>
		\$603,773.00	\$607,624.00

The GAN increases the agreement by \$3,851.00 making the new total award amount \$607,624.00.

**MINUTES**

Police Department - cont'd

**BACKGROUND/EXPLANATION:**

The 2015 State Homeland Security Grant Program supports the development and sustainment of core capabilities to fulfill the goal of National Preparedness. Funding will be used for costs related to planning, organization, equipment, training, and exercise needs associated with acts of terrorism and other catastrophic events.

The initial grant was never submitted for Board of Estimates' approval. It is now being submitted with the original Grant Adjustment Notice.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award and Grant Adjustment Notice (GAN) with the Maryland Emergency Management Agency for the FY 2015 State Homeland Security Program.

**MINUTES**

Department of Public Works - Amendment No. 1 to Electric  
Charging Station Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Electric Charging Station Grant Agreement with the Electric Vehicle Institute, Inc. The Amendment No. 1 to Grant Agreement extends the period of the agreement from three years to five years, with a five year renewal option.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Board approved the original agreement on May 13, 2015. The Electric Vehicle Institute, Inc., has engaged with the City to expand their burgeoning business in the electric vehicle market, and to support the City initiatives for electric vehicles, by granting the equipment, installation, and three years of maintenance for multiple electric vehicle charging stations at up to six original locations in City-owned garages.

The project, completed alongside the Parking Authority, is to help promote adoption and use of electric vehicles in the City, and thereby reduce air pollutants from traditional combustion engines. The amendment extends the original grant and maintenance term from three to five years, and allows for the Electric Vehicle Institute, Inc. to install chargers at seven or more additional locations given approval from the property owning agency, Parking Authority, and the Office of Sustainable Energy. These additional chargers will be used to assist in the City's electric vehicle pilot project and/or public use. Charging at all charges is currently free for public use as an incentive to electric vehicle adoption.

MINUTES

DPW - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Electric Charging Station Grant Agreement with the Electric Vehicle Institute, Inc.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 011, to Johnson, Mirmiran & Thompson, Inc. under Project 1401, WC 1308R, On-Call Project and Construction Management Assistance Inspection Services. The original contract will expire on May 14, 2017. The duration of this task is approximately zero months.

**AMOUNT OF MONEY AND SOURCE:**

(\$485,383.55) - 9960-910607-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The Consultant will provide a credit of unused funds from Task 009 (WC 1308R) - AMI/R Urgent Need Metering Infrastructure Repair and Replacement, Various Locations (Up to 2-inch Water Service). The credit will increase the agreement upset limit and allow for future tasks to be developed.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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. 011, to Johnson, Mirmiran & Thompson, Inc. under Project 1401, WC 1308R, On-Call Project and Construction Management Assistance Inspection Services. The President voted **NO**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 009, to Louis Berger Water Services, Inc. under Project 1405, SC 845R, On-Call Construction Management Assistance Services Inspection Services. The original contract will expire on June 10, 2017. The duration of this task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$322,958.13 - 9956-905527-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The Consultant will provide continued construction management and inspection services on SC 845R-ENR Facilities at the Patapsco Wastewater Treatment Plants for the Bureau of Water and Wastewater, Department of Public Works. The work includes but is not limited to code compliance, project management, field inspection, and record keeping for the above reference project.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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. 009, to Louis Berger Water Services, Inc. under Project 1405, SC 845R, On-Call Construction Management Assistance Services Inspection Services. The President voted **NO**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 015, to Hazen & Sawyer PC under Project 1406, SC 919, On-Call Project and Construction Management Assistance Services. The original contract will expire on April 28, 2017. The duration of this task is approximately 24 months.

**AMOUNT OF MONEY AND SOURCE:**

\$687,015.00 - 9956-908614-9551-900020-705032

**BACKGROUND/EXPLANATION:**

The Consultant will provide continued on-site inspection services on SC 919-Improvements to Sanitary Sewer in the Outfall Sewershed for the Bureau of Water and Wastewater, Department of Public Works.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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. 015, to Hazen & Sawyer PC under Project 1406, SC 919, On-Call Project and Construction Management Assistance Services. The President voted **NO**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 005 to Hill-KCI Technologies, Inc., a Joint Venture, under Project No. 1404, On-Call Project and Construction Management Assistance Services.

