

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
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

ANNOUNCEMENT

Deputy Comptroller: "Good morning. Um -- It is now 8:45 a.m. and because the City offices were closed on Monday ah-- the deadline for protests has been extended to 8:45 a.m. Is anyone present who has not submitted a protest who would like to do so? Thank you, no response."

The meeting was called to order by the President.

President: "Good morning. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. I will direct the Board members attention to the memorandum from my office dated January 20, 2015, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

Deputy City Solicitor: "I Move the approval 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 COMMISSIONS1. 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:

Apex Companies, LLC	\$ 172,845,000.00
BMW Construction Specialists, Inc.	\$ 7,974,000.00
Carter Paving & Excavating, Inc.	\$ 1,500,000.00
d/b/a Carter Site Services	
Clean Venture, Inc.	\$ 57,249,000.00
Eastern Highway Specialists, Inc.	\$ 5,301,000.00
Economic International Construction Company, Inc.	\$ 1,500,000.00
Flynn Mid-Atlantic LP d/b/a Flynn Control Roofing & Sheet Metal	\$ 8,000,000.00
Gabe's Services, Inc.	\$ 8,000,000.00
Guardrails, etc., Inc.	\$ 8,000,000.00
HASCON, LLC	\$ 7,155,000.00
L.J. Brossoit and Sons, Inc.	\$ 1,500,000.00
Mermaid Construction Company, Inc.	\$ 315,000.00
North Point Builders, Inc.	\$ 8,000,000.00
Plano-Coudon, LLC	\$ 8,000,000.00
Richard E. Pierson Construction Co, Inc.	\$ 95,247,000.00
Sabre Demolition Corporation	\$ 22,977,000.00
Weeks Marine, Inc. and Subsidiaries	\$1,407,150,000.00

MINUTES

BOARDS AND COMMISSIONS - cont'd2. 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:

Dhillon Engineering, Inc.	Architect Engineer
EA Engineering, Science, and Technology, Inc., PBC	Engineer
EMA, Inc.	Engineer
SZ PM Consultants, Inc.	Engineer
Shah & Associates, Inc.	Engineer
Site Resources, Inc.	Landscape Architect Engineer

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
Dept. of Housing and Community - Condemnations or Development (DHCD) Redemption/Extinguish			
1. Chester J. Krasniewski and Philomena Krasniewski	2212 Ashland Ave.	G/R \$ 60.00	\$400.00
2. Claude K. Fowble	909 N. Chester St.	G/R \$ 34.50	\$287.50
3. Unknown	955 N. Chester St.	G/R \$ 34.50	\$287.50
4. Hymen Alpert (Deceased)	949 N. Collington Ave.	G/R \$120.00	\$800.00
5. Doris K. Jeffreys	2208 E. Eager St.	G/R \$ 42.00	\$280.00
6. Unknown	2216 E. Eager St.	G/R \$ 48.00	\$320.00
7. Joseph F. Benik	2226 E. Eager St.	G/R \$ 78.00	\$520.00
8. Luzerne Realty, LLC	924 N. Duncan St.	G/R \$72.00	\$480.00
9. Joyce R. Kulishek	939 N. Duncan St.	G/R \$36.00	\$240.00
10. Unknown	904 N. Madeira St.	G/R \$ 30.00	\$200.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Redemption/Extinguish - cont'd</u>			
11. John Benedict and Ottila Mannion	912 N. Madeira St.	G/R \$ 48.00	\$320.00
12. Dora C. Kammer	930 N. Patterson Park Ave.	G/R \$ 40.00	\$ 267.00

Funds are available in account 9910-906409-9588-900000-704040, East Baltimore Development Initiative Project, Phase II.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for the above-listed properties.

UPON MOTION duly made and seconded, the Board approved the acquisition of the ground rent interest by condemnation, or in the alternative, SUBJECT to the approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent/s interest for the foregoing properties.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and the Transfer of Funds

listed on the following pages:

147 - 148

All of the EWOs had been reviewed and approved

by the Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation

1. EWO #001, \$204,000.00 - TR 13304, Resurfacing Highways at
Various Locations NE - Sector I

\$2,819,492.78 - M. Luis Construc- - -
tion Co., Inc.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$285,279.90	9950-944002-9507	
Federal	Constr. Reserve	
	Reserve for	
	Closeouts	
71,319.98	Neighborhood Street	
<u>GF (HUR)</u>	Reconstruction	
\$356,599.88	-----	9950-906855-9514-2
		Contingencies -
		Federal Resurfacing
		Highways NE I

This transfer will cover the deficit and fund the costs associated with change order no. 1 to project TR 13304, Resurfacing Highways at Various Locations NE - Sector I with M. Luis Construction Co., Inc.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

3. EWO #002, (\$137,428.93) - TR 05032, Newkirk Street Reconstruction from Keith Ave. to Boston St.
-
- | | | | | |
|----------------|------------|--------------------------------------|---|---|
| \$1,776,837.31 | \$5,000.00 | Monumental Paving & Excavating, Inc. | - | - |
|----------------|------------|--------------------------------------|---|---|

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

4. EWO # 003, (\$1,686.84) - TR 10311R, Historic Preservation and Traffic Improvements Along Liberty Heights Avenue in Druid Hill Park
-
- | | | | | |
|----------------|----------------|---------------------------------|-----|---|
| \$2,968,166.90 | (\$133,002.18) | Henry H. Lewis Contractors, LLC | 180 | - |
|----------------|----------------|---------------------------------|-----|---|

This authorization is to delete items in the contract and to substitute items without material which include the transformer pad, the fire hydrant, and the air/vacuum release vault. The time extension is needed to complete landscaping and paving work surrounding the area due to the vertical construction. The new completion date will be July 15, 2015.

5. EWO #004, \$0.00 - TR 12016, Utility Locating Test Holes for Engineering Projects
-
- | | | | | |
|---------------|---------------|----------------|------|---|
| \$ 461,400.00 | (\$ 1,527.36) | Accumark, Inc. | 60 | - |
| | | | Days | |

This authorization is necessary because the contract was bid as a task order with no designed areas of work. The 60 days is necessary to complete all work.

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 for the sale of the property located at 1017 Boyd Street to Baltimore Green Space, Developer.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Purchase Price

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires, and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

In an effort to further the Mayor's Cleaner Greener Initiative, as well as the new Sustainability Plan, which calls on the City to "develop and support a land trust to help communities retain control of appropriate open space, upon their commitment to maintain the space." The DHCD is seeking approval for the transfer of the community managed open space located at 1017 Boyd Street, which has been used by the Hollins Market community for the past sixteen years as a community garden.

The transfer of 1017 Boyd Street into a land trust, whose sole purpose is to ensure the preservation of the community managed open space, represents a cost-effective way to provide neighborhoods with amenities such as community gardens and other beautification and recreational spaces. Through their own labor and investments as well as outside funding, the residents increase property values while creating social and environmental benefits.

MINUTES

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

The assessed value of the lot is \$22,300.00. The sale of the property to a land trust below the assessed value is reflective of the City's understanding that community managed open spaces serve a specific benefit to the immediate community, eliminate blight, and provide the neighborhoods with amenities such as community gardens and other beautification and recreational spaces.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement for the sale of the property located at 1017 Boyd Street to Baltimore Green Space.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Community Development Block Grant (CDBG) Agreement with Coppin Heights Community Development Corporation, Inc. The period of the CDBG Agreement is October 1, 2014 through September 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$40,000.00 - 2089-208915-5930-426526-603051

BACKGROUND/EXPLANATION:

The organization is dedicated to being a catalyst to stimulate economic development within the Greater Coppin Heights/Rosemont community by offering The Tool Box For Financial Fitness (TBFF) financial literacy program. The TBFF program aims to combat financial literacy, evictions, and foreclosures in Baltimore City by providing skills to low to moderate-income residents to manage their money, make sound financial decisions, and decrease their debt.

On April 30, 2014, 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 2014 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2014 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

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 Community Development Block Grant Agreement with Coppin Heights Community Development Corporation, Inc. The Comptroller **ABSTAINED**.

MINUTES

Mayor's Office of Employment - Sub-recipient Contractual
Development (MOED) Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Sub-recipient Contractual Agreement with VSP at Sinai Hospital of Baltimore (VSP) for professional services. The period of the Agreement is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$136,068.00 - 4000-806415-6313-497805-603051

BACKGROUND/EXPLANATION:

The purpose of this Agreement is to secure the services of the Subcontractor to recruit and enroll at least twenty-five Workforce Investment Act eligible out-of-school Baltimore City youth and young adults, eighteen to twenty-one years of age. The Subcontractor will prepare and/or transition those youth to employment and/or post-secondary training in the healthcare industry career path. Job placement and job retention services will also be provided.

