

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 - **ABSENT**
Rudolph S. Chow, Director of Public Works
David E. Ralph, Deputy City Solicitor
Kimberly Morton, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

In the absence of Mr. George Nilson, City Solicitor, Mr. David E. Ralph, Deputy City Solicitor, sat and acted on his behalf.

President: "In the interest of promoting better order and efficiency in these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. I would direct the Board members attention to the memorandum from my office dated March 24, 2014, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

American Combustion Industries, Inc.	\$	8,000,000.00
Inland Waters Pollution Control, Inc.	\$	300,000,000.00
Norair Engineering Corp.	\$	8,000,000.00
Oak Grove Restoration Company	\$	5,868,000.00
P. Flanigan & Sons, Inc.	\$	131,841,000.00
Poole and Kent Corporation	\$	100,000,000.00
Ruff Roofers, Inc.	\$	8,000,000.00
SanDow Construction, Inc.	\$	1,500,000.00
Young & Watson, Inc.	\$	1,251,000.00

2. Prequalification of Architects and Engineers

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

A Squared Plus Engineering Support Group, LLC	Engineer
Baker Engineering Services, Inc.	Engineer
Corrpro Companies, Inc.	Engineer
Daniel Consultants, Inc.	Engineer Land Survey

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BOARDS AND COMMISSIONS - cont'd

Gale Associates, Inc.	Architect Engineer
KGP Design Studio, LLC	Architect
Kittelson & Associates, Inc.	Engineer
Vision Engineering and Planning, LLC	Engineer

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

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, Joan Wolk.

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>NAMES</u>	<u>DAYS</u>
Linda Tompkins-Baldwin	1
Nathaniel E. Smith	5
Eric Thornton	1
John A. Richardson	1
Jasbir Singh	1
Kim Leith	1
Alprescia Rivers	5
Jennifer Mange	5
Tay Bushrod	<u>2</u>
TOTAL	22

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 listed City employees to the designated employee, Joan Wolk.

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 - Option</u>			
1. David M. Harris and Louis F. Friedman and David M. Harris as Personal Representatives of the Estate of Judith W. Harris	1949 N. Patterson Park Avenue	G/R \$72.00	\$ 600.00

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

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

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing option.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

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SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water & Wastewater</u>		
1. \$250,000.00	9958-926006-9526	9958-929006-9525-3
State Constr.	Construction Res.	Engineering
	Basin Inserts	

This transfer will cover the initial phase costs for basin inserts at various locations.

Department of Housing and Community Development

2. \$ 50,000.00	9910-904912-9587	9910-909124-9588
Other Fund	Other Fund	Loan Administration
Revenue	Revenue - Reserve	- Other Fund
		Revenue

This transfer will move appropriations into the Loan Administration account to cover projected expenditures associated with fees incurred processing homeownership applications through FY2014.

MINUTES

Department of General Services - Minor Privilege Permit Application

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 529 N. Charles Street 5 East Center Street	Johns Hopkins University	Two handicap ramps 21'10" x 4'6" and 12'7" x 3'6"

Annual Charge: \$140.60

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

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

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

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All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Bureau of Water and Wastewater

1. EWO #069, \$150,000.00 - SC 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00 \$ 1,523,277.34 Fru-Con Construction, 0 91
LLC
2. EWO #008, \$ 40,200.00 - SC 871R, Improvements to Herring Run Interceptors Phase I from Argonne Drive to 675 Feet Southeast of Harford Road

\$11,735,403.00 \$ 918,979.42 Cruz Contractors, 0 97
LLC

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements (CDBG).

1. PARKS AND PEOPLE FOUNDATION, INC.	\$ 63,080.00
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Account: 2089-208914-5930-714934-603051

Under the terms of the CDBG Agreement, the funds will be used to subsidize the Building Resource and Nurturing Community Health and Environmental Stewardship after-school and summer green job training education and employment program. The program will provide youth, aged 14-21, that reside at Perkins and Gilmore Homes with green career exploration workshops, field trips, and on-the-job training. The on-the-job training will be in the areas of landscaping, storm-water management and erosion control, urban and community gardening, tree planting and other skills to address the environmental and social needs of the community. The period of the agreement is February 1, 2014 through January 31, 2015.

MWBOO GRANTED A WAIVER.

On June 26, 2013, 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 2013 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2013 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, this agreement was delayed due to final negotiations and processing.

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DHCD - cont'd

2. WBC COMMUNITY DEVELOPMENT CORPORATION

\$ 25,000.00

Account: 2089-208911-5930-728080-603051

The CDBG Agreement will provide funds to subsidize the organization's operating expenses. The organization will carry out planning activities that will assist in demonstrating its in-house capacity to carry out neighborhood and housing development activities in accordance with Federal HOME Program requirements. The agreement is effective upon Board approval for one year.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board aforementioned Community Development Block Grant Agreements. The Mayor **ABSTAINED** on item no. 1.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with Adopt-A-Block, Inc., developer, for the sale of City-owned property located at 1747 E. Federal Street (Block 1477, Lot 045).

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - Purchase Price

The City will convey all of its rights, title, and interest in the property at the time of settlement.

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of the vacant property located at 1747 E. Federal Street into a single-family home which the developer plans to bestow to a family in need.

Adopt-A-Block, Inc. through its outreach program, Compassion Commission, has purchased 417 Pittman Place and 1718 Holbrook Street from the City. Collectively, the outreach program has been in place for 11 years. Once transferred and redeveloped, the property will eliminate blight as well as return it to the active tax rolls of the City.

The property was journalized and approved for sale on December 6, 2012.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The property located at 1747 E. Federal Street is being sold for \$1,000.00. The DHCD has determined the fair market value of the property to be \$5,000.00 using the waiver valuation process. The sale of this vacant property at a price below the waiver

MINUTES

DHCD - cont'd

valuation price will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will become a primary residence as well as be returned to the City tax rolls.

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Adopt-A-Block, Inc., developer, for the sale of City-owned property located at 1747 E. Federal Street (Block 1477, Lot 045).

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with St. John Alpha & Omega Pentecostal Church, developer, for the sale of City-owned property located at 1924-1944 Herbert Street.

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit in the amount of \$600.00 will be paid by the developer prior to settlement and the remaining balance of \$5,400.00 will be paid in full at closing. The project is privately funded.

The property is a vacant lot located in the Mondawmin Community and has served as a dumping ground for trash and other debris. The Church has plans to pave and asphalt the lot's surface and use the property as off-street parking for its congregation, pending the required City approvals.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The property was priced pursuant to the appraisal policy by Baltimore City. The waiver valuation process was used in determining its value at \$8,722.00. Due to the fact that the property is vacant and is constantly littered with debris, it will be sold for the determined price of \$6,000.00. The following factors are present: 1) stabilizing the immediate community, 2) elimination of blight, 3) economic development;

MINUTES

DHCD - cont'd

real estate and other taxes, 4) and the opportunity to accelerate the rehabilitation of the property.

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with St. John Alpha & Omega Pentecostal Church, developer, for the sale of City-owned property located at 1924-1944 Herbert Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with Randall E. Taylor, developer, for the sale of City-owned property located at 1704 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in the property at the time of settlement.

The project will involve the rehabilitation of the vacant property into a single-family home which the Purchaser plans to use as his primary residence. Once transferred and redeveloped, the property will eliminate blight as well as returned to the active tax rolls of the City.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The property located at 1704 N. Broadway is being sold for \$10,000.00. The DHCD has determined the fair market value of the property to be \$16,600.00 using the waiver valuation process. The sale of this vacant property at a price below waiver valuation will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the property will become a primary residence, as well as be returned to the City tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Randall E. Taylor, developer, for the sale of City-owned property located at 1704 N. Broadway.

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Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Sugerhill, Inc., developer, for the sale of the City-owned property located at 516 E. 25th Street.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The project will involve the rehabilitation of the vacant commercial building into an automotive service repair business. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment. The property is in the Better Waverly neighborhood. The developer will be using private funds.

The authority to sell the property located at 516 E. 25th Street, is given under the Baltimore City Code, Article 13, § 2-7(h) of the Baltimore City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW APPRAISED VALUE

The property located at 516 E. 25th Street is being sold for the total amount of \$15,000.00. The appraisal process determined the price for the property to be \$54,400.00. The property is being sold for less than the appraised value because of the following reasons:

- a. the condition of the property, which includes extreme deterioration of the interior of the building, a collapsed roof, as well as extensive remediation (mounds of tires and automobile removal) to the property's current condition,

MINUTES

DHCD - cont'd

- b. the elimination of blight,
- c. economic development, creation of real estate and other taxes, and
- d. the specific benefit to the immediate community.

MBE/WBE PARTICIPATION:

The developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Sugarhill, Inc., developer, for the sale of City-owned property located at 516 E. 25th Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with KCL Baltimore, LLC, developer, for the sale of the City-owned property located at 1526 North Caroline Street.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The project will consist of the City-owned vacant building located at 1526 North Caroline Street being completely rehabilitated for residential use as a single family dwelling, for sale to a homeowner at market rate. The developer proposes to spend approximately \$211,926.00 for acquisition and associated rehabilitation costs to complete the project. The developer will be using private funds.

The property was journalized and approved for sale on December 6, 2012.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE WAIVER VALUATION PROCESS:

The property located at 1526 North Caroline Street was priced at \$6,666.67, pursuant to the waiver valuation process of the Appraisal Policy of Baltimore City and assessed by the Maryland State Department of Assessment and Taxation for \$5,000.00. The property will be sold for the amount of \$3,000.00. The property is being sold for less than the waiver valuation price because of the following reasons:

- (i) the renovation will be a specific benefit to the immediate community by revitalization through residential occupancy and homeownership,

MINUTES

DHCD - cont'd

- (ii) elimination of blight and neighborhood stabilization, and
- (iii) economic development, returning the property to productive use and to the active tax rolls of Baltimore City.

MBE/WBE PARTICIPATION:

The developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with KCL Baltimore, LLC, developer, for the sale of City-owned property located at 1526 North Caroline Street.

MINUTESBureau of Water and Wastewater - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 011, to Arcadis-US, under Project 1303, On-Call Project and Construction Management Assistance Inspection Services. The period of this Task Assignment is approximately 22 months.

AMOUNT OF MONEY AND SOURCE:

\$666,797.09 - 9956-905620-9551-900020-705032

BACKGROUND/EXPLANATION:

Construction Management is requesting Arcadis-US to provide inspection for SC 906, Improvements to Sanitary Sewers in the West Baltimore Region of the High Level Sewershed. The original contract will expire on May 16, 2016.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 011, to Arcadis-US, under Project 1303, On-Call Project and Construction Management Assistance Inspection Services.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 017, to GWWO, Inc., under Project No. 1164, On-Call Architectural Design Services.

AMOUNT OF MONEY AND SOURCE:

\$161,025.75 - 9938-917022-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include the design development for expansion and renovation of the Cahill Recreation Center.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$170,000.00	9938-916022-9475	9938-917022-9474
General Fund	Reserve - Community	Active - Community
	Center Master Plan	Center Master Plan

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task No. 17 to GWWO, Inc.

