

**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

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

MINUTES

Deputy City Solicitor: "I approve the items on the routine agenda."

Comptroller: "Second."

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

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

The Board is requested to approve and authorize execution of a Lease Agreement with Inner Harbor East Garage, LLC, Tenant, for the rental of a portion of the property located at 801 Fleet Street, deck area, consisting of 925 sq. ft. The period of the agreement is effective upon Board approval for 20 years, with an option to renew for one 10-year term.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$8,325.00	\$693.75

**BACKGROUND/EXPLANATION:**

The leased premises will be used as an outdoor patio area as part of restaurant, tavern, retail, or entertainment space.

The Tenant will accept the leased premises in its current condition and will also be responsible for the maintenance at their own expense and cost.

Provided the Tenant is not in default of any of the terms of this Lease, the Landlord hereby grants the Tenant the option to renew this Lease for one additional 10-year term at a rate of 3% above the previous year.

The Space Utilization Committee approved this Lease Agreement on July 26, 2016.

**MINUTES**Space Utilization Committee - cont'd

UPON MOTION duly made and seconded the Board approved and authorized execution of the Lease Agreement with Inner Harbor East Garage, LLC, Tenant, for the rental of a portion of the property located at 801 Fleet Street, deck area, consisting of 925 sq. ft.

**MINUTES**

Space Utilization Committee - Second Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Second Amendment to Lease Agreement with Garwyn Medical Center LLC, Landlord, for the rental of approximately 2,088 sq. ft. of space located at 2300 Garrison Boulevard, Suite 290. The Second Amendment to Lease Agreement will extend the lease for an additional five-year period through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

<u>Period</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
7/01/16 - 6/30/17	\$41,546.59	\$3,462.22
7/01/17 - 6/30/18	\$41,546.59	\$3,462.22
7/01/18 - 6/30/19	\$41,546.59	\$3,462.22
7/01/19 - 6/30/20	\$42,792.99	\$3,566.08
7/01/20 - 6/30/21	\$44,076.78	\$3,673.06

Account: 4000-423217-3080-294100-603013

**BACKGROUND/EXPLANATION:**

The Health Department's WIC program will use the leased premises for offices. The term of the original lease agreement was for five-years, commencing on July 1, 2006, and terminating June 30, 2011, with the option to renew for an additional five-year period. The first amendment extended the lease for an additional five-year period beginning July 1, 2011 and ending June 30, 2016.

This second amendment extends the lease for an additional five-year period commencing July 1, 2016 and terminating June 30, 2021.

**MINUTES**Space Utilization Committee - cont'd

The Landlord will be responsible for utilities, janitorial services, trash removal, maintenance and repairs, structural maintenance, fire insurance, real estate taxes, security and snow removal.

The Tenant will be responsible for liability insurance under the City's self-insured program, and telephone and computer services to leased premises.

The Space Utilization Committee approved this Second Amendment to Lease Agreement on June 14, 2016.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to Lease Agreement with Garwyn Medical Center LLC, Landlord, for the rental of approximately 2,088 sq. ft. of space located at 2300 Garrison Boulevard, Suite 290.

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

The Board is requested to approve and authorize execution of the Lease Agreement between the Baltimore Child Abuse Center, Inc., Landlord, and the Baltimore City Police Department (BPD), Tenant, for the rental of approximately 11,175 sq. ft. of space located at 2300 N. Charles Street. The period of the Lease Agreement is October 1, 2016 through September 30, 2019 with an option to renew for three one-year terms.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
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\$68,500.00	\$5,708.33
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Account: 5000-597716-2021-212700-600000

Operating Cost and telephone

\$29,833.60 - annual

Account: 1001-000000-2021-212800-603015

**BACKGROUND/EXPLANATION:**

On August 29, 2013, the Board approved the extension of the Memorandum of Understanding (MOU) for the rental of approximately 5,910 sq. ft., three floors of office space at 2300 North Charles Street. This lease terminates the MOU, incorporates the provisions, and expands the space by 5,265 sq. ft., on the third floor. The leased premises will be used by the BPD for its Child Abuse, Family Crimes, Missing Persons, and Sex Offender Registry Units.

The rent for the 5,265 sq. ft. will be paid with grant funds, if awarded. In the event the grant is not awarded, funds will be paid out of account 5000-597716-2021-212700-600000.

**MINUTES**Space Utilization Committee - cont'd

The annual rent for the remainder of the leased premises 1,008 sq. ft. in the basement, 3,612 sq. ft. on the 1<sup>st</sup> floor, and 1,290 sq. ft. on the 2<sup>nd</sup> floor for a total of 5,910 sq. ft. will be at no cost. However, the Tenant will pay 38.5% of total annual building cost for electric, water, janitorial and trash removal services in the amount of \$19,633.60 annually, the Tenant will also pay \$10,200.00 annually for phone services for a total annual payment of \$29,833.60.

The Landlord will maintain the building including the leased premises common areas, building systems, and provide electric, water, janitorial and trash removal services.

The Space Utilization Committee approved the lease agreement on June 14, 2016.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement between the Baltimore Child Abuse Center, Inc., Landlord, and the Baltimore City Police Department, Tenant, for the rental of approximately 11,175 sq. ft. of space located at 2300 N. Charles Street.



**MINUTES**

Department of Real Estate - Lease Agreement Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve exercising of the option to renew the lease agreement with Washington 784, LLC and Baltic Gold, LLC, Landlord, for the rental of the two properties known as 782 Washington Blvd., consisting of approximately 1,600 sq. ft. and the parking lot known as 760 Eislen Street, consisting of approximately 2,100 sq. ft. The period of the lease renewal is September 1, 2016 through February 28, 2017.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$7,200.00	\$1,200.00

Account: 2026-000000-2042-733000-603013

**BACKGROUND/EXPLANATION:**

The Board approved the original lease agreement on September 9, 2015; the Board also approved the 1<sup>st</sup> renewal option on March 16, 2016. The 1<sup>st</sup> renewal was for 6 months, commencing March 1, 2016, and terminating August 31, 2016, with the option to renew for an additional two 6-month periods.

The leased premises, 782 Washington Blvd., will be used as a Police Substation for the Casino Mini District to conduct administrative duties and 760 Eislen Street will be used as a parking lot for the tenant's vehicles. All other rental conditions and provisions of the Lease Agreement dated September 9, 2015 will remain in full force and effect.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved exercising of the option to renew the lease agreement with Washington 784, LLC and Baltic Gold, LLC, Landlord, for the rental of the two properties known as 782 Washington Blvd., consisting of approximately 1,600 sq. ft. and the parking lot known as 760 Eislen Street, consisting of approximately 2,100 sq. ft.

**MINUTES**

Department of Real Estate - Lease Agreement Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve exercising of the option to renew the lease agreement with Alison Spiesman and Brian Dowdall, Tenant, for the rental of the property known as 2090 Woodbourne Avenue located on the grounds of the Mt. Pleasant Golf Course, being used as a residential house and the use of a driveway. The period of the Lease Agreement Renewal is July 16, 2016 through July 15, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - Annual Rent - if demanded

**BACKGROUND/EXPLANATION:**

On July 16, 2014, the Board approved the original lease agreement for two-years with the option to renew for two one-year terms. The property is being used as a residence for two adults, parking, and the right of ingress and egress.

The Landlord will correct any structural defects and maintain the exterior of the building. The Landlord is not liable to tenant for any damage because of interruption to utility services, painting of the interior, and liability insurance.

The Tenants will provide the following: 1) paint two murals in two Baltimore City Parks annually; the Department of Recreation & Parks (R&P) will determine the parks; 2) plan, organize and implement two art events in a Baltimore City park annually, and 3) will assist the City with Artscape and Nature Art in the Park annually, as determined by the Department of Recreation and Parks.

**MINUTES**

Department of Real Estate - cont'd

The Tenant accepts the premises in its "as is" condition, will keep premises clean and free of trash and debris, dispose of any garbage, trash and other refuse in trash receptacles, pay for all costs of supplying and maintaining trash containers and all fees related to collecting and removing trash; comply with the law for removal and disposal of hazardous materials. Tenant will also be responsible for not damaging floors, walls, fixtures or appliances, security, water, utilities, snow removal, cutting of grass inside the fenced area, and snow removal in the driveway, which is outside the fence area.

The Lease Agreement Renewal is late due to the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved exercising of the option to renew the lease agreement with Alison Spiesman and Brian Dowdall, Tenant, for the rental of the property known as 2090 Woodbourne Avenue located on the grounds of the Mt. Pleasant Golf Course, being used as a residential house and the use of a driveway.

**MINUTES**

Department of Real Estate- Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement of Sale with L & D Family, LLC, Purchaser, for the properties located at 225 N. Franklinton Road and 222 N. Calverton Road.

**AMOUNT OF MONEY AND SOURCE:**

\$30,152.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The authority to sell this property was approved by City Council Ordinance No. 16-461 and 16-462 approved on March 14, 2016.

The purchaser will pay a down payment in the amount of \$3,500.00 with the signing of this agreement.

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

The property at 225 N. Franklinton Road is a dilapidated warehouse that was previously used by the Department of Public Works Solid Waste Division as a transfer station. The property at 222 N. Calverton Road is an improved lot that is currently being used as a construction waste recycling center. The Department of Transportation surplused the property and received no interest from other City agencies. L & D Family, LLC are the owners of L & J Waste Recycling Center, which is currently leasing both 225 N. Franklinton Road and 222 N. Calverton Road for the operation of the recycling center. The Purchaser will be demolishing the warehouse at 225 N. Franklinton Road and expanding L & J Waste Recycling Center. The property is zoned M-2-1 under which the proposed use is permitted.

**MINUTES**

Department of Real Estate- cont'd

The property was appraised October 14, 2015 for \$251,000.00. Due to existing environmental issues at the property, it is the recommendation of the Department of Real Estate to sell this property to the Purchaser at the negotiated price of \$30,152.00.

**MBE/WBE PARTICIPATION:**

The Developer signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code (2000 Edition) regarding participation by Minority Business Enterprises and Woman's Business Enterprises on this development project.

UPON MOTION duly made and seconded the Board approved and authorized execution of the Agreement of Sale with L & D Family, LLC, Purchaser, for the properties located at 225 N. Franklinton Road and 222 N. Calverton Road.

**MINUTES**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to Mr. Jeremiah Kibaya for an amount that is less than the lien amount for the property known as 1339 Mosher Street.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1339 Mosher Street	\$4,000.00	\$2,433.87	\$13,834.34	\$4,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate for 1339 Mosher Street in the total amount of \$13,834.34.

Mr. Kibaya has offered to purchase the Tax Sale Certificate for 1339 Mosher Street in the amount of \$4,000.00, file a petition to foreclose, acquire title to the property, and return it to productive use. The assessment amount of \$4,000.00 is the assessed value and covers the flat taxes and water bills.

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to Mr. Jeremiah Kibaya for an amount that is less than the lien amount for the property known as 1339 Mosher Street.

**MINUTES**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate to ALLEC, LLC for an amount that is less than the lien amount for the properties known as 1000, 1002 and 1004 N. Monroe Street.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
1000 N. Monroe Street	\$1,000.00	\$592.60	\$4,689.06	\$1,000.00
1002 N. Monroe Street	\$1,000.00	\$592.60	\$4,639.48	\$1,000.00
1004 N. Monroe Street	\$1,000.00	\$592.60	\$4,564.88	\$1,000.00

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificates for 1000, 1002 and 1004 N. Monroe Street in the total amount of \$13,893.42.

ALLEC, LLC. has offered to purchase the Tax Sale Certificates for 1000, 1002 and 1004 N. Monroe Street in the amount of \$3,000.00, file petitions to foreclose, acquire title to the properties, and return them to productive use. The assignment amount of \$3,000.00 is the assessed value and covers the total flat taxes and water bills of \$1,777.80.