The Agreement is late because of the late submission of information by the Subcontractor.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTIONS.

APPROVED FOR FUNDS BY FINANCE.

MINUTES

MOED - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sub-recipient Contractual Agreement with VSP at Sinai Hospital of Baltimore for professional services.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the Memorandum of Understanding (MOU) for FY 2014-2016 with the Baltimore City Police Department:

 Fraternal Order of Police, Inc. Unit I,
 Police Officers, Police Agents and Flight Officers

AMOUNT OF MONEY AND SOURCE:

Wage increases for employees covered by the MOU are included in the budget for the Baltimore Police Department.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance, the Office of the Labor Commissioner has concluded negotiations with the Fraternal Order of Police, Inc. Unit I. The results of the negotiations have been reduced to writing in the MOU covering FY 2014-2016.

MBE/WBE PARTICIPATION:

N/A

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 Labor Commissioner to review and comment directly to Ms. Trueheart.

Kim A. Trueheart

January 21, 2015

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 various Departments and Agencies under her leadership and direction.

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 13, Office of the Labor Commissioner – Memoranda of Understanding (FY 2014 – 2016 with the Baltimore City Police Department), if approved:
 - i. Please clarify whether this agreement is with the Baltimore City Police Department or the Fraternal Order of Police, Inc. Unit 1.
 - ii. The underlying negotiations are incomplete as they have failed to include the results of essential, citizen demands for concessions from the Fraternal Order of Police, Inc. Unit 1 that ameliorate the onerous restrictions on disciplinary actions allowable by the Police Commissioner when officers are found guilty of misconduct resulting misdemeanor and/or felonious acts while on duty;
 - iii. The Labor Commissioner has failed to act in good faith on behalf of the citizens of Baltimore City who have and currently disapprove of the existing terms of this and previous labor agreements negotiated since 1979;
 - iv. The terms of this MOU appear to be unreasonable and outrageous considering the egregious misconduct by some police officers which remains uncorrected or unmitigated without the benefit of an acceptable method of recourse to correct the offensive behavior.
3. How the protestant will be harmed by the proposed Board of Estimates' action: The MOU must reflect an honest attempt by this administration to install adequate oversight, accountability of the Police Department's human capital in ways that instill trust, confidence and integrity. This MOU fails to serve the citizens of Baltimore by rewarding the status quo without providing sufficient checks and controls to correct rogue and harmful behaviors of some police officers. This small group of employees

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

will benefit from the proposed changes which adjust some aspects of the onerous Law Enforcement Bill of Rights while several other deleterious aspects remain in total opposition of the growing outrage and utter dissatisfaction by Baltimore's citizens, including me. 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 the continued wasteful spending and lost opportunities that persist.

4. The remedy I seek and respectfully request is that this action shall not be NOTED as received on the routine agenda and that the Labor Commission be directed to continue negotiations to address the onerous aspects which appear to have been ignored. I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on January 21, 2015.

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

Office of the Labor Commissioner - cont'd

UPON MOTION duly made and seconded, the Board **NOTED** the Memorandum of Understanding for FY 2014-2016 with the Baltimore City Police Department, Fraternal Order of Police, Inc. Unit I, Police Officers, Police Agents and Flight Officers.

MINUTES

Parking Authority for - Software Integration and Web
Baltimore City (PABC) Design Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Software Integration and Web Design Services Agreement with Interface Media Group, Inc. (IMG). The scope of work is to be performed within 60 days of the effective date. The hosting agreement is for 5 years.

AMOUNT OF MONEY AND SOURCE:

\$24,525.00 - 2076-000000-2321-253300-607001

BACKGROUND/EXPLANATION:

The PABC has been utilizing IntegraPark's Paris software to manage the accounts of all monthly parkers for more than 10 years. Recent versions of the Paris software provide a back-end that allows parkers to pay for parking online. To utilize that back-end, a customized integration of a website and payment portal is required. This Agreement will provide for design of the website that parking customers will utilize, and a payment portal that will integrate the PABC's Paris software. The agreement will take effect ten days after the date of the Board's approval. After the integration it will be hosted by IMG.

The PABC issued a Request for Proposals for these services. Three vendors responded to the RFP. The IMG proposal was determined to be the most advantageous to the PABC and was the least expensive. The IMG proposal was recommended to the PABC Board of Directors which approved the negotiation of this agreement.

APPROVED FOR FUNDS BY FINANCE

MINUTES

PABC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Software Integration and Web Design Services Agreement with Interface Media Group, Inc.

MINUTESMayor's Office of Human Services - Agreements

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

1. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$ 96,963.50**

Account: 4000-496214-3573-591406-603051

The ACC will provide support services to five homeless households. The support services provided include, but are not limited to case management and transportation support. The period of the Agreement is December 1, 2014 through November 30, 2015.

2. **THE WOMEN'S HOUSING COALITION, INC. (WHC)** **\$ 55,062.00**

Account: 4000-496215-3573-591435-603051

The WHC will provide housing assistance and support services to 18 individuals. The period of the Agreement is July 1, 2014 through June 30, 2015.

The Agreements are late because of delays at the administrative level.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of Human Services - Correction to Board Memo

ACTION REQUESTED OF B/E:

The Board is requested to approve the correction of the allocation of funds and account numbers of a previously approved Grant Agreement with Paul's Place, Inc.

AMOUNT OF MONEY AND SOURCE:

Approved amount and account number:

\$96,338.00 - 4000-480015-3572-333646-603051

Correct allocation and account numbers:

\$31,138.00 - 5000-523115-3571-333746-603051

65,200.00 - 4000-480015-3572-333646-603051

\$96,338.00

BACKGROUND/EXPLANATION:

On December 17, 2014, the Board approved the Grant Agreement in the amount of \$96,338.00 with Paul's Place, Inc. The full amount and source of funds was allocated to the Emergency Solutions Grant. This request is to correct the allocation of the award and budget account numbers. The allocation of \$31,138.00 should have been from the Homeless Prevention Program grant and the remaining \$65,200.00 of funding should have been from the Emergency Solutions grant. This request is necessary to make the corrections. All other terms and conditions of the Grant Agreement will remain unchanged.

The agency apologizes for this error.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Mayor's Office of Human Services - cont'd

UPON MOTION duly made and seconded, the Board approved the correction of the allocation of funds and account numbers of a previously approved Grant Agreement with Paul's Place, Inc.

MINUTES

Department of Transportation - Escrow Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Escrow Agreement with Greyhound Lines, Inc. and Manufacturers and Traders Trust Company, Escrow Agent. The period of the Board Agreement is effective upon Board approval until the City exercises a written release of the Escrow Account.

AMOUNT OF MONEY AND SOURCE:

\$3,868,375.35 - 9950-906645-9527-000000-490375

BACKGROUND/EXPLANATION:

On January 15, 2014, the Board approved a Funding Agreement for Greyhound Lines, Inc. to establish the framework for the funding responsibilities for Contract No. TR11320 Greyhound Intermodal Terminal which includes construction of a new bus and transit passenger terminal.

The Department of Transportation, Greyhound Lines, Inc. and Manufacturers and Traders Trust Company seek approval of an Escrow Agreement for the purpose of satisfying the requirement in the Funding Agreement that Greyhound Lines, Inc. establish an Escrow Account.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Escrow Agreement with Greyhound Lines, Inc. and Manufacturers and Traders Trust Company.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with City Arts II Limited Partnership. The period of the Traffic Mitigation Agreement is effective upon Board approval until termination is deemed in writing by the Department.

AMOUNT OF MONEY AND SOURCE:

\$8,568.51 - 9950-909095-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the City Arts II located at 1700 Greenmount Avenue constructing 60 apartment units and related amenity space. The Developer will make a one-time contribution in the amount of \$8,568.51 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with City Arts II Limited Partnership.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Calvert Federal, LLC. The period of the Traffic Mitigation Agreement is effective upon Board approval until termination is deemed in writing by the Department.

AMOUNT OF MONEY AND SOURCE:

\$33,192.84 - 9950-909092-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the 1525 North Calvert Office Building a 62,400 sq. ft. office building located at 1525 North Calvert Street. The Developer will make a one-time contribution in the amount of \$33,192.84 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Calvert Federal, LLC.

