

**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 March 23, 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 March 21, 2016, identifying matters to be considered as routine agenda items together with any corrections and -- 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**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Deed with 22-24 East Lanvale, LLC, for the Sale of Property - former alley beds behind 1701 N. Charles Street and 22-24 and 30 E. Lanvale Street and the Sale of Property air rights over a portion of Lovegrove Street to 22-24 East Lanvale Street, which has been legally closed.

**AMOUNT OF MONEY AND SOURCE:**

\$28,840.00

**BACKGROUND/EXPLANATION:**

On July 17, 2014, the City entered into a closing agreement with Ernst Valery Investment Corp., for the sale of property and to condemn and close and open the former bed of a ten foot alley laid out in the rear of 1701 N. Charles Street; former beds of a ten foot alley laid out in the rear of 22-24 and 30 E. Lanvale Street; and the air rights over a portion of Lovegrove Street.

The parcels were part of the area near the Chesapeake Restaurant Land Disposition Agreement, which was approved by the Department of Planning on March 8, 2012, for the construction of mixed use and apartments. The Developer, 22-24 East Lanvale, LLC has requested to close the alleys and air rights in connection with its Station North project to construct new mixed use buildings, as well as residential apartments.

**MINUTES**

Dept. of Real Estate - cont'd

The sale was authorized by means of Sales Ordinance Nos. 15-395 and 15-398 approved July 27, 2015. The street closing process is intricate and involves public notice and other procedures before the Deed can be prepared for submission to the Board for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed with 22-24 East Lanvale, LLC, for the Sale of Property - former alley beds behind 1701 N. Charles Street and 22-24 and 30 E. Lanvale Street and the Sale of Property air rights over a portion of Lovegrove Street to 22-24 East Lanvale Street, which has been legally closed.

**MINUTES**

Parking Authority of - Parking Facility Rate Adjustment  
Baltimore City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the transient rates at the City-owned Marriott Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City of Baltimore's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that the rate adjustment at this parking facility is warranted at this time.

To bring the transient rates charged at the Marriott Garage in line with its surrounding facilities, the PABC staff developed the submitted rate adjustment recommendation. The rate adjustments were unanimously approved by the PABC Board of Directors.

MINUTES

PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes
Marriott Garage	Regular Transient Rates				Regular Monthly Rate
		Current Rate	Proposed Rate	Last Rate Change	No proposed changes
	4 – 12 Hour Rate	\$18.00	\$19.00	May 2015	
13 – 24 Hour Rate	\$28.00	\$29.00	May 2015		

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved adjustment to the transient rates at the City-owned Marriott Garage that is managed by the PABC.

**MINUTES****TRANSFERS OF FUNDS**

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

966 - 969

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>\$1,312,770.69</b> FED	9950-944002-9507 Const. Reserve - Reserve for Close- outs	9950-908301-9527 Broening Highway Infrastructure

This transfer will provide funds for BGE expenses on project TR 08046 "Broening Highway Infrastructure."

Department of Recreation and Parks

2. <b>\$ 30,000.00</b> General Fund	9938-913038-9475 Latrobe Park Field House (Reserve)	9938-915038-9474 Latrobe Park Field House (Active)
--	--	---

This transfer will provide funds to cover the cost associated with design services under On-Call Contract No. 1234, Task #1 to GWWO, Inc.

Department of General Services

3. <b>\$ 500,000.00</b> 5th Public Building Loan	9916-905934-9194 BCC Eastside Reno- vations & Electric - Reserve	9916-905734-9197 Convention Center Water Intrusion - Active
--	---	--

The Convention Center currently has leaking expansion joints along with an unknown source of water intrusion into the lower level of the building. Numerous temporary solutions have been put in place until a permanent renovation can be completed. These water intrusions have caused a complete section of the lower level, including restrooms, to be closed off to all users of the building. Once these renovations are completed, access can be restored and operations in that area of the building can resume.



MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
4. <b>\$25,000.00</b> UDAG Repayment Funds	9910-902985-9587 Housing Develop- ment (Reserve)	9910-906041-9588 SELP Admin
<p>This transfer will provide funding for the SELP Administration Fees account to cover ongoing expenditures related to the loan servicer.</p>		
<u>Baltimore Development Corporation</u>		
5.   \$ 3,000.00 23 <sup>rd</sup> EDF	9910-913990-9600 Constr. Res. Comm. Revitaliza- tion	9910-921101-9601 Comm. Revitalization
4,766.00 24 <sup>th</sup> EDF	9910-908018-9600 Constr. Res. Seton, Cross Rds., Park Circle	9910-907104-9601 W. Balto. Ind. & Coml.
4,952.45 24 <sup>th</sup> EDF	9910-994001-9600 Constr. Res. Unallocated Res.	9910-908102-9601 S. Balto. Ind. & Coml.
<b><u>\$12,718.45</u></b>		

This transfer will provide funding to reimburse the Baltimore Development Corporation for eligible capital expenses for the month ending November 30, 2015.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation - cont'd</u>		
6. \$ 4,660.00 23 <sup>rd</sup> EDF	9910-913990-9600 Constr. Res. Commercial Revitalization	9910-921101-9601 Commercial Revitalization
5,455.00 24 <sup>th</sup> EDF	9910-908018-9600 Constr. Res. Seton, Cross Rds., Park Circle	9910-907104-9601 W. Balto. Ind. & Coml.
38,614.74 24 <sup>th</sup> EDF <b><u>\$48,729.74</u></b>	9910-994001-9600 Constr. Res. Unallocated Res.	9910-908102-9601 S. Balto. Ind. & Coml.

This transfer will provide funding to reimburse the Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2015.

7. <b>\$170,000.00</b> 24 <sup>th</sup> EDF	9910-914022-9600 Constr. Res. (WS Historic Prop Stabilization)	9910-903355-9601 W/S Historic Properties Rehab.
--	---	--

This transfer will provide funding for the demolition of 414 North Howard Street as well as environmental remediation and stabilization of 18 additional properties adjacent to the demolished building.

8. <b>\$287,700.00</b> 23 <sup>rd</sup> EDF	9910-906993-9600 Constr. Res. (Inner Harbor Area)	9910-909460-9601 Inner Harbor
--	---	----------------------------------

This transfer will provide funding so that the Department of Transportation can oversee the repairs and replacement of damaged piles and timbers at the southernmost Finger Piers (which are structurally deficient) at the Inner Harbor.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
9. <b>\$10,000.00</b> MVR	9950-903506-9509 Const. Reserve - Constructability Review	9950-905621-9508-5 Inspection - Historic Preservation

This transfer will cover the deficit and the costs of the project TR 10311 "Historic Preservation."

10. <b>\$45,000.00</b> FED	9950-908042-9509 Const. Reserve - Haven Street - Eastern to Boston	9950-910042-9508-5 Inspection - Haven Street Resurfacing/ Rehab
-------------------------------	---	--

This transfer will cover the deficit and the costs of the project TR 14310 "Haven Street Resurfacing/Rehab."

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Michael D. Coleman	4815 Park Heights Avenue	L/H	\$ 41,417.00

Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.

2. Miriam Winder Kelly	3715 Towanda Avenue	G/R \$90.00	\$ 825.00
---------------------------	---------------------	----------------	-----------

Funds are available in account 9910-908044-9588-900000-704040, Miscellaneous Project.

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.

DHCD - Condemnation

3. Skyline Residential 2, L.P.	2041 E. Biddle Street	L/H	\$ 20,600.00
-----------------------------------	-----------------------	-----	--------------

Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.

Department of Law - Payments of Settlements

4. Ong Weng Ching- Valeri Avenue (Prior Owner)	4658 Park Heights Avenue	L/H	\$ 4,100.00
--	--------------------------	-----	-------------

On August 27, 2014, the Board approved the acquisition of the leasehold interest by condemnation, in the property located at 4658 Park Heights Avenue for the fair market value of \$4,400.00, based upon an independent appraisal report.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
<p>The owner produced a report valuing the property at \$15,000.00. After negotiations, the parties agreed to settle the case for \$8,500.00. Therefore, the Board is requested to approve an additional \$4,100.00.</p> <p>Funds are available in account 9910-903183-9588-900000-704040.</p>			
5. G.H. Goldberg, LLC	1573 Abbotston St.	G/R Reversionary	\$ 80.00

On October 7, 2015, the Board approved the acquisition of the reversionary interest (i.e. the ground rent), by condemnation, in the real property located at 1573 Abbotston Street. The Board previously approved the fair market value of \$800.00, based upon an independent appraisal report. The parties agreed to settle the condemnation case for an additional 10% (i.e., \$80.00 or a total of \$880.00). Therefore, the Board is requested to approve an additional \$80.00 in order for the total settlement to be paid.

Funds are available in account 9910-905507-9588-900000-704040, AG Demolition Project.

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, quick-takes, and payment of settlements.

## MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2015 through June 30, 2016, unless otherwise indicated.

1. **ARBOR E & T d/b/a CARE RESOURCES** **\$ 293,291.00**

Accounts: 4000-428216-3080-294300-603051	\$ 36,625.00
4000-427116-3080-294300-603051	163,361.00
4000-499816-3080-284000-603051	93,305.00

Arbor E&T d/b/a Care Resources will provide the services of a Speech Language Therapist, a Physical Therapist, an Occupational Therapist, and a Special Instructor to staff the Baltimore Infants and Toddlers Eligibility Center.