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to ALLEC, LLC for an amount that is less than the lien amount for the properties known as 1000, 1002 and 1004 N. Monroe Street.



**MINUTES**

Baltimore Sheriff's Office - Cooperative Reimbursement  
Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Child Support Enforcement Administration (CSEA) Cooperative Reimbursement Agreement with the Maryland Department of Human Resources (DHR). The period of the agreement is for Federal Fiscal Years 2017 2018, and 2019.

**AMOUNT OF MONEY AND SOURCE:**

<u>Federal Fiscal Years</u>	<u>Federal Operating Cost</u>	<u>Local Share Operating Cost</u>	<u>Total Amount</u>
FFY 2017 10/01/16-9/30/17	\$1,209,329.00	\$622,988.00	\$1,832,317.00
FFY 2018 10/01/17-9/30/18	\$1,219,871.00	\$628,419.00	\$1,848,290.00
FFY 2019 10/01/18-9/30/19	\$1,245,266.00	\$641,500.00	\$1,886,766.00

Account: 1001-000000-1180-773900-401603

**BACKGROUND/EXPLANATION:**

The CSEA is a federally funded program that affords the State of Maryland to enter into agreements with the Sheriff's Office. The Sheriff's Office provides child support enforcement services. This program operates in accordance with the Federal Department of Health and Human Services under Title IV-D of the Social Security Act.

**MINUTES**

Baltimore Sheriff's Office - cont'd

Under these agreements, the Sheriff's Office will provide process services, execution of writs, warrants and body attachments, participation in departmental initiatives, location services, transportation of prisoners and courthouse security.

**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 Child Support Enforcement Administration Cooperative Reimbursement Agreement with the Maryland Department of Human Resources.

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

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

Gray & Son, Inc.	\$ 94,770,000.00
Green Contracting Company, Inc.	\$142,704,000.00
J.M. Murphy Enterprises, Inc.	\$ 1,044,000.00
L/B Water Service, Inc.	\$261,592,000.00
L/B Water Service, Inc. d/b/a Stormwater Solution Source, LLC	\$200,000,000.00
Morgan-Keller, Inc.	\$ 71,451,000.00
Railroad Construction Co. of South Jersey, Inc.	\$ 8,000,000.00
Redstone International, Inc.	\$ 1,500,000.00
Shaney Construction Co., Inc.	\$ 21,627,000.00
SOJAM LLC d/b/a Martin J. Braun Company	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

BVF Engineering, Inc.	Engineer
Froehling & Robertson, Inc.	Engineer
Hanover Land Services, Inc.	Land Survey Engineer
Hope Furrer Associates, Inc.	Engineer
James Posey Associates, Inc.	Engineer

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

PEER Consultants, P.C.	Engineer
Ross Technical Services, Inc.	Engineer
Studio 50 Design, LLC	Architect

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

**MINUTES**

Circuit Court for Baltimore City - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acceptance of a Grant Award from the Maryland Mediation and Conflict Resolution Office (MACRO) of the Administrative Office of the Courts. The period the Grant is July 1, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$13,500.00 - 5000-579717-1100-109400-405001

**BACKGROUND/EXPLANATION:**

The grant is for the Juvenile Court's Alternative Dispute Resolution Program. The funds will be used for training and education for the Juvenile Court's roster mediators as well as for mediator fees.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the acceptance of the Grant Award from the Maryland Mediation and Conflict Resolution Office of the Administrative Office of the Courts.

## MINUTES

Office of the State's Attorney - Agreements

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

1. **BALTIMORE CHILD ABUSE CENTER (BCAC)** **\$ 50,000.00**

Account: 1001-000000-1151-117900-603026

The mission of the BCAC is to provide all reported victims of child sexual abuse in Baltimore, and their non-offending caretakers, with comprehensive interviews, medical treatment, referrals, and crisis counseling services, with a goal of preventing future sexual child abuse. The funds will be used to support the salary of one forensic interviewer. The period of the Agreement is July 1, 2016 through June 30, 2017.

2. **THE STATE OF MARYLAND, DEPARTMENT OF JUVENILE SERVICES** **\$922,558.00**

Account: 5000-504717-1150-118300-601001 (FY17) \$456,712.00  
5000-504717-1150-118300-601001 (FY18) \$465,846.00

This inter-governmental agreement funds the Immediate Charging Project which allows the SAO to expedite the charging process at the Baltimore City Juvenile Justice Center. The primary goal is to reduce case processing time between arrest and final disposition of Baltimore City youth. The funds will be used to cover the salaries of three full-time attorneys, and three part-time attorneys for two years. The period of the Agreement is July 1, 2016 through June 30, 2018.

**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 Agreements.

**MINUTES**Office of the State's Attorney - Memoranda of Understanding

The Board is requested to approve and authorize execution of the Memoranda of Understanding. The period of the Memoranda of Understanding is July 1, 2016 through June 30, 2017.

1. **COMMUNITY MEDIATION PROGRAM, INC. (CMP)** **\$ 43,000.00**

Account: 1001-000000-1151-117900-603026

The mission of the Community Mediation Program, Inc. (CMP) is to reduce interpersonal conflict, community violence, and animosity by increasing the use of non-violent conflict resolution strategies and by making mediation more accessible in Baltimore City. The State's Attorney's Office has been in partnership with the CMP for over nine years.

2. **THE STATE OF MARYLAND, DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES (DPSCS)** **\$194,500.00**

Account: 4000-403717-1150-118100-601001

The DPSCS will reimburse the State's Attorney Office for the salary and benefits of three Assistant State's Attorneys that will work as prosecutors in the Baltimore City Drug Treatment Court Initiative.

**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 above listed Memoranda of Understanding.

**MINUTES**

Office of the State's Attorney - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expenditure of funds to pay the Client Protection Fund of the Bar of Maryland. The invoice is for the period September 2016 through August 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$26,910.00 - 1001-000000-1151-117900-603026

**BACKGROUND/EXPLANATION:**

The Client Protection Fund (CPF) of the Bar of Maryland was created in 1965 for the purpose of maintaining the integrity and protecting the good name of the legal profession. The Client Protection Fund supported financially by practicing attorneys, reimburse claimants for losses caused by theft of funds by members of the Maryland Bar, acting either as attorneys or as fiduciaries. The payment of the Client Protection Fund assessment is required to practice law in Maryland. The Baltimore City State's Attorney Office will cover the mandatory CPF fee for all prosecutors.

**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 pay the Client Protection Fund of the Bar of Maryland.



**MINUTES**

Health Department - Memorandum of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Agreement (MOA) with CareFirst BlueCross BlueShield. The period of the MOA is July 1, 2016 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$ 750,000.00	-	6000-626317-3080-513200-406001
		(July 1, 2016 - June 30, 2017)
750,000.00	-	6000-626318-3080-513200-406001
		(July 1, 2017 - June 30, 2018)
<u>750,000.00</u>	-	6000-626319-3080-513200-406001
		(July 1, 2018 - June 30, 2019)
<b>\$2,250,000.00</b>		

**BACKGROUND/EXPLANATION:**

Under the terms of the MOA, the funds will be used to support the B'more for Healthy Babies (BHB) Initiative. The goal of the BHB is to reduce infant deaths due to preterm births, low-birth weight, and unsafe sleep conditions, which disproportionately affect African American women.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement with CareFirst BlueCross BlueShield.

**MINUTES**Health Department - Agreements and Amendment to Agreement

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

AGREEMENTS

1. **JAMES MORLICK** **\$ 30,305.00**

Account: 1001-000000-3252-273300-603018

Under the terms of this agreement, Mr. Morlick will assist the Department's CARE Services management and staff with the Agency Information Manager (AIM) web-based client services database and the collection of data and report preparation for the Federal fiscal year-end National Aging Program Information System report.

Mr. Morlick will migrate existing CARE Services data, Senior Centers, and subcontracted service providers to the AIM database, provide support and training in transitioning data, and meet with CARE Services management and staff to determine and implement any changes or new requirements. In addition, Mr. Morlick will provide technical support to Maryland Access Point staff, participate in workgroups sponsored by the Maryland Department of Aging, and make recommendations as warranted. The period of the agreement is July 1, 2016 through June 30, 2017.

2. **TOTAL HEALTH CARE, INC. (THC)** **\$122,220.00**

Account: 4000-499016-3023-513200-603051

The THC, in its capacity as a Federally Qualified Health Center, will expand and enhance the HIV rapid, conventional, and confirmatory testing to high-risk adults and pediatric patients seeking medical care services. These services will be provided in Baltimore City in the high incidence areas of 21215, 21216, 21217, 21218, and 21223.

## MINUTES

Health Department - cont'd

The HIV testing will include counseling, linkages to care, referrals for partner services, and prevention services. The period of the agreement is January 1, 2016 through December 31, 2016.

The agreement is late because the required documentation was recently received from the provider.

**MWBOO GRANTED A WAIVER.**

3. **AIDS ACTION BALTIMORE, INC.** **\$ 47,000.00**

Account: 4000-484716-3023-513200-603051

The organization will hire and train one person from the Men Who Have Sex with Men community and one from the transgender community to conduct outreach, peer navigation services, and adherence and retention services. This initiative is known as the Pre-Exposure Prophylaxis UP Program. The period of the agreement is March 1, 2016 through September 29, 2016.

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

4. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 91,180.00**

Account: 4000-499016-3023-513200-603051

The organization will administer services for HIV Prevention through Project SELF (Seeking, Evolving, and Looking Forward). The organization will use the SELF Education/Support curriculum and the Healthy Relationships curriculum strategies to prevent new HIV infections among Men Who Have Sex with Men in Baltimore City. The participants will also receive referrals, as needed, to health and human services.

**MINUTES**Health Department - cont'd

The intervention specialists will actively assist clients in accessing these services. The period of the agreement is January 1, 2016 through December 31, 2016.

The agreement is late because of delays in receiving an acceptable budget and scope of services.

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

AMENDMENT TO AGREEMENT

5. **ST. MARY'S OUTREACH CENTER, INC.** \$ 0.00

Account: 6000-617816-3044-273300-603051

On December 16, 2015, the Board approved the original agreement in the amount of \$10,050.00 for the period October 1, 2015 through September 30, 2016.

Under the terms of the original agreement, the organization will identify 150 consumers, aged 60 years and over to participate in the Economic Security Initiative program. The organization will provide individual economic casework for consumers to promote economic security and financial stability through screening, assessment, referrals, and follow up, as needed.

This amendment to agreement will extend the period of the agreement an additional four months through January 31, 2017 to allow the organization to complete the program services. All other terms and conditions of the original agreement remain unchanged.

**AUDITS NOTED THE TIME EXTENSION.**

**MINUTES**

Health Department - cont'd

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements and the Amendment to Agreement.

**MINUTES**

Health Department - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Award Agreement with Maryland Community Health Resources Commission. The period of the Grant Agreement is July 1, 2016 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$250,000.00 - 5000-570717-3080-297600-405001

**BACKGROUND/EXPLANATION:**

Under the terms of this Grant Agreement, the funds will be used to provide for the implementation of the project entitled, "Administrative Care Coordination for Pregnant Women." The project ensures that pregnant women who are not successfully reached through traditional outreach methods, who have the poorest and costliest outcomes, and who are disproportionately black, are successfully located by Public Health Investigators. The Public Health Investigators will connect these individuals back into the system of care and link them to high quality services that improve maternal health and decrease infant mortality and disparities in infant mortality.

The Grant Agreement is late because budget revisions delayed its processing.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Award Agreement with Maryland Community Health Resources Commission.



**MINUTES**

Health Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Agreement with Total Health Care, Inc. (THC) and approve and authorize payment for services rendered. The period of agreement was January 1, 2015 through December 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$122,220.00 - 4000-499015-3023-513200-603051

**BACKGROUND/EXPLANATION:**

The THC, in its capacity as a Federally Qualified Health Center, expanded and enhanced HIV rapid, conventional, and confirmatory testing to high-risk adults and pediatric patients seeking medical care services. These services were provided in Baltimore City in the high incidence areas of 21215, 21216, 21217, 21218, and 21223. The HIV testing included counseling, linkages to care, referrals for partner services, and prevention services.