MINUTESDepartment of Transportation - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 12 to Sabra Wang & Associates, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$113,218.64 - 9960-904648-9557-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for additional engineering services in connection with TR 11013 - Loch Raven Watershed Culvert Repair, Replacement and Resurfacing Phase 1. The scope of services includes but is not limited to 1) detour design; 2) maintenance of traffic design for Dulaney Valley Road design; 3) temporary traffic signals; 4) erosion and sediment control design/permitting; 5) meetings; 6) Phoenix Road emergency repairs; 7) update culverts that need to be embedded 1 ft., and 8) post award (Phase V) design services and 9) exclusions.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 9%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTESDepartment of Transportation - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$115,217.20	9960-906068-9558	
Rev. Bonds	Constr. Reserve	
	Watershed Road &	
	Culvert Maint.	
84,782.80	"	"
<u>Counties</u>		
\$200,000.00		
\$113,218.64	-----	9960-904648-9557-3
86,781.36		Engineering
\$200,000.00		9960-904648-9557-9
		Administration

The funds are required to cover the cost of the design for Project 1162, Task #12, On-Call Reconstruction and Resurfacing-Loch Raven Culvert.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 12 to Sabra Wang & Associates, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects. 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.

MINUTESDepartment of Transportation - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 18 to McCormick Taylor, Inc. under Project 1123, On-Call Transportation Planning/Policy/Feasibility Studies.

AMOUNT OF MONEY AND SOURCE:

\$45,817.57 - 9950-904180-9527-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for the Consultant to assist the Department of Transportation with fundraising efforts to provide bicycles to Baltimore City K-8 school students. They will raise awareness and enthusiasm about safe bicycling in Baltimore City by giving away free bicycles to K-8 Baltimore City students. The scope of work will include but is not limited to research, donor outreach and fundraising phases. Prior to any fundraising efforts, the Department will assure compliance with the Ethics Code, rules and regulations.

MBE/WBE PARTICIPATION:

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

MBE: 35.00%

WBE: 9.00%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$52,690.21	9950-905175-9528	9950-904180-9527-3
MVR	Constr. Reserve -	Design and Study
	Bicycle Network	Downtown Bicycle
	Strategy	Network

This transfer will provide funds associated with expense related to Change Order No. 18, Project No. 1123, On-Call Transportation Planning/Policy/Feasibility Studies, with McCormick Taylor, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 18 to McCormick Taylor, Inc. under Project 1123, On-Call Transportation Planning/Policy/Feasibility Studies. 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

Department of Transportation - Memorandum of Understanding (MOU)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the Maryland State Highway Administration (SHA). The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 1001-000000-5015-382300-604011

BACKGROUND/EXPLANATION:

The Department of Transportation (DOT) is requesting the Board to approve the MOU which outlines the responsibilities between SHA and the DOT for snow removal along the Jones Falls Expressway from the County/City line to Fayette Street and Interstate 295 from the County/City line to Annapolis Road. The removal will consist of the SHA's efforts to remove snow due to the City experiencing equipment shortage for any winter emergencies. The City will be responsible for all cost incurred by SHA for the removal.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Maryland State Highway Administration.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the Agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

1. **ST. PAUL PLACE SPECIALISTS, INC.** **\$ 14,000.00**

Account: 1001-000000-3030-271300-603051

The organization will provide services in the area of a Medical Director for the Bureau of Disease Control Laboratory. The Medical Director will be responsible for the overall operation and administration of the laboratory. The Medical Director will assist in the selection of personnel who are competent to perform test procedures, record and report test results promptly, accurately, and proficiently, and assure compliance with the applicable federal, state, and local laws and regulations.

The Agreement is late because of an oversight in processing by the Department.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$ 16,052.00**
(JHU)

Account: 4000-427714-3023-599620-603051

The JHU will provide client advocacy services to eligible HIV-infected patients receiving primary care at the Baltimore City Health Department Sexually Transmitted Disease Clinics. Services will include reducing barriers and increasing adherence to the continuity of medical care. The period of the agreement is March 1, 2014 through February 28, 2015.

The Agreement is late because of a delay in the allocation of funds to providers.

MINUTES

Health Dept. - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY** **\$228,682.00**
 (JHU)

Account: 4000-424515-3023-599624-603051

The JHU will provide comprehensive treatment adherence services for HIV-infected children and youth. The Intensive Primary Care Clinic of the JHU Pediatric & Adolescent HIV/AIDS Program utilizes intensive medical case management and collaborative treatment planning, social work services, and child life specialist services.

The Agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements. The President **ABSTAINED** on item nos. 2 and 3.

MINUTES

Health Department - Ratification of an Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and ratify an Agreement with the University of Maryland, Baltimore. The period of the ratification is December 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$23,000.00 - 4000-423814-3030-279200-603051

BACKGROUND/EXPLANATION:

On April 24, 2014, the Program Manager requested an agreement with the University of Maryland, Baltimore for HIV integration in the Title X Family Planning services. The Agreement is late because of a transition in staff and the request was overlooked. The Department apologizes for this oversight.

The Department is requesting payment to the University of Maryland, Baltimore.

AUDITS REVIEWED AND HAD NO OBJECTION.

APPROVED FOR FUNDS BY FINANCE

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

MINUTESHealth Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to purchase 760 incentive cards from Rite Aid Corporation for the HIV/STD Prevention Program.

AMOUNT OF MONEY AND SOURCE:

\$	800.00	-	4000-498714-3023-606104-604051
	1,000.00	-	4000-427714-3023-599604-604051
	1,100.00	-	4000-424515-3023-274451-604051
	900.00	-	4000-424515-3023-274452-604051
	<u>\$3,800.00</u>		

(760 incentive cards @ \$5.00 each)

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to help identify and counsel clients who are HIV-positive and link them to primary care providers for medical care and case management services. The incentive cards will also be used to enhance staff ability to attract those encountered to receive counseling and testing on the STD/HIV testing van, t-shirts and other promotion items are purchased and provided to the outreach team.

The STD/HIV Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives.

The Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards and; 4) periodic internal audits of programs; activity vis-à-vis the internal policy which will be shared with the Department of Audits.

MINUTES

Health Dept. - cont'd

This policy has been reviewed by both the City Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the incentive cards are subject to the Department of Audits approval.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase 760 incentive cards from Rite Aid Corporation for the HIV/STD Prevention Program.

MINUTES

Department of Public Works - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the employee expense statement of Tennyson Shaw.

AMOUNT OF MONEY AND SOURCE:

\$25.00 - 2071-000000-5521-630212-603020

BACKGROUND/EXPLANATION:

The employee attended the Maryland Rural Water Works Sampler Certification class.

The Bureau agrees that the employee is entitled to reimbursement for attending the class. The employee was notified of the pending class on September 25, 2014. A check in the amount of \$25.00 was forwarded to Maryland Rural Works. The sales receipt was not forwarded to the DPW in a timely manner to submit to the Bureau of Accounting and Payroll Services.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the employee expense statement of Tennyson Shaw.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 005 to Rummel, Klepper & Kahl, LLP, (RK&K) under Project No. 1110R, On-Call Environmental Restoration Design and Engineering Services. The original contract will expire June 6, 2015. This task assignment is approximately eight months.

AMOUNT OF MONEY AND SOURCE:

\$176,921.36 - 2072-000000-5181-734400-603026

BACKGROUND/EXPLANATION:

The Erosion and Sediment Control/Stormwater Management Plans Review and Inspection Section's workload has increased for the review of plans for the City and private projects for Stormwater Management, Erosion and Sediment Control. The plans must be evaluated properly and thoroughly for compliance with Federal, State and Local laws and regulations. It is essential that the plans be reviewed in a timely manner to avoid delay of construction projects. The RK&K and its MBE sub-consultant, EBA Engineering, Inc. will assist the section in expediting the review of these plans.

MWBOO GRANTED APPROVAL.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 005 to Rummel, Klepper & Kahl, LLP, under Project No. 1110R, On-Call Environmental Restoration Design and Engineering Services.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

179 - 181

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

The Mayor **ABSTAINED** on item nos. 4 and 5.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$50,000.00	9910-902985-9587	9912-905083-9591
UDAG Repay-	Housing Development	Emergency Housing
ment Funds	(Res.)	

This transfer will provide funding for emergency housing costs associated with citizens displaced by fire, flooding or other hardships.

Department of Recreation and Parks

2. \$3,841.19	9938-904777-9474	9938-901667-9474
Rec. & Parks	Park Rehabilitation	Parks and Play-
26 th Series	Program FY12	grounds Improve.
	Active	Active

This transfer will provide funds to reconcile the account's deficit.

3. \$ 5,681.24	9938-902722-9475	
Rec. & Parks	Park and Playgrounds	
23 rd Series	Renovation - Reserve	
3,458.70	9938-913001-9475	
M&CC Real	Unallotted	
<u>Property</u>	Reserve	
\$ 9,139.94	-----	9938-901668-9474
		Park Perimeter
		Improvements
		Active

This transfer will provide funds to reconcile the account's deficit.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayoralty-Related/Department of Planning</u>		
4. \$280,000.00	9904-906788-9129	9904-909788-9127
4 th Walters	Walters Art Gallery	Walters Art Gallery
Art Gallery	Reserve	Active
Loan		

This transfer will provide funds for the renovation to the Walters Art Museum's facility to provide additional space for programs and exhibitions. The renovations and upgrades will include fire detection and fire suppression campus wide, electrical, and mechanical work on Hackerman House, mechanical and HVAC systems to Centre Street building, and build out and safety for 100 W. Centre Street for office swing space.