MINUTES

Dept. of Rec. & Parks - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 017, to GWWO, Inc., under Project No. 1164, On-Call Architectural Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

- | | | |
|---|-------------|-----------|
| 1. DAVISLOGIC, INC. T/A
ALL HANDS CONSULTING | \$49,990.00 | Agreement |
| Solicitation No. 06000 - Consulting Agreement for Threat and Hazard Identification and Risk Assessment - Fire Department - Req. No. R652223 | | |

The Board is requested to approve and authorize execution of an Agreement with DavisLogic, Inc. t/a All Hands Consulting. The period of the agreement is effective upon Board approval for one-year.

All Hands Consulting is uniquely experienced to provide consulting services to the Mayor's Office of Emergency Management in order to meet upcoming FEMA requirements.

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

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| 2. P. FLANIGAN AND SONS, INC. | \$3,000,000.00 | Renewal |
| Contract No. B50001348 - Paving Materials (Hot and Cold Patch) - Departments of Transportation and Public Works - P.O. No. P512618 | | |

On March 10, 2010, the Board approved the initial award in the amount of \$6,003,250.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$3,000,000.00 is for the period March 22, 2014 through March 21, 2015. 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>
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Bureau of Purchases

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| 3. RGA, LLC | \$ 50,000.00 | Renewal |
| Contract No. 08000 - Traffic Signal Components - Department of Transportation - P.O. No. P519794 | | |

On March 28, 2012, the Board approved the initial award in the amount of \$93,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$50,000.00 is for the period April 1, 2014 through March 31, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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|---|--------------|---------|
| 4. SHERI M. BUCKEY d/b/a
AB&B TERMITE & PEST
CONTROL | \$100,000.00 | Renewal |
| Contract No. B50001701 - Pest Control Services - Department of General Services - P.O. Nos. P516127 and P520926 | | |

On February 16, 2011, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options. On July 2, 2012, the City Purchasing Agent approved an increase in the amount of \$30,000.00. On July 18, 2012, the Board approved a second vendor in the amount of \$90,000.00. On September 19, 2012, the Board approved a substitute second vendor in the amount of \$50,000.00. On January 23, 2013, the Board approved the first renewal in the amount of \$100,000.00. This final renewal in the amount of \$100,000.00 is for the period April 1, 2014 through March 31, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

5. LORENZ LAWN & LANDSCAPE INC.

d/b/a LORENZ INC.	\$200,000.00	Increase
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Contract No. B50001934 - Mowing of Grass Medians - Department of Transportation - P.O. No. P517625

On July 13, 2011, the Board approved the initial award in the amount of \$887,939.49. The award contained one 2-year renewal option. Subsequent actions have been approved. This increase in the amount of \$200,000.00 is necessary to provide funds for the beginning of the cutting season. This increase in the amount of \$200,000.00 will make the award amount \$1,144,939.49. The contract expires on July 14, 2014 with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

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

MBE: 4 Evergreen Lawn Care	\$255,673.04	27%
WBE: Fouts Lawn Care	\$102,489.85	11%

MWBOO FOUND VENDOR IN COMPLIANCE

6. MYKA CORP., d/b/a CHEMDRY

ELITE	\$ 40,000.00	Increase
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Contract No. B50001761 - Provide Carpet, Drapery and Furniture Cleaning Services for Various Baltimore City Buildings - Department of General Services, etc. - P.O. No. P516733

On February 16, 2011, the Board approved the initial award in the amount of \$60,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$40,000.00 is necessary to add additional funds for a special furniture cleaning project for the City of Baltimore Convention Center.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

This increase in the amount of \$40,000.00 will make the award amount \$100,000.00. The contract expires on February 15, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

7. APPLE FORD, INC.
 PACKER NORRIS PARTS, LLC
 HERITAGE OF OWINGS MILLS II, INC.
 AL PACKER'S WHITE MARSH FORD,
 LLC

	\$ 0.00	Extension
Contract No. B50000665 - Automotive OEM Parts and Service - Department of General Services - P.O. Nos. P505762-P505765		

On December 10, 2008, the Board approved the initial award in the amount of \$10,000,000.00. The award contained two 1-year renewal options, which were previously approved by the Board. The request before the Board is for an extension.

Rather than put the agency's automotive part requirements out for bid as one solicitation, the Bureau of Purchases elected to advertise three separate solicitations, based upon the manufacturer of the parts for which bids were opened on February 26, 2014. B50003375 (OEM Parts and Service for GM) is being separately awarded. No bids were received for Solicitation B50003374 (OEM Parts and Service for Ford), and the two bids received from Solicitation B50003378 (OEM Parts and Service for Chrysler) were non-responsive due to lack of a bid guarantee.

An extension of the current contract is requested to allow time to re-bid the requirements for Ford and Chrysler parts. This extension in the amount of \$0.00 is for the period April 1, 2014 through June 30, 2014. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

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.

MWBOO GRANTED A WAIVER.

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| 8. CB FLOORING, LLC | \$ 0.00 | Renewal |
|---------------------|---------|---------|
- Contract No. B50001765 - Furnish and Install Carpet - Department of General Services, etc. - P.O. Nos. P516836 and P516837

On March 9, 2011, the Board approved the initial award in the amount of \$500,000.00 to two vendors, CB Flooring, LLC and Total Contracting, Inc. The award contained four 1-year renewal options. Subsequent actions have been approved. The Bureau of Purchases recommends renewal of the contract with CB Flooring, LLC on the condition that the vendor comes into compliance with MBE/WBE participation goals within 60 days of the date of Board approval, or suffer automatic termination for default on May 30, 2014. A conditional renewal of the contract is needed to provide time for the vendor to come into compliance. The contract with Total Contracting, Inc. was terminated automatically on February 18, 2014.

MBE/WBE PARTICIPATION:Total Contracting, Inc.

On November 15, 2013, MWBOO found the vendor, Total Contracting, Inc. non-compliant. Total Contracting, Inc. was asked to submit a plan to cure its participation deficiency and was given 60 days to come into compliance. As of February 18, 2014, Total Contracting, Inc. has failed to submit a corrective compliance plan and continues to be in non-compliance.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases**MWBOO SET GOALS OF 10% MBE AND 5% WBE.**CB Flooring, LLC

MBE: Carpet for Pennies	\$20,790.78	16.23%
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WBE: Letke Security Contractors, Inc.	\$ 0.00	0.00%
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CB Flooring, LLC was previously found compliant on November 26, 2013, but was found non-compliant on February 18, 2014. MWBOO recommends that the vendor be given 60 days to come into compliance.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.**

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. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

9. EXPRESS SCRIPTS INSURANCE 2nd Amendment
 COMPANY \$ 0.00 to Agreement
 Contract No. BP-07150 - Prescription Drug Program Services
 Medicare Part D - Department of Human Resources - Req. No. N/A

The Board is requested to approve and authorize execution of the Second Amendment to Agreement with Express Scripts Insurance Company. The Second Amendment to Agreement is for the period of January 01, 2014 through December 31, 2014, with no renewal options.

On September 12, 2007, the Board approved the initial award to Express Scripts, Inc. for a Commercial Prescription Drug Program for employees and retirees. On June 30, 2010, per the

Kim A. Trueheart

March 25, 2014

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 a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities in our youth by the Mayor of Baltimore City and the MWBOO staff.

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. Page 28, Item 8, Bureau of Purchases, INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS - CB FLOORING, LLC \$ 0.00 Renewal, if approved:
 - i. Before Board consideration, this item should be moved to the non-routine agenda;
 1. This action clearly depicts the arbitrary and capricious decision making of the chief of the MWBOO who has routinely offered the following "... are recommended on the condition that the vendor will come into compliance within 10 days of Board approval, or be terminated for default";
 - a. The MWBOO lacks standard policy and procedures in writing;
 - i. The MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
 2. This award is recommended on the condition that the vendor will come into compliance within 60 days of Board approval, or be terminated for default and represents a grossly longer allowance in the conditions set for vendor compliance than has been routine in previous board actions;

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

- a. This gross allowance deprives minority and women owned businesses of the total contract dollar value, unfairly and capriciously.
 3. This actions fails to include any written findings to clarify the recommendation;
 - a. In accordance with the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, § 28-87.(b)(1) the Office and the contracting agency must submit written findings and recommendations to the Board of Estimates;
 4. This action should also include sanctions for vendors who have been found non-compliant.
 - a. If the findings regarding noncompliance warrant Board action, in accordance with the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, § 28-87.(b)(2) (2) The Board of Estimates may impose sanctions in accordance with Part XI of this subtitle.
 5. This action potentially reduces the pool of eligible minority and women owned businesses without providing desperately needed mentoring and technical assistance to this vendor to bring them into compliance.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this abusive practice which has failed to facilitate contract disbursements to all segments of the minority and women’s business market place.
4. The remedy I seek and respectfully request is that this action be moved to the non-routine agenda, that sanctions be imposed by the Board and the WMBOO and MWBD offices be directed to provide mentoring, counseling and technical assistance to the noncompliant vendor and its subcontractors.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 26, 2014.

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

Kim A. Trueheart

March 25, 2014

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 a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities in our youth by the Mayor of Baltimore City and the MWBOO staff.

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. Page 28, Item 8, Bureau of Purchases, INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS - CB FLOORING, LLC \$ 0.00 Renewal, if approved:
 - i. Before Board consideration, this item should be moved to the non-routine agenda;
 1. This action clearly depicts the arbitrary and capricious decision making of the chief of the MWBOO who has routinely offered the following "... are recommended on the condition that the vendor will come into compliance within 10 days of Board approval, or be terminated for default";
 - a. The MWBOO lacks standard policy and procedures in writing;
 - i. The MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
 2. This award is recommended on the condition that the vendor will come into compliance within 60 days of Board approval, or be terminated for default and represents a grossly longer allowance in the conditions set for vendor compliance than has been routine in previous board actions;

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

- a. This gross allowance deprives minority and women owned businesses of the total contract dollar value, unfairly and capriciously.
 3. This actions fails to include any written findings to clarify the recommendation;
 - a. In accordance with the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, § 28-87.(b)(1) the Office and the contracting agency must submit written findings and recommendations to the Board of Estimates;
 4. This action should also include sanctions for vendors who have been found non-compliant.
 - a. If the findings regarding noncompliance warrant Board action, in accordance with the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, § 28-87.(b)(2) (2) The Board of Estimates may impose sanctions in accordance with Part XI of this subtitle.
 5. This action potentially reduces the pool of eligible minority and women owned businesses without providing desperately needed mentoring and technical assistance to this vendor to bring them into compliance.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this abusive practice which has failed to facilitate contract disbursements to all segments of the minority and women’s business market place.
4. The remedy I seek and respectfully request is that this action be moved to the non-routine agenda, that sanctions be imposed by the Board and the WMBOO and MWBD offices be directed to provide mentoring, counseling and technical assistance to the noncompliant vendor and its subcontractors.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 26, 2014.

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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

terms of Contract No. BP-07150 with Express Scripts, Inc., the City implemented Part D of the Medicare Prescription Drug, Improvement and Modernization Act of 2003 for eligible retirees, effective April 1, 2010.