This request is late because of an administrative oversight. The Department apologizes for the lateness.

**MWBOO GRANTED A WAIVER.**

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

UPON MOTION duly made and seconded, the Board ratified the Agreement with Total Health Care, Inc. and approved and authorized payment for services rendered.

**MINUTES**

Health Department - Ratification of Revised Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Revised Notices of Award (NoAs) from the U.S. Department of Health and Human Services Administration for the project titled HIV Emergency Relief Project Grants. The NoA was for the budget period of March 1, 2015 through February 29, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$3,611,818.00	-	4000-427715-3023-606100-404001	(Part A)
495,115.00	-	4000-498715-3023-606100-404001	(MAI)
74,482.00	-	4000-498715-3023-606106-404001	(MAI carryover)
<b>\$4,181,415.00</b>			

**BACKGROUND/EXPLANATION:**

On March 11, 2015, the Board approved acceptance of the initial NoA in the amount of \$13,270,675.00 for the period of March 1, 2015 through February 28, 2016. On May 28, 2015, the Department received the revised NoA in the amount of \$4,106,933.00 for the balance FY 2015 funding, making the total award amount \$17,377,608.00.

On July 16, 2015, the Department received a revised NoA correcting the budget period and project period end dates. The end date was February 29, 2016. The start date was readjusted to reflect the original start of the current project.

On October 22, 2015, the Department received another revised NoA authorizing the carryover of an unobligated balance in the amount of \$74,482.00 from the budget period March 1, 2014 through February 28, 2015, into the budget period of March 1, 2015 through February 29, 2016, making the total award amount \$17,452,090.00.

**MINUTES**Health Department - cont'd

Subsequently, on May 13, 2016, the Department received a revised NoA approving the Department's request for a waiver of the core medical services requirements for the FY15 grant award. No additional funds were associated with the revised NoA.

Ratification of the revised NoAs will allow the Department to reimburse the fiscal agent, Associated Black Charities, Inc. for all FY15 HIV/AIDS core medical services rendered.

This request is late because of administrative oversight. Therefore, none of the aforementioned NoAs were presented to the Board for approval. The Department apologizes for the lateness of this request.

**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 ratified the Revised Notices of Award from the U.S. Department of Health and Human Services Administration for the project titled HIV Emergency Relief Project Grants.

**MINUTES**

Health Department - Revision to the Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to revise the FY16 Senior Center Operating Funds (SCOF) Notification of Grant Award (NGA) from the Maryland Department of Aging. The period of the award is July 1, 2015 through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$ 4,000.00	-	5000-535716-3024-268405-603051	Action-in-Maturity, Inc.
6,030.00	-	5000-535716-3024-268401-603051	Allen Center Board, Inc.
3,000.00	-	5000-535716-3024-268400-603051	Dept. of Recreation & Parks (Cherry Hill)
8,685.00	-	5000-535716-3024-268414-603051	Edward A. Myerberg Senior Center, Inc.
9,458.00	-	5000-535716-3024-268403-603051	Forest Park Senior Center, Inc.
5,000.00	-	5000-535716-3024-268406-603051	Govans Ecumenical Development Corp. (Harford Senior Center)
4,500.00	-	5000-535716-3024-268404-603051	Govans Ecumenical Development Corp. (Senior Network Center)
6,062.00	-	5000-535716-3024-268409-603051	Greenmount Senior Center, Inc.
5,614.00	-	5000-535716-3024-268410-603051	Hatton Senior Center, Inc.
4,551.00	-	5000-535716-3024-268407-603051	John Booth Senior Center, Inc.
8,500.00	-	5000-535716-3024-264808-603051	Oliver Senior Center, Inc.
9,000.00	-	5000-535716-3024-268411-603051	Sandtown-Winchester Senior Center, Inc.

**MINUTES**Health Department - cont'd

9,600.00	-	5000-535716-3024-268402-603051	
		Waxter Village Center, Inc.	
10,000.00	-	5000-533716-3024-268419-603051	
		Wayland Village Center, Inc.	
7,500.00	-	5000-535716-3024-268413-603051	
		Zeta Senior Center, Inc.	
<b>\$101,500.00</b>		<b>Total</b>	

**BACKGROUND/EXPLANATION:**

The original NGA for SCOF was approved February 24, 2016 for \$45,000.00. This revised NGA will reflect the increase of \$101,500.00 making the total NGA award amount \$146,500.00.

This NGA will allow the Department to provide funding to the above-listed Senior Centers for program activities and services for senior center participants.

The Notice of Grant Award is late because it was just received from the Maryland Department of Aging.

**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 the revised FY 16 Senior Center Operating Funds Notification of Grant Award from the Maryland Department of Aging.

## MINUTES

Health Department - Notification of Grant Awards

The Board is requested to approve acceptance of the Notification of FY17 Grant Awards (NGA) from the Maryland Department of Aging for the various programs.

1. **SENIOR HEALTH INSURANCE PROGRAM** **\$86,046.00**  
**(SHIP)**

Account: 4000-433417-3044-273300-404001

This award will provide funds through SHIP to support public education about health insurance plan options to Baltimore City senior residents and their families. These funds will also supplement the Senior Information and Assistance program. The period of the NGA is April 1, 2016 through March 31, 2017.

The NGA is late because it was recently received.

2. **SENIOR MEDICARE PATROL (SMP)** **\$11,387.00**

Account: 4000-436417-3044-761900-404001

This award will provide funding for outreach, education, and counseling for seniors under the SMP program. The period of the NGA is June 1, 2016 through May 31, 2017.

The NGA is late because it was recently received.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notification of FY17 Grant Awards from the Maryland Department of Aging for the various programs.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2936 - 2937

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. <b>\$400,000.00</b>	9938-916071-9475	9938-917071-9474
General Fund	(Reserve) FY'17	(Active) FY'17
HUR Eligible	Tree Baltimore	Tree Baltimore
	Program	Program

This transfer will provide funds to cover the costs associated with the purchase and planting of trees under Forestry's Tree Baltimore program.

2. <b>\$100,000.00</b>	9938-907081-9475	9938-908081-9474
1 <sup>st</sup> Parks &	(Reserve) Park	(Active) Park Trail
Public Facilities	Trail Network	Network

This transfer will provide funds to cover the costs associated with administration services and authorized change orders for Herring Run Greenway - Phase I TR 12313.

3. <b>\$ 25,000.00</b>	9938-910083-9475	9938-911083-9474
1 <sup>st</sup> Parks & Public	(Reserve) FY'17	(Active) FY'17
Facilities	Historic Park	Historic Park
	Facility	Facility
	Renovations	Renovations

This transfer will provide funds to cover costs for improvements to the Crimea Mansion Exterior Stone Wall.



MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works/Office of Engineering and Construction</u>		
4. <b>\$1,250,000.00</b> (Water Revenue Bonds)	9960-909100-9558 (Constr. Res. Water Infrastructure Rehab)	
\$ 500,000.00	-----	9960-908724-9557-2 (Extra Work)
<u>750,000.00</u>	-----	9960-906623-9557-2 (Extra Work)
<b>\$1,250,000.00</b>		

The funds are required to pay estimate #27 under Project 1188. The additional appropriations will cover the current account deficits and enable the Department of Finance to make a required payment to a vendor for a contract in which the Board has already approved funds.

Department of Housing and Community Development

5. <b>\$1,000,000.00</b> Comm. Dev. Block Grant 42	9997-928019-9587 Baltimore Home-ownership Incentive Program (Reserve)	9997-918010-9593 Direct Homeownership
---	--	--

This transfer will provide Community Development Block Grant funds for Baltimore Housing's Homeownership Incentive program for fiscal year 2017.

**MINUTES**

Parking Authority (PABC) - Agreement

**ACTION REQUESTED OF THE B/E:**

The Board is requested to approve and authorize execution of an Agreement with Profiles, Inc. The period of the agreement is effective upon Board approval for two-years.

**AMOUNT OF MONEY AND SOURCE:**

\$74,952.50 - 2075-000000-5800-408700-603026

**BACKGROUND/EXPLANATION:**

The PABC has worked for a number of years with the Mayor's Commission on Disabilities to improve the parking situation in Baltimore for people with disabilities by developing a program called Project SPACE to address this problem.

Under this agreement, Profiles, Inc. will provide public relations and marketing services in support of the Parking Meter Accessibility Program, Project SPACE.

The goal of Project SPACE is to make all of the City's parking meters ADA compliant and provide hundreds of reserved on-street parking spaces for people with disabilities while requiring all parkers to pay for metered parking, including those displaying a disability placard or license plate.

Phase 1 of Project SPACE was launched in the Central Business District (Franklin Street to the north, President Street to the east, Pratt Street/Key Highway to the south and Martin Luther King, Jr. Boulevard to the west) on July 13, 2014. Persons that had been abusing disability placards for the free parking that the placards previously provided, no longer had the incentive to park all day at meters, resulting in more turnover and availability of metered parking spaces. Phase 1 of Project SPACE also resulted in a steep decline in thefts of disability placards in the City - from 23 per month prior to Phase 1, to fewer than 3 per month after commencement of Phase 1. Phase 1 of Project SPACE has exceeded expectations, leading to Phase 2 in Harbor East and Fells Point.

## MINUTES

PABC - cont'd

The success of Phase 1 of Project SPACE was due to extensive public outreach that educated the region on the changes to the City's metered parking program. Other jurisdictions that had attempted to implement similar programs for people with disabilities relied primarily on face to face meetings with stakeholders, but failed to inform the public-at-large about the program. Their efforts were stalled as a result. A professional public relations and marketing campaign helped the public understand the purpose and method of Project SPACE.

Profiles, Inc. is a Baltimore City WBE firm that provided the public relations and marketing campaign for Phase 1 of Project SPACE. Profiles, Inc. provided professional public relations services to inform residents, visitors, and commuters about the changes to the parking meter program. In January 2013, Profiles, Inc. evaluated the program, performed primary research consisting of one-on-one interviews with people with disabilities and conducted market research that were used to develop a brand identity including a strong program name and powerful branding platform. They created a visual identity and developed communications materials including a brochure, postcards, and posters. Profiles, Inc. developed a clean, professional website, publicized the program to the target audience through a series of public relations tactics including media relations, marketing, educational programs, on-street outreach, business, community and stakeholder outreach, developing and purchasing paid media, implementing a social media campaign and staffing community events such as Artscape, the Fells Point Fun Festival and the Baltimore Book Festival.

Profiles, Inc. will provide similar services for Phase 2. The research phase and development of a brand identity are not needed for Phase 2 because they were completed in Phase 1. Profiles, Inc. will oversee the design of new brochures and posters reflecting the additional phase, will assist the PABC with website content, provide media relations, marketing, educational programs, on-street outreach, business, community and stakeholder outreach, developing and purchasing paid media, implementing a social media campaign and staffing community events such as Artscape and the Fells Point Fun Festival.

## MINUTES

PABC - cont'd

**MBE/WBE PARTICIPATION:**

<b>MBE:</b> DC Nadia Group, LLC	\$ 9,155.00	12.2%
<b>WBE:</b> Media Works, Ltd.	\$15,000.00	20.0%
Profiles, Inc.*	<u>24,148.75</u>	<u>32.2%</u>
	<b>\$39,148.75</b>	<b>52.2%</b>

\*Indicates self-performance.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to the monthly rate at the City-owned Fleet & Eden Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

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

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

To bring the monthly rate charged at Fleet & Eden Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation submitted hereto. This rate adjustment was unanimously approved by the PABC Board of Directors.