5. \$700,000.00	9904-902155-9129	9904-901155-9127
1 st Waxter	Waxter Center for	Waxter Center for
Center for	Senior Citizens -	Senior Citizens -
Senior Citi-	Reserve	Active
zens Loan		

This transfer will provide funds to the Department of General Services for the replacement and installation of elevators at the Waxter Center for Senior Citizens located at 1000 Cathedral Street. The original elevators are beyond the point where they can be economically repaired due to age. The elevators provide an important service to both the seniors and the public who use them.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Eng. and Constr.</u>			
6.	\$125,000.00	9958-906405-9526	9958-905098-9520-6
	State Constr.	Constr. Res.	Construction
		Citywide Stream	
		Restoration	

This transfer will cover the costs associated with SWC 7788, Seamon Avenue Improvements.

7.	\$775,000.00	9958-903439-9522	9958-907102-9520-6
	State Constr.	Constr. Res.	Construction
		O/C Storm Drain	
		Design	

This transfer will cover the remaining construction costs for SWC 7763, Small Storm Drain and Inlet Repair, utilizing available funding through FY12 County Transportation Bonds.

MINUTES

Department of General Services - Developer's Agreement No.1387

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1387 with James Commercial Properties, LLC.

AMOUNT OF MONEY AND SOURCE:

\$25,170.00

BACKGROUND/EXPLANATION:

The developer will install new water to their proposed building located in the vicinity of 7001 Reisterstown Road. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$25,170.00 has been issued to James Commercial Properties, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1387 with James Commercial Properties, LLC.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 5407 N. Charles St.	Grace United Methodist Church	One 4" conduit @ 195 linear ft., one 4" conduit @ 87 linear ft.
Annual charge: \$ 987.00		
2. 120 W. North Ave.	North Avenue Arts, LLC	One set of steps, one handicap ramp 13' x 5.67'
Annual charge: \$ 140.60		
3. 811 Aliceanna St.	Help II, LLC	One single face electric sign 6.61 sq. ft., one bracket sign 3.43 sq. ft.
Annual charge: \$ 123.00		

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

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

MINUTESSpace Utilization Committee - Amendment No. 2 to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Lease Agreement between the Secretary of the Army, lessor, and the Baltimore City Fire Department, lessee, for the rental of approximately 0.187 of an acre of land. This Amendment No. 2 to Agreement extends the period of the lease agreement through May 31, 2020.

AMOUNT OF MONEY AND SOURCE:

The consideration of the lease will be the operation and maintenance of the premises for the benefit of the general public.

BACKGROUND/EXPLANATION:

On March 7, 2007, the Board approved the original agreement for the property located at the U.S. Army Corps of Engineers facility at Fort McHenry, Baltimore, Maryland, for the period June 1, 2005 through May 31, 2010. On July 14, 2010, the Board approved the first amendment to change the period of the lease through May 31, 2015, and amended the termination notice period to 120 days.

The land contains a City-owned Administrative Building, which is used as a firehouse, together with berthing space for two floating docks for one fireboat and one high-speed rescue boat.

This Amendment No. 2 to Lease extends the period through May 31, 2020. All other terms, conditions and provisions of the original lease agreement remain in full force and effect.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this Second Amendment to Lease Agreement on January 13, 2015.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Lease Agreement between the Secretary of the Army, lessor, and the Baltimore City Fire Department, lessee, for the rental of approximately 0.187 of an acre of land.

MINUTESSpace Utilization Committee - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with Ms. Mary Pat Fannon, lessee, for rental of the basement apartment at 88 State Circle, Annapolis, Maryland. The period of the lease agreement is January 1, 2015 through April 30, 2015.

AMOUNT OF MONEY AND SOURCE:Monthly Rent

\$814.39

BACKGROUND/EXPLANATION:

The demised premises will be used for residential purposes for one adult. The lessee will be responsible for janitorial services.

The lessor will provide utilities to the demised premises.

The Space Utilization Committee approved this lease on January 13, 2015.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Ms. Mary Pat Fannon, lessee, for rental of the basement apartment at 88 State Circle, Annapolis, Maryland.

MINUTES

Department of Real Estate - Option Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an Option Agreement with BMF Limited Partnership, LLC (owner) for the acquisition of 111 Kane Street.

AMOUNT OF MONEY AND SOURCE:

\$2,470,000.00 - 9948-915015-9517-900000-704041

BACKGROUND/EXPLANATION:

Since January 2007, the Mayor and City Council of Baltimore on behalf of the Department of Public Works, Bureau of Solid Waste has been leasing the property at 111 Kane Street. The lease agreement expired January 16, 2014 and was amended to extend to July 16, 2014. On July 8, 2014, the Board approved the continuation of rental of the premises on a month-to-month basis until a purchase determination was reached. The Lease Agreement for this location has a clause for an Option to Purchase.

The property has an assessed value of \$2,362,500.00. A third party appraisal was received by the City in the amount of \$2,250,000.00. The owner's value came in at \$2,825,000.00. These values were reviewed by the Department of Real Estate's appraiser and in his judgment the values were prepared with sufficient facts and analysis to support the value conclusion. After negotiations, the agreed purchase price for the property in its "as is" condition is \$2,470,000.00.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Option Agreement with BMF Limited Partnership, LLC for the acquisition of 111 Kane Street.

MINUTES

Department of Finance - Public School Property
Transfer Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Public School Property Transfer Agreement with the State of Maryland. The period of the Public School Property Transfer Agreement is effective upon Board approval for 11 years.

AMOUNT OF MONEY AND SOURCE:

\$79,897.00 - 1001-000000-1230-739200-608011
(Present value of all payments)

BACKGROUND/EXPLANATION:

The Board of School Commissioners of the City of Baltimore determined that the Laurence G. Paquin Building #457 (School), consisting of a 2.26-acre site and building thereon, located at 220 Sinclair Lane, Baltimore, Maryland 21213 for which State financial assistance was provided, is no longer needed for school purposes and should be transferred to the City pursuant to Section 4-115, Education Article of the Annotated Code of Maryland.

On October 1, 2014, the Board of Public Works approved the closure and transfer of the School to the Baltimore City Government. As a condition of the approval of the transfer, Section 5-308 of the Education Article of the Annotated Code of Maryland requires that the City assume the balance of unpaid bond debt services of \$103,332.00 (principal and interest), payable over 11 years or \$79,897.00 as a lump sum payment.

MINUTES

Department of Finance - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Public School Property Transfer Agreement with the State of Maryland.

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:

191 - 199

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.

The President Voted **NO** on item no. 11.

The Comptroller **ABSTAINED** on item nos. 7 and 8.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS****Department of Transportation**

1. TR 13306, Resurfacing Highways SW, Sector 3
REJECTION - On February 26, 2014, the Board opened three bids. Bids, ranged from a low of \$3,047,000.00 to a high of \$3,922,708.70. The Department needs to amend the contract specification to enhance requirements for staffing and work hours that will align with resurfacing activities and goals during allowable weather conditions. The contract will be re-advertised in coming months in preparation for spring 2015.

Department of Recreation and Parks

2. RP 13826, Wegworth Park Improvements
REJECTION - On September 24, 2014, the Board opened five bids. The bids ranged in price from a low of \$977,512.00 to a high of \$1,542,000.00. The lowest bid of \$977,512.00 by DSM Properties, LLC exceeded the maximum capacity of the total monetary value of construction work allowed under the current contract. After a review of the bid, the Law Department recommends that the lowest bidder be rejected. The remaining four bids ranged from 36% to 57% over the engineer's estimate of \$985,000.00. The Department of Recreation & Parks feels that rejection of all bids is in the best interest of the City and that the project should be re-advertised at a later date.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Recreation and Parks

3. RP 14825, Roofing
& Related Work at
Callowhill Pool
and Cherry Hill
Bath House

REJECTION - On October 22, 2014, the Board opened two bids. One bid was declared non-responsive. The low bidder was found to be non-compliant by the Minority & Women's Business Opportunity Office due to the sub-contractor, Global Roofing and Construction, not being certified for gutter and downspout installation. The Department of Recreation & Parks wishes to reject the bid and re-advertise at a later date.

Department of Public Works/Office
of Engineering and Construction

4. SC 901, Patapsco
Residuals Transfer
Station at the
Patapsco Wastewater
Treatment Plant

REJECTION - On August 13, 2014, the Board opened one bid. The design consultant, Transviron, analyzed the bid and recommended that since the single bid received is 71.34% higher than the engineer's estimate of \$2,326,900.00, the City should reject the bid.