**AMOUNT OF MONEY AND SOURCE:**

\$624,655.35 - 9956-918616-9551-900000-705032

**BACKGROUND/EXPLANATION:**

The Joint Venture will provide on-site inspection services on SC 914, Improvements to Sanitary Sewer in Lower Level Sewershed for the Bureau of Water and Wastewater, Department of Public Works.

**MWBOO GRANTED APPROVAL.**

**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. 005 to Hill-KCI Technologies, Inc., a Joint Venture, under Project No. 1404, On-Call Project and Construction Management Assistance Services. The President voted  
**NO.**

**MINUTES**Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements and ratify agreements. The period of the agreement is October 1, 2015 through September 30, 2016, unless otherwise indicated.

1. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$ 61,448.00**

Account: 4000-498816-3080-284000-603051

The organization will perform services in the area of the Nurse Family Partnership (NFP) Home Visiting Model. The organization will employ one full time bilingual prepared nurse (the BMS Nurse) to work with three full-time Maternal and Infant Care nurses. The BMS Nurse will conduct home visits and maintain a caseload of predominately 25 Spanish-speaking clients according to the NFP model. The Maternal and Infant Care NFP will provide clinical oversight for the BMS Nurse. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because budget revisions delayed its processing.

**MWBOO GRANTED A WAIVER.**

2. **ALLEN CENTER BOARD, INC.** **\$ 53,535.00**

Account: 4000-433516-3024-761401-603051

Allen Center Board, Inc., operates a senior program, which serves as the community focal point for seniors and their caregivers. The services to be provided include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation.

The Agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

3. **G.S. HOUSING, INC.** **\$ 36,500.00**

Account: 4000-432916-3255-761200-604014

The organization will provide Title III C-1 Congregate Housing Meal Services program. It will serve weekday and weekend dinner meals to 55 elderly clients at the Belvedere Green Apartments located at 1651 E. Belvedere Avenue.

The Agreement is late because the Department was waiting on the Grant Award and signatures from the provider.

4. **THE BAR ASSOCIATION OF BALTIMORE CITY** **\$ 74,408.00**

Account: 4000-433516-3024-761412-603051

The organization will provide free legal assistance in general civil matters to City residents age 60 and above. In addition to legal representation, the program will also provide outreach and education services regarding matters typically of concern and interest to seniors.

The Agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

**MWBOO GRANTED A WAIVER.**

5. **THE HARRY AND JEANETTE WEINBERG PLACE, INC.** **\$ 7,925.00**  
(1,250 meals x  
\$6.34 per  
meal)

Account: 4000-432916-3024-268400-604014

The organization will provide Kosher meals to elderly clients at the Weinberg Place Apartments located at 2500 W. Belvedere Avenue.

## MINUTES

Health Department - cont'd

The agreement is late because it was just completed by the Department.

6. **ACTION-IN-MATURITY, INC.** **\$ 26,326.00**

Account: 4000-433516-3024-761405-603051

The organization will serve as the community focal point for seniors and their caregivers. The services provided will include but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation.

The Agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

7. **N.M. CARROLL MANOR, INC.** **\$ 40,241.25**  
 (25 seniors  
 per meal/day  
 @ \$4.41 per  
 meal for 365  
 days)

Account: 4000-432916-3024-268400-604014  
 Congregate Meals - Title III - C-1

The organization will serve 25 seniors meals at N.M. Carroll Manor located at 701 N. Arlington Avenue. All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department on Aging, allowing periodic menu conferences between a representative of the Provider and the Department as requested by either party.

The Agreement is late because it was just completed by the Department.

## MINUTES

Health Department - cont'd

8. **EDWARD A. MYERBERG SENIOR CENTER, INC.** **\$ 40,763.00**

Account: 4000-433516-3024-761414-603051

The organization will operate a senior program, which will serve as the community focal point for seniors and their caregivers. Services to be provided will include, but are not limited to, social, recreational, and educational programs, information and assistance, outreach, wellness and transportation.

The Agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

9. **GREENMOUNT SENIOR CENTER, INC.** **\$ 69,646.00**

Accounts: 4000-433516-3024-761409-603051	\$ 41,746.00
4000-436116-3255-761700-603051	\$ 27,900.00

The organization will operate a senior program which serves as the focal point for seniors and their caregivers. Services will include but are not limited to transportation, social, recreational, and educational programs, information and assistance, outreach and wellness.

The Agreement is late because the Department was waiting on finalization of the budget and signatures from the provider.

**MWBOO GRANTED A WAIVER.**



## MINUTES

Health Department - cont'd

10. **ALPHA ZETA CHAPTER, ZETA PHI BETA** **\$ 20,000.00**  
**SORORITY INC., MYRTLE TYLER**  
**FAITHFUL FUND, INC. d/b/a**  
**ZETA HEALTHY AGING PARTNERSHIP, INC.**

Accounts: 5000-530316-3041-605800-603051 \$ 15,000.00  
5000-570316-3041-605800-603051 \$ 5,000.00

The organization will work with the Department to educate minority adults at faith sites on the risk factors associated with tobacco use and the harm caused by secondhand smoke exposure to non-smokers. They will work to raise awareness of the sales of tobacco to the youth and increase community capacity to address this issue. The period of the agreement is November 1, 2015 through June 30, 2016.

The Agreement is late because the Maryland Department of Health and Mental Hygiene did not approve the grant application until September 2015. The tobacco sub-grants went out to bid in mid-October.

11. **SHERBY J. BRYANT, R.N.** **\$ 60,500.00**

Account: 4000-426216-3110-306800-603018

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program (MMAP). The Department has an agreement with the DHMH to participate in the MMAP as the local health department coordinating nurse monitoring services to eligible participants of the Medical Assistance Personal Care (MAPC) through September 30, 2015, and Community Personal Assistance Services (CPAS) and Community First Choice (CFC) Nurse Monitors through the full term of the Agreement.



## MINUTES

Health Department - cont'd

13. **MEALS ON WHEELS OF CENTRAL MARYLAND, INC.** **\$1,100,976.50**

Accounts: 4000-434315-3255-761600-604014	\$ 679,920.00
4000-434316-3255-761600-604014	\$ 17,160.00
6000-633515-3255-771700-604014	\$ 279,447.00
5000-533615-3024-268400-604014	\$ 84,449.50
4000-434316-3255-761600-604014	\$ 40,000.00

The organization will provide nutritionally balanced meals to the projected number of homebound and/or frail elderly residents of the City. The Provider will provide unique professional services in the Maryland area, which are available from no other vendor.

The Agreement is late because it was just completed by the Department.

**MWBOO GRANTED A WAIVER.**

14. **FOREST PARK SENIOR CENTER, INCORPORATED** **\$ 50,987.00**

Account: 4000-433516-30247-295903-603051

The organization will operate a senior program and serve as the community focal point for seniors and their caregivers. The services provided will include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation.

The Agreement is late because the Department was waiting on finalization of budget and signatures from the provider.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

15. **THE JOHNS HOPKINS UNIVERSITY,  
BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$ 42,714.00**

Account: 6000-618515-3001-268400-603051

The Johns Hopkins Bloomberg School of Public Health (JHU) will provide technical assistance for the development and evaluation of the Baltimarket Healthy Stores Program. The Baltimarket Healthy Stores Program will prevent youth obesity by providing access to low-cost healthy foods at stores that already serve food desert communities. The JHU will utilize the validated self-efficacy tools and sales tracking protocol developed in earlier pilots and the B'More Healthy Communities to Kids study. The period of the agreement is May 1, 2015 through April 30, 2016.

The Agreement is late because of a delay in the Department's administrative review process.

16. **SINAI HOSPITAL OF BALTIMORE, INC. (SINAI)** **\$158,941.00**

Account: 5000-569716-3023-274411-603051

Sinai will provide ongoing services to HIV positive men and women at Sinai Hospital and in the surrounding communities who are eligible for this service. Sinai will also provide Medical Case Management services to 100 eligible clients who lack insurance or who have private insurance, Maryland Health Insurance Plan (MHIP), or Medicare. Services will be provided as well as on an interim basis to those clients who are applying for Medical Assistance but whose coverage has not yet been activated. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because the State of Maryland Department of Health and Mental Hygiene, Prevention and Health Promotion Administration programmatically manages State Special services. The providers are asked to submit a budget, budget narrative, and scope of services.