The agreement is late because the Grant Award from the Maryland State Department of Education was approved late in the fiscal year.

2. **TOTAL HEALTH CARE, INC.** **\$ 194,400.00**

Account: 5000-569716-3023-274414-603051

The organization will provide increased access for disproportionately impacted low-income minority individuals with HIV/AIDS treatment and medications. The outreach workers will identify HIV positive individuals who are either newly diagnosed, lost to care and/or currently not participating in a pharmacy assistance program. The organization will provide education on risk reduction, resources and services; importance of primary medical care and medication compliance, and link at risk and HIV positive individuals to resources and services, primary medical care and public entitlement programs.

## MINUTES

Health Department - cont'd

The agreement is late because the Infectious Disease and Environmental Health Administration programmatically manages State Special Fund 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 comply with grant requirements.

3. **ASSOCIATED BLACK CHARITIES, INC. (ABC) \$1,181,690.00**

The ABC will serve as the Fiscal Agent for the Ryan White Part A, Minority AIDS Initiative.

Accounts: 4000-498716-3023-606101-603051	\$ 50,000.00
4000-498716-3023-606102-603051	1,131,690.00

4. **ASSOCIATED BLACK CHARITIES, INC. (ABC) \$7,398,458.00**

The ABC will serve as the Fiscal Agent for the Ryan White Part A.

Accounts: 4000-427716-3023-273302-603051	\$ 475,000.00
4000-427716-3023-273033-603051	6,923,458.00

Associated Black Charities, Inc., as the Fiscal Agent will be responsible for providing the day-to-day fiscal administration, contracting and monitoring of provider expenditures to ensure reasonableness of reimbursements requested by direct service providers and to be in compliance with contractual fiscal requirements. During this term, the Health Department will be responsible for the programmatic services of Ryan White Part A, including the request for proposal, selection of direct service providers, review of programmatic reports, and programmatic monitoring of providers. The purpose of the Ryan White Part A MAI program is to improve HIV-related health outcomes to reduce existing racial and ethnic health disparities. The period of the agreement is March 1, 2016 through February 28, 2017. The agreements are late because the grant award was approved on March 2, 2016.

## MINUTES

Health Department - cont'd5. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$250,000.00**

Accounts: 4000-428216-3080-294300-603051	\$153,932.00
4000-427116-3080-294300-603051	30,000.00
4000-499816-3080-284000-603051	66,068.00

The University of Maryland, Baltimore will provide services in the Premature Infant Development Enrichment Program (PRIDE<sup>2</sup>). Maryland's PRIDE<sup>2</sup> program is a collaborative endeavor between the Department of Pediatrics at the University of Maryland, Baltimore and the Baltimore Infants & Toddlers Program (BITP). The purpose of the Maryland's PRIDE<sup>2</sup> program is to provide a collaborative effort of identifications, evaluation and service coordination for the BITP eligible infants in the University of Maryland Hospital for Children (UMHC) Neonatal Intensive Care Unit (NICU) and Mercy NICU, or who attend the UMHCNICU follow-up clinic.

The agreement is late because the grant award from the Maryland State Department of Education was received late in the fiscal year.

**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. The Comptroller **ABSTAINED** on item nos. 3 and 4.



**MINUTES**Enoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE  
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Lauranea Ivy.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Nathaniel E. Smith	5
Tracey Gilchrist	5
Alprescia M. Rivers	<u>5</u>
<b>Total:</b>	<b>15</b>

Ms. Ivy is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Ivy to remain in pay status.

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the above-listed City employees to the designated employee, Ms. Lauranea Ivy.

**MINUTES**

Department of Transportation - Developer's Agreement No. 1427

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1427 with East Cromwell Street, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$218,979.00

**BACKGROUND/EXPLANATION:**

The Developer would like to install water, sanitary sewer, and streetscape improvements to its proposed construction located in the vicinity of 301 East Cromwell Street. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$218,979.00 has been issued to East Cromwell Street, LLC, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1427 with East Cromwell Street, LLC.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 6 to Rummel, Klepper & Kahl, LLP/Johnson, Mirmirman & Thompson, Inc. (Joint Venture) under Project 1175, On-Call Bridge Design Services.

**AMOUNT OF MONEY AND SOURCE:**

\$50,023.92 - 9950-902412-9506-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for the Consultant to attend the claim review hearing with the City and help the Department to establish the validity of the claim made by a vendor associated with the Fredrick Ave. Bridge Replacement Project.

**MBE/WBE PARTICIPATION:**

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

**MWBOO SET GOALS OF 27% MBE AND 10% WBE.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

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

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
1.	<b>\$143,381.04</b>	9950-944002-9507	9950-902412-9506-5
	FED	Constr. Reserve -	Inspection
		Reserve for	Frederick Ave.
		Closeouts	Bridge Over Gwynns

This transfer will fund the deficit and cost associated with Task No. 6 on Project #1175 "On-Call Bridge Design Services" with Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to Rummel, Klepper & Kahl, LLP/Johnson, Mirmirman & Thompson, Inc. (Joint Venture) under Project 1175, On-Call Bridge Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The President voted **NO**.

**MINUTES**

Department of Transportation - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay Concrete General, Inc. in connection with TR 03333, Rehabilitation of Sinclair Lane Bridge over CSX Railroad.

**AMOUNT OF MONEY AND SOURCE:**

\$94,978.60 - 9950-901363-9508-900010-702064

**BACKGROUND/EXPLANATION:**

On December 7, 2011, the Board awarded the subject contact, which included an original completion date of November 23, 2013. During this course of construction two extra work orders were processed to extend the completion date another 395 days, resulting in a revised completion date of December 23, 2014.

This request is to pay the Contractor for work requested on their behalf because an existing 12" water line near Sinclair Lane Bridge over the CSX Railroad broke and caused a significant amount of mud to flow onto the railroad tracks. This damage to their shoring system resulted in a significant amount of time spent cleaning the tracks, pumping water, removing mud and debris from excavated areas and filling voids behind their shoring system. The Department created a new item for the aforementioned work and negotiated the price with the contractor.

Due to the 12" water line break, the Department of Public Works decided to reconfigure all of the underground wiring for traffic signalization and install a new 12" water line, thus resulting in an overrun of existing bid items. The overrun of existing items will be paid for at the contractor's original bid price. The work has been completed, however an Engineer's Certificate of Completion of Work has not been issued to date.

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

The expenditure is late because of the time taken to overview the entire project and negotiate the cost of this extra work.

<u>Item No.</u>	<u>Description</u>	<u>UM</u>	<u>QTY</u>	<u>Price</u>	<u>Amount</u>
New Item	12" Water Line	LS	1	\$50,000.00	\$50,000.00
<b><u>Increase Items</u></b>					
814	(1) 4" Schedule 40 PVC Concrete	LF	99	\$ 77.00	7,623.00
815	(1) 3" Schedule 40 PVC Concrete	LF	336	\$ 76.00	25,536.00
818	Video Detection Camera Control	LF	300	\$ 2.10	630.00
822	(7) Conduit Electrical Cable	LF	482	\$ 1.30	626.60
823	Communication Cable 12 PR	LF	250	\$ 4.00	1,000.00
834	Typical Duct Bank Sect. D-1	LF	20	\$ 270.00	5,400.00
835	Typical Duct Bank Sect. D-3	LF	6	\$ 243.00	1,458.00
839	Typical Aerial Duct Bank Section	LF	10	\$ 248.00	2,480.00
843	Electrical Cable 3 Wire	LF	50	\$ 4.50	225.00
<b>Total:</b>					<b>\$94,978.60</b>

**DBE/PARTICIPATION:**

The contractor made good faith efforts towards achieving the 30% DBE goal.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Concrete General, Inc. in connection with TR 03333, Rehabilitation of Sinclair Lane Bridge over CSX Railroad.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

983 - 1002

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

Item nos. 4 - 8 are **DEFERRED** for one week.



**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Finance</u>		
1. <b>COMMANDER B. JONES</b>	\$17.17	<b>\$26,785.20</b>

Account: 1001-000000-1480-166400-601009

Mr. Jones will continue to work as a Contract Services Specialist II (Licensed Inspector). He will conduct city-wide on-site inspections of a variety of business occupational and amusement type licenses required by Article 15 of the Baltimore City Code. His duties will also include but, are not limited to preparing reports for inspected establishments noting licenses displayed and violations of Article 15 of the Code. He will be responsible for reviewing inspection reports with the supervisor to explain work problems, discrepancies, hazards and conducting additional inspections of establishments in violation of licensing codes to ensure compliance. The period of the agreement is effective upon Board approval for one year.

Baltimore City Fire Department

2. <b>MARY LESSER</b>	16.27	<b>\$19,519.48</b>
-----------------------	-------	--------------------

Account: 4000-476415-2023-212600-601009

Ms. Lesser, retiree, will continue to work as a Contract Services Specialist I (Special Advisor). This position will provide program support and coordinate activities for the City's homeland security programs. She will also provide support in the governance and management of grant programs, provide other program and administrative support to the Director of Emergency Management. This salary is in compliance with AM 212-1. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Baltimore Police Department</u>		
3. <b>MICHAEL F. BAPTIST</b>	\$14.42	<b>\$30,000.00</b>

Account: 1001-000000-2042-198100-601009

Mr. Baptist, retiree, will continue to work as a Contract Services Specialist I (Application Investigation Section). He will be responsible for conducting pre-employment investigations for civilians, special enforcement officers, promotional candidates, conduct local, state, national records, and warrant checks. Mr. Baptist will also investigate references, conduct neighborhood canvasses, and summarize investigations into pre-employment files. The period of the Agreement is April 6, 2016 through April 5, 2017.