5. SDC 7789, Small
Storm Drain and
Inlet Repairs at
Various Locations

Civil Construction, \$2,368,400.00
LLC

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS****DPW, Office of Engineering & Construction - cont'd**

Bids ranged from a low of \$2,386,400.00 to a high of \$3,533,200.00. The low bid is 29.7% above the Engineer's Estimate of \$1,825,500.00 due to the bidding climate.

Recently, the bidding climate has changed as the pool of available contractors either able or willing to bid on Public Sector construction contracts has decreased, thereby causing an increase in the pricing structure for task order contracts.

Additionally, the fundamental structure of this contract has changed from previous similar contracts, as maintenance of traffic items are now incidental to the other items in the contract requiring MOT such as pipework and cleaning and televising existing storm systems.

MBE:	Hammer Head Trucking, LLC	\$ 51,000.00	2.15%
	Pipeline Investigations, Inc.	<u>376,000.00</u>	<u>15.87%</u>
		\$427,000.00	18.02%
WBE:	Rowen Concrete, Inc.	\$ 47,500.00	2.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 542,900.00	9958-906405-9526	
State Constr.	Constr. Reserve	
	Citywide Stream	
	Restoration	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDPW, Office of Engineering & Construction - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
821,209.00	" "	
Stormwater		
Utility		
1,825,500.00	9958-909407-9526	
State Constr.	Constr. Reserve	
\$3,189,609.00	Large Stormwater BMP	
\$ 236,840.00	-----	9958-907102-9520-2
		Extra Work
236,840.00	-----	9958-907102-9520-3
		Engineering
205,425.00	-----	9958-907102-9520-5
		Inspection
2,368,400.00	-----	9958-907102-9520-6
		Construction
142,104.00	-----	9958-907102-9520-9
\$3,189,609.00		Administration

This transfer will provide funds to cover the costs associated with the award of SDC 7789, Urgent Need Small Storm Drain and Inlet Repair.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS****DPW, Office of Engineering & Construction - cont'd**

7. SC 857, Chlorination/Dechlorination Process at Patapsco Wastewater Treatment Plant The Whiting Turner Contracting Co., Inc. \$12,714,000.00

MBE GOAL: 8%

Sub Goals: African American (AA) - 7%
Hispanic American (HA) - 1%

WBE Goal: 2%

MBE:	AA: Horton Mechanical Contractors, Inc.	\$ 910,000.00	7.15%
	HA: RJ Beasley Electric, LLC	130,000.00	1.02%
		\$1,040,000.00	8.17%

WBE: Charles Tillman Paving, Inc. \$ 260,000.00 2.04%

MWBOO FOUND VENDOR IN COMPLIANCE.

8. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 8,184,000.00	9956-906687-9549	
Balto. County	Constr. Reserve	
	Patapsco Chlorine	
	Conversion	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDPW, Office of Engineering & Construction - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
3,852,000.00	" "	
Wastewater		
Revenue Bonds		
1,518,368.00	9956-905533-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Annual Facilities	
	Improvements	
3,228,032.00	" "	
Balto. County		
\$ 16,782,400.00		
\$ 1,271,400.00	-----	9956-903572-9551-2
		Extra Work
1,271,400.00	-----	9956-903572-9551-3
		Engineering
762,800.00	-----	9956-903572-9551-5
		Inspection
12,714,000.00	-----	9956-903572-9551-6
		Construction
762,800.00	-----	9956-903572-9551-9
\$16,782,400.00		Administration

The funds are needed to cover the cost of SC 857, Chlorination/Dechlorination Facilities Process Conversion at Patapsco Wastewater Treatment Plant.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**DPW, Office of Engineering & Construction - cont'd

9. WC 1233, Montebello Enterprise Electric \$1,559,400.00
 Filtration Plant I Co.
 Emergency Electrical
 Improvements

MBE: L.R. Stokes, LLC \$ 436,632.00 28.00%

WBE: Urban Electric Co., Inc. \$ 140,346.00 9.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

10. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,190,570.88	9960-909312-9558	
Water Revenue	Constr. Reserve	
Bonds	Montebello Waste-	
	water Treatment	
	Plant Filter	
	Renovation	
539,429.12	" "	
Balto. County		
105,597.74	9960-936001-9558	
Water Revenue	Constr. Reserve	
Bonds	Unallocated	
362,684.26	" "	
<u>Balto. County</u>		
\$ 2,198,282.00		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDPW, Office of Engineering & Construction - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 155,940.00	-----	9960-908504-9557-2 Extra Work
155,940.00	-----	9960-908504-9557-3 Engineering
233,438.00	-----	9960-908504-9557-5 Inspection
1,559,400.00	-----	9960-908504-9557-6 Construction
93,564.00	-----	9960-908504-9557-9 Administration
<u>\$ 2,198,282.00</u>		

The funds are required to cover the costs of the award of WC 1233, Montebello Filtration Plant I, Emergency Electrical Improvements.

Bureau of Purchases

11. B50003752, Human eResourcePlanner, \$ 433,000.00
Capital Resource Inc.
Management System

(Police Department)

MWBOO SET GOALS OF 0% MBE AND 0% WBE BECAUSE OF NO OPPORTUNITY TO SEGMENT THE CONTRACT.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

12.	B50003889, Provide Various Submersible Pumps	B T Plumbing Supply, Inc.	\$154,272.00
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(Dept. of Public Works,
Water Facilities Div.,
Maintenance)

MWBOO GRANTED A WAIVER.

MINUTES

Bureau of Purchases - Acceptance of Price Proposal and
Opened Price Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve the acceptance of the technical proposal for Solicitation No. B50003558 - Towing Management System from Dispatch & Tracking Solutions, LLC. The Board is also requested to open the price proposal.

AMOUNT OF MONEY AND SOURCE:

No funds are required at this time.

BACKGROUND/EXPLANATION:

On August 20, 2014, the Board opened the technical proposal for B50003558. The sole technical proposal received was scored by an evaluation committee and it achieved the minimum technical score for price opening.

UPON MOTION duly made and seconded, the Board approved the acceptance of the technical proposal for Solicitation No. B50003558 - Towing Management System from Dispatch & Tracking Solutions, LLC. The Board also approved the opening of the price proposal.

MINUTES

Mayor's Office - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with The Family League of Baltimore City, Inc.

AMOUNT OF MONEY AND SOURCE:

\$951,818.00 - 1001-000000-3850-630500-607001

BACKGROUND/EXPLANATION:

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

The funds will be made available to The Family League as follows: the first installment will be in the amount of \$237,954.50 after execution of the Agreement and \$237,954.50 will be paid quarterly for the next three quarters of the term of the Agreement.

This agreement will support prenatal home visiting programs for pregnant women and women with young children at various locations in Baltimore City. It will also support the implementation of a prenatal health literacy program designed to educate women about pregnancy, build health literacy skills, increase self-efficacy, and provide social support. The Family League's sub-grantees are affiliated with the B'More for Healthy Babies initiative (BHB) of the Baltimore City Health Department and will implement the Healthy Families America Program, an evidence-based home visiting model. The intended outcomes under this Agreement are (1) a reduction in poor birth outcomes of low-birth weight and premature birth and (2) a reduction in the number of infant deaths due to unsafe sleep practices.

MINUTES

Mayor's Office - cont'd

This Agreement is late because clauses needed to be reviewed and approved for legal sufficiency.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTIONS.

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

MINUTES

Mayor's Office of Communications - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for Ms. Marva Williams, Ms. Sabrina Sutton, and Ms. Cheryl Stewart to solicit businesses, organizations, and donors for donations of goods, services, and financial support to help pay for the event costs for the Mayor's Black History Month Program. The period of the campaign will be effective upon Board approval through February 2, 2015.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Mayor's Black History Month Program will be held on February 2, 2015 at City Hall. This event will feature a month long art exhibit featuring the works of local artist, Mr. Irving Henry Webster Phillips. Baltimore City School students, local residents, and the general public will be invited to see the exhibit, which will be on display until March 13, 2015. The exhibit will showcase various photographs of the Baltimore community through the years.

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

MINUTES

Mayor's Office of Communications - cont'd

UPON MOTION duly made and seconded, the Board endorsed a governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for Ms. Marva Williams, Ms. Sabrina Sutton, and Ms. Cheryl Stewart to solicit businesses, organizations, and donors for donations of goods, services, and financial support to help pay for the event costs for the Mayor's Black History Month Program.

MINUTES

Baltimore City Fire Department - Advanced Life Support Education
Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Maryland Institute for Emergency Medical Services. The funding period is January 5, 2015 through June 15, 2015.