MINUTES

PABC - cont'd

Location	Proposed Transient Rate Changes	Proposed Monthly Rate Changes			
Fleet & Eden Garage	No proposed rate adjustments	Regular Monthly Rate			
			Current Rate	Proposed Rate	Last Rate Change
		Regular Rate	\$145.00	\$150.00	February 2015

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the monthly rate at the City-owned Fleet & Eden Garage that is managed by the PABC.

**MINUTES**

Department of Human Resources - Battalion Fire Chief  
 Promotional Assessment  
Administration Expenses 2016

**ACTION REQUESTED OF B/E:**

The Board is requested to: 1) approve and authorize execution of a Group Sales Agreement with Red Lion Hotels, Inc. d/b/a RL Hotel located at the Baltimore Inner Harbor, and 2) approve the 2016 Battalion Fire Chief Promotional Assessment Administration Expenses. The assessment includes written and oral exam components and is being scheduled to take place on August 26, 2016 and August 29, 2016 through September 2, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$ 1,200.00	Ancillary expenses - 12 Examiners X \$100.00 each for (reimbursement of travel expenses, luggage fees, cab/shuttle fees, to and from the airport, parking)
18,264.00	Red Lion Hotel: August 29 - September 2, 2016
6,088.20	Oral Assessment Overnight Guestrooms August 28 - September 2 20 Guest Suites X 6 nights @ \$139 net rate/night (\$16,680.00 X 9.5% tax/night) Test Rooms August 29 - September 2 8 Test Rooms x 5days @ \$139.00 net rate/night (\$5,560.00 x 9.5% tax/night)
0.00	Training/Registration Room x 5 days @ Complimentary
0.00	Hospitality Suite x 30 guests x 5 days @ Complimentary
0.00	Coffee Service (training day) @ Complimentary
1,132.80	Catered Lunch (orientation/training day 30 attendants @ \$32.00 + 18%)

## MINUTES

DHR - cont'd

1,652.00	Coffee Service Beverage/Snack Break (20 guests x 4 days at \$14.00 + 18%)
259.60	Audiovisual Equipment (training day) @ \$259.60/day
4,800.00	Examiners' Airfare (Roundtrip): 12 examiners traveling from various locations @ \$400.00
3,312.00	Per Diem Meal Allowance Per Diem Rate - \$46.00 per day x 6 days = \$276.00 12 Examiners - \$276.00 X 12
<b>\$36,709.20</b>	- Account 1001-000000-1603-172500-603026

**BACKGROUND/EXPLANATION:**

The Battalion Fire Chief exam occurs once every two years. Twenty Eighty eight (28) rooms will be necessary to administer the exam.

Twelve rooms will be rented for overnight accommodation for twelve examiners and eight assessment administrators/monitors.

Eight (8) rooms will be rented for the examiners training/orientation, and administration of the exam. The number of candidates who will be scheduled for the oral portion of the exam will not be available until after the posting closes for application (on July 15, 2016). Following closing of the application, a testing schedule for the oral exam will be created and the number of testing days will be confirmed. To ensure adequate accommodations are available, room reservations must be arranged well in advance. The submitted quote is based upon the maximum anticipated usage and may be reduced.

Most examiners will arrive in Baltimore on Sunday, August 28, 2016. It is anticipated that the oral examination process will begin on Monday, August 29, 2016 with training/orientation and run through Friday, September 2, 2016. Some examiners will depart the hotel the morning of September 3, 2016 due to the length of testing on Friday and the distance back to their respective jurisdictions.



**MINUTES**

DHR - cont'd

Due to the early start and long working hours, a beverage break will be made available to the examiners each morning. Estimated cost for hotel parking for the examiners at the hotel is also included as some examiners may have vehicles. Audio-visual equipment which is required for training at the hotel is also included.

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

UPON MOTION duly made and seconded, the Board: 1) approved and authorized execution of the Group Sales Agreement with Red Lion Hotels, Inc. d/b/a RL Hotel located at the Baltimore Inner Harbor, and 2) approved the 2016 Battalion Fire Chief Promotional Assessment Administration Expenses.

**MINUTES**

Law Department - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the action brought by Justin Cloude, Plaintiff, against Officer James Cardarella, Defendant, for alleged assault, battery, false arrest, false imprisonment, malicious prosecution and violations of provisions of the Maryland Declaration of Rights arising out of an incident in which the Plaintiff was arrested and tazed by the Defendant.

**AMOUNT OF MONEY AND SOURCE:**

\$69,500.00 - 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

On July 1, 2011, the Defendant responded to a call for suspected drug activity in the 1200 block of Patterson Park Avenue. The Plaintiff, who matched the description of one of the suspects described in the call, fled the scene when the Defendant and another officer arrived. The Defendant pursued the Plaintiff to a residence in the 1300 block of Patterson Park Avenue. As the Plaintiff attempted to enter the residence, the Defendant told the Plaintiff to stop and get down on the ground. The Defendant tazed him when the Plaintiff failed to comply. After being tazed, the Plaintiff claims that he fell, hit his head, had a seizure and lost consciousness. The Plaintiff claims to have a permanent seizure disorder as a result of this incident.

The Plaintiff filed suit seeking a total of \$7,000,000.00 in compensatory damages. Because of legal issues, conflicting factual issues, and objective injuries suffered by the Plaintiff and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$69,500.00 in return for a dismissal of the litigation.

**MINUTES**

Law 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 proposed settlement of this case as set forth herein.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the action brought by Justin Cloude, Plaintiff, against Officer James Cardarella, Defendant, for alleged assault, battery, false arrest, false imprisonment, malicious prosecution and violations of provisions of the Maryland Declaration of Rights arising out of an incident in which the Plaintiff was arrested and tazed by the Defendant.

**MINUTES**

Law Department - Settlement Agreement and Release

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement and Release between the City and St. Frances Academy, regarding a litigation action brought by the Plaintiff, Richard Hitchens. The Plaintiff alleges that he was assaulted at an event organized by Baltimore City Department of Recreation and Parks, and that the defendants negligently failed to provide adequate security for the event.

**AMOUNT OF MONEY AND SOURCE:**

Indemnification up to \$200,000.00 - 2044-000000-1450-703800-603070

**BACKGROUND/EXPLANATION:**

The Plaintiff alleges that he was refereeing a Baltimore City Department of Recreation and Parks youth basketball league at St. Frances Academy (St. Frances) at 8:45pm on Friday, March 27, 2015, when he was assaulted by one of the team's coaches and other unnamed spectators and/or players. The Plaintiff allegedly suffered a broken jaw that required surgery, cuts to his head and face, and severe bruising to his back.

In order to resolve litigation between the defendants and provide a joint defense, St. Frances and the City have agreed that the City will indemnify St. Frances up to the total amount of damages not to exceed the applicable Local Government Tort Claims Act damages cap. In return, St. Frances has agreed to dismiss its cross-claims against the City, and its employees, agents and representatives, and to jointly defend Plaintiff's claims.

Based on a review by the Settlement Committee of the Law Department, it recommends that the Board of Estimates approve the proposed settlement of this case as outlined herein.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release between the City and St. Frances Academy, regarding a litigation action brought by the Plaintiff, Richard Hitchens.

**MINUTES**

Law Department - Settlement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Settlement Agreement with ArcelorMittal USA LLC ("AMUSA") to resolve all litigation concerning alleged overbilling for water provided to the Sparrows Point Steel Mill and alleged failure to pay water bills.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On or about February 15, 2007, ISG Sparrows Point, LLC (ISG), AMUSA's predecessor in ownership of the steel mill, initiated an Administrative Action (Administrative Action) with the Department of Public Works (DPW) regarding the alleged overcharging of approximately \$2.2 million for potable water supply service from September 2003 through April 2005. The Administrative Action was resolved against the ISG, which appealed the case to the Circuit Court for Baltimore City as Case No. 24-C-07-005373. The Circuit Court remanded the case for a record of the Administrative findings. The Administrative Action is currently pending before DPW.

On July 9, 2010, the City filed an action against AMUSA and other former owners of the steel mill in the Circuit Court of Maryland for Baltimore City, seeking payment for approximately \$1.5 million in water service provided to AMUSA between September 2006 and April 2008 (Lawsuit). The Lawsuit is still pending. Through a series of transactions, AMUSA holds all of the rights, title, and interest in both the Administrative Action and the Lawsuit.

## MINUTES

Department of Law - cont'd

Due to the expense of litigating the two cases, the parties have negotiated a settlement to resolve the disputes among them. Under the agreement, AMUSA would withdraw and dismiss its claims in the Administrative Action now pending before DPW and the City would dismiss its claims in the Lawsuit now pending before the Circuit Court. There would be no payment of funds by either the City or AMUSA.

The Department of Public Works has agreed to the settlement. The Settlement Committee of the Law Department recommends approval of the settlement of this matter to the Board of Estimates as outlined herein.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement with ArcelorMittal USA LLC to resolve all litigation concerning alleged overbilling for water provided to the Sparrows Point Steel Mill and alleged failure to pay water bills.

**MINUTES**

Department of Recreation and Parks - Inter-Agency Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Inter-Agency Agreement with the Maryland Transit Administration (MTA). The agreement is effective upon Board approval until services are completed, no later than March 1, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$103,692.12 - 1001-000000-4783-583800-602026

**BACKGROUND/EXPLANATION:**

The MTA will reimburse the Department for planting and maintaining approximately 267 trees that were dug in anticipation of the MTA's Red Line. These funds will cover the entire cost of the 267 trees, which will be implemented through the Department's Forestry Division's existing tree planting contract.

**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 Inter-Agency Agreement with the Maryland Transit Administration.



**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 6 to GWWO, Inc. under Project 1234 On-Call Design Services. The period of the Task Assignment is approximately 2 years.

**AMOUNT OF MONEY AND SOURCE:**

\$203,555.90 - 9938-915051-9474-000000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for Winans Meadow Nature Center.

**MBE/WBE PARTICIPATION:**

Including this task, the Contractor has achieved the following percentages:

**MBE:** 20.92%

**WBE:** 11.84%

**THE BOARD PREVIOUSLY APPROVED THE TRANSFER OF FUNDS ON 07/27/16.**

**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. 6 to GWWO, Inc. under Project 1234 On-Call Design Services.

**MINUTES**

Department of General Services - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 003 to Gipe Associates, Inc. under Project 1220, City Hall Elevator Renovations. The period of the task assignment is approximately 33 months.

**AMOUNT OF MONEY AND SOURCE:**

\$181,350.54 - 9916-909720-9197-000000-703032

**BACKGROUND/EXPLANATION:**

Gipe Associates, Inc. will provide design, bidding, and post award services for the renovations to the City Hall elevators in accordance with their proposal dated January 22, 2016.

**MBE/WBE PARTICIPATION:**

The Contractor has achieved the following percentages:

**MBE:** SP Architects    \$29,316.69            16.21%

**WBE:** Carroll Eng.    \$ 5,124.61            2.83%

**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. 003 to Gipe Associates, Inc. under Project 1220, City Hall Elevator Renovations.

**MINUTES**

Mayor's Office on Criminal Justice - Correction to the Award  
Number and Amendment to  
Memoranda of Understanding

The Board is requested to approve the Correction to the Award Number and approve and authorize execution of Amendment to the Memoranda of Understanding.

CORRECTION TO THE AWARD NUMBER

1. **DEROND RICKS** **\$0.00**

Account: 4000-479616-2252-694200-601009

On March 23, 2016, the Board approved the original agreement. The background explanation incorrectly identified the JAG X Grant, Award #2014-DJ-BX-0527 as the source of funds in the Board memo. The correct grant award number is JAG XI, Award #2015-DJ-BX-0281. There are no other changes to the term and conditions of the agreement.