## MINUTES

Health Department - cont'd

The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

**MWBOO GRANTED A WAIVER.**17. **SINAI HOSPITAL OF BALTIMORE, INC. (SINAI)      \$ 28,527.00**

Account: 5000-569716-3023-274431-603051

The HIV Support Services State Special Program at Sinai provides wraparound services to both HIV infected and affected women, children, youth and infants. The program is part of the Community Initiatives Department at Sinai Hospital and is a State Special funded program. Sinai will provide Psychosocial Support services to 100 patients annually, including affected family members. The period of the Agreement is July 1, 2015 through June 30, 2016.

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

## MINUTES

Health Department - cont'd

RATIFICATION OF AGREEMENTS AND AMENDMENT TO AGREEMENT

18. **THE JOHNS HOPKINS UNIVERSITY** **\$ 250,000.00**

Account: 4000-499015-3023-513201-603051

The Johns Hopkins University provided HIV counseling, testing, and referral for clients presenting in the Eastern and Druid STD clinics of the Department, who are at risk for HIV infection or who are in various stages of HIV infection. Infected clients will be referred to the Department's Early Intervention Initiative. The period of the agreement was January 1, 2015 through December 31, 2015.

The Agreement is late because of an oversight.

**MWBOO GRANTED A WAIVER.**

19. **THE UNIVERSITY OF MARYLAND MEDICAL SYSTEM CORPORATION (UMMS)** **\$ 82,500.00**

Account: 1001-00000-3041-274500-603051

On June 24, 2015, the Board approved the original agreement for the amount of \$130,000.00 and for the period of October 1, 2014 through September 30, 2015.

On September 14, 2015, the program manager requested an amendment for an increase of \$82,500.00 and an extension of the agreement period to June 30, 2016 to reflect the fiscal year cycle. There was not enough time to process the amendment before it expired on September 30, 2015.

The Department requests the Board to ratify the Amendment to Agreement and approve and authorize payment of the amount of \$82,500.00, which will make the total payment amount \$212,500.00. Approval of this request will allow the Department to reimburse the UMMS for services it provided for the period of October 1, 2014 through June 30, 2016.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

20. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 53,583.00**

Account: 4000-499014-3023-513200-603051

The organization provided services to reduce high-risk behaviors related to the transmission of HIV in Baltimore City for homeless seropositive men and women engaged in HIV primary care. Health Care for the Homeless, Inc. provided individual HIV/AIDS/STD education and risk reduction strategies using the Positive Wellness and Renewal Program curriculum, referred participants to HIV health and human services as indicated and actively assisted clients in accessing those services. The period of the agreement was January 1, 2015 through December 31, 2015.

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

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements and ratified agreements. The President **ABSTAINED** on item no. 15 and item no. 18.

**MINUTES**

Health Department - FY 16 Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the FY 16 Notification of Grant Award from the State of Maryland, Department of Aging (MDoA). The period of the Grant Award is October 1, 2015 through September 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$53,666.00 - 6000-633516-3255-771700-604014  
State Funding - Nutrition Service Incentive Program

**BACKGROUND/EXPLANATION:**

This NGA is based on the FY 15 NSIP funding and reflects the Department's award based on actual FY 15 meal counts and the final FY 15 award notification. Approval of the NGA for FY 16 NSIP will allow the Department to provide funding for senior nutrition programs at designated meal sites or home-delivered meals.

The grant award is late because it was just received from MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the FY 16 Notification of Grant Award from the State of Maryland, Department of Aging.



**MINUTES**

Health Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify an Agreement with The University of Maryland, Baltimore for expanded HIV testing services. The period of the agreement was January 1, 2015 through December 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$194,000.00 - 4000-499015-3023-513201-603051

**BACKGROUND/EXPLANATION:**

The University of Maryland, Baltimore was responsible for completing at least 6,467 HIV tests at the following sites: University of Maryland Medical Systems, through the JACQUES Initiative, University of Maryland Medical Center, Mercy, and the School of Dentistry. Services will include testing, counseling, linkage to care, and referrals for partner services and prevention services.