On January 3, 1996, the Board of Estimates approved a waiver of the Administrative Manual Policy 212-1. This waiver allowed the Baltimore Police Department to hire retired police officers on a contractual basis.

4. Create the following ten positions:

Classification: Crime Lab Technician II  
(8 positions)

Job Code: 71131

Grade: 091 (\$46,767.00 - \$56,927.00)

Position No.: To be assigned by BBMR

Classification: Crime Lab Technician Supervisor  
(2 positions)

Job Code: 71135

Grade: 907 (\$53,100.00 - \$85,100.00)

Position No.: To be assigned by BBMR

**MINUTES****PERSONNEL**

Baltimore Police Department - cont'd

Cost: \$115,245.00 - 1001-000000-2042-220000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

5. a. Abolish the following three positions:

Classification: Community Service Officer  
(3 positions)

Job Code: 41179

Grade: 080 (\$31,142.00 - \$36,634.00)

Position No.: 2042-40929; 2042-44247; 2032-40100

b. Create the following position:

Classification: Social Program Administrator II

Job Code: 81152

Grade: 927 (\$60,800.00 - \$97,300.00)

Position No.: To be assigned by BBMR

Cost: \$115,245.00 - 1001-000000-2042-220000-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

6. Abolish the following four positions:

a. Classification: Firearms Examiner

Job Code: 71151

Grade: 927 (\$60,800.00 - \$97,300.00)

Position No.: 2024-19516

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
--	--------------------	---------------

Baltimore Police Department - cont'd

b. Classification: Forensic Artist  
 Job Code: 71117  
 Grade: 088 (\$41,326.00 - \$50,069.00)  
 Position No.: 2024-19555

c. Classification: Latent Print Examiner  
 Job Code: 71142  
 Grade: 927 (\$60,800.00 - \$97,300.00)  
 Position No.: 2024-33536

d. Classification: Office Support Specialist II  
 Job Code: 33212  
 Grade: 078 (\$27,929.00 - \$31,746.00)  
 Position No.: 2024-19559

Cost: (\$220,710.00) - 1001-000000-2024-200000-601001

7. Create the following three positions:

Classification: Crime Lab Assistant  
 (3 positions)  
 Job Code: 33216  
 Grade: 082 (\$33,140.00 - \$39,199.00)  
 Position No.: To be assigned by BBMR

Cost: \$161,913.00 - 1001-000000-2024-200000-601001

These positions are to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

MINUTES

PERSONNEL

Baltimore Police Department - cont'd

8. Create the following four positions:

Classification: Computer Operator III  
 (3 positions)  
 Job Code: 33132  
 Grade: 086 (\$38,152.00 - \$46,019.00)  
 Position Nos.: To be assigned by BBMR

Classification: Research Analyst II  
 (1 position)  
 Job Code: 34512  
 Grade: 927 (\$60,800.00 - \$97,300.00)  
 Position No.: To be assigned by BBMR

Cost: \$353,082.40 - 1001-000000-2041-744200-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office</u>		
9. <b>DOUGLAS B. LUDWIG</b>	\$35.00	<b>\$42,000.00</b>

Account: 1001-000000-1150-118000-601009

Mr. Ludwig, retiree, will continue to work as a Contract Services Specialist I (Assistant State's Attorney). Mr. Ludwig will review charging documents for all on view arrests made by police officers, make decisions to release or charge offenders based on principles of law, and produce and provide bail recommendations to court commissioners for all cases involving violent felonies and firearm charges. He will also screen all offenders for eligibility for Early Resolution Court, Quality Case Review dockets and Repeat Violent Offender status. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office - cont'd</u>		
10. <b>DWIGHT P. THOMAS</b>	\$27.50	<b>\$54,560.00</b>

Account: 1001-000000-1150-118000-601009

Mr. Thomas, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will be responsible for researching the whereabouts of and locating parties relevant to prosecution of cases, providing location information to attorneys, and forwarding this information to the Warrant Apprehension Task force in order for arrests to be made. Mr. Thomas will also communicate with witnesses and victims to provide case status and trial date information, prepare subpoenas, ascertain, and verify respondents' legal identity through fingerprint identification documents and investigate findings. The period of the agreement is effective upon Board approval for one year.

In March of 1999, the Board approved a waiver of the AM 212-1 to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

11. <b>CAROLYN L. SALLEY</b>	\$27.50	<b>\$54,560.00</b>
12. <b>SHIRLEY A. ONYANGO</b>	\$27.20	<b>\$53,965.00</b>

Account: 1001-000000-1150-118000-601009

Ms. Salley and Ms. Onyango, retirees, will continue to work as a Contract Services Specialist I (Investigator). They will investigate felony, homicide, and violent crime cases, locate and interview witnesses, act as a liaison with police agencies, and research the whereabouts of and locate parties relevant to prosecution of cases. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**Hourly RateAmountState's Attorney's Office - cont'd

In March of 1999, the Board approved a waiver of the AM 212-1 to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of work hours and rate of pay.

13. **MIXEL CRUZ** \$23.53 **\$44,858.00**

Account: 4000-402316-1156-117900-601009

Ms. Cruz will work as a Contract Services Specialist II (Bilingual Victim Advocate). This position will focus on Limited English Proficiency Spanish speaking homicide victim survivors, in the Family Bereavement Center and assist homicide victim survivors, witnesses, and family with outreach and trial date information. She will also obtain information from law enforcement partners and provide support for homicide victim survivors, family, and witnesses. The period of the agreement is effective upon Board approval for one year.

14. **KELVIN SEWELL** \$32.22 **\$63,925.00**

Account: 1001-000000-1150-118000-601009

Mr. Sewell will work as a Contract Services Specialist I (Investigator). He will investigate felony, homicide, and violent crime cases, locate, and interview witnesses. He will act as a liaison with police agencies and research the whereabouts of and locate parties relevant to prosecution of cases. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
15. <b>NANCY JARVIS</b>	\$32.00	<b>\$ 6,400.00</b>
16. <b>JENNIFER KNIGHTON</b>	\$32.00	<b>\$ 6,400.00</b>
17. <b>JEFFERY NOLT</b>	\$40.00	<b>\$11,000.00</b>

Mr. Nolt will also serve as Artistic Director of the Youth and Adult Performance Troupes.

18. <b>MARGARET GOLDSBOROUGH</b>	\$32.00	<b>\$ 6,400.00</b>
19. <b>BRIDGET CARRIG</b>	\$32.00	<b>\$ 6,400.00</b>
20. <b>BRIENNE FRISKE</b>	\$32.00	<b>\$ 6,400.00</b>
21. <b>JULIE PITTET</b>	\$32.00	<b>\$ 6,400.00</b>
22. <b>AMANDA BERTSCH</b>	\$32.00	<b>\$ 6,400.00</b>
23. <b>PHYLLIS FRIELLO</b>	\$32.00	<b>\$ 6,400.00</b>
24. <b>RACHEL COX</b>	\$32.00	<b>\$ 6,400.00</b>

Account: 6000-680516-4792-369900-601009

The above listed individuals will each continue to work as a Contract Service Specialist II (Ice Skating Instructor). Their duties will include, but will not be limited to providing instruction in figure skating skills for participants in the "Learn to Skate" and summer camp programs. The program will include skills that are the basis for the U.S. Figure Skating National Proficiency Tests and evaluation of student performance to determine mastery of specific skills and advancement to the next level.



MINUTES

PERSONNEL

Hourly Rate

Amount

Department of Recreation and Parks - cont'd

These individuals will also assist students in planning an individual presentation program set to music, provide skating instructions to members of the Youth and Adult Performance Troupe, and provide skating instructions to all levels of the Adult Skating Seminar. The period of the agreement is effective upon Board approval for one year.

25. **LAURIE BOSWELL** \$20.62 **\$39,315.00**

Account: 6000-680816-4782-583800-601009

Ms. Boswell will continue to work as a Contract Services Specialist II (Event Coordinator). Her duties will include, but will not be limited to working with potential customers, selling event space, and ensuring that promotion materials and the website have up-to-date information. Ms. Boswell will prepare proposals for prospective clients, direct, coordinate, and arrange for meetings and special events. She will also prepare reports and support Visitor Services and develop annual Event Expo. The period of the Agreement is effective upon Board approval for one year.

Department of Transportation

26. **RICHARD CHEN** \$48.00 **\$32,952.08**

Account: 1001-000000-5033-384400-601009

Mr. Chen, retiree, will continue to work as a Contract Services Specialist I (Special Bridge Engineer). He will be responsible for reviewing, commenting, and approving the Developer's Agreements distributed by the Department of Public Works and reviewing, commenting, and approving contracts from the Department of Transportation and the Department of Public Works.