AMENDMENT TO MEMORANDA OF UNDERSTANDING

2. **BANNER NEIGHBORHOODS, INC.** **\$0.00**

Account: 4000-472813-2252-690700-600000

On August 19, 2015, the Board approved a Memorandum of Understanding (MOU) with Banner Neighborhoods, Inc. for \$47,000.00. The period of the MOU was August 1, 2015 through July 14, 2016. This amendment changes the period to August 1, 2015 through November 30, 2016. There are no other changes to the term and conditions of the MOU.

3. **MCELDERRY PARK COMMUNITY ASSOCIATION, INC.** **\$0.00**

Account: 4000-472813-2252-690700-600000

On September 9, 2015, the Board approved a Memorandum of

**MINUTES**Mayor's Office on Criminal Justice - cont'd

Understanding (MOU) with McElderry Park Community Association, Inc. for \$25,000.00. The period of the MOU was August 1, 2015 through July 14, 2016. This amendment changes the period to August 1, 2015 through November 30, 2016. There are no other changes to the term and conditions of the MOU.

**APPROVED FOR FUNDS BY FINANCE****AUDITS NOTED THE TIME EXTENSION FOR ITEM NOS. 2 AND 3.**

UPON MOTION duly made and seconded, the Board approved the Correction to the Award Number and approved and authorized execution of Amendment to the Memoranda of Understanding.

## MINUTES

Mayor's Office of Employment - Customized Training  
 Development (MOED) \_\_\_\_\_ Agreements \_\_\_\_\_

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

1. **LIVING CLASSROOMS FOUNDATION, INC.** **\$149,999.00**

Account: 4000-807416-6312-481105-603051

Under this agreement, Living Classrooms Foundation, Inc. will provide adult education services resulting in academic achievement and employment success to young adults ages 18 to 29 years old living in Baltimore City.

Living Classrooms Foundation, Inc. will recruit no fewer than 250 Baltimore City residents for adult education services. Of these 250 residents, a total of 190 will be enrolled in literacy services. Upon completion of the training program, no fewer than 15 will obtain a high school diploma or GED.

The funds will be drawn from a United States Department of Labor demonstration grant received through the State of Maryland Department of Labor, Licensing and Regulation. The period of the agreement is May 1, 2016 through April 30, 2017.

2. **BALTIMORE ALLIANCE FOR CAREERS** **\$150,000.00**  
**IN HEALTHCARE (BALTIMORE ALLIANCE)**

Account: 4000-807416-6312-464605-603051

Under this agreement, Baltimore Alliance will provide training for careers in healthcare for Baltimore City residents ages 18 to 29 years old.

Baltimore Alliance will recruit no fewer than 200 Baltimore City residents for job training, job readiness and support services. Of these 200 residents, a total of 80 will

**MINUTES**

MOED - cont'd

complete occupational skills training in the healthcare field. Upon completion of the training program, no fewer than 60 will obtain employment.

The funds will be drawn from a United States Department of Labor demonstration grant received through the State of Maryland Department of Labor, Licensing and Regulation. The period of the agreement is July 1, 2016 through April 30, 2017.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Customized Training Agreements.

The President **ABSTAINED** on Item No. 1.

## MINUTES

Mayor's Office of Human - Acceptance of FY 2015 Continuum of  
Services (MOHS) Care Grant Program Awards

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the FY 2015 Continuum of Care grant program award from the U.S. Department of Housing and Urban Development (HUD). The grant awards details are listed below.

<b>Grant Program</b>	<b>Renewal Grant #</b>	<b>Start</b>	<b>End</b>	<b>Amount</b>
AIRS Shelter Plus Care Program	MD0016L3B011508	4/1/2016	3/31/2017	\$ 1,509,426.00
Associated Catholic Charities - Project BELIEVE - PHP	MD0061L3B011508	2/1/2016	1/31/2017	\$ 117,283.00
Associated Catholic Charities - Project FRESH Start	MD0030L3B011508	12/1/2016	11/30/2017	\$ 102,638.00
Associated Catholic Charities - REACH Combined	MD0027L3B011508	1/1/2017	12/31/2017	\$ 742,942.00
At Jacob's Well PHP	MD0018L3B011508	9/1/2016	8/31/2017	\$ 23,968.00
BHSB, Inc. (Formerly BMHS) - Project Based S+C	MD0023L3B011508	4/1/2016	3/31/2017	\$ 90,782.00
BMSB SRA Multi-Grant S+C	MD0024L3B011508	4/1/2016	3/31/2017	\$ 3,781,928.00
Dayspring Programs PHP	MD0034L3B011508	1/1/2017	12/31/2017	\$ 296,792.00
Dayspring Programs Tenant Based S+C	MD0033L3B011508	4/1/2016	3/31/2017	\$ 361,728.00

## MINUTES

MOHS - cont'd

Grant Program	Renewal Grant #	Start	End	Amount
GEDCO - Supportive Housing Harford House and Micah House	MD0038L3B011508	6/1/2016	5/31/2017	\$ 104,006.00
GEDCO Justice Housing (formerly GEDCO S+C)	MD0043L3B011508	4/1/2016	3/31/2017	\$ 330,585.00
GEDCO Justice Housing Case Management (formerly GEDCO Shelter Plus Care Case)	MD0042L3B011508	8/1/2016	7/31/2017	\$ 34,995.00
HPRP - Legal Service Project	MD0045L3B011508	1/1/2017	12/31/2017	\$ 115,622.00
JHR, Inc. - Lighthouse 1	MD0046L3B011508	10/1/2016	9/30/2017	\$ 108,689.00
JHR, Inc. - Lighthouse 2 PHP	MD0012L3B011507	8/1/2016	7/31/2017	\$ 105,007.00
Marian House - Serenity Place PHP	MD0052L3B011508	12/1/2016	11/30/2017	\$ 31,730.00
Marian House - TAMAR 2 PHP	MD0060L3B011508	3/1/2016	2/28/2017	\$ 93,933.00
Marian House PH	MD0051L3B011508	9/1/2016	8/31/2017	\$ 70,577.00
Marian House S+C Expansion	MD0057L3B011508	12/1/201	11/30/2017	\$ 52,893.00
Marian House TAMAR S+C	MD0064L3B011508	8/1/2016	7/31/2017	\$ 625,359.00
MD-501 CoC Planning Application 2015	MD0327L3B011500	12/1/2016	11/30/2017	\$ 646,644.00
MOHS - HMIS Project 2014	MD0021L3B011508	5/1/2016	4/30/2017	\$ 362,812.00
MOHS - Housing First S+C	MD0019L3B011508	4/1/2016	3/31/2017	\$ 119,010.00



## MINUTES

MOHS - cont'd

<b>Grant Program</b>	<b>Renewal Grant #</b>	<b>Start</b>	<b>End</b>	<b>Amount</b>
MOHS Homeward Bound PHP	MD0022L3B011508	10/1/2016	9/30/2017	\$ 807,752.00
PEP Samaritan Project	MD0011L3B011506	10/1/2016	9/30/2017	\$ 695,228.00
Project PLASE - Medically Fragile SRO	MD0069L3B011508	10/1/2016	9/30/2017	\$ 70,478.00
Project PLASE - Rental Assistance Program	MD0065L3B011508	4/1/2016	3/31/2017	\$ 1,629,284.00
Project PLASE - Scattered Site PHP	MD0068L3B011508	7/1/2016	6/30/2017	\$ 240,767.00
St. Ambrose Housing Aid Center II (formerly WAR - Responsibility Matters S+C)	MD0040L3B011508	7/1/2016	6/30/2017	\$ 127,668.00
St. Ambrose Housing Aid Center III (formerly Women Accepting Responsibility, Inc.)	MD0090L3B011508	8/1/2016	7/31/2017	\$ 66,440.00
St. Ambrose Housing Aid Center PHP (formerly Newborn, Inc. - Martha's Place PHP)	MD0058L3B011508	2/1/2016	1/31/2017	\$ 42,175.00
St. Ambrose Housing Aid Center PHP II	MD0071L3B011508	4/1/2016	3/31/2017	\$ 36,016.00
St. Ambrose Housing Aid Center S+C	MD0073L3B011508	4/1/2016	3/31/2017	\$ 149,490.00

## MINUTES

MOHS - cont'd

Grant Program	Renewal Grant #	Start	End	Amount
SVdP Home Connections II - Samaritan Project	MD0249L3B011506	10/1/2016	9/30/2017	\$ 500,986.00
SVdP Home Connections III	MD0039L3B011508	8/1/2016	7/31/2017	\$ 125,436.00
SVdP Home Connections PHP	MD0077L3B011508	1/1/2017	12/31/2017	\$ 463,834.00
WHC - Bennett House S+C	MD0088L3B011508	8/31/2016	8/30/2017	\$ 179,982.00
WHC - Bennett House SRO	MD0082L3B011508	10/1/2016	9/30/2017	\$ 68,841.00
WHC - Family Scattered Site S+C	MD0087L3B011508	5/1/2016	4/30/2017	\$ 116,276.00
WHC - Jenkins House Family Program	MD0013L3B011508	8/1/2016	7/31/2017	\$ 44,409.00
WHC - Scattered Site Housing PHP	MD0084L3B011508	1/1/2017	12/31/2017	\$ 47,116.00
WHC Calverton Residence PHP	MD0083L3B011508	7/1/2016	6/30/2017	\$ 56,924.00
WHC Scattered Site Housing S+C	MD0085L3B011508	5/1/2016	4/30/2017	\$ 330,585.00
WHC Susanna Wesley House Family PHP	MD0086L3B011508	1/1/2017	12/31/2017	\$ 46,242.00
Veteran PSH Scattered Site FY15	MD0331L3B011500	2/1/2016	1/31/2017	\$ 1,216,518.00
Healthcare for the Homeless Homeward Bound Bonus Project FY 2015	MD0330L3B011500	9/1/2016	8/31/2017	\$ 1,081,445.00
Coordinated Access SSO	MD0329L3B011500	2/1/2016	1/31/2017	\$ 341,470.00
MOHS - HMIS Project - Expansion	MD0328L3B011500	5/1/2016	4/30/2017	\$ 130,200.00
			<b>Total</b>	<b>\$18,444,911.00</b>

**MINUTES**

MOHS - cont'd

**AMOUNT OF MONEY AND SOURCE:**

\$18,444,911.00 - 4000-407016-3571-327200-404001

These funds are available to support program activities through the Continuum of Care Grant program. The Funds are accessible through wire transfer.

**BACKGROUND/EXPLANATION:**

The Mayor's Office of Human Services, on behalf of the City of Baltimore, submitted renewal applications for existing Continuum of Care grants in response to the 2015 Super Notice of Funding Availability (SuperNOFA). The U.S. Department of Housing and Urban Development announced on March 8, 2016 and April 5, 2016 that the renewal applications for programs listed above were approved. Under the terms of the grant renewals, the related sub-contracts will be renewed with various organizations throughout Baltimore City that carry out Homeless Service activities. These activities include rental assistance, supportive housing, and other forms of shelter in conjunction with supportive services to the homeless population in Baltimore City. The total of all grant awards in this announcement for the City of Baltimore is \$18,444,911.00. The grant awards have different start dates, the earliest start date being February 1, 2016, and the latest start date being January 1, 2017. Each grant has a period of performance lasting 12 months beginning from its start date. The award amount and start and end dates for each agreement is listed above.

The delay in submitting this request for acceptance is due to HUD's delayed notification of awards (approximately five months behind schedule) and an internal delay at the administrative level.

**MINUTES**

MOHS - cont'd

**MBE/WBE PARTICIPATION:**

MBE/WBE requirements will be included in the agreements with the City and the respective service providers.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the FY 2015 Continuum of Care grant program award from the U.S. Department of Housing and Urban Development.

## MINUTES

Mayor's Office of Human - Grant Agreements  
Resources (MOHS)

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

1. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$200,000.00**

Account: 2026-000000-1772-751600-603051

The ACC will offset the cost of operating its four Head Start Centers located in and around the casino impact area. The ACC will enroll, screen, and maintain a full enrollment of 153 Head Start eligible children. The period of the agreement is June 20, 2016 through August 31, 2016.