The agreement is late because the request was misplaced.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the Agreement with The University of Maryland, Baltimore for expanded HIV testing services.

## MINUTES

Parking Authority of Baltimore - Ratify Amendments to Parking  
Baltimore City (PABC) Facility Operations and  
Management Agreements

The Board is requested to ratify and authorize execution of the various Amendments to Parking Facility Operation and Management Agreements.

The amendments require additional funding to pay for anticipated operating expenses and to compensate the Operators during the extended term upon the original compensation structure.

<u>Operator</u>	<u>Facility</u>
1. <b>CHESAPEAKE PARKING ASSOCIATES</b>	Water Street Garage
<u>Third</u>	<u>Original and</u>
<u>Amendment</u>	<u>Amendments</u>
	<u>Account Number</u>
\$480,286.00	\$1,626,595.00
	2075-000000-2321-407300-603016
42,000.00	185,500.00
	2075-000000-2321-407300-603026
	Mgmt. and Incentive
<u>240,000.00</u>	<u>1,293,088.00</u>
	2075-000000-2321-407300-603038
	Security
<b>\$ 762,286.00</b>	<b>\$3,105,183.00</b>

The original agreement was for the period July 11, 2011 through November 30, 2012. The first amendment extended the period through November 30, 2014. The second amendment extended the period through December 31, 2015. The third amendment will extend the period through November 30, 2016 and will make the total amount \$3,867,469.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

MINUTES

PABC - cont'd

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Tote-It, Inc.	17%	\$2,570.00 (1.7%)
<b>WBE:</b> Sue-Ann's Office Supply, Inc.		\$1,228.00 (0.8%)
Fitch Dustdown Co., Inc.	9%	<u>3,533.00 (2.3%)</u>
		<b>\$4,761.00 3.1%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Per contracting agency, the contractor has shown good faith efforts. The MBE/WBE goals were not met due to constraints placed by budget cuts. Additionally, several services intended for MBE and WBE participation were eliminated by the City due to an on-going construction project. Contractor was also required to use a city-designated contractor for security services.

<u>Operator</u>	<u>Facility</u>
2. <b>CHESAPEAKE PARKING ASSOCIATES</b>	Lexington Street Garage
Fourth <u>Amendment</u>	Original and <u>Amendments</u> <u>Account Number</u>
\$200,301.00	\$ 810,732.00      2075-000000-2321-408300-407500 Maintenance and Repair
<u>36,000.00</u>	<u>159,000.00</u> 2075-000000-2321-408300-407500 Mgmt. and Incentive
<b>\$236,301.00</b>	<b>\$ 969,732.00</b>

The original agreement was for the period July 11, 2011 through November 30, 2012. The first amendment extended the period through November 30, 2013. The second amendment extended the period through December 31, 2014. The third amendment extended the period through November 30, 2015. This fourth amendment extends the period through November 30, 2016 and will make the total amount \$1,206,033.00.

MINUTES

PABC - cont'd

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Tote-It, Inc.	17%	\$1,985.00 (2.4%)
<b>WBE:</b> Sue-Ann's Office Supply, Inc.		\$ 940.00
Fitch Dustdown Co., Inc.	9%	<u>1,406.00</u> <b>\$2,346.00 (2.9%)</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Per contracting agency, the contractor has shown good faith efforts. The MBE/WBE goals were not met due to constraints placed by budget cuts. Additionally, several services intended for MBE and WBE participation were eliminated by the City due to construction activity. The MBE did not have the proper equipment for power washing as required by the City.

<u>Operator</u>	<u>Facility</u>
3. <b>IMPARK/DANAS PARKING LLC</b>	Baltimore Street Garage
<u>Third Amendment</u>	<u>Original and Amendments</u>
\$376,707.00	\$1,556,275.00
39,336.00	173,734.00
<u>93,500.00</u>	<u>509,200.00</u>
<b>\$509,543.00</b>	<b>\$2,239,209.00</b>
	<u>Account Number</u>
	2075-000000-2321-407700-407500 Maintenance and Repair
	2075-000000-2321-407700-407500 Mgmt. and Incentive
	2075-000000-2321-407700-603038 Security

The original agreement was for the period July 1, 2011 through November 30, 2012. The first amendment extended the period through November 30, 2014.