AMOUNT OF MONEY AND SOURCE:

\$22,000.00 - 5000-558315-3191-309500-405001

BACKGROUND/EXPLANATION:

The purpose of this grant is to enable the Baltimore City Fire Department to complete FY 2015 ALS training courses. There are no future obligations of the Fire Department or the City as a result of the receipt of this grant.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the Maryland Institute for Emergency Medical Services.

MINUTES

Mayor's Office on Criminal Justice - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the House of Ruth Maryland, Inc. The period of the Agreement is October 1, 2014 through September 30, 2016.

ACTION REQUESTED OF B/E:

\$156,043.00 - 4000-476515-2252-690500-607001

BACKGROUND/EXPLANATION:

On November 19, 2014, the Board approved a grant from the U.S. Department of Justice for the Baltimore City's Visitation Center Continuation and Civil Legal Services Expansion Project, Award #2014-FJ-AX-0026. As a sub-recipient, the House of Ruth Maryland, Inc. will employ one full-time attorney who will provide free legal representation to 50 Baltimore City high-risk, high-priority, low-income victims of domestic violence. The Agreement is late because of the administrative process.

MBE/WBE REQUIREMENT:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the House of Ruth Maryland, Inc.

MINUTES

Mayor's Office of Minority & Women-Owned Business Development - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Employee Expense Statement for Mr. David Mosley for mileage and tolls for January 14, 2014 through August 22, 2014.

AMOUNT OF MONEY AND SOURCE:

\$488.32 - Mileage
20.00 - Tolls
\$508.32 - 4000-439614-1250-701000-603001

BACKGROUND/EXPLANATION:

In September 2013, the Mayor's Office of Minority and Women-Owned Business Development was awarded a three-year, \$900,000.00 competitive grant by the U.S. Department of Commerce, Minority Business Development Agency (MBDA) to operate an MBDA Business Center in Baltimore City. On December 18, 2013, to comply with the conditions of the grant, the Board approved the Contractual Employment with Mr. Mosley to work as a Business Consultant, for a one-year period.

During the first year of the grant, Mr. Mosley incurred reimbursable expenses in the fulfillment of his duties as the Business Consultant for the MBDA Business Center. The employee expense report was delayed because of the learning curve for the City's procedures, the workload, and the administrative process. The Office apologizes for the lateness.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

MINUTES

Mayor's Office of Minority & - cont'd
Women-Owned Business Development

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 Employee Expense Statement for Mr. David Mosley for mileage and tolls for January 14, 2014 through August 22, 2014.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

1. BLACKBAUD, INC.

KINTERA DIV.	\$10,545.01	Sole Source
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Solicitation No. 08000 - Software Support and Maintenance - Mayor's Office of Employment Development - Req. No. R687181

On July 11, 2011, the City Purchasing Agent approved the initial award in the amount of \$10,296.25. The award contained four 1-year renewal options. Three renewals have been approved. This final renewal in the amount of \$10,545.01 is for the period February 1, 2015 through January 31, 2016.

2. PATUXENT MATERIALS, INC. \$ 0.00 Renewal

Contract No. B50003280 - Pea Gravel - Departments of Public Works and Transportation, etc. - P.O. No. P526339

On February 12, 2014, the Board approved the initial award in the amount of \$199,500.00. The award contained three 1-year renewal options. This renewal in the amount of \$0.00 is for the period February 12, 2015 through February 11, 2016, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

3. ACME AUTO LEASING,

LLC

HRAL, LLC, d/b/a ALLSTATE

LEASING	\$500,000.00	Renewal
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Contract B50001886 - Vehicle Leasing - Baltimore City Police Department, Department of Transportation, etc. - P.O. Nos. P519341 and P519345

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. Subsequent increases have been approved by the Board. The award contained two 2-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

This renewal in the amount of \$500,000.00 is for the period January 25, 2015 through January 24, 2017, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 4. COMPRISE TECHNOLOGIES,
INC. | \$ 25,344.00 | Renewal |
| Contract No. 08000 - Annual Renewal of Smart Access Manager (SAM) Support - Enoch Pratt Free Library - Req. No. R688142 | | |

On April 28, 2011, the City Purchasing Agent approved the initial award in the amount of \$21,274.31. The award contained four 1-year renewal options. Subsequent renewals have been exercised. This final renewal in the amount of \$25,344.00 is for the period February 1, 2015 through January 31, 2016.

- | | | |
|---|--------------|---------|
| 5. WEST PUBLISHING CORPORATION
d/b/a WEST, a THOMSON
REUTERS BUSINESS | \$ 85,740.00 | Renewal |
| Contract No. B50002166 - Investigative Resource Software for Law Enforcement for the Police Department - Police Department - Req. No. R578385 | | |

On March 21, 2012, the Board approved the initial award in the amount of \$257,220.00. The award contained two 1-year renewal options. This renewal in the amount of \$85,740.00 is for the period March 21, 2015 through March 20, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

6. RUDOLPH'S OFFICE AND

COMPUTER SUPPLY, INC.	\$900,000.00	Increase
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Contract No. B50002025 - OEM & Remanufactured Toner & Inkjet Cartridges - Bureau of Purchases (Citywide) - P.O. No. P518463

On October 5, 2011, the Board approved the initial award in the amount of \$900,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$900,000.00 is necessary to provide additional funds for services through October 10, 2015. This increase in the amount of \$900,000.00 will make the award total amount \$2,900,000.00. The contract expires October 10, 2015 with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Sutherland Data Products, Ltd.	5%	\$45,249.75	5.0%
WBE: All-Pro Placement Services, Inc.		\$18,859.41	2.0%
Corporate Business Solutions Group, Inc.	2%	5,122.79	0.6%
		<u>\$23,982.20</u>	<u>02.6%</u>

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 Purchases7. FIRST CALL

EXCEL STAFFING AND PERSONNEL SERVICES, INC.	\$ 700,000.00	
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SECOND CALL

DEPENDABLE SERVICES GROUP, LLC	400,000.00	
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	\$1,100,000.00	
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Increase

Contract No. B50002453 - Providing Temporary Nursing Services
- Health Department, Bureau of School Health - P.O. Nos.
P522285 and P522287

On December 5, 2012, the Board approved the initial award in the amount of \$1,500,000.00. The award contained one 3-year renewal option. Subsequent increases have been approved. This increase in the amount of \$1,100,000.00 is necessary to obtain services through the end of this contract term. This increase in the amount of \$1,100,000.00 will make the award total amount \$6,347,500.00. The contract expires on December 31, 2015, with one 3-year renewal option remaining.

MWBOO SET GOALS OF 15% MBE AND 8% WBE.EXCEL STAFFING AND PERSONNEL SERVICES, INC.Commitment Performed

MBE: Trustworthy Staffing Solutions,	15%	\$126,410.50	15.3%
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WBE: Dependable Services Group, LLC	8%	\$146,631.00	17.7%
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MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of PurchasesDEPENDABLE SERVICES GROUP, LLC

Dollar amount performed to date: \$137,757.22

MBE: Crownhills Enterprises, Inc. 15% \$ 9,114.00 7.0%

WBE: Sym, Inc. 8% \$ 774.00 0.6%

Per contracting agency, vendor was unable to achieve MBE/WBE goals because the City discontinued its school assignments and vendor was not given any more work as of June 2013.

MWBOO FOUND VENDORS IN COMPLIANCE.

8. TWD & ASSOCIATES, INC. (First Call)

HIGHLANDER CONTRACTING
COMPANY

Bill of Sale/
Assignment and
Assumption
Agreement

\$ 0.00

Contract No. B50002209 - Copper Cable Installation, Maintenance and Repair Services - Mayor's Office of Information Technology, Departments of Public Works, Transportation and General Services, etc. - P.O. Nos. P519733 and P519734

On January 25, 2012, the Board approved the initial award to two vendors, James Communication, Inc. and Highlander Contracting Company in the amount of \$1,000,000.00.

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

The Board is requested to approve and authorize execution of a Bill of Sale/Assignment and Assumption Agreement with James Communication, Inc. and TWD& Associates, Inc. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 15% MBE AND 5% WBE.HIGHLANDER CONTRACTING CO., INC.

	<u>Commitment</u>	<u>Performed</u>	
MBE: C. I. Contracting Company	15%	\$29,880.00	15%
WBE: Fleet Electric, Inc.	5%	\$1,792.97	1%

Per contracting agency, the WBE shortfall is the result of a slowdown of available work.

JAMES COMMUNICATION, INC.

Amount performed to date: \$28,439.97.

The MBE/WBE goals are not applicable because the vendor performed to date less than \$50,000.00.