**FOR FY 2017, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$20,512.92, AS FOLLOWS:**

**MBE:** \$5,538.49

**WBE:** \$2,051.30

2. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$113,500.00**

Account: 4000-407117-5940-5940-760500-603051

The ACC will use funds to operate a day resource center for homeless women and children. The ACC will serve an average of 50 women and children daily. The period of the agreement is July 1, 2016 through June 30, 2018.

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

3. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$ 705,602.85**

Account: 4000-407016-3571-757701-603051

On March 16, 2016, the Board approved an advance of funds in the amount of \$196,221.00. The agreement includes an additional \$705,602.85 making the total contract award \$901,823.85. The ACC will provide permanent housing and supportive services to 68 families or individual adults. The period of the agreement is April 1, 2016 through March 31, 2017.

This agreement is late because of the delays at the administrative level.

**MWBOO GRANTED A WAIVER.**

4. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 196,550.00**

Account: 4000-407117-5940-760200-603051

Health Care for the Homeless, Inc. will provide medical and mental health assessments, nursing services, case management, food, and transportation services to medically compromised persons experiencing homelessness. The organization will serve approximately 250 individual clients. The period of the agreement is July 1, 2016 through June 30, 2018.

**MWBOO GRANTED A WAIVER.**

5. **DAYSPRING PROGRAMS, INC.** **\$ 4,336,200.00**

Account: 4000-486317-1772-515600-603051

On July 13, 2016, the Board approved an advance of funds in the amount of \$394,200.00. The agreement includes an additional \$4,336,200.00, making the total contract amount \$4,730,400.00. Dayspring Programs, Inc. will use the funds

## MINUTES

MOHS - cont'd

to operate its Head Start Program for 584 eligible children in Baltimore City. The program will provide services for six hours a day, five days a week for 170 days. The period of the agreement is July 1, 2016 through June 30, 2017.

**FOR FY 2017, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$297,611.00, AS FOLLOWS:**

**MBE:** \$80,354.97

**WBE:** \$29,761.10

**6. MERCY MEDICAL CENTER, INC. (MMC) \$244,932.05**

Account: 4000-407016-3571-758601-603051

On March 16, 2016, the Board approved an advance of funds in the amount of \$85,368.00. The agreement includes an additional \$244,932.50 making the total contract amount \$330,300.50.

The MMC will provide support services to 80 households and complete intake assessments on 240 homeless families. A minimum of 80 families will exit into permanent housing during the operating year. The MMC staff will assess, arrange, coordinate, and monitor the delivery of individualized services to meet the needs of program participants. Supportive services provided through this project are geared towards assisting participants in increasing skill level and income, increasing self-determination, and maintaining residential stability.

## MINUTES

MOHS - cont'd

The period of the agreement is February 1, 2016 through January 31, 2017.

The Agreement is late because of the delays at the administrative level.

**MWBOO GRANTED A WAIVER.**

7. **MERCY MEDICAL CENTER, INC.** **\$ 92,174.00**

Account: 4000-407117-3571-759900-603051

Mercy Medical Center, Inc. will use the funds for homelessness prevention in the form of direct grants and case management for 70 households. The period the agreement is July 1, 2016 through June 30, 2018.

**MWBOO GRANTED A WAIVER.**

8. **UNION BAPTIST CHURCH-SCHOOL, INC.** **\$1,299,375.00**

Account: 4000-486317-1772-516000-603051

On July 13, 2016, the Board approved an advance of funds in the amount of \$118,125.00. The agreement includes an additional \$1,299,375.00, making the total contract amount is \$1,417,500.00.

The Union Baptist Church-School, Inc. will use the funds to operate its Head Start program for 175 eligible children in Baltimore City, The program provides services for six Head Start programs for six hours a day, five days a week for 170 days. The period of the agreement is July 1, 2016 through June 30, 2017.

**FOR FY 2017, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$46,343.00, AS FOLLOWS:**



## MINUTES

MOHS - cont'd

**MBE:** \$12,512.61

**WBE:** \$ 4,634.30

9. **WOMEN'S HOUSING COALITION, INC. (WHC)** **\$246,367.50**

Account: 4000-407016-3573-759011-603051

On March 16, 2016, the Board approved an advance of funds in the amount of \$73,875.00. The agreement includes an additional \$246,367.50 making the total contract amount \$320,242.50.

The WHC will provide housing at its Scattered Site PH Program. The WHC Scattered Site PH program provides housing and supportive services to homeless, low-income, physically and/or mentally (some dually diagnosed) challenged women. The support services include case management, financial literacy (credit repair, household budgeting, etc.), well-being and nutrition, job readiness (resume writing, job search, application process, interviewing skills), and computer skills training. The housing assistance and support services will be provided to 25 households. The period of the agreement is May 1, 2016 through April 30, 2017.

This agreement is late due to delay at the administrative level.

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

10.	STEPHANIE D. NELSON-DENNIS	\$60,000.00
11.	MICHELLE GRANT	\$60,000.00
12.	MARY GISRIEL HENN	\$60,000.00
13.	TAWANDA ROLLINS	\$60,000.00
14.	LINDA WICKLEIN	\$70,000.00

Account: 1001-000000-1772-512700-603050

The above-listed Consultants (item nos. 9-14) will each conduct classroom observations, provide guidance, technical support, training, and oversight for three Baltimore City Head Start Programs. They will also provide all necessary reports based on all services provided. The period of the agreement is July 1, 2016 through June 30, 2017.

**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 Grant Agreements.

**MINUTES**

Fire Department - Inter-Governmental Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Inter-Governmental Agreement with the Maryland Department of Human Resources, Baltimore City Department of Social Services (BCDSS). The period the Inter-Governmental Agreement is July 1, 2016 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$664,736.00 - 5000-518216-2130-517700-405001

**BACKGROUND/EXPLANATION:**

The Fire Department will perform fire safety inspections of Resource Homes to ensure that the homes meet the fire safety requirements as specified in COMAR 07.02.25.04(I). The BCDSS will reimburse the salaries and personnel costs of one Fire Prevention Inspector I assigned to perform these inspections, and pay to the Fire Department fees associated with each inspection. The salary and personnel expenses for Fire Inspector I are \$115,684.00 per year, inspection fees up to \$50,500.00 per year total up to \$166,184.00 per year for four years.

**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 and authorized execution of the Inter-Governmental Agreement with the Maryland Department of Human Resources, Baltimore City Department of Social Services.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Robert B. DuVal, Jr.	1108 Appleton St.	L/H	\$20,500.00
Funds are available in account 9910-908636-9588-900000-704040, FY16 Whole Block Demo Project.			
2. Ellen G. Politzer	1109 Brentwood Ave.	G/R	\$ 880.00
			\$96.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
3. AN Ground Rents, LLC	1722 Division St.	G/R	\$ 504.00
			\$55.00
4. Paul Wye Nochumowitz & Amy Sue Nochumowitz	1724 Division St.	G/R	\$ 503.00
			\$55.00
5. Paul Wye Nochumowitz & Amy Sue Nochumowitz	563 Laurens St.	G/R	\$ 596.00
			\$65.00
Funds are available in account 9910-908044-9588-900000-704040.			
6. LK Ground Rents, LLC	1842 Division St.	G/R	\$ 495.00
			\$54.00
Funds are available in account 9910-910634-9588-900000-704040, FY14 Whole Block Demo Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
	<u>DHCD</u> - Options			
7.	Albrite G.R. Services, LLC	2212 Druid Hill Ave.	G/R \$140.00	\$ 1,284.00
8.	Pacific Enter- prises, LLC	2226 Druid Hill Ave.	G/R \$100.00	\$ 916.00
Funds are available in account 9910-905788-9588-900000-704040, Druid Hill Project.				
9.	Ardith Kloth	2106 Etting St.	G/R \$36.00	\$ 240.00
10.	Most Reverend William E. Lori, Catholic Arch- bishop of Balti- more, for the time being, & his successors in the Archiepiscopal See of Baltimore a Corporation Sole, According to the Discipline of the Roman Catholic Church	2107 Etting St. 2119 Etting St. 2121 Etting St.	G/R \$36.00 " " " "	\$ 720.00

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>				
11.	Natalie Wilder, ½ interest and Ann Goodman, Surviving Trustee ½ interest	2115 Etting St.	G/R \$75.00	\$ 500.00
12.	Ina Sally Merowitz-Axelrad	2127 Etting St.	G/R \$36.00	\$ 330.00
Funds are available in account 9910-908044-9588-900000-704040.				
13.	Ralph Stewart	2758 Fenwick Ave.	L/H	\$36,300.00
Funds are available in account 9910-908636-9588-900000-704040.				
14.	AN Ground Rents, LLC	501 Gold St.	G/R \$57.00	\$ 522.00
15.	Howard G. Goldberg	503 Gold St.	G/R \$56.00	\$ 513.00
16.	Douglas A. Christian & Ayda Pourasad	507 Gold St.	F/S	\$ 9,460.00
17.	LK Ground Rents, LLC	509 Gold St.	G/R \$ 60.00	\$ 550.00

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
18. Lienlogic REO F1, LLC	2611 Hafer St.	L/H	\$29,687.00
Funds are available in account 9910-908636-9588-900000-704040.			
19. Sandel Invest- ments, LLC	556 Wilson St.	G/R \$60.00	\$ 550.00
Funds are available in account 9910-908044-9588-900000-704040.			

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

DHCD - Condemnations

20. Unknown heirs of Edward Woodley (deceased) & Minnie Woodley (deceased)	601 E. Biddle St.	L/H	\$ 4,400.00
21. William H. Parham	605 E. Biddle St.	F/S	\$ 6,000.00
22. DJ4M	615 E. Biddle St.	L/H	\$ 4,200.00

Funds are available in account 9990-907714-9593-900001-704040, Johnston Square Project.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>				
23.	Bar El Real Estate, LLC	1707 Brunt St.	L/H	\$ 1,200.00
	Funds are available in account 9910-908044-9588-900000-704040.			
24.	Richard Shropshire	1712 N. Castle St.	F/S	\$13,000.00
	Funds are available in account 9910-908636-9588-900000-704040, FY 16 Whole Block Demo Project.			
25.	Charles E. Goldberg, Nathan Sirkin, & Sidney Sirkin,	1830 Division St.	Sub-G/R \$90.00	\$ 240.00
	Funds are available in account 9910-910634-9588-900000-704040, FY14 Whole Block Demo Project.			
26.	David L. Kerr, & James H. Kerr, Sr., Trustees of the Judson H. Kerr, Sr. Family Trust	2117 Etting St.	F/S	\$ 1,700.00
	Funds are available in account 9910-908044-9588-900000-704040.			
27.	Warren Blount	1134 Greenmount Ave.	F/S	\$ 2,350.00
	Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			



## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
28. Rose Silberman	549 Laurens St.	G/R \$65.00	\$ 433.00
29. Rose Silberman	561 Laurens St.	G/R \$65.00	\$ 433.00
30. Chester L. Tapp	519 Robert St.	L/H	\$ 900.00
31. James Wilson and Dorothea Wilson	556 Wilson St.	L/H	\$ 1,100.00
32. Keith Johnson and Laquisha C. Johnson	560 Wilson St.	L/H	\$ 1,700.00
33. Center for Cultural Education, Inc.	562 Wilson St.	L/H	\$ 1,300.00

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

The fair market values were substantiated in appraisals made by independent appraisers contracted by the City. This will permit the City to have title to, and if necessary immediate possession of, the subject properties interest in conformity with the applicable law.