On December 8, 2010, the Board approved Medicare Part D Agreement for Calendar Year 2011. On June 6, 2012, the Board approved the Medicare Part D Agreement for Calendar Year 2012. On December 5, 2012, the Board approved the first amendment for Medicare Part D Agreement for Calendar Year 2013. This Second Amendment To Agreement extends the contract through the calendar year 2014, as required by federal regulations. No funding is required since it is included in the extension of the prescription program separately approved by the Board on September 25, 2013. The MBE/WBE Participation is set on the Administrative Fee.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.Express Scripts

MBE: A. Thompson & Assocs., Inc.	\$11,807.10	
Human Capital Consultants*	8,396.85	
	\$20,203.95	6.51%
WBE: Curry Printing & Copy Center	\$ 1,858.18	
Well Advantage	4,855.13	
	\$ 6,713.31	2.16%

*Human Capital Consultants has not been approved for MBE participation.

On September 14, 2013, MWBOO found the vendor in compliance at time of extension for calendar year 2014.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

10. INTERGROUP SYNERGY AND	\$ 16,957.00	Ratification,
PLANNING COLLABORATIVE, INC.	186,524.00	Renewal, and
	<u>\$203,481.00</u>	Correction

Contract No. B50002774 - Provide Administrative and Operational Services for the Ryan White Part A Operations - Health Department - P.O. No. P525028

On August 28, 2013, the Board approved the initial award in the amount of \$322,838.00. Due to a clerical error, the initial Board letter specified three renewal terms, rather than the two stated in the contract. The Board is requested to approve the correction to two renewals.

On November 13, 2013, the City Purchasing Agent approved a decrease in the direct fee in the amount of \$13,801.00. This is the first renewal. The renewal was delayed due to the agency's need to identify the amount of available grant funds. The period of the ratification is March 1, 2014 through March 26, 2014. This first renewal in the amount of \$186,524.00 is for the period March 27, 2014 through February 28, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 10% MBE AND 5% WBE.

MBE: Abrams, Foster, Nole & Williams, P.A.	\$ 6,000.00	3.75%
Realistic Computing, Inc.	8,400.00	5.25%
STAR Associates, Inc.	11,050.00	6.91%
Specialty Marketing & Printing Svcs.	1,729.83	1.08%
	<u>\$27,179.83</u>	
WBE: Expressly Yours, Gloria, Inc.	\$10,460.75	6.54%
Copy Cat Acquisition Co., LLC	999.58	0.63%
	<u>\$11,460.33</u>	

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

11. GAY FAMILY FOUNDATION, LTD. d/b/a THE TAYLOR- WILKS GROUP	\$ 8,334.00 91,666.00 <u>\$100,000.00</u>	Ratification, Renewal, and Correction
Contract No. B50002791 - Provide Technical Support Services for the Ryan White Part A Operations - Health Department - P.O. No. P525582		

On August 14, 2013, the Board approved the initial award in the amount of \$180,237.00. Due to a clerical error the initial Board letter specified three renewal terms, rather than the two stated in the contract. The Board is requested to approve the correction to two renewals.

On November 13, 2013, the City Purchasing Agent approved a decrease in the amount of \$9,387.00. The renewal was delayed due to the agency's need to identify the amount of available grant funds. The period of the ratification is March 1, 2014 through March 26, 2014. The period of the renewal is March 27, 2014 through February 28, 2015, with one 1-year renewal option remaining.

MWBOO SET GOALS OF 10% MBE AND 5% WBE.

MBE: Higher Ground Transportation \$14,296.00 10%

WBE: Intergroup Services, Inc. \$ 7,164.80 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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<u>Bureau of Purchases</u>		
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UPON MOTION, duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of an agreement with Davislogic, Inc. T/A All Hands Consulting. The Board further approved and authorized execution of the 2nd Amendment to Agreement with Express Scripts Insurance Company. The Mayor **ABSTAINED** on item no. 6. The Comptroller **ABSTAINED** on item no. 10.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

1069 - 1073

to the low bidders meeting the specifications,

and rejected the bid as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

Item nos. 1, 2, 3, 4, 5 & 7 were **DEFERRED** for one week.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Transportation

1. TR 11320, Greyhound Intermodal Terminal, 2110 Haines Street	Roy Kirby & Sons, Inc.	\$6,605,032.00
DBE: Roane's Rigging & Transfer	\$ 820,000.00	12.41%
GE Frisco	850,000.00	12.87%
	<u>\$1,670,000.00</u>	<u>25.28%</u>

A PROTEST WAS RECEIVED FROM COMMERCIAL CONSTRUCTION.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,526,397.14 FED	9950-905645-9528 Construction Reserve Intercity/Intermodal Terminal	
1,300,000.00 Others	" " "	
1,900,000.00 Others	9950-903621-9509 Liberty Heights Ave. & Druid Hill	
569,690.20 Others	9950-903606-9509 Internal Streets	
660,503.20 <u>GF(HUR)</u>	9950-903550-9509 Neighborhood Street Reconstruction	
\$7,956,590.54		
\$6,605,032.00	-----	9950-906645-9527-6 Structure & Improvements
686,900.34	-----	9950-906645-9527-5 Inspection
664,658.20	-----	9950-906645-9527-2 Contingencies
\$7,956,590.54		Greyhound Intermodal Terminal

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Transportation - cont'd

This transfer will fund the costs associated with award of project TR11320, Greyhound Intermodal Terminal, 2110 Haines Street to Roy Kirby & Sons, Inc. in the amount of \$6,605,012.00.

3. TR 07309, Rehabilitation P. Flanigan & Sons, \$2,333,454.75
of Roadways Around East Inc.
Baltimore Life Science
Park Phase 1C

DBE:	Fallsway Construction Co., LLC	\$175,000.00	7.50%
	Priority Construction Corp.	224,770.50	9.63%
	Sunrise Safety Services, Inc.	24,705.00	1.06%
	Bay City Construction, Inc.	136,070.00	5.83%
		\$560,545.50	24.02%

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,146,778.37	9950-902627-9528	
FED	Construction Reserve	
	Park Circle Intersec-	
	tion Improvements	
\$1,866,763.80	-----	9950-902335-9527-6
		Structure & Improvements
186,676.38	-----	9950-902335-9527-5
		Inspection
93,338.19	-----	9950-902335-9527-2
\$2,146,778.37		Contingencies EBDI Life
		Sciences

This transfer will partially fund the costs associated with award of project TR 07309, Rehabilitation of Roadways around East Baltimore Life Science Park Phase 1C with P. Flanigan & Sons, Inc. in the amount of \$1,866,763.80. The local match will come from account no. 9910-906426-9588.

Robert Fulton Dashiell, Esq. P.A.

1498 Reisterstown Road, Suite 334 · Baltimore, Maryland 21208 · url: rfdlawfirm.com

Robert Fulton Dashiell
robertdashiell@dashiell-lawoffice.com

Tel.: (410) 547-8820

Fax: (443) 637-3718

Senchal Dashiell Barrolle
Associate
sbarrolle@dashiell-lawoffice.com
MD, DC, NY

VIA HAND DELIVERY

Ms. Harriet Taylor, Deputy Comptroller
100 N. Holliday Street, Suite 204
Baltimore, Maryland 21202

January 27, 2014

RE: Commercial Construction/Bid Protest/Tr.11320

To the Honorable President and Members:

The lowest responsive bid for the above referenced contract (the "Contract") was submitted by my client, Commercial Construction ("Commercial Construction"). The apparent low bidder, Roy Kirby and Sons, Inc., failed to demonstrate that it intended to subcontract 25% of the available work in the Contract, including material purchases, from certified DBE's. Kirby significantly overstated the value of the available work G.E. Frisco Company, Inc. is certified to perform; and named Roanes Rigging & Transfer Company despite the fact that the Contract includes no work which Roanes is certified to perform.

For the foregoing reasons we urge you to reject the recommendation of the Department of Transportation and, as duty bound, award the Contact to Commercial Construction, the lowest responsible bidder.

Very truly yours



Robert Fulton Dashiell

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Housing & Community Development5. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 536,694.59	9910-904979-9587	9910-906426-9588
Motor Vehicle	East Baltimore	East Baltimore
Revenue (MVR)	Redevelopment	Infrastructure
	Reserve	

This transfer will move appropriations into the East Baltimore Infrastructure account for the rehabilitation of roadways around East Baltimore Life Science Park-Phase 1C.

Bureau of Purchases

6. B50003192, Workers Key Risk Management \$13,614,900.00
 Compensation Claims Services, LLC
 Administration

(Dept. of Finance)

MBE: Claim Assist, LLC	1%
SPRC LLC	13%
Sutherland Data Products, Ltd.	1%
Tyson Investigation Services, Inc.	2%
	<u>17%</u>

WBE: All Pro Placement Service, Inc.	2%
Comprehensive Investigations, Inc.	2%
Expert Medical Opinions	3%
Mary Kraft & Associates, Inc.	2%
Restore Rehabilitation	1%
	<u>10%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

7. B50003276, Building Humanim, Inc. \$ 690,289.00
Deconstruction
(Dept. of Housing & Community Development)

MWBOO SET MBE GOALS AT 27% AND WBE GOALS 10%.

MBE: L&J Waste Recycling, LLC 17%*

WBE: Morgan Construction Services, Inc. 10%

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

*Bidder did not achieve the MBE goals and did not request a waiver.

Six bids were received and opened on January 29, 2013. Five bids were determined to be non-responsive. The award is recommended to the lowest, qualified, responsive and responsible bidder.

The Bureau of Purchases is requesting approval of this award with the condition that the bidder come into compliance within ten days of the award.

A PROTEST WAS RECEIVED FROM K&K ADAMS, INC. THE PROTEST WAS WITHDRAWN.

8. B50003375, OEM Parts Valley Chevrolet, LLC \$ 4,000,000.00
and Service for General d/b/a AutoNation
Motor Vehicles Chevrolet Timonium

(Dept. of General Services, Fleet Mgmt.)

MWBOO GRANTED A WAIVER



K & K ADAMS, INC.

2901 Druid Park Drive, Suite 207
Baltimore, Maryland 21215
(410) 523-0837 • (410) 728-7641

Fax (410) 728-7642
E-mail: info@kkadamsinc.com

Website: kkadamsinc.com

CERTIFIED MINORITY CONTRACTORS

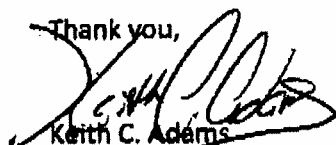
March 24, 2014

Board of Estimates c/o
Clerk to the Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: Solicitation: B50003276 Building Deconstruction
Withdrawal of Letter of Protest

On behalf of K & K Adams, Inc., I would like to make a formal withdrawal of the "letter of protest" submitted to your office on February 7, 2014.

Thank you,



Keith C. Adams
President



K & K ADAMS, INC.

2901 Druid Park Drive, Suite 207
Baltimore, Maryland 21215
(410) 523-0857 • (410) 728-7641
Fax (410) 728-7642
E-mail: info@kkadamsinc.com
Website: kkadamsinc.com

CERTIFIED MINORITY CONTRACTORS

February 7, 2014

Board of Estimates c/o
Clerk to the Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: Solicitation: B50003276 Building Deconstruction
Letter of Protest

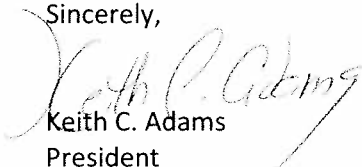
The bid due date for B50003276 was January 29, 2014. Attachment "A1" shows the results of the bids received.