**MINUTES****PERSONNEL**Department of Transportation

In addition, Mr. Chen will work with the Law Department on issues pertaining to ownership of City bridges and other contested matters. He will review, comment, and approve the consultant's cost proposals and invoices. The Department of Transportation is requesting a waiver of the maximum hourly rate for a retiree pursuant to AM 212-1, Part I. The period of the agreement is effective upon Board approval for one year.

27. Classify the following four positions:

From: New Position  
 Job Code: 90000  
 Grade: 900 (\$1.00 - \$204,000.00)  
 Position No.: 1952-50669; 50670; 50671; 50672

To: Tow Truck Operator  
 Job Code: 54461  
 Grade: 427 (\$30,781.00 - \$33,231.00)

Cost: \$0.00 - 1001-000000-1952-194200-601001

28. Classify the following position:

From: New Position  
 Job Code: 90000  
 Grade: 900 (\$1.00 - \$204,000.00)  
 Position No.: 1952-50697

To: Impoundment Services Supervisor I  
 Job Code: 54463  
 Grade: 084 (\$35,564.00 - \$42,446.00)

Cost: \$0.00 - 1001-000000-1952-194200-601001

**MINUTES****PERSONNEL**Department of Transportation29. Classify the following position:

From: New Position  
 Job Code: 90000  
 Grade: 900 (\$1.00 - \$204,000.00)  
 Position No.: 1952-50698

To: Radio Dispatcher II  
 Job Code: 33372  
 Grade: 082 (\$33,140.00 - \$39,199.00)

Cost: \$0.00 - 1001-000000-1952-194200-601001

These positions (item nos. 27-29) are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Housing and Community Development

	<u>Hourly Rate</u>	<u>Amount</u>
30. <b>PAUL KIRKPATRICK</b>	\$26.23	<b>\$50,000.00</b>

Account: 5000-584016-5971-439553-601002

Mr. Kirkpatrick will work as a Contract Services Specialist II (Housing Rehabilitation Technician III). His duties will include, but will not be limited to evaluating the condition of residential structures, writing construction specifications, and preparing cost estimates for the design and rehabilitation of buildings, developing contract bid packages including specifications, cost estimates, time estimates, labor, and material costs. In addition, Mr. Kirkpatrick will respond to questions from bidders during bid period, assist general contractors during permit application process, confer with contractors during construction, and review changes requested by contractors.

**MINUTES****PERSONNEL**Hourly RateAmountDHCD - cont'd

He will also evaluate the cost of changes and recommend approval or disapproval, review construction work progress, quality of contractors' work and receipts for completed work, and check compliance with codes, regulations and specifications. He will maintain records and compile case folders. Mr. Kirkpatrick will communicate with clients, contractors, City agency personnel and co-workers, schedule appointments, provide guidance, answer questions, and resolve disputes. The period of the agreement is effective upon Board approval for one year.

Mayor's Office on Criminal Justice

31. <b>DEROND RICKS</b>	\$25.00	<b>\$35,000.00</b>
-------------------------	---------	--------------------

Account: 4000-479616-2252-694200-601009

Mr. Ricks will work as a Contract Services Specialist II (Fiscal Technician). His duties will include managing the portfolio of grants for financial fidelity and ensuring the timely processing of all accounting for the grants. The period of the agreement is effective upon Board approval through March 22, 2017.

32. <b>ROBERT BIZZELL, JR.</b>	\$26.22	<b>\$50,000.00</b>
--------------------------------	---------	--------------------

Account: 4000-481116-2252-212600-601009

Mr. Bizzell will work as a Contract Services Specialist II (Case Manager). His duties will include, but will not be limited to working with community stakeholders and partners to develop strategies to reduce recidivism levels of the ceasefire group members, assisting group members with obtaining job skill development, emergency housing, education, life skill services, and healthcare services.

**MINUTES****PERSONNEL**MOCJ - cont'd

In addition, Mr. Bizzell will assist with call-in preparation, community organizing efforts, custom notification delivery, and special event preparation. He will also receive field emergency calls from group members, follow-up with group members, and provide appropriate guidance to address group member issues. During the call-in meetings, Mr. Bizzell will be required to present the support and outreach strategy to group members who are in attendance and provide mentorship and sponsorship style wrap-around care. The period of the agreement is effective upon Board approval through December 31, 2016.

Mayor's Office of Human Services33. Create the following position:

Classification: Operations Specialist I  
 Job Code: 00083  
 Grade: 906 (\$48,700.00 - \$77,800.00)  
 Position No.: To be assigned by BBMR

Cost: \$74,984.00 - 4000-407016-3571-754700-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

34. Create the following position:

Classification: Research Analyst I  
 Job Code: 10231  
 Grade: 088 (\$41,326.00 - \$50,069.00)  
 Position No.: To be assigned by BBMR

Cost: \$65,328.00 - 4000-407016-3571-754700-601001

**MINUTES****PERSONNEL**MOHS - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

35. Create the following position:

Classification: Operations Assistant I  
 Job Code: 00078  
 Grade: 902 (\$40,100.00 - \$64,100.00)  
 Position No.: To be assigned by BBMR

Cost: \$63,722.00 - 4000-407016-3571-754700-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of General Services36. Reclassify the following position:

From: Operations Research Assistant  
 Job Code: 31313  
 Grade: 081 (\$32,076.00 - \$38,001.01)  
 Position No.: 1981-48948

To: Operations Assistant II  
 Job Code: 31105  
 Grade: 903 (\$42,500.00 - \$68,000.00)

Cost: \$13,913.00 - 1001-000000-1981-194600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

**MINUTES****PERSONNEL**Department of Human Resources37. Reclassify the following position:

From: HR Assistant I  
Job Code: 33681  
Grade: 081 (\$32,076.00 - \$38,001.00)  
Position No.: 1603-50265

To: Recruitment & Talent Acquisition  
Specialist II  
Job Code: 33678  
Grade: 927 (\$60,800.00 - \$97,300.00)

Cost: \$63,972.00 - 1001-000000-1603-172500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Department of Public Works38. Classify the following two positions:

From: New Position (2)  
Job Code: 90000  
Grade: 900 (\$1.00 - \$204,000.00)  
Position No.: 5601-50025; 5601-50026

To: GIS Analyst (2)  
Job Code: 33187  
Grade: 927 (\$60,800.00 - \$97,300.00)

Cost: \$131,721.00 - 2070-000000-5601-717700-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

**MINUTES****PERSONNEL**

DPW - cont'd

39. a. Abolish the following two positions:

Classification: Analyst/Programmer II  
 Job Code: 33144  
 Grade: 092 (\$29,672.00 - \$34,218.00)  
 Position No.: 1901-23509

Classification: WWW Division Manager I  
 Job Code: 10232  
 Grade: 939 (\$80,500.00 - \$132,600.00)  
 Position No.: 5520-23747

b. Create the following two positions:

Classification: Systems Analyst (2)  
 Job Code: 33151  
 Grade: 927 (\$60,800.00 - \$97,300.00)  
 Position No.: To be assigned by BBMR

Cost: (\$9,788.00) - 1001-000000-1901-190700-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

40. a. Abolish the following two positions:

Classification: Utility Meter Reader I  
 Job Code: 34311  
 Grade: 078 (\$29,672.00 - \$34,218.00)  
 Position No.: 5520-24001; 5520-24013

b. Create the following two positions:

Classification: Training Assistant  
 Job Code: 33673  
 Grade: 081 (\$32,076.00 - \$38,001.00)  
 Position No.: To be assigned by BBMR

Cost: \$100,946.00 - 2071-000000-5471-400504-601001



**MINUTES****PERSONNEL**Department of Public Works - cont'd

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Mayor's Office of Employment Development41. Reclassify the following position:

From: Operations Officer I  
 Job Code: 00085  
 Grade: 923 (\$57,200.00 - \$91,700.00)  
 Position No.: 6312-16216

To: Operations Officer III  
 Job Code: 00087  
 Grade: 929 (\$64,600.00 - \$103,200.00)

Costs: \$13,000.00 - 4000-807016-6312-455705-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Health DepartmentAMENDMENT TO AGREEMENT

	<u>Amount</u>
42. <b>MARION GRANT</b>	\$300.00

Account: 4000-423516-3110-306700-601009

On January 27, 2016, the Board approved the original contract agreement for Ms. Grant effective upon Board approval through June 30, 2016, not to exceed \$3,630.00. Ms. Grant works as a Contract Services Specialist II, (Senior Citizen Aide).

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

She is responsible for monitoring Senior Citizen Companion leave records and processing, calls and inquiries for Senior Companion phone lines, sending email reminders to Station Supervisors to submit timesheets, and making Senior Companion and client monitoring visits. The Department is requesting the Board to approve and authorize execution of an amendment to the original agreement to increase the amount by \$300.00 for mileage reimbursement, effective upon Board approval through June 30, 2016.