DHCD - Condemnation/Redemption

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - <u>Condemnation/Redemption</u> - cont'd			
Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for the below-listed properties. A Redemption Certificate vesting fee simple title in the City will be recorded.			
34. Herman D. Gimbel, Helen D. Gimbel & Phyllis Gimbel	520 Bloom St.	G/R \$60.00	\$ 400.00
35. Alvin Pomerantz, Trustee	1709 Brunt St.	G/R \$36.00	\$ 240.00
36. Blue Diamond Trading Co.	1713 Brunt St.	Sub-G/R \$84.00	\$ 560.00
37. Edna N. Kemner and E. Galvan Lloyd	1713 Brunt St.	G/R \$36.00	\$ 240.00
Funds are available in account 9910-908044-9588-900000-704040.			
38. N.B.S., Inc.	4406 Daytona Ave.	G/R \$96.00	\$ 640.00
Funds are available in account 9910-908636-9588-900000-704040.			
39. William Weinberg & Stanley S. Goldberg	1714 Division St.	G/R \$31.87	\$ 212.46
Funds are available in account 9910-908044-9588-900000-704040.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation/Redemption</u>			
40. The Arno Company	2103 Etting St.	G/R \$24.00	\$ 160.00
Funds are available in account 9910-908044-9588-900000-704040.			
41. R. William Connolly, Jr.	2128 Etting St.	G/R \$36.00	\$ 240.00
Funds are available in account 9910-908044-9588-900000-704040.			
42. Samuel Diener	545 Robert St.	G/R \$48.00	\$ 320.00
43. Samuel Diener	547 Robert St.	G/R \$48.00	\$ 320.00
44. Samuel Diener	549 Robert St.	G/R \$48.00	\$ 320.00

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

Law Department - Payment of Settlement

45. Taemin, Inc.	4752-4754 Park Heights Avenue	F/S	\$22,000.00
Funds are available in account 9910-903183-9588-900000-704040.			

On April 29, 2015, the Board approved acquisition of the fee simple interest, by condemnation, in the property located at 4752 - 4754 Park Heights Avenue. The Board previously approved the fair market value in the amount of

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**Law Department - Payment of Settlement

\$78,000.00, based upon an independent appraisal report. The City's updated valuation remained at \$78,000.00. The State Department of Assessments and Taxation reflects the value of the property at \$209,000.00. In 2005, the owner had paid \$175,000.00 and maintained that Taemin, Inc. had improved the property. The owner produced a report valuing the property at \$100,000.00. After formal mediation, the parties agreed to settle the case for \$100,000.00. Therefore, the Board is requested to approve an additional \$22,000.00.

UPON MOTION duly made and seconded, the Board approved the foregoing Options, Condemnations, Condemnation/Redemption, and the Payment of Settlement.

**MINUTES**

Department of Planning - First Amendment to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Grant Agreement with Healthy Neighborhoods, Inc. (HNI). The First Amendment to Grant Agreement extends the period of the agreement through January 15, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$ 15,025.00 - 9910-910112-9588  
102,500.00 - 2025-000000-1873-729600-603051  
**\$117,525.00**

**BACKGROUND/EXPLANATION:**

On July 16, 2014, the Board approved the original 30-month Grant Agreement with the HNI, in the amount of \$1,654,000.00, to serve as the financial and programmatic manager for community-based projects funded with FY 2013/2014 slots revenue in the greater Pimlico area known as the One Mile Radius. These funds were awarded for a 20-year period beginning in FY 2012 through FY 2032 to support primarily capital community and economic development projects in the Pimlico community.

Under the terms of the agreement, the HNI is responsible for meeting with grantees that have been awarded slots revenue to provide the following services including:

- technical assistance
- compliance and monitoring
- compliance with City law
- recognition of City support

This First Amendment to Grant Agreement extends the period of the agreement through January 15, 2018 and increases the project budget by \$117,525.00 due to spending plan changes.

**MINUTES**

Department of Planning - cont'd

**MBE/WBE PARTICIPATION:**

The HNI has signed the Commitment to Comply with the Minority and Women's business Enterprise Program of the City of Baltimore.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

Department of Housing & Community Development

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<b>\$171,750.00</b>	9910-905962-9587	
Pimlico Local Impact	Northwest Neighbor-	
Aid Slots Funding -	hood Improvement	
VLT	Reserve	
\$ 31,750.00	-----	9910-910112-9588
		Coldspring-Newtown
		Slots Project
<u>140,000.00</u>	-----	9910-909138-9558
<b>\$171,750.00</b>		Liberty-Wabash
		Slots Project

This transfer will fund capital improvements for the Coldspring-Newtown Project and the Liberty-Wabash Project. The Coldspring-Newtown Project includes, but is not limited to maintenance and upgrades of the community pool, tennis court, community cottage, locker room improvements, and the Mercantile Building.

**MINUTES**

Department of Housing & Community Development - cont'd

The Liberty-Wabash Project will fund blight elimination activities, including the stabilization of vacant properties to support receivership, auction, and rehabilitation, as well as the demolition of deteriorated vacant properties for which receivership is not possible.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Grant Agreement with Healthy Neighborhoods, Inc. 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 Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Abell Foundation. The period of the Grant Agreement is July 1, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - 6000-600017-1875-188500-603026

**BACKGROUND/EXPLANATION:**

The Department of Planning's Office of Sustainability is creating a "Made in Baltimore" campaign to support local manufacturing and the maker economy. The goal of this campaign is to support local entrepreneurship and business growth for goods-producing companies in Baltimore City, thereby creating jobs and demand for vacant industrial space.

The Made In Baltimore Campaign began in the summer of 2015, with a series of 'pop-up shops' featuring locally-made goods that took place at several locations throughout the City. The Office of Sustainability hopes to build on the success of these events by creating a local brand certification program that can certify and promote goods produced in Baltimore City.

One of the first steps in this process is to undertake an economic impact study of Baltimore City's maker economy. The goal of this study is to create a baseline understanding of Baltimore's maker economy, from which future progress of the 'Made in Baltimore' program will be tracked. Grant funds will be used to hire a consultant to do primary data collection and analysis and to create a report of the findings.

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



**MINUTES**

Department of Planning - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Grant Agreement with the Abell Foundation.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Award Agreement with Civic Works, Inc. The period of the Grant Agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$28,000.00 - 9905-926005-9188-900000-703032

**BACKGROUND/EXPLANATION:**

The funds from this program are drawn from the City's Critical Area Management Program offset fee fund, which developers pay into when they disturb land close to the waterfront and cannot meet mitigation requirements on site. Civic Works, Inc. is a non-profit formed in 1993 to strengthen Baltimore's communities through education, skills development, and community services. Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving, and protecting wildlife habitat, and improving quality of life for the citizens of Baltimore. All grant allocations are pre-approved by the State's Critical Area Commission.

Under this agreement, Civic Works, Inc. will run a program to train and employ youth to undertake stormwater management projects on a total of four vacant lot sites. Civic Works, Inc., will employ 5 youth workers and team leaders, and will also recruit and train at least 300 volunteers for this program. Outcomes will include the planting of at least 25 fruit trees and 100 plants/grasses and educating approximately 60 additional city youth about stormwater management.

**MINUTES**

Dept. of Planning - cont'd

Civic Works, Inc. is uniquely positioned to do this work because of their long history of success working on community service, green jobs, food issues, stormwater issues, and public engagement.

**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 Grant Award Agreement with Civic Works, Inc.

**MINUTES**

Department of Housing and - Employee Expense Statement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Whitney DeRiggs for mileage expenses incurred during the month of February 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$79.38 - 1001-000000-5832-412899-603002

**BACKGROUND/EXPLANATION:**

The reimbursement was delayed due to the administrative review, prior to submission of the request for reimbursement.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's 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 to reimburse Whitney DeRiggs for mileage expenses incurred during the month of February 2016.

**MINUTES**

Department of Housing and - First Amendment to Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution a First Amendment to Grant Agreement with Healthy Neighborhoods Inc. (HNI).

**AMOUNT OF MONEY AND SOURCE:**

\$21,000.00 - 9910-9588-90615

**BACKGROUND/EXPLANATION:**

In Fiscal Year 2015, the City appropriated \$750,000.00 to the HNI. On May 11, 2016, the Board approved the grant with the HNI in the amount of \$519,000.00 to support neighborhood marketing efforts, provide architectural assistance to homeowners and personnel costs. The HNI is requesting that \$21,000.00 of the FY 15 appropriation be made available for neighborhood block and capital projects. The additional funds will increase the grant amount to \$540,000.00.

The Amendment also modifies the reimbursement request process for the block and capital grants program and marketing support provided to neighborhood organizations by enabling the HNI to summarize expenditure rather than submit individual documentation. The HNI will be responsible for maintaining project files that include such documentations as invoices, contracts, proof of payment and documentation of projects. The DHCD will review files to ensure that information is complete.

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

The grantee will follow the MBE/WBE participation requirements established in the original grant agreement.

**THE TRANSFER OF FUNDS FOR THIS ITEM WAS APPROVED BY THE BOARD ON JUNE 29, 2016.**

UPON MOTION duly made and seconded, the Board approved and authorized execution the First Amendment to Grant Agreement with Healthy Neighborhoods Inc.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Park Heights Renaissance, Inc., Developer, for the sale of the City-owned property located at 4921 Park Heights Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00

**BACKGROUND/EXPLANATION:**

The project will involve the improvement and rehabilitation of the vacant lot which the Purchaser plans to improve and rehabilitate for a public playground. The property is in the Park Heights neighborhood.

The authority to sell the property comes from the Park Heights Urban Renewal Plan, approved by the City as Ordinance No. 08-0158, dated December 11, 2008; being periodically updated and approved by the City most recently as Ordinance No. 14-297, dated October 1, 2014.

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

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 4921 Park Heights Avenue is \$11,744.00 and the purchase price is \$1.00.

**MINUTES**

DHCD - cont'd

The property is being sold to Park Heights Renaissance, Inc. below the price determined by the Waiver Valuation Process because of the following reasons:

- the sale and the rehabilitation will help to promote a specific benefit to the immediate community and
- the sale and rehabilitation will continue the elimination of blight and provide volunteer opportunity with KaBOOM non-profit during reconstruction and improvement.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Park Heights Renaissance, Inc., Developer, for the sale of the City-owned property located at 4921 Park Heights Avenue.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendatory Agreement No. 2 to the Consultant Agreement with Center for Land Reform, Inc. d/b/a Center for Community Progress. The period of the amendment is August 14, 2016 through December 13, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 9910-909114-9588-9000000-709032

**BACKGROUND/EXPLANATION:**

The purpose of this amendment is to implement a second no-cost time extension. The City has requested that the Consultant better investigate and analyze why some Vacants 2 Value Streamlined Code Enforcement Neighborhoods (SCENs) achieve a much higher rate of vacancy reduction than other SCENs and to incorporate those findings into the final report. The Consultant has agreed to carry out the City's request at no additional cost.

**APPROVED FOR FUNDS BY FINANCE****AUDITS NOTED THE TIME EXTENSION**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendatory Agreement No. 2 to the Consultant Agreement with Center for Land Reform, Inc. d/b/a Center for Community Progress.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements (CDBG). The period of the agreement is July 1, 2016 through June 30, 2017, unless otherwise indicated.

1. **EMPIRE HOMES OF MARYLAND, INC.** **\$ 80,000.00**

Account: 2089-208917-5930-434561-603051

This agreement will provide CDBG funds to support activity delivery costs associated with acquiring, rehabilitating, and leasing properties for low and moderate-income rental housing, particularly for homeless and non-elderly disabled persons.

**MWBOO GRANTED A WAIVER.**

2. **COMMUNITY LAW CENTER, INC.** **\$ 81,300.00**

Account: 2089-208917-5930-423629-603051

Under this agreement, the funds will be utilized to provide free legal services, direct legal representations, and technical assistance to community-based organizations that serve low and moderate-income areas of Baltimore City. Legal services and technical assistance will be provided by staff attorneys or volunteer attorneys to address such issues as drug nuisances, illegal dumping, and the elimination of vacant blighting properties.