MWBOO FOUND VENDORS 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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Bureau of Purchases

9. HARRIS CORPORATION	\$30,756.00	Sole Source
Solicitation No. 08000 - Hailstorm Cell Phone Tracker Annual Maintenance - Police Department - R685009		

Annual maintenance includes software upgrades and equipment repair for the current product in use by the Police Department. The period of the award is January 14, 2015 through January 13, 2016.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Informal Awards, Renewals, Increases to Contracts and Extensions. The Board further approved and authorized execution of the Bill of Sale/Assignment and Assumption Agreement. The President Voted **NO** on item nos. 3, 5, and 9. The Comptroller Voted **NO** on item no. 9.

MINUTES

Department of Recreation - Declaration of Covenant
and Parks for Open Space

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution a Declaration of Covenant for Open Space at the East Side of Meadow Lane, at the Rear of 4305 - 4409 Wickford Road (Block 4965E, Lot 5). The Declaration of Covenant will remain in effect until such time as a release is approved by the State of Maryland.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In order to qualify for funding under the Maryland Department of Natural Resources' (DNR) Open Space Program (POS), the City must impose a covenant not to change the use of property so acquired without certain State approvals. On September 9, 2013, the City acquired 0.341 acres of land by Deed from Marta H. Campbell, utilizing POS funds. The required Covenant for Open Space was inadvertently omitted from the Deed. The Department therefore requests the Board's approval of the Declaration of Covenant for the Open Space for this property.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Declaration of Covenant for Open Space at the East Side of Meadow Lane, at the Rear of 4305 - 4409 Wickford Road (Block 4965E, Lot 5).

MINUTESLaw Department - Settlement Agreement and Release**ACTION REQUESTED OF B/E:**

The Board is requested to approve the settlement of Kenyon Williams v. Officer Owen Ray, et al.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

On May 8, 2009, Plaintiff Williams alleged that while he was stopped at a stop light on Pulaski Street, with his teenage son in the passenger seat, he was approached by Defendant Ray, in plain clothes, from the driver side of his vehicle. Defendant Ray attempted to have the vehicle pull over for identification purposes because he was assisting other officers in reference to a report of an armed person in the vicinity and had observed what he believed to be suspicious activity in Plaintiff's car. Plaintiff Williams instead proceeded to drive to his designation, a business located at 1617 W. Baltimore Street, where Plaintiff was apprehended by a group of officers, arrested and taken to CBIF. Plaintiff Williams was eventually released after charges against him were dismissed.

As a result of the incident, Plaintiff filed suit seeking compensatory damages of \$3,600,000.00 and \$18,000,000.00 in punitive damages. Because of conflicting factual issues and legal concerns regarding the probable cause for the arrests, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$30,000.00 in return for a dismissal of the litigation.

MINUTESLaw Department - cont'd

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement with Kenyon Williams v. Officer Owen Ray, et al.

MINUTES

Department of General Services - Immediate Fee Reductions -
Minor Privilege Schedule of Charges

ACTION REQUESTED OF B/E:

The Board is requested to approve revisions to the Minor Privilege Schedules of Charges.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of General Services (DGS) and the Department of Finance have recommended that items in the Minor Privilege Schedule of Charges that encourage public safety and health or where the City has established a public policy in which a minor privilege aids in fulfilling the policy, the fee should be waived and replaced with a one-time \$25.00 registration fee to support the filing and tracking of these items in the right-of-way. Items for which no annual Minor Privilege fee will exist or be assessed include:

Clocks (Wall Mounted)

Reflectors (Lamp or Spot)

Lanterns (Ornamental)

Bicycle Racks – when not required by the City of Baltimore

ADA Compliant Ramps - compliance assessed upon payment of registration fee

This action would remove the disincentive for small business' who want to orient towards bike riding customers and support City policies to increase use of alternative modes of transportation. This action also will encourage and provide for greater handicap access to buildings by removing the annual charges for ADA compliant ramps in the public right-of-way and

MINUTESDepartment of General Services - cont'd

will encourage improvements to businesses in investments in lighting that add to visibility and appearance public safety by removing the annual charges for businesses that improve the facades of their building through the installation of lights.

The revision buttresses expressed City goals of supporting neighborhood and small business development.

The estimated annual decrease in revenue from this proposal is \$43,000.00.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the revisions to the Minor Privilege Schedules of Charges.

MINUTES

Department of General Services - Revision to the Minor
Privilege Schedule of Charges

ACTION REQUESTED OF B/E:

The Board is requested to approve the revisions to the Minor Privilege Schedule of Charges to convert certain annual fees to a one-time fee. The conversion for the fee will be July 1, 2016.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Finance and Department of General Services recommended that the fee for the below listed items be converted from annual fee to a one-time fee effective July 1, 2016. The items the Board is requested to convert are listed below with the proposed revised rates.

The Minor Privilege items have been identified based on the need to update the Minor Privilege schedule to reflect current economic development practices, City goals and initiatives and efforts to encourage and incentivize street and sidewalk beautification, as well as the increased use and coordination of the right-of-way space. This policy supports directly and indirectly City Outcome Based Budgeting goals to: 1) strengthen neighborhoods by improving the quality of right-of-ways in neighborhoods; 2) support a growing economy by increasing the amount of retail activity in the City; 3) "increase business-friendly and streamlined services, regulations, tax structure and perception"; 4) "create and market well-marketed and safe physical infrastructure in commercial districts to facilitate districts to grow, thrive and attract neighborhood, local shoppers" ; 5) "promote stronger neighborhoods [that] offer larger physical infrastructure with the potential to improve quality of life for residents and promote livable communities and "complete streets" welcoming to everyone including bicyclists and pedestrians of all ages."

MINUTES

DGS - cont'd

A B C "zone" designation:

A - zones primarily include high density downtown areas

B - zones primarily include City Main Streets and business districts

C - zones are comprised of the remainder of the City, mostly residential areas

<u>Proposed Rates (one-time fee):</u>	A	B	C
Reflectors (Fluorescent Tubes)	\$210.90	\$105.60	\$105.60
Windows (Bow and Show): per sq. ft.	84.30	63.30	42.30
*Rate of second floor windows to be 50% of first floor rate			
*rate of third floor and above to be \$7.20 per square foot			
Awnings (Folding): Per Linear Ft.	21.00	15.90	10.50
*\$210.90 minimum charge single faced electric signs per foot			
Awning (Stationary): Per Sq. Ft.	8.40	6.30	4.20
*\$210.90 minimum charge			
Signs (Electric Double Face) per Sq.	21.00	15.90	10.50
*Minimum Charge: \$210.90			
*District A Charge: \$421.80			
Signs (Cornice Non-illuminated):	10.50	5.25	5.25
50 sq. ft. & over			

MINUTES

DGS - cont'd

- *Districts B & C 01 to 25 square ft. - \$105.60
 26 to 40 square ft. - \$210.90
- *District A maximum rate double that of above District
 B & C rates

Sign (Flat Single Faced) 25 sq. ft. 8.40 4.20 4.20
 & over

- *Districts B & C 02 to 12.5 square ft. - \$ 52.80
 13 to 25 square ft. - \$105.60
- *District A minimum rate double that of above B & C rates
- *Under 2 square feet - no charge
- *Greater than 3 inches projection, apply Cornice Sign rates

Proposed Rates:	A	B	C
Signs (Bracket) Each	N/A	158.60	\$105.60

Cornice (Mansard) Per sq. ft.	16.80	12.60	8.40
*Minimum charge \$210.90			

Windows (Oriel) Per Sq. Ft.	84.30	63.30	42.30
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- *Rate of second floor windows to be 50% of first floor rate
- *Rate of third floor windows and above to be \$7.20 per sq. ft.

Steps Each	Commercial \$210.90
	Residential \$ 35.20

The estimated decrease in revenue from this proposal is \$812,000.00 per year. The delayed fee reduction allows the Department of Finance the time to absorb the decreased revenue into the budget plan in future years.

MINUTES

DGS - cont'd

UPON MOTION duly made and seconded, the Board approved the foregoing revisions to the Minor Privilege Schedule of Charges to convert certain annual fees to a one-time fee.

MINUTES

Department of General Services - Revision to Minor Privilege
Schedule of Charges

ACTION REQUESTED OF B/E:

The Board is requested to approve the revision to the Minor Privilege Schedule of Charges to remove certain items from the schedule.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The following items are recommended for removal to reduce confusion and to update the schedule as they are no longer under the purview of the Minor Privilege Office or no longer allowed to be placed in the public right-of-way.