On January 8, 2014 the Bureau of Purchases issued addendum #2 (attachment "B1") which changed information on a pricing page in the bid document. The page was changed from B-5 to B-5-r to reflect the revision. Note that Humanim, Inc., apparent low bidder, acknowledged receipt of addendum #2 (attachment "B2"), but used the very page that was deleted by the addendum.

By Humanim using the obsolete form, the multiplication would not result in their submitted price of \$690,289.00 – their price would be \$22,527.80. (see attachment "C3")

Concluding, Humanim's bid is either \$22,527.80 or non-responsive, due to using the obsolete form, and rejected by the Board of Estimates. Please respond.

Sincerely,


Keith C. Adams
President

Enclosures: A1, B1, B2, C3

DEPARTMENT: Bureau of Purchases
PROPOSAL FOR: B50003276, Building Deconstruction

OPENING DATE: RECV'D: 01/29/14
OPENED: 01/29/14

Bidder	Address	Bid Amount <input type="checkbox"/> Lump <input type="checkbox"/> Item	Bid Bond	C h k	Check Amount	Date Check Returned	Check Receipt For
D&B Construction, Inc.	2706 Lodge Farm Rd. 21219	\$ 5,513,072.72					
JLN Construction Services	300 N. Warwick Ave. 21223	\$ 733,477.50					
K&K Adams, Inc.	2901 Druid Park Dr. Suite 207 21215	\$ 897,725.50					
P&J Contracting Co.	3010 Ridgewood Ave. 21215	\$ 1,334,700.00					
GOEL Services	6201 Dix Street, NE Washington, DC 20019	Referred to Law Dept. for review.					
Homanim, Inc.	1701 N. Gay St. 21213	\$ 690,289.00	*Used the wrong form their submitted price using their bid form is \$22,527.81				

CITY OF BALTIMORE
STEPHANIE RAWLINGS-BLACK, Mayor



DEPARTMENT OF FINANCE
BUREAU OF PURCHASES
231 E. Baltimore Street, Suite 300
Baltimore, Maryland 21202

January 8, 2014

To: Prospective Bidders

Solicitation Title: Building Deconstruction

Solicitation Number: B50003276

Bid Due/Opening Date: January 22, 2014

Addendum Number: 2

As points of clarification concerning the Solicitation noted above, please note the following:

1. Please take note of the Bid Opening date:
2. DS10. D **Strike:** ~~For the purposes of this contract, "reclaim" shall be defined as the removal and resale of materials in the state of form in which they were removed from the building.~~
Replace with: For the purposes of this application, the words "salvage" and "reclaim" are used interchangeably. These terms are defined to mean "the removal and resale of materials in the state of form in which they were removed from the building".
3. DS10. F **Add:** Prospective bidders should clearly identify both how they intend to meet this requirement, and how he intends to document it, as exemptions are likely to be limited.
4. **Delete** Page B-5 in its entirety and **Replace** it with the attached page B-5-r
5. Bidders to note that Q&A tab in CitiBuy is still open. Questions will be received until close of business January 16, 2014.

All other terms and conditions of the Solicitation shall remain unchanged.

"IF THEY SO DESIRE, VENDORS WHO HAVE ALREADY SUBMITTED THEIR BIDS MAY PICK UP THEIR BIDS AT THE COMPTROLLER'S OFFICE, ROOM NO. 204, CITY HALL. ANY DOCUMENT SUBMITTED FOR THIS BID WILL NOT BE CONSIDERED FOR THE RE-ISSUED BID.

FAILURE TO ACKNOWLEDGE THIS ADDENDUM COULD RESULT IN REJECTION OF BID.

B50003276 Addendum 2

1 of 2



B50003276 – Building Deconstruction – Due: 01/22/2014

A	Masonry Construction (Masonry as main portion of building construction inclusive of wood frame or metal additions/porches)	Quantity	Unit	Unit Cost	Amount
		(a)	Cubic Feet (CF)	Dollars per cubic feet (b)	Dollars (a)x(b)
A1	Bulldozer / Excavator/ Hand Deconstruction By Building Volume	908,000	CF		
				Total A:	

B	Wood Frame Construction (Wood Frame as main portion of building construction inclusive of any masonry or metal additions/porches)	Quantity	Unit	Unit Cost	Amount
		(a)	Cubic Feet (CF)	Dollars per cubic feet (b)	Dollars (a)x(b)
B1	Bulldozer / Excavator/ Hand Deconstruction By Building Volume	171,000	CF		
				Total B:	

Note: For bidding purposes, all the above sub-items A & B, building volume shall be computed by considering Height as 10' per story plus 8' for basement depths (includes attic), Width as 14'(average) and Length as 46' (average). In actual practice, all proposal calculations will be based on physical field dimensions (porch & deck volumes includes only enclosed portions).

TOTAL ITEM I (A & B) \$ _____

ITEM II: Miscellaneous Work

Miscellaneous work for excessive trees, exterior trash/debris and excessive trashed vehicular tires.

Note: The contractor at his own costs and expense is responsible for replacement of damaged curbs and sidewalks resulting from deconstruction operations.

This item includes: 1) Removal and proper disposal of existing concrete materials and complete in place construction of below items (all in accordance with applicable current DPW Specifications and Standards); 2) All necessary sawcutting and expansion material; 3) Scoring (pattern of sidewalk scoring to match existing); 4) Concrete curb to match existing curb; 5) Excessive exterior bulk trash debris (more than one load); 6) Large tree removal, if required, to be cut at ground level; 7) Fill soil/material used for backfilling basement voids (excluding seedbed preparation/& seeding application) .

CITY OF BALTIMORE
STEPHANIE RAWLINGS-BLAKE, Mayor



DEPARTMENT OF FINANCE
BUREAU OF PURCHASES
231 E. Baltimore Street, Suite 300
Baltimore, Maryland 21202

January 8, 2014

To: Prospective Bidders

Solicitation Title: Building Deconstruction
Solicitation Number: B50003276
Bid Due/Opening Date: January 22, 2014

Addendum Number: 2

As points of clarification concerning the Solicitation noted above, please note the following:

1. Please take note of the Bid Opening date:
2. DS10. D **Strike:** ~~For the purposes of this contract, "reclaim" shall be defined as the removal and resale of materials in the state of form in which they were removed from the building.~~
Replace with: For the purposes of this application, the words "salvage" and "reclaim" are used interchangeably. These terms are defined to mean "the removal and resale of materials in the state of form in which they were removed from the building".
3. DS10. F **Add:** Prospective bidders should clearly identify both how they intend to meet this requirement, and how he intends to document it, as exemptions are likely to be limited.
4. **Delete** Page B-5 in its entirety and **Replace** it with the attached page B-5-r
5. Bidders to note that Q&A tab in CitiBuy is still open. Questions will be received until close of business January 16, 2014.

All other terms and conditions of the Solicitation shall remain unchanged.

"IF THEY SO DESIRE, VENDORS WHO HAVE ALREADY SUBMITTED THEIR BIDS MAY PICK UP THEIR BIDS AT THE COMPTROLLER'S OFFICE, ROOM NO. 204, CITY HALL. ANY DOCUMENT SUBMITTED FOR THIS BID WILL NOT BE CONSIDERED FOR THE RE-ISSUED BID.

FAILURE TO ACKNOWLEDGE THIS ADDENDUM COULD RESULT IN REJECTION OF BID.

B50003276 Addendum 2

1 of 2



Note: A signed copy of all the Addenda issued on this solicitation must be attached to your bid.

Humanium Inc.
Company

J. G. Pull
Signature

1/27/14
Date

[Signature]

Timothy M. Krus, CPPO
City Purchasing Agent
TMK/BGO

B50003276 – Building Deconstruction – Due: 01/22/2014

MAYOR AND CITY COUNCIL OF BALTIMORE
BALTIMORE CITY CODE, ARTICLE 5, SUBTITLE 28
MINORITY AND WOMEN'S BUSINESS PROGRAM

MBE AND WBE PARTICIPATION
COMMITMENT FORMS

Name of Bidder (Proposer) HUMANIM INC
Address 1701 N. GAY ST BALTIMORE, MD 21213
Contracting Agency: BALTIMORE HOUSING
Contract (Project) Title: (See at top of this page.)
B50003276 - BUILDING DECONSTRUCTION

Contract Number: (See at top of this page.)

Bid Due Date: (See at top of this page.)

The Overall MBE goal is 27% The WBE goal is 10%

MBE Sub-goals are:

African American	N/A%
Asian American	N/A%
Hispanic American	N/A%
Native American	N/A %

**THIS PACKAGE OF MBE AND WBE PARTICIPATION
COMMITMENT FORMS IS DUE WITH THE BID.**

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS, CONTACT:

Minority and Women's Business Opportunity Office (MWBOO)
Baltimore City Department of Law
Room 101, City Hall
100 N. Holliday Street
Baltimore, MD 21202
(410)396-4355

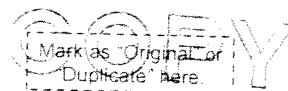
5

7

1/29/14

B50003276 – Building Deconstruction – Due: 01/22/2014

BID DOCUMENTS



NOTE: For your bid/proposal to be responsive you must submit all of the documents contained in this section.

BID/PROPOSAL INFORMATION AND AFFIDAVIT SIGNATURE PAGE

Bid/Proposal submitted by (name of firm) Humanim Inc.
 Address 1701 North Gray Street
 City Baltimore State MD Zip Code 21213
 Name of Authorized Representative Cynthia Plavica Truitt
 Title of Authorized Representative Chief Development Officer
 Name of Contact Person [IF DIFFERENT FROM ABOVE] JEFFREY E CARROLL
 Title of Contact Person DIRECTOR
 E-Mail JCARROLL@DETAILS.ORG Phone: 410 300 4206
 Federal Social Security Identification Number 52-0962588

If awarded a contract, the Bidder/Proposer/Offeror will provide supplies, equipment, and/or services to the City of Baltimore in accordance with the General Conditions, Specifications, and other documents and information contained in this solicitation in the Bid/Proposal submitted in response to this solicitation.

I, [PRINT OR TYPE NAME] Cynthia Plavica Truitt,
 the undersigned, [PRINT OR TYPE TITLE] Chief Development Officer,
 of the above named Bidder/Proposal/Offeror do solemnly declare and affirm under the penalties
 or perjury this 22nd day of [MONTH] January, 2014, [YEAR],
 that I hold the aforementioned Office in the above Bidder/Proposal/Offeror and that the below
 affidavits and attachments hereto are true and correct to the best of my knowledge, information
 and belief.

AFFIDAVIT I

This is to certify that the Bidder/Offeror or any person in his behalf, has not agreed, connived or colluded to produce a deceptive show of competition in the matter of the bidding or award of the referenced contract.

B50003276 – Building Deconstruction – Due: 01/22/2014

in Article 5 §40-7 of the Baltimore City Code (2000) pertaining to the effect and enforcement of contractor debarment.

AFFIDAVIT VIII


This is to certify that the Bidder/Offeror or a person on his behalf has examined and understands the specifications, including the General Conditions and the Bid Documents; has had an adequate opportunity to ask questions; has visited the City's facility or has otherwise familiarized himself with the local conditions under which the work is to be performed; and that his bid or proposal is based upon the specifications and requirements as described in the solicitation documents.