43. Create the following two positions:

Classification: Program Coordinator  
 Job Code: 31192  
 Grade: 923 (\$57,200.00 - \$91,700.00)  
 Position Nos.: To be assigned by BBMR

Cost: \$83,750.20 - 4000-499016-3023-513200-601001  
 \$83,750.20 - 4000-499016-3023-513201-601001

44. Create the following position:

Classification: Program Coordinator  
 Job Code: 31192  
 Grade: 923 (\$57,200.00 - \$91,700.00)  
 Position No.: To be assigned by BBMR

Cost: \$83,750.20 - 6000-617915-3150-736900-601001

45. Create the following position:

Classification: Community Health Educator III  
 Job Code: 61253  
 Grade: 088 (\$41,326.00 - \$50,069.00)  
 Position No.: To be assigned by BBMR

Cost: \$63,217.18 - 4000-427716-3023-599604-601001

MINUTES

PERSONNEL

Health Department - cont'd

46. Create the following position:

Classification: Health and Social Services Coordinator  
Job Code: 81192  
Grade: 088 (\$41,326.00 - \$50,069.00)  
Position No.: To be assigned by BBMR

Cost: \$64,919.81 - 4000-475916-3080-294600-601001

47. a. Create the following new classification:

Classification: Health and Social Services Assistant  
Job Code: 81191  
Grade: 083 (\$34,297.00 - \$40,788.00)

b. Create the following five positions:

Classification: Health and Social Services Assistant  
Job Code: 81191  
Grade: 083 (\$34,297.00 - \$40,788.00)  
Position No.: To be assigned by BBMR

Cost: \$449,176.05 - 4000-475916-3080-294600-601001

These positions (items nos. 43-46 and 47.b.) are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 237-1.

Hourly Rate

Amount

Mayor's Office of Information Technology

48. **EMMANUEL ABBEY** \$32.14 **\$61,261.00**

Account: 1001-000000-1472-165800-601009

Mr. Abbey will continue to work as a Contract Services Specialist II (Senior Data Analyst). His duties will include, but are not limited to working with Application Support group/developers to troubleshoot and diagnose production issues, track, and resolve database related incidents.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Subscription Agreement with Greenspring Secondaries Fund II, L.P., managed by Greenspring Associates, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000,000.00 - F & P Funds

No General Fund monies are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The F&P Board of Trustees conducted a search for a private equity investment manager and, as a result of that search, selected Greenspring Associates, Inc. to initially receive and invest \$20,000,000.00 of F&P funds in its Greenspring Secondaries Fund II, L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subscription Agreement with Greenspring Secondaries Fund II, L.P., managed by Greenspring Associates, Inc. The Comptroller **ABSTAINED**.

**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:

Congressional Contracting, Inc.	\$ 6,057,000.00
Dvorak, LLC	\$ 8,000,000.00
Layne Inliner, LLC	\$1,477,557,000.00
Modular Genius, Inc.	\$ 6,840,000.00

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:

AULtec, Inc.	Land Survey Engineer
CH2M Hill Engineers, Inc.	Engineer
Mimar Architects and Engineers, Inc. d/b/a Momar Ponte Mello	Architect
Patton Harris Rust & Associates, P.C.	Engineer
Pennoni Associates, Inc.	Landscape Architect Engineer Land Survey

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

**MINUTES**

Department of Law - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for a law suit filed by Vincent Johnson and Sharon Johnson, arising out of sewer backups that occurred at their residence at 136 Reedbird Avenue on September 17, 2012, April 13, 2013, January 21, 2014, and September 8, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$145,000.00 - 2044-000000-1450-703800-603070

**BACKGROUND/EXPLANATION:**

The Johnsons allege that on each of the above dates, they discovered that sewage was flooding the basement of their home at 136 Reedbird Avenue through their basement toilet and shower drain. There is a history of backups at the location stemming several years. The Johnsons have demonstrated that as a result of these backups, they suffered substantial damages to their real and personal property. The damage required significant repair to the real property and replacement of major house systems.

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for a law suit filed by Vincent Johnson and Sharon Johnson, arising out of sewer backups that occurred at their residence at 136 Reedbird Avenue on September 17, 2012, April 13, 2013, January 21, 2014, and September 8, 2015.

**MINUTES**

Department of Law - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for an action brought by Patricia Jones against Officer Steven Dorn for alleged assault, battery, civil conspiracy, and violations of the Maryland Declaration of Rights.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

On March 22, 2014, at approximately 11:41 p.m., officers received a call to respond to a fight between two females at 700 N. Port Street. Officer Rogers responded to the area and observed a woman heavily intoxicated and shouting obscenities at various people including fighting words which were provoking a fight. Officer Rogers warned the woman that if she did not cease the behavior she would be arrested. When the woman did not stop the disorderly conduct, Officer Rogers advised her that she was under arrest. The woman pulled away from Officer Rogers attempting to evade him and become confrontational. Officer Rogers called for backup units. Defendant Officer Dorn responded to Officer Roger's call for backup. The woman, Plaintiff Jones, Officer Rogers and a male individual were inside the residence located at 717 N. Port Street. While Officer Dorn was attempting to assist Officer Rogers with the arrest of the woman, the male who was located within the residence began interfering with Officer Roger's attempts to handcuff the disorderly woman. The plaintiff Jones alleges that the male was shoved by Officer Dorn into her and fracturing her leg. Officer Dorn denies shoving anyone but rather admits that he may have moved the male at some point. As a result of her injuries, Plaintiff Jones has had to undergo surgery.



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

As a result of the incident, Plaintiffs filed suit seeking an unspecified amount of damages. Because of conflicting factual issues, objective injuries, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the \$75,000.00 in return for a dismissal of the litigation.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for an action brought by Patricia Jones against Officer Steven Dorn for alleged assault, battery, civil conspiracy, and violations of the Maryland Declaration of Rights.

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:

1009

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Comptroller **ABSTAINED**.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of TransportationBureau of Purchases

- |    |                                       |               |                |
|----|---------------------------------------|---------------|----------------|
| 1. | B50004397, Building<br>Deconstruction | Humanim, Inc. | \$4,000,000.00 |
|----|---------------------------------------|---------------|----------------|

(Dept. of Housing &amp; Community Development)

<b>MBE:</b>	L&J Waste Recycling, LLC	14%
	Solomon's Termite and Pest Control	1%
	JJ Adams Fuel Oil Company, LLC	1%
	K&K Adams, Inc.	7%
	Destiny Group, Inc. T/A KMT Contractors	4%
		<u>27%</u>
 <b>WBE:</b>	 Morgan Construction Services, Inc.	 2%
	Fallsway Construction Company, LLC	8%
		<u>10%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE**

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved the  
Extra Work Orders and Transfer of Funds  
listed on the following pages:

1011 - 1013

All of the EWOs had been reviewed and approved  
by the

Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.

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

MINUTES

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.</u>	<u>Compl.</u>

Department of Public Works/Office of Eng. & Constr. (DPW)

1. EWO #060, \$96,668.99 - W.C. 1164 - Towson Finished Water Reservoir Cover and Miscellaneous Repairs  


---

 \$18,393,000.00 \$1,286,625.66 The Whiting-Turner - -  
 Contracting Co.,  
 Inc.

The redesign of the Towson Reservoir East Basin increased the overall number of joints in the new slab. In addition to this, the joints could no longer be saw cut contraction joints, but were required to be fully formed construction joints. This change order will compensate the contractor for the extra work required to install the additional linear feet of joints in the slab, as well as for the extra work required to form and strip construction joints as opposed to simply installing a surface saw cut for contraction joints. This project is in its warranty phase. The work started on July 7, 2013 and is now complete.

2. EWO #061, \$53,015.44 - W.C. 1164 - Towson Finished Water Reservoir Cover and Miscellaneous Repairs  


---

 \$18,393,000.00 \$1,383,294.65 The Whiting-Turner 33 -  
 Contracting Co.,  
 Inc.

The Whiting-Turner Contracting Co., Inc., the prime contractor for W.C. 1164, submitted a compensable time extension request for 48-days and \$68,810.00 as a result of extra work resulting from the design changes to the contract's East Basin slab. The City's scheduling consultant has reviewed this proposal and recommends a change order of 33-days and \$53,015.44.

MINUTES

EXTRA WORK ORDERS

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

DPW - cont'd

This change order has been accepted by the contractor and represents a fair and reasonable resolution to this issue for all parties. This project is in its warranty phase.

Department of Transportation

- |    |  |                |                    |   |   |
|----|--|----------------|--------------------|---|---|
| 3. | EWO #043, (\$597,593.68) - TR 00079 - Replacement of the Russell Street Viaduct Over Monroe Street |                |                    |   |   |
|    | \$22,536,668.00  | \$1,004,807.26 | Flippo Construc-   | - | - |
|    |  |                | tion Company, Inc. |   |   |

This extra work authorization is necessary for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the contract.

- |    |  |        |               |      |     |
|----|--|--------|---------------|------|-----|
| 4. | EWO #001, \$2,355,105.00 - TR 15013 - Resurfacing Highways at Various Locations - Southwest Sector - III |        |               |      |     |
|    | \$1,988,807.00   | \$0.00 | P. Flanigan & | 120  | 100 |
|    |  |        | Sons, Inc.    | Days |     |

This authorization is requested on behalf of the Department for a 120-day time extension. The additional time is for roadway work which includes paving, base repairs, and ADA ramps at the location of Edmondson Avenue from Hilton Parkway to Cooks Lane. This is a major arterial and gateway that was in need of rehabilitation. Several construction projects will begin in FY 2016 (Franklin Avenue Resurfacing and the Hilton Parkway Bridge project) as well as (Route 40) Cooks Lane to the City Line which was completed in FY 2013, this mid-portion of Edmondson Avenue was essential and added to Contract No. TR 15013. The work under this change order has been completed. The Notice to Proceed was issued on August 10, 2015, with a completion date of April 5, 2016. The additional time will extend the completion date to August 3, 2016.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 600,000.00	9950-905215-9514	
GF (HUR)	Local Resurfacing	
	Southwest	
900,000.00	9950-904216-9514	
GF (HUR)	Local Resurfacing	
	Southeast	
927,659.82	9950-902846-9514	
<u>GF (HUR)</u>	Federal Resurfacing	
	TR 12301	
 <b>\$2,427,659.82</b>	 -----	 9950-910223-9514-2
		Contingencies
		Resurfacing Hwys.
		at Various Loca-
		tions, SW Sec III

This transfer will fund the costs associated with Change Order No. 1 on Project No. TR 15013, Resurfacing Highways at Various Locations, Southwest III with P. Flanigan & Sons, Inc.