MINUTES

PABC - cont'd

The second amendment extended the period through December 31, 2015. This third amendment extends the period through November 30, 2016 and will make the total amount \$2,748,752.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 17% MBE AND 9% WBE.**

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Tote-It, Inc.	17%	\$4,305.00 (5%)
<b>WBE:</b> A. J. Stationers, Inc.	9%	\$2,705.21 (3%)

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Vendor has demonstrated good faith efforts. Per contracting agency, the goals were not met because several services intended for MBE and WBE participation were removed by the City. Power washing was not required and lighting services were transferred to another city contract. No further opportunity for segmentation.

The PABC requests these amendments to extend the term of the facilities so that the Mayor's recently announced small, minority, and women-owned business initiatives can be incorporated into the solicitation for management services at these facilities.

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

UPON MOTION duly made and seconded, the Board ratified and authorized execution of the foregoing Amendments to Parking Facility Operation and Management Agreements.

**MINUTES**

Parking Authority of Baltimore - Memorandum of Understanding  
City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the PABC and the Mayor and City Council of Baltimore acting through the Department of Finance, Bureau of Purchases.

**AMOUNT OF MONEY AND SOURCE:**

\$16,147.67 - 2076-000000-2321-253300-607001 (prorated - FY 2016)  
 55,360.00 - 2076-000000-2321-253300-607001 (FY2017 and beyond)  
**\$71,507.67** ½ of the salary + personnel costs of a Procurement  
 Specialist II)

**BACKGROUND/EXPLANATION:**

This MOU will allow the PABC to partially fund the salary of a Procurement Specialist II (PSII) to assist the PABC in procurement matters.

The PABC has become increasingly dependent on the Bureau of Purchases for procurement of large contracts. The complex laws, rules, and regulations governing procurement require knowledge and expertise that only Procurement Specialists can provide. The Bureau of Purchases has the required expertise and has graciously offered its services to the PABC.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board **DEFERRED** the Memorandum of Understanding with the Parking Authority of Baltimore City until February 24, 2016.

**MINUTES**

Baltimore Development Corporation - Governmental/Charitable Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Baltimore City Ethics Board to permit the Baltimore Development Corporation (BDC) to solicit donations from local, State, Federal government agencies, Baltimore-area business and civic leaders, and private foundations. The period of the solicitation is February 15, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The BDC would like to solicit sponsorships and donations for the purpose of supplementing and enhancing the City's economic development activities and initiatives. The funds will be used to allow service providers to administer hands-on business assistance to entrepreneurs in a variety of tracks; sponsorship dollars for tours of City projects, trade shows, special events, seminars, educational workshops, marketing material, and research.

A potential donor list will be comprised of individuals and corporate entities that have demonstrated a history of providing financial and in-kind contributions to the small business community and Baltimore's economic revitalization. The criteria for targeting a corporate entity for solicitation will include the commitment to the overall community, the value to the overall community, interest in entrepreneurship, and a history of providing financial and in-kind contributions to growing the business community and Baltimore's economic revitalization.

**MINUTES**

BDC - cont'd

Most of the corporate entities or private foundations may or may not be controlled donors. However, those potential donors, who are controlled donors, with respect to the BDC, the Baltimore City Council, or the Board of Estimates, will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as all other potential donors.

Solicitations will be made in the context of a scheduled formal meeting, with presentation materials, detailed budgets, and follow-up, as required. The BDC will not provide any sponsors exclusive access to BDC clients.

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Baltimore City Ethics Board to permit the Baltimore Development Corporation to solicit donations from local, State, Federal government agencies, Baltimore-area business and civic leaders, and private foundations.