AFFIDAVIT IX

This is to certify that the Bidder/Offeror and/or any person in their behalf is only person, firm or corporation, that has any interest in this proposal or in the contract or contracts proposed to be awarded; and that this proposal is made without any connection or collusion with any person, firm or corporation making a proposal for the same work. This does not preclude negotiating with M/WBE vendors as to their participation in this contract

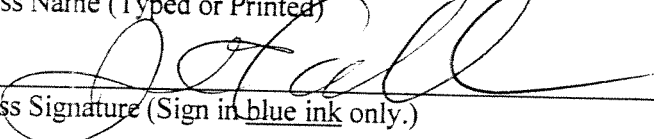
AFFIDAVIT X

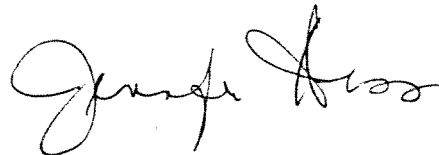
This is to certify that the Bidder/Offeror and/or any person in their behalf acknowledges that all documents, information and data submitted in its Bid/Proposal shall be treated as public information unless otherwise indicated.

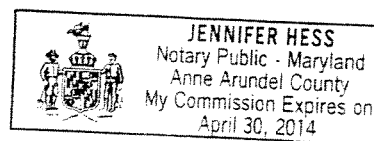

Signature of Authorized Representative (Sign in blue ink only.)
Date 1/22/14 (Affix Corporate Seal Here)

Chief Development Officer
Title

JEFFREY E CARROLL
Witness Name (Typed or Printed)


Witness Signature (Sign in blue ink only.)
Date 1/22/14





BID/PROPOSAL PRICE SHEET

Bid/Proposal submitted by (name of firm) Humanim Inc.
Address 1701 North Gray Street
City Baltimore State MD Zip Code 21213
Contact Person Jeffrey Carroll Title Director
Fax (410) 563-5189 Phone (410) 300-4020

To The Board of Estimates, City of Baltimore

Gentlemen:

The undersign agree(s) to provide all labor, materials, equipment, services etc., necessary and incidental to the solicitation indicated at the top of this page as described herein and at the pricing enclosed with this bid and summarized below:

ITEM I: Building Deconstruction (Complete Removal/ Disposal from Site)

Deconstruction - Complete removal of row home and other single residential/commercial structure(s) four story & less (inclusive of accessory buildings and garages):

This item includes: 1) Mobilization; 2) Permit Fees; 3) Rodenticide; 4) Site and building safety preparation, and temporary fencing (installation and removal); 5) Gutting/Deconstruction of building as required; 6) Loading, hauling, disposal of all debris (yard and building) as specified and dumping fees; 7) Crane use (Contractor's preference); 8) Dust control and site clean-up; 9) Protection of adjacent properties; 10) Bracing & shoring as required; 11) Complete removal of all walls and footers of structure; 12) Removal of basement floor, slab-on grade, site paving and concrete; 13) Removal of above ground storage tank; 14) Excavation as necessary to access work and backfill (including material delivered to site) to finish grade with positive drainage; 15) Seed bed preparation (topsoil, compost, seed and mulch/straw application—hydroseed/hydro-mulch acceptable); 16) Repair of any damaged adjacent property and concrete sidewalk/curb; 17) Earthwork and erosion control; 18) Traffic control; 19) Site Security; 20) Removal of up to 25 vehicular tires per property.

This item excludes: 1) Utility disconnects and capping; 2) Underground storage tank removal; 3) Asbestos, PCBs and other hazardous material abatement; 4) Salvage value is not included.

B50003276 – Building Deconstruction – Due: 01/22/2014

A	Masonry Construction (Masonry as main portion of building construction inclusive of wood frame or metal additions/porches)	Quantity In multiple of hundred (a)	Unit Cubic Feet (CF)	Unit Cost Dollars per hundred cubic feet (b)	Amount Dollars (a)x(b)
A1	Bulldozer / Excavator/ Hand Deconstruction By Building Volume	9,080	CF	74.28	674,509.⁰⁰
				Total A:	674,509.⁰⁰

Corrected
MATH

6,744.⁶²

6,744.⁶²

B	Wood Frame Construction (Wood Frame as main portion of building construction inclusive of any masonry or metal additions/porches)	Quantity In multiple of hundred (a)	Unit Cubic Feet (CF)	Unit Cost Dollars per hundred cubic feet (b)	Amount Dollars (a)x(b)
B1	Bulldozer / Excavator/ Hand Deconstruction By Building Volume	1,710	CF	0	0
				Total B:	0

Note: For bidding purposes, all the above sub-items A & B, building volume shall be computed by considering Height as 10' per story plus 8' for basement depths (includes attic), Width as 14'(average) and Length as 46' (average). In actual practice, all proposal calculations will be based on physical field dimensions (porch & deck volumes includes only enclosed portions).

TOTAL ITEM I (A & B) \$ ~~674,509.⁰⁰~~ 6,744.⁶²

ITEM II: Miscellaneous Work

Miscellaneous work for excessive trees, exterior trash/debris and excessive trashed vehicular tires.

Note: The contractor at his own costs and expense is responsible for replacement of damaged curbs and sidewalks resulting from deconstruction operations.

This item includes: 1) Removal and proper disposal of existing concrete materials and complete in place construction of below items (all in accordance with applicable current DPW Specifications and Standards); 2) All necessary sawcutting and expansion material; 3) Scoring (pattern of sidewalk scoring to match existing); 4) Concrete curb to match existing curb; 5) Excessive exterior bulk trash debris (more than one load); 6) Large tree removal, if required, to be cut at ground level; 7) Fill soil/material used for backfilling basement voids (excluding seedbed preparation/& seeding application).

B50003276 – Building Deconstruction – Due: 01/22/2014

C	Miscellaneous Items	Quantity (a)	Unit	Unit Cost Dollars (b)	Amount Dollars (a)x(b)
C1	New Concrete Sidewalk (5" thick)	25	SF	10. ⁰⁰	250. ⁰⁰
C2	New Concrete Curb	10	LF	28. ⁰⁰	280. ⁰⁰
C3	Removal/ Disposal of Excessive Bulk Trash (outside of building only per property lot)	10	Ton	78. ⁰⁰	780. ⁰⁰
C4	Removal/ Disposal of existing excessive discarded vehicle tires (over 25 tires per property lot)	50	EA	10. ⁰⁰	500. ⁰⁰
C5	Removal/ Disposal of tree(s) (from 9" to 16" diameter)	5	EA	250. ⁰⁰	1,250. ⁰⁰
C6	Removal of Public Concrete Sidewalk	5	CY	85. ⁰⁰	425. ⁰⁰
C7	Fill Soil/ Material - excluding seedbed preparation/ seeding application materials* (as herein specified)	415	CY	20. ⁰⁰	8,300. ⁰⁰
C8	Seedbed Preparation, (topsoil, compost, seed & straw/mulch application) * (as herein specified)	1,000	SY	4. ⁰⁰	4,000. ⁰⁰
C9	Seedbed Preparation, (topsoil, compost, seed & straw/mulch application) * (as alternate herein specified SHA seed mix)	310	SY	0	0
				Total C:	15,785.⁰⁰

*used for contract additions and/or deletions
(LF = Linear Feet; SF = Square Feet; EA = Each; CY = Cubic Yards; SY = Square Yards)

TOTAL ITEM II (C): \$ 15,785.⁰⁰

TOTAL BID AMOUNT (SUM OF ITEMS I AND II): \$ ~~690,289.⁰⁰~~ ^{} 22,529.⁶²**

(**BASIS OF AWARD)

THIS CONTRACT SHALL BE AWARDED TO THE LOWEST QUALIFIED, RESPONSIVE AND RESPONSIBLE BIDDER OR BIDDERS BASED ON THE TOTAL BID PRICE.

TERM: NET 30 DAYS

F.O.B.: DESTINATION

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

9. B50003345, Tub Grinding
of Trees, Stumps and Etc.

(Dept. of Recreation
and Parks)

REJECTION: On February 12, 2014, the Board opened three bids for B50003345. Harvest RGI, LLC (\$127,800.00), Level Land, Inc. (\$333,000.00) and Hawkeye Construction (\$377,000.00). The lowest bidder was found to be non-compliant by MWBOO on March 6, 2014 and the amounts offered by the two other bidders greatly exceed the funds the Agency has budgeted for this project.

MINUTES

Mayor's Office of Information - Expenditure of Funds
Technology (MOIT)

ACTION REQUESTED OF B/E:

The Board is requested to approve payment to The Johns Hopkins University.

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 - 1001-000000-1471-167700-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins University provided an intern for MOIT for the summer and fall of 2013. The costs for both the summer and fall programs should have been included on P525129; however, the cost for the fall was inadvertently left off of the Purchase Order. As a result, The Johns Hopkins University is due \$6,000.00.

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

UPON MOTION duly made and seconded, the Board approved payment to The Johns Hopkins University. The President
ABSTAINED.

MINUTES

Mayor's Office of Information - Ratification
Technology (MOIT)

ACTION REQUESTED OF B/E:

The Board is requested to ratify service and approve payment to LiteCloud, Inc. (LiteCloud). The invoices are for the periods April 2012 - March 2013, April 2013, May 2013, June 2013, July 2013, August 2013, September 2013, October 2013, and November 2013.

AMOUNT OF MONEY AND SOURCE:

\$12,000.00 - 1001-000000-1474-167700-605008

BACKGROUND/EXPLANATION:

LiteCloud provides internet services for the City of Baltimore's Enterprise network. The invoices are for Lifetalk Hosted SIP Origination/Termination and Lifetalk Hosted VoIP.

MOIT was originally using the vendor LiteCast/Balticore, LLC (LiteCast) to supply these services. However, Litecast sold portions of their company to LiteCloud. The services that MOIT are using now fall under LiteCloud. MOIT was unable to cover invoices with LiteCloud until they were completely separated from the previous vendor. LiteCloud now has a federal ID number and is registered in CitiBuy. MOIT is now able to cover the open invoices to LiteCloud which total \$12,000.00. The payment covers the period of April 2012 through November 2013. Purchase Order No. P525460 has been created to cover December 2013.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

President: The first item on the non-routine agenda can be found on Page 40, Mayor's Office of Information Technology, Ratification. Will the parties please come forward? State your name."

Mr. Mullen: "My name is Jerome Mullen. I'm from the Mayor's Office of Information Technology. I am the Acting, uh, Chief Technology Officer."

Comptroller: "Good morning. I have a couple questions I'd like to ask you. Um -- can you explain what services are being provided by LiteCloud?"

Jerome Mullen: "Yes, they're providing --."

President: "Can you talk into the mic?"

Jerome Mullen: "I'm sorry. I apologize. They're providing uh, SIP services, Session Initiation Protocol services, networking services, uh, termination and origination services and uh, direct inward dialing services."

Comptroller: "Okay. And could you answer, why were these services procured?"

Jerome Mullen: "These services were, these network services were procured for a PILOT back in 2011."

MINUTES

Comptroller: "Okay, and how long do -- in 2011? Okay, what is the total cost to date for these services?"