## 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. | <u>WESCAM, INC</u>   | <u>\$35,732.75</u> | <u>Ratification</u> |
|    | Solicitation No. 06000 - MX10 Camera System Repair - Baltimore City Police Department - Req. No. R724183 |                    |                     |

The repair work for the MX10 Aircraft Camera was done prior to the agency's request for a purchase order.

- |    |   |                |                |
|----|---|----------------|----------------|
| 2. | <u>THE TRANSONIC COMPANIES</u>  | <u>\$ 0.00</u> | <u>Renewal</u> |
|    | t/a CCP INDUSTRIES<br>Contract No. B50003959 - Shop Towels/Rags - Department of General Services - Purchase Order No. P530460 |                |                |

On March 11, 2015, the Board approved the initial award in the amount of \$33,000.00. 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.

- |    |  |                     |                |
|----|--|---------------------|----------------|
| 3. | <u>HOLABIRD ENTERPRISES OF</u>   | <u>\$250,000.00</u> | <u>Renewal</u> |
|    | MARYLAND, INC.<br>Contract No. B50002781 - Automotive Transmission Repair Service - Department of General Services - Fleet Services - P.O. No. P523098 |                     |                |

On March 27, 2013, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$250,000.00 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 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

- |                                    |              |         |
|------------------------------------|--------------|---------|
| 4. ANCHOR BAY "EAST"<br>MARINA LLC | \$100,000.00 | Renewal |
|------------------------------------|--------------|---------|
- Contract No. 06000 - OEM and Aftermarket Parts and Service for Marine Equipment - Department of General Services - P.O. No. P523055

On March 13, 2013, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. On May 27, 2015, the Board approved an increase in the amount of \$150,000.00. This renewal in the amount of \$100,000.00 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 GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 5. SAFETY LEAGUE, INC.<br>d/b/a ATLANTIC TACTICAL | \$ 59,000.00 | Renewal |
|---|--------------|---------|
- Contract No. B50003446 - Solicitation Monadnock Flex Cuffs - Police Department - P.O. No. P527412

On May 28, 2014, the Board approved the initial award in the amount of \$177,000.00. The award contained five 1-year renewal options. On April 8, 2015, the Board approved the first renewal in the amount of \$177,000.00. This second renewal in the amount of \$59,000.00 is for the period June 1, 2016 through May 31, 2017, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**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

On March 18, 2015, the Board approved the first renewal in the amount of \$100,000.00. This renewal in the amount of \$100,000.00 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.

9. READCLEAN SERVICES	\$ 7,740.68	Ratification
GROUP, INC.	<u>57,233.32</u>	and Renewal
	<b><u>\$64,974.00</u></b>	

Contract No. B50003842 - Repair Services for BARCS - Department of General Services - BARCS - P.O. No. P530249

On December 17, 2014, the Board approved the initial award in the amount of \$38,984.40. The award contained two 1-year renewal options. Due to an administrative oversight, a ratification in the amount of \$7,740.68 is being requested for the period December 19, 2015 through March 22, 2016. This renewal in the amount of \$57,233.32 is for the period March 23, 2016 through February 28, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

10. WASHINGTON HOSPITAL CENTER		Ratification
CORP. d/b/a MIDATLANTIC		and Renewal
AIR TRANSPORT SERVICE	\$ 80,000.00	

Contract No. 06000 - Non-Emergent Medical Air Transportation Services - Baltimore City Health Department - Req. No. R719164

On July 11, 2012, the Board approved the initial award in the amount of \$250,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. The period of the ratification is July 11, 2014 through March 22, 2016. The period of the renewal is March 23, 2016 through July 10, 2017, with one 1-year renewal option remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

Non-Emergent Medical Air Transportation services for critical care patients are provided by the Maryland Department of Health and Mental Hygiene (DHMH) through the Transportation Grants Program. The DHMH protocol states "All Air Ambulance transport costs for Maryland Medicaid Recipient will be paid by the Baltimore City Health Department," through the Transportation Grants Program. Service providers may submit invoices as late as two years after services have been rendered prior to the review and verification process, which takes approximately one year.

The State of Maryland must license all air ambulance service companies. The company named above is licensed by the State of Maryland. The DHMH protocol further states, "This unit (City Health Department) will screen all calls as to eligibility and medical necessity, and the appropriate transportation will be arranged when approved."

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

11.	ZAYO GROUP, LLC	\$17,353.40 <u>52,606.20</u> <b>\$69,959.60</b>	Ratification and Increase
-----	--------------------	---	------------------------------

Contract No. 06000 - Ethernet Internet Connection Agreement - Mayor's Office of Information Technology - P.O. No. P532452

On February 8, 2012, the Board approved the initial award in the amount of \$171,000.00. The award contained three 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

This increase in the amount of \$52,606.20 will allow for payment of invoices and provide continuity of internet connectivity for the City's network for the duration of the initial term. This increase will make the award amount \$303,959.60. The contract expires on February 7, 2017, with three 1-year renewal options remaining.

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

- |     |   |              |             |
|-----|---|--------------|-------------|
| 12. | GENERAL TRAFFIC   | \$125,058.00 | Sole Source |
|     | EQUIPMENT CORP. Solicitation No. 08000 - Pedestrian Traffic Signal Assemblies - Department of Transportation - Req. No. R720014 |              |             |

General Traffic Equipment Corp. is the manufacturer and sole distributor of the product compatible with the City's existing traffic and pedestrian signals equipment. The period of the award is March 23, 2016 through March 22, 2017, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

- |     |   |         |           |
|-----|---|---------|-----------|
| 13. | F & F AND A. JACOBS   | \$ 0.00 | Extension |
|     | & SONS, INC. Contract No. B50001694 - Uniforms for the Fire Department - Fire Department - P.O. No. P515884 |         |           |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On January 12, 2011, the Board approved the initial award in the amount of \$650,000.00. The award contained four renewal options. The fourth and final renewal was exercised on December 24, 2014. This second extension will allow the agency to obtain uniforms during the period prior to bidding and evaluation of a new contract. The period of the extension is April 11, 2016 through July 31, 2016. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

14. AMERICAN DESIGN ASSOCIATES,  
INC.  
AMERICAN OFFICE EQUIPMENT  
COMPANY, INC.  
DOURON, INCORPORATED  
F.A. O'TOOLE OFFICE SYSTEMS,  
INC.  
GLOVER EQUIPMENT, INC.  
RUDOLPH'S OFFICE AND  
COMPUTER SUPPLY, INC.

\$500,000.00	Extension
--------------	-----------

BRCP Contract No. 2008-01 - Office Furniture and Equipment  
- Citywide - P.O. Nos. Various

On February 27, 2008, the Board approved the initial award in the amount of \$4,000,000.00. The award contained three 1-year renewal options. The third and final renewal was exercised on December 24, 2014. This second extension is necessary to meet citywide requirements while the Bureau of Purchases and MWBOO evaluate and award the new office furniture contract. The period of the extension is March 31, 2016 through June 30, 2016.

**MWBOO SET GOALS OF 5% 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>
---------------	------------------------	--------------------

Bureau of PurchasesAmerican Design Associates, Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Perfect Office Installation LLC	5%	\$10,279.00	7.8%
<b>WBE:</b>	N/A		

**MWBOO FOUND VENDOR IN COMPLIANCE.**American Office Equipment Co., Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Elite Office Installation, LLC	5%	\$1,176.00	10.8%
<b>WBE:</b>	N/A		

**MWBOO FOUND VENDOR IN COMPLIANCE.**F.A. O'TOOLE OFFICE SYSTEMS, INC.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Allen & Son Moving Storage, Inc.	5%	\$ 8,327.38	5.3%
<b>WBE:</b>	N/A		

**MWBOO FOUND VENDOR IN COMPLIANCE.**GLOVER EQUIPMENT, INC.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b>	N/A		
<b>WBE:</b>	N/A		





## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

The Board is requested to approve and authorize execution of the Consent to the Assignment Agreement between Protection One Alarm Monitoring, Inc. and One Alarm Monitoring, Inc.

On May 13, 2009, March 25, 2015, and November 18, 2015 respectively, the Board approved the initial awards to Alarm Security Group, LLC. However, Protection One Alarm Monitoring, Inc. has acquired all rights, title, obligations, conditions, and interests in Alarm Security Group, LLC. Therefore, the Bureau of Purchases is requesting approval of the assignment of these contracts.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the Assignment Agreement with Protection One Alarm Monitoring, Inc. (item no. 15). The Comptroller **ABSTAINED** on item no. 14 (F.A. O'Toole Office Systems, Inc.).