**MINUTES**

Department of Housing and - Memorandum of Understanding  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) for Demolition and Stabilization with the Maryland Department of Housing and Community Development and the Maryland Stadium Authority. The Memorandum of Understanding is effective upon Board approval through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

The MOU commits \$7,100,000.00 from the State in the FY2016, with a maximum of \$25,000,000.00 appropriated by the State in each succeeding fiscal year until June 30, 2019. The total possible State grant for all years is \$82,100,000.00. The City commits to matching \$0.25 for every \$1.00 spent by the State, for a \$1,755,000.00 commitment in FY16 and up to 6,250,000.00 match in succeeding fiscal years. Should the State appropriate the full \$25,000,000.00 each year, the total possible City match for all years is \$20,500,000.00.

**BACKGROUND/EXPLANATION:**

The MOU formalizes the State's commitment of demolition funds under Project CORE, as announced by Governor Larry Hogan and Mayor Stephanie Rawlings-Blake on January 5, 2016.

The MOU also establishes a process for the use of funds and lays out the responsibilities of each party for the duration of the project. The City will meet its match through In-kind services, including acquisition, the process to establish the legal right to demolish, utility cut offs, permits, inspections, and post-demolition greening projects. The match will be funded through existing CIP and General Revenue Funds for FY16, and future years will be funded out of approved budgets.

## MINUTES

Department of Housing and - cont'd  
Community Development

The Maryland Stadium Authority will be the grantee of the State funds and will procure the demolition and environmental services and reimburse the City for any relocation cost incurred.

The Department estimates that nearly 4,000 vacant properties will be demolished under the Project CORE program. The Department will work closely with local, State, and community stakeholders to target properties that best enhance the quality of life in the City's neighborhoods and revitalize the City. The properties will be selected at an annual series of meetings led by the Department and the Department of Planning.

Once the MOU is approved by the Board and the Board of the Maryland Stadium Authority, it will be signed by representatives of the Maryland Stadium Authority and the Maryland Department of Housing and Community Development. After all signatures and approvals are obtained, the Department is responsible for providing the fully executed document to the Board of Estimates.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding for Demolition and Stabilization with the Maryland Department of Housing and Community Development and the Maryland Stadium Authority.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
1. Maria DeChellis Ehrenpreis	The Utility Management Conference 2016 San Diego, CA Feb. 23 - 26, 2016 (Reg. Fee \$800.00)	Water Utility	\$2,057.60

The hotel accommodations are \$296.65 per night. The allowed subsistence is 217.00 per day. The Department is requesting additional subsistence of \$62.30 to cover the cost of food and incidentals.

The registration fee in the amount of \$800.00 was paid by her previous employer. The airfare in the amount of \$408.96 was prepaid on a City-issued procurement card assigned to Ms. Tiana Haines. Therefore, Ms. Ehrenpreis will be disbursed \$848.64.

UPON MOTION duly made and seconded, the Board approved the travel request.

**MINUTES****PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/  
Office of Engineering and  
Construction - Storm Drain Contract No. 7771  
Drainage Repairs and  
Improvements at Various  
Locations  
**BIDS TO BE RECV'D: 03/09/2016**  
**BIDS TO BE OPENED: 03/09/2016**
  
2. Department of Transportation - TR 08313, East Baltimore Life  
Science Park - Phase 1D  
**BIDS TO BE RECV'D: 03/16/2016**  
**BIDS TO BE OPENED: 03/16/2016**

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

## MINUTES

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

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**MINUTES**

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

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued addendum extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Department of Public Works - WC 1183, Replacement of Loch Raven Environmental Operations Facility  
**BIDS TO BE RECV'D: 02/17/2016**  
**BIDS TO BE OPENED: 02/17/2016**

Bureau of Purchases - B50004467, Supply and Deliver Water Dispensers & Bottled Water to Various City Agencies  
**BIDS TO BE RECV'D: 02/17/2016**  
**BIDS TO BE OPENED: 02/17/2016**

## MINUTES

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

Bureau of Purchases - B50004397, Building Deconstruction

Humanim, Inc.

K & K Adams, Inc.

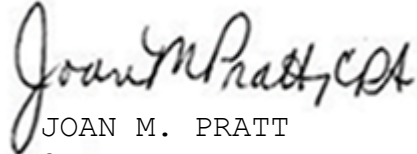
JLN Construction Services, LLC

P&J Contracting Co., Inc.

## MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next scheduled meeting on Wednesday, February 24, 2016.



JOAN M. PRATT  
Secretary