Jerome Mullen: "The total cost, I believe is actually -- I know it's \$600 a month, uh hang on a second, I'm sorry, I believe the total cost is \$12,000.00."

Comptroller: "Twelve thousand, and I'd like to thank you for providing the list of numbers for the assigned D.I.D. It was 94, is that correct?"

Jerome Mullen: "I'm sorry."

Comptroller: "Were there 94? I had asked for a list of all assigned D.I.D. numbers."

Jerome Mullen: "Yes, 94 numbers."

Comptroller: "Okay, um, are there any other related or necessary charges for their services that have been paid by the City?"

Jerome Mullen: "No, there are not."

Comptroller: "Okay. I think that's it. Thank you."

President: "I would entertain a Motion."

City Solicitor: "MOVE approval of the item as requested by MOIT."

Director of Public Works: "Second."

President: "All those in favor say AYE."

MINUTES

Comptroller: "I vote **NO** because, uh, I will oppose any expenditures for VoIP because we have an outstanding pending contract."

President: "Please note the Comptroller votes **NO**. The Motion carries."

UPON MOTION duly made and seconded, the Board ratified service and approved payment to LiteCloud, Inc.

MINUTES

Mayor's Office of Human Services (MOHS) - Head Start Program
Grant Agreements

The Board is requested to approve and authorize execution of the various Head Start Program Grant Agreements.

1. **THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER \$30,371.00**
KING JR. (MLK)/EARLY HEAD START PROGRAM

Account: 5000-586814-6051-452400-603051

Under the terms of this agreement, the organization will use the funds for the operation of the MLK/Early Head Start Program to enhance the quality of services provided to 178 children and their families. This Head Start program will partner with the Baltimore City Public Schools' School and Community Partnership Program. The program will acquire students who are enrolled in the Vocational Tech Child Development Program to work in MLK classrooms during non-school hours at the MLK Jr./Early Head Start Program. The period of the Agreement is October 1, 2013 through June 30, 2014.

2. **THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER \$33,486.00**
KING JR. (MLK)/EARLY HEAD START PROGRAM

Account: 5000-586814-6051-452400-603051

Under the terms of this agreement, the organization will use the funds to restore services eliminated or reduced due to the FY14 sequestration. The program will serve 170 children and their families in Baltimore City.

Baltimore City Head Start is using the Head Start Amended Supplemental Grant funds to offset position vacancies and restore program services that were eliminated due to the sequestration. Baltimore City Head Start was awarded \$913,995.00 from the Head Start Amended Supplemental Grant. The period of the Agreement is November 1, 2013 through June 30, 2014.

MINUTES

MOHS - cont'd

3. **THE JOHNS HOPKINS HOSPITAL/MARTIN LUTHER KING JR. (MLK)/EARLY HEAD START PROGRAM** **\$2,573,240.00**

Account:	4000-486514-6051-452400-603051	\$2,506,224.00
	4000-486114-6051-452400-603051	\$ 67,016.00

Under the terms of this Agreement, the organization will use the funds for the operation of the MLK/Early Head Start Program for the fiscal year beginning July 1, 2013. The program will serve 170 children and six pregnant women and provide their families' comprehensive holistic health and educational services in Baltimore City. The period of the agreement is July 1, 2013 through June 30, 2014.

MBE: Charm City Caterers, Inc.	\$200,000.00	7.77%
D S Q Solutions, LLC	20,000.00	0.78%
Total	\$220,000.00	8.55%

WBE: A J Stationers, Inc.	\$ 1,000.00	0.04%
AA Affordable Transportation, LLC	3,500.00	0.13%
Sandra B. Apple, Special Ed Consult	20,000.00	0.78%
Viking Chemicals, Inc.	3,000.00	0.12%
Total	\$ 27,500.00	1.07%

The provider requested and was granted a waiver of the balance of the MBE/WBE goals. Of the total amount of \$2,573,240.00, \$2,499,875.00 is for items that are proprietary and non-segmentable. The goals are set on the non-exempt amount of \$73,365.00.

The Head Start Program Grant Agreements are late because of delays in the administrative review process.

MINUTES

MOHS - cont'd

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 listed Head Start Grant Agreements. The President **ABSTAINED**.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

1083 - 1097

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Planning</u>		
1. JENNY GUILLAUME	\$28.84	\$ 60,000.00
		\$ 300.00
		(Transportation)
Accounts: 5000-518412-1871-187400-601001		\$ 18,533.00
9910-910635-9588-900000-709001		\$ 41,767.00

Ms. Guillaume will work as a Contract Services Specialist II (Growing Green Initiative Coordinator). She will be responsible for developing communication material that describes the Growing Green Initiative, including handouts, flow charts, operational charts, and other graphic and written material. She will coordinate all activities of the Growing Green Group comprised of agency representatives to set goals, establish processes and identify implementation strategies for green infrastructure planning at the City-wide and neighborhood scales. In addition, Ms. Guillaume will prepare presentations for senior staff, City agencies and the Mayor's Office, facilitating meetings with agencies, community development corporations and community groups to address policies and standards regarding the implementation of the Growing Green Initiative, and serve as project manager and/or team member for the implementation of pilot projects that test the typologies of the Growing Green Initiative. The period of the Agreement is effective upon Board approval for one year.

Health Department

2. KATHLEEN CAMPBELL	\$ 8.42	\$ 6,129.76
-----------------------------	---------	-------------

Account: 4000-433514-3024-268400-601009

Ms. Campbell will continue to work as a Care Aide. Her responsibilities will include answering the telephone, directing incoming calls to appropriate staff, reviewing

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Dept. - cont'd</u>		

and distributing all incoming mail, filing, operating office equipment, and greeting and directing visitors and clients. She will also compile reports on incoming calls, provide assistance to clients on the phone, and in person, provide clients with information on Hatton Center trips and events. The period of the Agreement is April 1, 2014 through September 30, 2014.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

3. Reclassify Position No. 40883:

From: 61253 - Community Health Educator III
Grade: 088 (\$39,718.00 - \$48,120.00)

To: 42571 - Public Health Investigator
Grade: 430 (\$31,694.00 - \$35,225.00)
Job No. to be assigned by BBMR

Cost: (\$10,379.00) - 4000-427814-3030-294500-601001

4. Create the following position:

81111 - Social Work Associate II
Grade: 089 (\$41,531.00 - \$50,506.00)

Cost: \$62,292.00 - 4000-423814-3030-279200-601001

Kim A. Trueheart

March 25, 2014

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 a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities in our youth by the Mayor of Baltimore City.

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. Page 44, Item 2, Personnel - Health Department - KATHLEEN CAMPBELL \$ 8.42 \$ 6,129.76, if approved:
 - i. This action reflects the City's disingenuous prevailing wage policy that has NOT been embraced and inculcated within the day-to-day hiring practices of this administration;
 - ii. This action reflects that the substandard wage to be paid this city worker is 24% lower than the adopted Baltimore City Living Wage;
 - iii. The action reflects a substandard wage to be paid this city worker which demonstrates the flawed hiring policy that fails to ensure workers have fair wages and equal pay;
 - iv. While anticipated new state legislation will increase the minimum wage and will not go into force until later this calendar year, this administration can demonstrate commitment and forward thinking by paying its workers a living wage now.
1. How the protestant will be harmed by the proposed Board of Estimates' action: The flawed policies of this administration continue to harm the citizens and employees of Baltimore City. This lost opportunity to uplift the municipal workforce is typical of an administration that is neither bold nor progressive. Paying a living wage could be a significant workforce improvement strategy and could produce workforce multiplier effects that greatly enhance employee output and productivity. As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by the continued lack of implementation of a living wage by city agencies and departments.

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

2. Remedy I desire: The remedy I seek and respectfully request is that this action be delayed until the HR Department can establish a new pay policy that ensures all municipal workers earn a living wage.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 26, 2014.

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

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Transportation</u>		
5. RICHARD CHEN	\$48.00	\$30,474.64

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 (DPW) and reviewing, commenting, and approving contracts from the Department of Transportation and the DPW. In addition, Mr. Chen will work with the Law Department on issues pertaining to ownership of City bridges and other contested matters. He will also review, comment, and approve the consultants' cost proposals and invoices. The period of the Agreement is effective upon Board approval for one year.

THE DEPARTMENT OF TRANSPORTATION IS REQUESTING A WAIVER OF THE MAXIMUM HOURLY RATE FOR A RETIREE, PURSUANT TO AM 212-1 PART I.

State's Attorney's Office (SAO)

6. DWIGHT P. THOMAS	\$26.93	\$ 50,846.00
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Account: 1001-000000-1150-118000-601009

Mr. Thomas, retiree, will continue to work as an Investigator. The salary shows a 2% increase from the previous contract period. 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.

MINUTES**PERSONNEL**Hourly RateAmount

Mr. Thomas will also communicate with witnesses and victims to provide case status and trial date information, prepare subpoenas, and ascertain and verify respondents' legal identity through fingerprint identification documents and investigate findings. In addition, he will research the prosecution's database and the daily news to gain information regarding persons being sought in prosecution cases. In March 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. The period of the Agreement is effective upon Board approval for one year.

Circuit Court for Baltimore City

7.	TIERRA R. GREGORY	\$29.47	\$53,900.00
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Account: 5000-544414-1100-117000-601009

Ms. Gregory will continue to work as a Contract Services Specialist II (Assistant Counsel). Her duties will include, but will not be limited to reviewing motions and making recommendations in a wide variety of civil non-domestic cases, performing legal research, and drafting opinions and orders. Ms. Gregory will also train and supervise others, including paralegals, legal assistants and academic interns. She will prepare for meetings with the Bar concerning tax sale and mortgage foreclosure cases, assist with redemption hearings and status conferences in tax sale cases and be on-call for the Judges during their hearings. The period of the Agreement is April 24, 2014 through April 23, 2015.

MINUTES

PERSONNELPolice Department

	<u>Hourly Rate</u>	<u>Amount</u>
8. BARBARA A. SLOAN	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Sloan, retiree, will continue to work as a Contract Services Specialist I (Neighborhood Patrol Division). She

will be responsible for meeting with the Assistant State's Attorney (ASA) daily for the preparation/execution of caseloads, providing contact information for officers, making warrant arrests, and requesting post car to process the arrest. In addition, Ms. Sloan will assist the ASA in obtaining Laboratory Information Management System reports. The period of the Agreement is March 28, 2014 through March 27, 2015.

9. HARRY G. HARCUM	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Harcum, retiree, will continue to work as a Contract Services Specialist I (Evidence Control Unit). He will be responsible for receiving property/evidence submissions from police officers and lab personnel and ensuring the accuracy/completeness of paperwork and entry into the tracking system. In addition, Mr. Harcum will release property for further examination/evidence for court and update the tracking system for chain of custody and documenting location. The period of the Agreement is March 28, 2014 through March 27, 2015.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
10. HOWARD J. GREEN	\$14.42	\$30,000.00
11. LORETTA S. BOLLING	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Green and Ms. Bolling, retirees, will each continue to work as a Contract Services Specialist I (Human Resources Section). They will be responsible for conducting final processing and hiring for new police officer applications, conducting fingerprinting and scheduling appointments for applicants, and reviewing case folders to determine if required documents are valid. In addition, Mr. Green and Ms. Bolling will conduct all aspects of the hiring process including review of the benefits package and assist out-of-state applicants to acquire housing for employment with the agency. The period of the Agreement is March 27, 2014 through March 26, 2015.