**MINUTES**

Mayor's Office - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with The Family League of Baltimore City, Inc. (Family League). The period of the agreement is July 01, 2015 through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$3,150,000.00 - 1001-000000-4460-742700-607001

**BACKGROUND/EXPLANATION:**

The Family League administers Community and School Engagement partnerships consisting of Out of School Time (OST) and community school programs conducted by community based organizations.

The funding from this agreement will increase community based OST programming, with a focus towards serving youth in underserved communities and those of high school age. In addition the agreement will support the expansion of Community and School Engagement partnerships consisting of OST and community schools programs operated by community based organizations, and provide summer programming and small grant opportunities to enrich the program experiences for youth. The OST programs support academic skills development of youth and provide enrichment activities in areas such as athletics and the arts. Community schools facilitate a network of partnerships between the school and other community resources that promote student achievement and family and community wellbeing.

**MINUTES**Mayor's Office - cont'd

These programs are expected to have a positive impact on school attendance and reduce incidences of negative behavior for participants. In FY 16, funds will support six additional community schools, each with a 60-seat OST program and 31 new community based OST programs. Funds also support the provision of training and technical assistance to ensure that services are delivered with high quality and with consistency, small grants to community organizations supporting youth, and summer programming.

This agreement was delayed due to the time needed to negotiate and finalize subcontractor budgets.

The Family League is the City of Baltimore's Local Management Board. It is a quasi-governmental nonprofit organization that works with a range of partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth and families. The Family League's work touches the lives of tens of thousands of Baltimore families each year.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with The Family League of Baltimore City, Inc.

**MINUTES**

Department of Housing and - Community Development Block  
Community Development Grant Agreements and Inter-  
 Departmental Memoranda of  
Understanding

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements (CDBG) and the Inter-departmental Memoranda of Understanding. The period of the agreement is October 1, 2015 through September 30, 2016, unless otherwise indicated.

AGREEMENTS

- |    |  |                     |
|----|--|---------------------|
| 1. | <b>BALTIMORE NEIGHBORHOODS, INC. (BNI)</b> | <b>\$ 56,110.00</b> |
|    | Accounts: 2089-208915-5930-435984-603051   | \$ 2,500.00         |
|    | 2089-208916-5930-435984-603051             | 53,610.00           |

This agreement will subsidize BNI's operating costs for a one-year period. The BNI will continue working toward the maintenance of an open housing market, the improvement of tenant/landlord relations, and the promotion of affirmative fair housing practices in the sale and rental of housing. The BNI will also provide outreach and education to inform the public about tenant/landlord issues, fair housing statutes and other civil rights concerns and will refer complaints to the Maryland Commission of Human Relations, and monitor their response to complaints.

**FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$68,712.00, AS FOLLOWS:**

**MBE: \$18,552.24**

**WBE: \$ 6,871.20**

## MINUTES

DHCD - cont'd2. **CIVIC WORKS, INC.** **\$142,000.00**

Accounts: 2089-208916-5930-425003-603051	\$ 93,000.00
2089-208916-5930-425034-603051	6,313.00
2089-208916-5930-425034-603051	33,687.00
2089-208916-5930-425081-603051	9,000.00

This agreement will subsidize the operating costs of Civic Works community lot and construction apprentice programs. Corps members will receive landscape training while converting vacant lots in low and moderate-income areas into viable parks and gardens. Members of the Construction Apprentice Program will learn basic housing rehabilitation skills under the on-going direction and supervision of Habitat for Humanity of the Chesapeake's (HFHC) Construction Manager while rehabbing properties owned by HFHC.

**FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$3,356,056.05, AS FOLLOWS:**

**MBE: \$906,135.13**

**WBE: \$335,605.60**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

INTERDEPARTMENTAL MEMORANDA OF UNDERSTANDING3. **BALTIMORE CITY HEALTH DEPARTMENT (BCHD)** **\$392,920.00**

Account: 2089-208916-5930-433927-603051

The BCHD desires the DHCD to continue funding support for the Office of Aging and CARE Services to provide comprehensive services and programs to the senior citizens of Baltimore City. The period of the MOU is July 1, 2015 through June 30, 2016.

## MINUTES

DHCD - cont'd

4. **DEPARTMENT OF RECREATION AND PARKS (DRP) \$271,349.00**

Account: 2089-208916-5930-434430-603051

The Department of Recreation and Parks is authorized to provide leisure activities through management of recreation centers and the municipal parks systems. The Department of Recreation and Parks will provide recreational, educational, cultural, after-school and summer camp programs for 2,402 unduplicated, low and moderate-income youth at five City recreation centers located in low and moderate-income areas in the City. The Department of Recreation and Parks will provide services in accordance with CDBG Entitlement Grant Regulations. The period of the MOU is July 1, 2015 through June 30, 2016.

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)

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

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements and the Interdepartmental Memoranda of Understanding.

MINUTES

Department of Housing and - Acquisition by Gift  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interest in the property located at NS Flowerton Road 241-11ft W of Walnut Avenue, (Block 7958, Lot 078) by gift from the Girl Scouts of Central Maryland, Inc., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Girl Scouts of Central Maryland, Inc. has offered to donate to the City, title to the property located at NS Flowerton Road 241-11ft W of Walnut Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 8, 2016, other than water bills, is as follows:

Tax Sale Cert. #292457	Date: 05/18/2015	\$1,657.91
	<b>Total Taxes Owed:</b>	<b>\$1,657.91</b>

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at NS Flowerton Road 241-11ft W of Walnut Avenue, (Block 7958, Lot 078) by gift from the Girl Scouts of Central Maryland, Inc., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.



**MINUTES**

Department of Public Works/ - Task Assignment  
Bureau of Solid Waste

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 008 to KCI Technologies Inc. under Project No. 1157, On-Call Solid Waste Facilities Management. The period of this task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$297,113.28 - 1001-000000-5161-389861-603026

**BACKGROUND/EXPLANATION:**

On September 28, 2011, the Board approved an agreement with KCI Technologies, Inc. for the On-Call Solid Waste Facilities Management Services, Project 1157. The Quarantine Road Landfill requests environmental monitoring and reporting associated with operation permits.

**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. 008 to KCI Technologies Inc. under Project No. 1157, On-Call Solid Waste Facilities Management. 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. 022 to Arcadis-US Inc., under Project No. 1303, On-Call Project and Construction Management Assistance. The original contract will expire on April 30, 2016. The period of this task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$142,518.54 - 9960-905596-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of assistance from Arcadis-US, Inc., to provide on-site inspection services on W.C. 1306 - On-Call Environmental Engineering Services Montebello Wash Water Lake Residual Removal 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. 022 to Arcadis-US Inc., under Project No. 1303, On-Call Project and Construction Management Assistance. The President voted **NO**.

**MINUTES**

Department of Public Works (DPW)/ - Memorandum of Understanding  
Office of Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Harbor Point Open Space Corporation (Open Space) Regarding Construction of the Caroline Street Sewer Force Main (Force Main).

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - 9956-906342-9551-900020-706063

**BACKGROUND/EXPLANATION:**

The MOU provides for Harbor Point Open Space Corporation through use of a contractor to construct the Force Main located on Caroline Street. Installation of the Force Main is crucial to the development of the next phases of the Harbor Point Project beyond the completion of the Exelon Building. Part of the Force Main will be constructed within the boundaries of the approved Tax Increment Financing (TIF) District for Harbor Point and will be paid for with the proceeds of TIF Bonds and part will be constructed in the Caroline Street right-of-way outside of the TIF District using the agency's Wastewater Utility Funds not to exceed Five Hundred Thousand dollars (\$500,000.00). The \$500,000.00 will be funded pari passu with the TIF Funds up to the maximum of \$500,000.00.

The Harbor Point Open Space Corporation has received a bid from Ligon & Ligon, a contractor already working at the Harbor Point Project, to install the Force Main for \$1,400,000.00. The City requested and received bids from two of its "on-call" contractors which bids were for \$1.8 million and \$3.9 million.

## MINUTES

DPW/Office of Engineering & Construction - cont'd

The DPW hereby certifies that written notice of the intent to enter into a Memorandum of Understanding with Harbor Point Open Space Corporation for the installation of the Force Main located on Caroline Street has been provided to the Department of Finance in accordance with the Baltimore City Charter, Article VI, §11 (e)(i) which allows an exception to formal advertisement when "no advantage will result in seeking, or it is not practicable to obtain, competitive bids." The reasons for the exception include:

1. It is imperative that the Force Main be commenced in the spring of 2016 to avoid worsening the traffic congestion in the Caroline Street portion of the Fells Point area and to ensure that there will not be a disruption to traffic flow along Caroline Street when the Exelon Building is occupied in September, 2016. Caroline Street will provide the only access point to the Harbor Point Project until the Central Avenue Bridge is constructed over the next two (2) years.
2. Since part of the Force Main is located within the TIF District and part is not, it is not practicable to award two (2) separate construction contracts for the Force Main due to time constraints and difficulty in the coordination of efforts between multiple contractors.
3. As stated above, the City has received bids from two (2) "on-call" contractors for construction of the entire Force Main which far exceed the One Million Four Hundred Thousand Dollar (\$1,400,000.00) bid that Harbor Point Open Space Corporation has received from Ligon & Ligon, a contractor that is currently doing utility work for Phase One of the Harbor Point Project, and no advantage would be gained by the City in seeking additional bids.
4. In order to ensure that the Force Main is completed in an efficient, timely, and technically accurate manner, it is beneficial to both parties to use one contractor.