Telephone Booths	Clocks (Footway)
Garage Extensions	Displays (Fruit and Produce)
Displays (Merchandise)	Flowers (Sale of)
Pushcarts	Christmas Trees (Sale of)
Racks (Clothing)	Racks (Meats)
Scales and Weighing Machines	Stands (Holiday)
Tables (Charitable	Trucks
Organization)	Hot Dog Carts
Vending Machines	Poles or Posts in Sidewalk
Piers and Bulkheads	

The items to be removed to update the Minor Privilege Fee Schedule and provide greater clarity for customers fall into two categories: items not under the purview of the Minor Privilege Office and items no longer allowed. Fruit and produce displays, merchandise displays, sale of flowers, pushcarts, clothes racks, meat racks, tables, trucks, hotdog carts, Christmas trees and stands are items covered under the Street Vendor's licensing program, not the Minor Privilege Office.

MINUTES

Department of General Services - cont'd

Telephone booths, footway clocks, garage door extensions, scales and weighing machines, vending machines, piers and bulk heads and poles or posts in sidewalks are items appearing on the current schedule that are no longer permitted. This action, in conjunction with actions taken by the Department of General Services to improve public communication on Minor Privileges will clarify and address issues of confusion with the fee schedule.

This proposal has no financial impact.

UPON MOTION duly made and seconded, the Board approved the revision to the Minor Privilege Schedule of Charges to remove certain items from the schedule.

PERSONNEL

- | | | | |
|----|-----------------|---------|-------------|
| 1. | DESIREE SHELLEY | \$28.58 | \$20,234.64 |
|----|-----------------|---------|-------------|

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Desiree Shelley.

MINUTES

Mayor's Office of Human Services - Continuum of Care Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Continuum of Care Agreement with the Marian House, Inc. The period of the Agreement is August 1, 2014 through July 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$570,314.00 - 4000-496315-3573-591219-603051

BACKGROUND/EXPLANATION:

Marian House, Inc. will provide housing assistance and support services to thirty families or individuals.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Continuum of Care Agreement with the Marian House, Inc.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Health Department</u>			
1. Amanda Renee Hunt Vanessa Graves	Managing Federal Grants & Cooperative Agreements for Recipients Atlanta, GA Feb. 10-14, 2014 (Reg. Fee \$869.00 ea)	Ryan White Part A	\$3,958.16

The airfare in the amount of \$219.00 each and registration fee of \$869.00 each were paid on a City credit card assigned to Ms. Jacquelyn Duval-Harvey. The amount to be disbursed to Ms. Hunt and Ms. Graves each is \$890.88.

Employees' Retirement System

2. Meghan Horn	2015 Winter Seminar Tempe, AZ Feb. 10 - 13, 2015 (Reg. Fee \$475.00)	Special Funds ERS	\$1,687.80
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The subsistence rate for this location is \$141.00 per day. The hotel rate is \$199.00 per night plus \$28.40 per night hotel taxes. The ERS is requesting additional subsistence of \$58.00 per night for the hotel and \$28.80 per day for food and incidentals.

Department of Recreation and Parks

3. Marques Jackson Jackie Payne-El	The Park and Recre- ation Maintenance Management School Wheeling, WV Jan. 25 - 30, 2015 (Reg. Fee \$1,278.60 each)	General Funds	\$2,557.20
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MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			

The subsistence rate for this location is \$152.00 per day. The Department is not requesting the subsistence allowance rate because the hotel, hotel taxes, and food are included in the registration fee in the amount of \$1,278.60 for each attendee, which was paid by EA000157507. The attendee will use a City vehicle to travel to the training.

TRAVEL APPROVAL & REIMBURSEMENTMayor's Office of Information Technology (MOIT)

4. Renee Gordon	Commission on Accreditation for Law Enforcement Agencies Conference (CALEA) Albuquerque, NM Nov. 18 - 23, 2014 (Reg. Fee \$670.00)	General Funds	\$2,036.60
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On November 18, 2014 through November 23, 2014, Ms. Gordon traveled to Albuquerque, NM to attend the CALEA Conference.

MOIT is requesting the Board to approve the travel request and reimbursement to Ms. Gordon. This request is late because of delay in the administrative process and delay in receiving conference verification.

The airfare in the amount of \$449.70 and the event registration in the amount of \$670.00 were prepaid on a City-issued credit card assigned to Ms. Gordon.

MINUTES**TRAVEL APPROVAL & REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
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MOIT - cont'd

Ms. Gordon incurred the costs of the hotel, hotel taxes, meal expenses, taxi, and a baggage fee personally and is seeking reimbursement for these expenses. Therefore, the total reimbursement amount to Ms. Gordon will be \$916.90.

The reimbursement is as follows:

Hotel	\$645.00 (\$129.00 x 5)
Hotel State Tax	45.15 (\$9.03 x 5)
Hotel City Tax	32.25 (\$6.45 x 5)
Hospitality Tax	6.45 (\$1.29 x 5)
Meals	137.05
Taxi	26.00
Baggage Fee	25.00
Total	\$916.90

Department of Finance/Office of Risk Management

5. Douglas S. Kerr	MD Worker's	General	\$1,605.11
Donna Briscoe*	Compensation	Funds	
	Conference		
	Ocean City, MD		
	Sept. 14 - 17, 2014		
	(Reg. Fee \$225.00*)		

On September 14, 2014 through September 17, 2014, Mr. Kerr and Ms. Briscoe traveled to Ocean City, MD to attend the MD Worker's Compensation Conference.

The Department is requesting the Board to approve the travel request and reimbursement for Mr. Kerr and Ms. Briscoe. This request is late because the Department thought that based on the amount of the travel, the request did not need to come before the Board.

MINUTES

TRAVEL APPROVAL & REIMBURSEMENT

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
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Department of Finance/Office of Risk Management - cont'd

The event registration for Ms. Briscoe in the amount of \$225.00 was prepaid on EA000146238.

Mr. Kerr and Ms. Briscoe each incurred the cost of the hotel, hotel taxes, and mileage. Each attendee is seeking reimbursement for these expenses. Therefore, the total reimbursement amount to Mr. Kerr will be \$729.27 and the total reimbursement to Ms. Briscoe will be \$650.84.

The reimbursements are as follows:

Douglas Kerr

Hotel	\$495.00 (\$165.00 x 3)
Hotel State Tax	29.70 (\$9.90 x 3)
Hotel Occupancy Tax	22.29 (\$7.43 x 3)
Mileage	182.28 (325.5 mi. x 0.56¢)
Total	\$729.27

Donna C. Briscoe

Hotel	\$447.00 (\$149.00 x 3)
Hotel Occupancy Tax	20.13 (\$6.71 x 3)
Mileage	177.71 (317.34 mi. x 0.56¢)
Tolls	6.00
Total	\$650.84

UPON MOTION duly made and seconded, the Board approved the Travel Requests and the Travel Approvals and Reimbursements. The Comptroller **ABSTAINED** on item no. 2.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/ - ER 4069, Basin Inserts
Office of Engineering and Phase 2
Construction **BIDS TO BE RECV'D: 02/25/2015**
BIDS TO BE OPENED: 02/25/2015

2. Department of Public Works/ - WC 1295, Towson Generator
Office of Engineering and and Main Substation
Construction **BIDS TO BE RECV'D: 03/11/2015**
BIDS TO BE OPENED: 03/11/2015

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

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS.

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.

January 21, 2015

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self

2. What the issues are:

a. Pages 1 - 77, City Council President and members of the Board of Estimates, BOE Agenda dated January 21, 2015, if acted upon:

- i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
- ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
- iii. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
- iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
- v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.
- vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen, I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

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

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on January 21, 2015.

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

Sincerely,
Kim Trueheart, Citizen & Resident

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Department of General Services - GS 13815, Abel Wolman Municipal Building Elevator Upgrade, 200 Holliday Street
BIDS TO BE RECV'D: 01/28/2015
BIDS TO BE OPENED: 01/28/2015

MINUTES

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

Bureau of Water and Wastewater - WC 1330, Water Appurtenances
Installations & Small Main
Repairs

Spiniello
RE Harrington Plumbing, Heating & Utilities
JLN Construction Services, LLC
Metra Industries

Bureau of Purchases - B50003879, Major Repairs,
Upgrades & Replacement of
Underground and Aboveground
Fuel Tanks

Total Environmental Concepts, Inc.
Maryland Pump & Tank, Inc.

MINUTES

Bureau of Purchases

- B50003898, Soffit Painting & Sealant Replacement at the Baltimore City Convention Center
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Tito Contractors, Inc.
Excel Painting Co.
Micklos Painting
Evcon, Inc.
Colossal Contractors

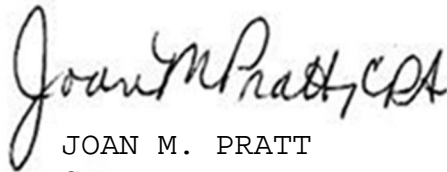
Bureau of Purchases

- B50003558, Towing Management System **(PRICE OPENING)**
-

Dispatch & Tracking Solutions

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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, January 28, 2015.



JOAN M. PRATT
Secretary