12. MICHAEL F. BAPTIST	\$14.42	\$30,000.00
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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 and special enforcement officers and promotional candidates and conducting local, state, and national records and warrant checks. Mr. Baptist will also investigate references and conduct neighborhood canvasses, summarize into files, advise of the results of the investigations, and make recommendation of the candidate. The period of the Agreement is April 6, 2014 through April 5, 2015.

MINUTES**PERSONNEL**Police Department - cont'dHourly RateAmount

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.

Fire Department

13. **JOANN McDANIELS** \$22.53 **\$27,040.00**

Account: 1001-000000-2101-619400-601009

Ms. McDaniels will work as a Contract Services Specialist I. Her duties will include, but are not limited to interviewing visitors, answering complaints, answering calls and providing information regarding office policies and procedures, maintaining a variety of files, and updating and maintaining multiple databases. The period of the Agreement is April 9, 2014 through April 8, 2015.

14. Reclassify Position No. 12586:

From: Word Processing Operator
Job Code: 33257
Grade: 075 (\$26,842.00 - \$30,511.00)

To: HR Assistant I
Job Code: 33681
Grade: 081 (\$30,827.00 - \$36,522.00)

MINUTES

PERSONNELFire Department - cont'd

Cost: \$9,197.00 - 1001-000000-2101-225900-601001

Department of Public Works, Bureau of Water & Wastewater15. a. Abolish the following Positions:

Job Nos.: 5471-22696 & 5471-22697
Job Code: 53515
Classification: Utilities Installer Repair III
Grade: 428 (\$30,260.00 - \$32,912.00)

b. Create the following Position:

Job Code: 33672
Classification: Training Officer I
Grade: 111 (\$42,500.00 - \$61,700.00)
Job No.: To Be Determined BBMR

Cost: (\$28,620.00) - 2071-000000-5471-609200-601001

16. Reclassify the following 14 New Positions:

Job Nos.: 5471-49981, 5471-49982, 5471-49983, 5471-49984,
5471-49985, 5471-49986, 5471-49987, 5471-49988, 5471-49989,
& 5471-49990

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: Collections Representative I
Job Code: 34253
Grade: 080 - (\$29,930.00 - \$35,208.00)

MINUTES

PERSONNELDPW - cont'dJob Nos.: 5471-49969, 5471-49970, 5471-49971, & 5471-49972

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: Liaison Officer I
Job Code: 31420
Grade: 090 (\$43,112.00 - \$52,398.00)

Cost: \$733,462.00 - 2071-000000-5471-609400-601001

Sheriff's Office17. Reclassify the following Position:

From: Officer, Court Security
Job Code: 00826
Grade: 085 (\$35,253.00 - \$42,478.00)
Position Nos.: 1181-24733, 1181-24743, 1181-46743,
1181-46765, 1181-46770

To: Process Server
Job Code: 01425
Grade: 085 (\$35,253.00 - \$42,478.00)

There are no costs associated with this action.

Sheriff's Office18. Reclassify the following Positions:

From: Officer, Court Security
Job Code: 00826
Grade: 085 (\$35,253.00 - \$42,478.00)
Position Nos.: 1181-24734, 1181-46745, 1181-46750,
1181-46753, 1181-46754, 1181-24742, 1181-24748

MINUTES

PERSONNELSheriff's Office - cont'd

To: Administrative Aide
Job Code: 00068
Grade: 085 (\$35,253.00 - \$42,478.00)

There are no costs associated with this action.

19. a. Create the following Non-Civil Service Classifications:

Classification: Domestic Violence Clerk
Job Code: 01427
Grade: 213 (\$35,840.00 - \$56,674.00)

Classification: Domestic Violence Advocate
Job Code: 01428
Grade: 213 (\$35,840.00 - \$56,674.00)

b. Create the following Positions:2 Positions:

Domestic Violence Clerk
Job Code: 01427
Grade: 213 (\$35,840.00 - \$56,674.00)
Job Nos.: to be determined by BBMR

2 Positions:

Domestic Violence Advocate
Job Code: 01428
Grade: 213 (\$35,840.00 - \$56,674.00)
Job Nos.: to be determined by BBMR

Cost: \$143,360.00 - 1001-000000-1182-138800-601001

MINUTES

PERSONNELSheriff's Office - cont'd20.a. Re-Create the following Class:

00809 - Training Coordinator
Grade: 085 (\$35,253.00 - \$42,478.00)

b. Reclassify Position No. 46761:

From: Officer, Court Security
Job Code: 00826
Grade: 085 (\$35,253.00 - \$42,478.00)

To: Training Coordinator
Job Code: 00809
Grade: 085 (\$35,253.00 - \$42,478.00)

There are no costs associated with this action.

Department of Housing and Community Development

21. Administrative Officer I
Job Code: 31101
Grade: 111 (\$42,500.00 - \$61,700.00)

Cost: \$63,777.75 - 1001-000000-5832-179300-601001

22. Reclassify the following Position:

From: Office Assistant III
Job Code: 00708
Grade: 078 (\$28,517.00 - \$32,886.00)

MINUTES

PERSONNELDHCD - cont'd

To: Contract Administrator I
Job Code: 72411
Grade: 085 (\$33,253.00 - \$42,478.00)
Job No. 30444

Cost: \$6,426.98 - 2089-208914-5930-599600-601001

Fire & Police Employees' Retirement Systems23. a. Create the following New Position:

Retirement Benefits Analyst I
Job Code: 33631
Grade: 089 (\$41,351.00 - \$50,206.00)
(Job No.: to be determined by BBMR)

b. Reclassify the following Four Positions:1. Job No. Position No. 1540-41208 (Vacant)

From: Secretary II
Job Code: 33232
Grade: 078 (\$28,517.00 - \$32,886.00)

To: Secretary III
Job Code: 33233
Grade: 084 (\$34,180.00 - \$40,794.00)

2. Job No. 1540-12056 (Vacant)

From: Lead Applications Systems
Analyst/Programmer
Job Code: 33103
Grade: 118 (\$60,000.00 - \$85,500.00)

To: Classification - Network Engineer
Job Code: 33192
Grade: 115 (\$52,000.00 - \$73,600.00)

MINUTES

PERSONNELFire & Police Employees' Retirement Systems - cont'd3. Job No. 1540-47184

From: Public Information Officer II
Job Code: 33412
Grade: 089 (\$41,351.00 - \$50,206.00)

To: Public Information Officer III
Job Code: 33413
Grade: 110 (\$40,800.00 - \$57,900.00)

4. Job No. 1540-12063

From: Office Supervisor
Job Code: 33215
Grade: 084 (\$34,180.00 - \$40,794.00)

To: Records and Payroll Manager
Job Code: 33267
Grade: 111 (\$42,500.00 - \$61,700.00)

Cost: \$62,292.00 - 6000-604114-1540-171400-601001
10,006.00 - (RBA I, R&PM, Sec. III and PIO III)
7,343.00
7,235.00
\$86,876.00

Cost: (\$10,219.00) - 6000-604114-1540-171400-601001
Network Engineer

MINUTES**PERSONNEL**Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
24. MARK BENSON	\$32.00	\$60,800.00

Account: 2051-000000-1981-194600-601009

Mr. Benson will work as a Contract Services Specialist II (Energy Project Engineer). He will be conducting energy assessments of the City buildings to identify economic opportunities for reducing utility use and providing attractive payback for assessment for light, HVAC, appliances, renewable or other energy generation applications. He will maximize the utilization of grants and rebate programs as well as other sources of funds to pay for the projects or develop new opportunities. He will also perform assessments for non-City buildings for non-profits, churches, and schools; develop designs, cost estimates, payback, ROI, and develop budgets and schedules for projects he has developed and received funds to implement, etc. The period of the Agreement is effective upon Board approval for one year.

Department of Recreation and Parks

25. GEORGE GHEE	\$10.00	\$20,800.00
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Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will continue to work as a Motor Vehicle Driver. His duties will include, but will not be limited to driving City vehicles (cars and vans) to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities and deliver vehicles to the repair shop for routine preventive and necessary maintenance. He will ensure that the vehicles are clean, fueled, and meet the City's standards for safe and efficient operation. The period of the Agreement is March 27, 2014 through March 26, 2015.

MINUTES

PERSONNELDepartment of Recreation and Parks - cont'dHourly RateAmount

**THE DEPARTMENT IS REQUESTING A WAIVER OF AM 212-1, PART I,
ON THE TOTAL AMOUNT OF HOURS A RETIREE MAY WORK.**

26. **VICTOR MIRANDA** \$23.00 **\$11,500.00**

Account: 1001-000000-4783-583800-601009

Mr. Miranda will work as a Contract Services Specialist II (Environmental Conservation Analyst). His duties will include, but will not be limited to collecting and tracking tree planting data, providing maintenance for the TreeBaltimore Program's nursery, and assisting with educational and volunteer outreach. Mr. Miranda will also provide expertise and labor alongside the Department's non-profit partners during tree planting and maintenance events, coordinate implementation of forest conservation plans, and serve as the Department's representative in the City's efforts to procure and implement a City-wide GIS-based tree inventory system. The period of the Agreement is effective upon Board approval for 25 weeks.

Department of Human Resources

27. **ANGELA S. SMITH** \$48.73 **\$32,650.00**

Account: 1001-000000-1601-172500-601009

Ms. Smith, retiree, will serve as a Contract Specialist I Special Assistant to the Director. The salary shows a 2% increase from the previous contract. She will be responsible for acting as a lead worker on special projects; planning, organizing and directing project activity; researching, composing, and preparing special reports, correspondence and other written communication and acting as a Human Resource Consultant to agencies. The period of the Agreement is April 14, 2014 for one year.

MINUTES

Bureau of the Budget and - Special Fund Appropriation
Management Research Adjustment Order

ACTION REQUESTED OF B/E:

The Board is requested to approve a Special Fund Appropriation Adjustment Order (AAO) to transfer special funds from the Baltimore City Health Department, Service 715 (Health Administration) to the Baltimore City Health Department, Service 308 (Maternal and Child Health).

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - From: 6000-600014-3001-568000-406001
Health Department, Service 715
Unallocated Special Grant Funds

To: 6000-619014-3080-290700-406001
Health Department, Service 308
Weight Watchers Grant

The source of funds is a grant award from Weight Watchers International, Inc. which was approved by the Board on March 5, 2014.

BACKGROUND/EXPLANATION:

The AAO will provide funding to expand the B'more Fit for Healthy Babies Program. Initially, special funding was appropriated within an unallocated special fund account in the Fiscal 2014 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant award.

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved a Special Fund Appropriation Adjustment Order to transfer special funds from the Baltimore City Health Department, Service 715 (Health Administration0 to the Baltimore City Health Department, Service 308 (Maternal and Child Health).

MINUTESHealth Department - Agreements and Acceptance of a Grant Award

The Board is requested to approve and authorize execution of the various Agreements and authorize acceptance of a Grant Award.

AGREEMENTS

1. BALTIMORE CITY BOARD OF SCHOOL COMMISSIONERS **\$10,000,689.00**

Account: 6000-624914-3100-295900-406001

The Baltimore City Public School System, with the assistance of the Baltimore City Health Department, will provide adequate and appropriate School Health Suite Services and School-based Health Center services. The period of the Agreement is July 1, 2013 through June 30, 2014.