The Director of Finance recommended approval.

**MINUTES**

DPW/Office of Engineering & Construction - cont'd

**MBE/WBE PARTICIPATION:**

As part of the legal documentation for the existing TIF, the Mayor's Office of Minority & Women-Owned Business Development has entered into a Memorandum of Understanding with the Beatty Development Group, LLC, the developer of the overall project, approved by the Board of Estimates on August 14, 2013 outlining the process for providing access to business opportunities generated by the construction and operation of the Harbor Point Project.

The Beatty Development Group, LLC has also entered into a Memorandum of Understanding with the Mayor's Office of Employment Development (MOED) approved by the Board of Estimates August 14, 2013 relating to the cooperation between the parties to establish a process for the promotion of the hiring of Baltimore City residents for the Harbor Point Project.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Memorandum of Understanding with Harbor Point Open Space Corporation (Open Space) Regarding Construction of the Caroline Street Sewer Force Main (Force Main). The President voted **NO**. The Comptroller voted **NO**.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Darrell Merrick	32 <sup>nd</sup> International Symposium on Child Abuse Huntsville, AL April 4 - 8, 2016 (Reg. Fee \$569.00)	Maryland Sex Offender Registry Reimbursement Fund	\$1,646.00

The subsistence rate for this location is \$140.00 per night. The cost of the hotel is \$179.55 per night, plus taxes of \$24.34 per night. The Department is requesting additional subsistence of \$39.55 per night to cover the cost of the hotel and \$40.00 per day for meals and incidentals. The registration fee in the amount of \$569.00 was pre-paid by the Baltimore City Child Abuse Center, and is not included in the amount of \$1,646.00.

2. Antwon Foster	32 <sup>nd</sup> International Symposium on Child Abuse Huntsville, AL April 4 - 8, 2016 (Reg. Fee \$569.00)	Maryland Sex Offender Registry Reimbursement Fund	\$1,471.34
------------------	--	---	------------

The subsistence rate for this location is \$140.00 per day. The cost of the hotel is \$167.75 per night. The total cost of the hotel taxes is \$21.80 per night. The Department is requesting additional subsistence of \$27.75 per night for the hotel and \$40.00 per day for food and incidentals. The registration fee in the amount \$569.00 was prepaid by the Baltimore Child Abuse Center and is not included in the amount of \$1,471.34.

**MINUTES****TRAVEL REIMBURSEMENT**City Council President's Office

3. Helen Holton	2016 NAcO Legis- lative Conference Washington, DC Feb. 20 - 23, 2016 (Reg. Fee \$515.00)	Elected Official Expense Account	\$ 378.88
-----------------	--	---	-----------

On January 13, 2016, the Board approved the original travel request, in the amount of \$1,543.02, for Ms. Holton to attend the 2016 NAcO Legislative Conference in Washington, DC on February 20 - 23, 2016. Following this approval, Ms. Holton was informed that her attendance was also required on February 19, 2016 for the "Review of Executive Management and Executive Committee Travel and Spending" meeting.

Ms. Holton was originally disbursed \$251.00 per night for the hotel, \$36.40 per night for hotel taxes, registration in the amount of \$515.00, and \$40.00 per day for meals and incidentals for a total of \$1,497.20. The mileage in the amount of \$44.83 was not disbursed in advance, although it was included in the original approval of \$1,543.02.

Ms. Holton personally incurred additional expenses in the amount of \$251.00 for the hotel and \$36.40 for the hotel taxes for February 19, 2016, and \$51.71 for taxi services due to off-site meetings. She is now requesting reimbursement in the amount of \$378.88, which represents the difference between the total travel expenditures of \$1,876.08 and the \$1,497.20 advance of funds.

**MINUTES****TRAVEL REIMBURSEMENT**

City Council President's Office - cont'd

**ACTUAL TRAVEL EXPENSES**

(\$ 515.00)	-	Registration (Advanced)
( 753.00)	-	Hotel (Feb. 20-23, 2016 - Advanced)
( 109.20)	-	Hotel Taxes (Feb. 20-23, 2016 - Advanced)
( 114.95)	-	Food (\$120.00 Advanced - Less \$5.05 returned)
251.00	-	Hotel (Feb. 19, 2016)
36.40	-	Hotel Tax (Feb. 19, 2016)
51.71	-	Taxi Service
44.82	-	Mileage (83 mi. x .54)
<b>\$1,876.08</b>	-	<b>Total Expenses</b>

**REIMBURSEMENT**

\$1,876.08	-	Total Actual Expenses
<u>(1,497.20)</u>	-	(Total Advanced Funds)
<b>\$ 378.88</b>	-	<b>Reimbursement</b>

UPON MOTION duly made and seconded, the Board approved the travel requests and the travel reimbursement. The President **ABSTAINED** on item no. 3.



**MINUTES**

Department of Law - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the claim brought by Ms. Erica McCullough arising out of the collapse of the south side of East 26th Street and related infrastructure between North Charles and Saint Paul Street on April 30, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$32,500.00 - 2044-000000-1450-703800-603070

**BACKGROUND/EXPLANATION:**

On Wednesday, April 30, 2014, after an epic downfall of over five inches of rain, the southerly portion of the block of 26<sup>th</sup> Street between St. Paul and Charles Street collapsed onto the CSX tracks running below grade parallel to that block. Ms. McCullough along with other residents and/or owners of properties located on 26<sup>th</sup> Street brought claims against the City alleging that they had sustained personal injuries, property damage, loss of use and enjoyment damages, and/or economic losses arising out of the collapse. The parties engaged in voluntary mediation facilitated by retired judge Carol E. Smith. Ms. McCullough is currently considered a debtor in a proceeding before the United States Bankruptcy Court for the District of Maryland (the "Bankruptcy Court"). The Bankruptcy Court, however, has approved Ms. McCullough's ability to enter into this agreement to settle all claims or disputes asserted or which could have been asserted arising out of this matter for a sum total of \$32,500.00.

The Settlement Committee of the Law Department recommends settlement of this matter to the Board of Estimates as outlined herein.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Department of Law - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the claim brought by Ms. Erica McCullough arising out of the collapse of the south side of East 26th Street and related infrastructure between North Charles and Saint Paul Street on April 30, 2014.

**MINUTES**Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds 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. Today, the Board is requested to **NOTE 15** favorable reports by the Planning Commission on March 10, 2016 on Transfers of Funds approved by the Board of Estimates at its meeting on March 2 and 9, 2016.

The Board **NOTED** receipt of the 15 favorable reports by the Planning Commission on March 10, 2016 on Transfers of Funds approved by the Board of Estimates at its meeting on March 2 and 9, 2016.

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

1. Department of Public Works/  
Office of Engineering and  
Construction - WC 1347, AMI/R Urgent Need  
Metering Infrastructure  
Repair & Replacement, Various  
Locations (Up to 2" Water  
Service)  
**BIDS TO BE RECV'D: 04/06/2016**  
**BIDS TO BE OPENED: 04/06/2016**
  
2. Department of Public Works/  
Office of Engineering and  
Construction - WC 1278, Old York Road  
and Vicinity Water Main  
Replacements  
**BIDS TO BE RECV'D: 04/20/2016**  
**BIDS TO BE OPENED: 04/20/2016**
  
3. Department of Transportation - TR 14306, Highlandtown  
Transit Stop Improvements  
From Highland Avenue to South  
Eaton Street  
**BIDS TO BE RECV'D: 04/27/2016**  
**BIDS TO BE OPENED: 04/27/2016**

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 dates indicated.

\* \* \* \* \*

**MINUTES**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS ON THE AGENDA.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest.

# Kim A. Trueheart

March 22, 2016

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self

2. What the issues are:

a. Pages 1 - 79, City Council President and members of the Board of Estimates, BOE

Agenda dated March 23, 2016, if acted upon:

i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;

ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;

iii. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;

iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;

v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.

vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and

Email: [kimtrueheart@gmail.com](mailto:kimtrueheart@gmail.com)

5519 Belleville Ave  
Baltimore, MD 21207

departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 23, 2016.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

MINUTES

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

\* \* \* \* \*



**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 an Addendum extending the dates for receipt and opening of bids on the following contract. There were no objections.

Bureau of Purchases - B50004496, Audit Financial  
Statements (**Technical Opening**)  
**BIDS TO BE RECV'D: 04/13/2016**  
**BIDS TO BE OPENED: 04/13/2016**

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

Department of Transportation - TR 13321, Downtown Bicycle  
Network

P. Flanigan & Sons, Inc.

MINUTES

Department of Public Works - SDC 7771, Drainage Repairs and Improvements at Various Locations

Monumental Paving & Excavating, Inc.  
Metra Industries  
R.E. Harrington Plumbing & Heating, Inc.  
Civil Construction, LLC

Bureau of Purchases - B50004495, Landscape Maintenance

HF Huber & Son, LLC  
Tote-It, Incorporated  
Lorenz, Inc.  
Manuel Landscaping, Inc.  
Evergreen Landscape & Design Corp.  
The Garrison Company  
Letke Security Contractors, Inc.

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, March 30, 2016.

  
JOAN M. PRATT  
Secretary