The agreement is late because additional time was necessary to review the agreement.

2. HEALTHY TEEN NETWORK, INC. **\$ 16,750.00**

Account: 6000-626614-3080-292300-603018	\$ 15,000.00
6000-626614-3080-292301-603018	\$ 1,750.00

The organization will collaborate with the Department to develop strategic messages targeting young males and parents to better engage them in sexual and reproductive health decisions. The period of the agreement is January 30, 2013 through September 30, 2014.

The agreement is late because the original agreement was misplaced during the routing process. A new agreement was prepared.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

3. **UNIVERSITY OF MARYLAND,
BALTIMORE (UMB)** **\$ 21,945.33**

Account: 4000-499513-3031-579200-404001

The UMB's School of Nursing will provide support in an EPA grant funded project: Reducing Asthma in Baltimore.

The provider's assistance entails development of educational modules an evaluation tools, and integration of environmental asthma management education into the curriculum for nursing students in both classroom and community learning venues. The period of the agreement is August 01, 2013 through July 31, 2014.

The agreement is late because of changes in the grant award and revisions to the budget.

4. **THE MILLENNIUM HEALTH & HUMAN SERVICES
DEVELOPMENT CORPORATION, INC.** **\$ 36,690.00**

Account: 5000-530314-3041-605800-603051

The organization will work with the Department to provide community education to reduce tobacco use among students and young adults; promote cessation services; and reduce secondhand smoke exposure. The period of the Agreement is July 1, 2013 through June 30, 2014.

The agreement is late because the grant application was not approved by the grantor until October 2013. The sub-grants went out in mid-November and vendors were selected on December 19, 2013.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

GRANT AWARD

5. GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP) \$561,426.00

Account: 5000-569414-3160-308600-405001

The GOCCP has awarded to the Department a grant entitled "Violence Prevention." The Department's Violence Prevention Initiative addresses high incidents of crime in the City. The initiative utilizes an innovative crime prevention and law enforcement strategy. This strategy that supports timely and accurate intelligence, coalition participation, community commitment, modern technology, and solid offender prosecutions. The grant funds will be used to provide for contractual services, travel, and other related expenses. The period of the grant is January 1, 2014 through September 30, 2016.

The grant is late because it was recently received from the grantor.

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements and Grant Award Special Conditions.

MINUTES

Health Department - Ratification of Contractual Agreements

The Board is requested to ratify the Contractual Agreements with the Associated Black Charities, Inc. (ABC), the Administrative Fiscal Agent for Ryan White Part A. The ABC provides funding to the Health Department to support underserved minority and hard-to-reach populations. The agreements are for the period March 1, 2013 through February 28, 2014.

<u>Services</u>	<u>Contract No.</u>	<u>Amount</u>
1. STD CLINIC	13-2497	\$874,898.00

Account: 4000-427713-3023-599613-600000

The Department utilized these funds to ensure the continued accessibility and availability of comprehensive mental health and substance abuse services, and primary medical care. The Department also provides medically necessary short-term medical supplies and medication, HIV outpatient medical treatment, client advocacy services and transportation assistance to persons living with HIV/AIDS.

2. DENTAL	13-2498	\$139,246.00
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Account: 4000-427714-3023-599614-404001

The Department utilized these funds to provide urgent and basic oral health care to new and returning low income, uninsured and underinsured persons with HIV/AIDS referred to the Department's Dental clinics.

3. STD PREVENTION/MINORITY AIDS INITIATIVE	13-2622MAI	\$ 52,832.00
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Account: 4000-498714-3023-606104-404001

The Department utilized funds to expand the number of HIV-positive persons linked to care by offering care linkage and transportation services to clients who are newly diagnosed with HIV or previously diagnosed and have dropped out of care.

MINUTES

Health Department - cont'd

<u>Services</u>	<u>Contract No.</u>	<u>Amount</u>
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The clients are identified through outreach and clinical services. The Outreach Program offers STD/HIV counseling and testing during the morning, afternoon, evening and weekend hours on street corners, fixes sites, and testing events. The clients are also identified through the Needle Exchange Program.

4. STD PREVENTION	13-2622	\$ 75,906.00
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Account: 4000-427714-3023-599604-404001

The Department utilized funds to expand the number of HIV-positive persons linked to care by addressing the complex social, logistical, and service barriers faced by their clients as they attempt to access health care services.

The Contractual Agreements are late because of an extensive bidding process conducted through the Bureau of Purchases for a Fiscal Agent to administer Ryan White Part A funds. This created delays in sub-grantee contract negotiations. The award was eventually made to the ABC on September 19, 2013. However, the ABC did not finalize agreements with the Department until February 19, 2014.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Contractual Agreement with the Associated Black Charities, Inc., the Administrative Fiscal Agent for Ryan White Part A.

MINUTESHealth Department - Ratification of Services**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services provided and approve and authorize an expenditure of funds to pay the Hearing and Speech Agency of Metropolitan Baltimore, Inc. (HASA) for outstanding invoices. The services were provided for the period of July 1, 2012 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$4,774.00 - 4000-427113-3080-294395-603051

BACKGROUND/EXPLANATION:

On December 5, 2013, the Board approved the original agreement with the HASA, in the amount of \$74,140.00, for the period July 1, 2012 through June 30, 2013.

Due to an increased need for evaluation services during the month of June 2013, when Baltimore City Public School providers were not available, the Program Manager requested the HASA to provide additional services. The additional services were provided for the period of July 1, 2012 through June 30, 2013. It was too late to amend the original agreement at that time.

The request is late because the Department was waiting for a revised invoice.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board ratified the services provide and approved and authorized an expenditure of funds to pay the Hearing and Speech Agency of Metropolitan Baltimore, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subscription Agreement with Greenspring Global Partners VI, L.P. managed by Greenspring Associates, Inc.

AMOUNT OF MONEY AND SOURCE:

\$7,500,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

F&P funds of approximately \$7,500,000.00 will be invested in Greenspring Global Partners VI, L.P., a venture capital fund-of-funds.

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 receive and allocate a total of \$15,000,000.00 between two funds under its management which are now accepting new investments. Greenspring Global Partners, VI, L.P. and Greenspring Secondaries Fund I, L.P. Investment by the F&P in both funds are now submitted to the Board for your consideration. 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 Global Partners VI, L.P. managed by Greenspring Associates, Inc. The Comptroller **ABSTAINED**.

MINUTES

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

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$7,500,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

F&P funds of approximately \$7,500,000.00 will be invested in Greenspring Secondaries Fund I, L.P., a venture capital fund-of-funds.

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 receive and allocate a total of \$15,000,000.00 between two funds under its management which are now accepting new investments. Greenspring Global Partners, VI, L.P. and Greenspring Secondaries Fund I, L.P. Investment by F&P in both funds are now submitted to the Board for your consideration. 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 I, L.P. managed by Greenspring Associates, Inc. The Comptroller **ABSTAINED**.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Rummel, Klepper & Kahl, LLP (RK&K).

AMOUNT OF MONEY AND SOURCE:

\$250,000.00

BACKGROUND/EXPLANATION:

On October 12, 2011, the Board approved the agreement in the amount of \$2,000,000.00 with RK&K to assist the Transportation Engineering & Construction Division in managing various Capital Improvement Projects under Project No. 1161, On-Call Construction Project Management Services for a three-year period.

The Department is now requesting the Board approve Amendment No. 1 to Agreement to allow for an increase to the upset limit by \$250,000.00 to fully complete assigned tasks. This approval will increase the upset limit of \$2,250,000.00.

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

UPON MOTION duly made and seconded, the Board Deferred the Amendment No. 1 to Agreement with Rummel, Klepper & Kahl, LLP.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 20, to STV, Inc./PB Americas (Joint Venture) under Project 1161, On-Call Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$199,330.10 - 9950-902454-9508-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for a Senior Construction Inspector for Reisterstown Road Streetscape Project TR 05309.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS AT 27% FOR MBE AND 9% FOR WBE.

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. 20, to STV, Inc./PB Americas (Joint Venture) under Project 1161, On-Call Construction Management Services.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Human Resources</u>			
1. Margo Bruner	Employee Assistance Roundtable Chicago, IL Apr. 27 - 30, 2014	General Funds	\$1,065.00
The airfare was paid by the credit card assigned to Ms. Wanda L. Carrington. The amount to be disbursed to Ms. Bruner will be \$771.00.			
<u>Health Department</u>			
2. Catherine Carey	Training of Quality Leaders Kansas City, MO May 5 - 8, 2014	Ryan White	\$ 828.86
The airfare was paid by credit card assigned to Ms. Jacquelyn Duval-Harvey. The amount to be disbursed to Ms. Carey will be \$596.86.			
3. Rodrique Sumpter	Conference on Social Work & HIV/AIDS Denver, CO May 22 - 26, 2014 (Reg. Fee \$200.00)	Federal	\$1,596.01
The airfare was paid by credit card assigned to Ms. Jacquelyn Duval-Harvey. The amount to be disbursed to Mr. Sumpter will be \$1,202.01.			

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Law</u>			
4. George A. Nilson Matthew W. Nayden	International Municipal Lawyers Association (IMLA) Anchorage, AK May 15 - 27, 2014 (Reg. Fee \$250.00 ea.)	Gen Funds	\$4,267.60

The standard subsistence rate is \$129.00 per day. The hotel rate is \$169.00 per night plus a \$101.40 hotel tax. The Department of Law is requesting additional subsistence in the amount of \$40.00 per day for five days to cover the hotel accommodations, and \$40.00 per day for five days to cover the cost of food. The additional funds totaling \$400.00 have been added to the total.

The IMLA Mid-Year Seminar in Anchorage, Alaska will be held from May 17 through May 20, 2014. All expenses incurred after the end of the conference on May 20, 2014 are the sole responsibility of the attendees.

The Board, UPON MOTION duly made and seconded, approved the aforementioned travel requests. The City Solicitor **ABSTAINED** on item no. 4.

MINUTES

PROPOSAL AND SPECIFICATIONS

Department of Public Works/
Bureau of Water & Wastewater

- SC 7764, Race Street Culvert
Replacement and Rehabilitation

BIDS TO BE RECV'D: 05/14/2014

BIDS TO BE OPENED: 05/14/2014

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.

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

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MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Purchases

- B50003392, TV25 Master
Control Upgrade Equipment
BIDS TO BE RECV'D:04/02/2014
BIDS TO BE OPENED: 04/02/2014

MINUTES

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

<u>Bureau of Purchases</u>	- B50003309, Audio Visual Video Upgrade Equipment for City <u>Council Chambers</u>
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Contract Video Specialists
Nelson White Systems, Inc.

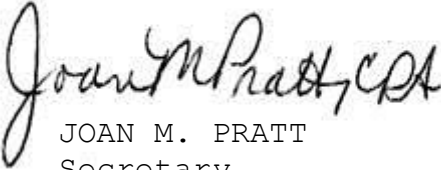
<u>Bureau of Purchases</u>	- B50003414, Automotive Starters & Alternators
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The Best Battery Co., Inc.

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 2, 2014.


JOAN M. PRATT
Secretary