**MWBOO GRANTED A WAIVER.**

**MINUTES**

DHCD - cont'd

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

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

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Department of Housing and Community Development (DHCD) - First Amendment to the  
DHCD Sub-Grantee Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to the Sub-Grantee Agreement with the Maryland Department of Housing and Community Development.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 5000-594417-5971-439500-405001

**BACKGROUND/EXPLANATION:**

The EmPOWER MD Grant was established by the Maryland Public Service Commission (Commission) to help reduce electricity consumption and to help low-income families reduce their utility bills. Baltimore City is receiving \$5,000,000.00 to cover the period of January 1, 2016 through December 31, 2017. The grant is in use, and the State has disbursed funds from the grant.

There are two differences between the original grant and the amendment:

In section 3, responsibilities, Sub Section D, in the original agreement, the State reserved the right to reallocate funds if Local Weatherization Agencies were not meeting production goals or were not meeting other performance standards. This amendment states the total amount of EmPOWER funds may be increased or decreased by the Department, at its discretion. This is in the best interest of the program if the rate of expenditure or production under this agreement is inconsistent with the proposed rate of expenditure or production set forth for the program year and future requirements established by the Department and the Commission; or if the Sub-Grantee fails to perform under this agreement.

For the 2012 Empower grant, the City benefited from this clause, because the allocations from non-performing local weatherization authorities were reallocated to the City.

**MINUTES**

DHCD - cont'd

In Section 3, responsibilities, sub section f, in the original agreement, the Sub-Grantee further understands and agrees that the Department of Commission may revise or establish future program guidelines, requirements, and schedules to ensure effective and timely use of all funds provided under the agreement. The Sub-Grantee agrees to comply with any and all such guidelines, requirements, and schedules.

In this amendment, the State writes that the Sub-Grantee agrees that the EmPOWER Funds may be increased or decreased in accordance with this section unilaterally by letter or other written communication from the Department. The Sub-Grantee further understands and agrees that the Department and the Commission may establish future Program Guidelines, requirements, and schedules to ensure effective and timely use of all funds provided under this agreement. The Sub-Grantee agrees to comply with any and all such guidelines, requirements, and schedules.

The State is working towards aligning Empower requirements with the Federal Department of Energy requirements. Between the period of the original grant and the amendment, the Federal Government amended guidelines for Weatherization. These amendments are known as ASHRAE 62.2 which increases the amount of Health and Safety work to improve the indoor air quality. The added requirements of ASHRAE 62.2 require the field staff to spend more time in a house. There is speculation that the State is going to increase the reimbursements of audit costs.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing First Amendment to the Sub-Grantee Agreement with the Maryland Department of Housing and Community Development.

**MINUTES**

Department of Housing and - Weatherization Assistance Grant  
Community Development Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to accept the funds for the Strategic Energy Investment Fund. The agreement is effective upon Board approval through September 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$59,375.00 - 5000-585017-5971-439500-405001

**BACKGROUND/EXPLANATION:**

The Maryland Energy Administration is providing the City with \$59,375.00 to use in conjunction with current Weatherization funds. These funds will be used to replace eight home furnaces for low-income residents.

**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 accepted the funds for the Strategic Energy Investment Fund.

**MINUTES**

Department of Housing and - Grant Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Homewood Community Partners Initiative Development Fund, Inc. (HCPI). The period of the agreement is effective upon Board approval for 11 years, but may be extended until all outstanding loans have been paid.

**AMOUNT OF MONEY AND SOURCE:**

\$459,000.00  
41,000.00  
**\$500,000.00** - Account: 9910-904360-9588

**BACKGROUND/EXPLANATION:**

The HCPI Development Fund, Inc. (the recipient) is a 501(c)(3) corporation whose mission is to provide financial and other assistance to eliminate blight and promote neighborhood revitalization in 11 central Baltimore neighborhoods: Charles Village, Wyman Park, Abell, Charles North, Barclay, Harwood, Old Goucher, Oakenshawe, Remington, Greenmount West and Waverly Main Street District.

On January 14, 2015, the Recipient entered into an Memorandum of Understanding with the Reinvestment Fund, Inc., which will manage a loan fund to provide gap and other kinds of financing and financial support for high impact, transformative, residential, commercial and cultural real estate development projects in these neighborhoods. The Recipient anticipates creation of a credit enhancement and first loss reserve fund in the amount of \$2,000,000.00 and Loan fund of not less than \$6,000,000.00.

The Recipient has approached the City and various charitable, institutional, and financial institutions to contribute or commit funding of the Loss Reserve Fund.



**MINUTES**DHCD - cont'd

The City will grant \$500,000.00 to the Recipient to be held by the Recipient in an Escrow Account to serve as part of the Loss Reserve Fund to be disbursed by the Recipient. At the end of the term, all funds remaining in the Escrow Account will be returned to the City unless the City agrees upon the request of the Recipient to enter into an additional term.

The Recipient has set goals that 27% of the contracting by each borrower from the Loan Fund will be dedicated to the Minority and Women's Business Enterprises. The Recipient has agreed to encourage borrowers obtaining funds from the Loan Fund to work with the Mayor's Office of Employment Development to promote the access of City residents to employment opportunities with the goal that at least one City resident is hired for each \$1,000,000.00 of construction activity resulting from projects financed with the proceeds of the Loan Fund.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$215,000.00	9910-904968-9587	
31 <sup>st</sup> Comm.	Red Line Comm. Dev.	
Dev. Bonds	(Reserve)	
94,000.00	9910-995001-9587	
31 <sup>st</sup> Comm.	Unallocated (Reserve)	
Dev. Bonds		
150,000.00	9910-905913-9587	
29 <sup>th</sup> Comm.	BRAC Relocation	
Dev. Bonds	Initiative (Reserve)	

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
41,000.00 <u>General Funds</u>	9910-905489-9588 Prisoner's Aid Association	
<b>\$500,000.00</b>	-----	9910-904360-9588 Homewood Community Partnership Initiative

This transfer will provide appropriation to support a grant in the amount of \$500,000.00 to the Homewood Community Partnership Initiative (HCPI). The HCPI Development Fund, Inc. (Recipient) is a 501 (c)(3) corporation whose mission is to provide financial and other assistance to eliminate blight and promote neighborhood revitalization in 11 central Baltimore neighborhoods. Funds will be held by Recipient in an Escrow Account to serve as part of the Loss Reserve Fund to be disbursed by the Recipient.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the Homewood Community Partners Initiative Development Fund, Inc. 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**

Office of the President - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit Ms. Carolyn Blakeney of the Office of the City Council President, to solicit donations from friends, family members, and associates to benefit the 501 (c) (3) non-profit organization, Suited to Succeed. The period of the campaign is effective upon Board approval through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

As a member of the Board of Directors for the organization, Ms. Blakeney is expected to support the fundraising efforts of Suited to Succeed through a variety of endeavors during the 2016-2017 year by selling tickets, soliciting sponsors, auction items, and vendors in support of the annual "Suit-A-Palooza," and other similar events, as yet unplanned. City agencies, friends, and family members will be solicited directly by Ms. Blakeney. The solicitations will be made in person, by telephone, in writing, and through email.

The mission of Suited to Succeed is to empower Baltimore area women in their efforts to transition from training programs and unemployment to self-sufficiency by providing free professional clothing and workshops. Suited to Succeed collects business clothing through company-sponsored clothing drives, individual donations, and community events. The clothing is offered to women transitioning from welfare, crises and/or training programs to employment. Since its inception in 1997, Suited to Succeed has helped more than 6,000 women make the transition from unemployment to self-sufficiency.

**MINUTES**

Office of the President - cont'd

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.

UPON MOTION duly made and seconded the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to permit Ms. Carolyn Blakeney of the Office of the City Council President, to solicit donations from friends, family members, and associates to benefit the 501 (c)(3) non-profit organization, Suited to Succeed. The President **ABSTAINED**.

## MINUTES

Department of Transportation (DOT) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	<b>BAYVIEW HOTEL PARTNERS, LLC</b>	<b>1432</b>	<b>\$ 69,395.00</b>

Bayview Hotel Partners, LLC would like to install new water service to its proposed new building located in the vicinity of 6571 Eastern Avenue. This agreement will allow the organization do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$69,395.00 has been issued to Bayview Hotel Partners, LLC, which assumes 100% of the financial responsibility.

2.	<b>ALLIED BUILDING PRODUCTS CORPORATION</b>	<b>1444</b>	<b>\$ 21,370.00</b>
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Allied Building Products Corporation would like to install new water service to its proposed new building located in the vicinity of 501 North Point Road. This agreement will allow the organization do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$21,370.00 has been issued to Allied Building Products Corporation, which assumes 100% of the financial responsibility.

3.	<b>PARK AVENUE HOTELS, L.L.C</b>	<b>1472</b>	<b>\$ 12,420.00</b>
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Park Avenue Hotels, L.L.C would like to install new water service to its proposed new building located in the vicinity of 200 West Saratoga Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

**MINUTES**

DOT - cont'd

A Letter of Credit in the amount of \$12,420.00 has been issued to Park Avenue Hotels, L.L.C, which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Developers' Agreements.

**MINUTES**

Department of Transportation - Standard Highway Option Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Standard Highway Option Agreement with Dietz & Watson, Inc. The period of the Standard Highway Option Agreement is effective upon the date of physical entry for two years.

**AMOUNT OF MONEY AND SOURCE:**

\$25,550.00 - 9950-905627-9527-900010-704040

**BACKGROUND/EXPLANATION:**

The City of Baltimore would like to acquire a portion of a property in fee simple and a portion to be used as temporary construction easement, which is owned by Dietz & Watson, Inc., located at 3301 Towanda Avenue. The combined value of the fee simple property and temporary construction easement is \$25,550.01.

This Standard Highway Option Agreement will allow the City's contractor, when awarded, construction access to perform certain work and to widen Park Circle intersection, in conjunction with the Park Circle Intersection Improvement project, Contract No. TR 11307.

**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 Standard Highway Option Agreement with Dietz & Watson, Inc.



**MINUTES**

Department of Transportation - Traffic Impact Study Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Impact Study Agreement with Klein Enterprises, LLC.

**AMOUNT OF MONEY AND SOURCE:**

\$38,402.68

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required. This agreement is necessary to perform a traffic impact analysis for West Cold Spring Mixed Use project located at 2001, 2011, 2013, 2105 West Cold Spring Lane including proposed Mixed Use (residential, retail, general office, and medical office).

The Traffic Impact Study assesses the development and its relative traffic impacts. The developer will pay for the total cost of the Traffic Impact Study.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Impact Study Agreement with Klein Enterprises, LLC.

**MINUTES**

Department of Transportation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding with Wells CRP Building, LLC. The period of the Memorandum of Understanding is effective upon Board approval for ten years, with an option to renew for an additional ten years.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This memorandum of understanding establishes the framework for the owner to maintain landscaping, hardscaping and a sign in the right-of-way for Wells CRP Building, LLC., at the northeast corner of the intersection of South Charles Street and Wells Street (Ward 2, Section 9, Block 1030), all at its sole cost and subsequently for the owner to perform ongoing maintenance of all aspects of the project during the term of the MOU.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Wells CRP Building, LLC.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 6 to Rummel, Klepper & Kahl, LLP under Project No. 1217 On-Call Construction Project Management Services. The duration of this Task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$249,895.81 - 2024-000000-5480-395700-603018

**BACKGROUND/EXPLANATION:**

This task will provide for Construction Management Services for various Conduit Projects.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 29%

**WBE:** 10%

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to Rummel, Klepper & Kahl, LLP under Project No. 1217 On-Call Construction Project Management Services.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 8 to HAKS Engineers, Inc. under Project 1162 On-Call Consultant Services for Reconstruction and Resurfacing. The duration of this task is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$132,514.67 - 2042-000000-5480-395600-603018

**BACKGROUND/EXPLANATION:**

This authorization provides for final review of conduit and other various construction projects.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27.00%

**WBE:** 9.00%

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 8 to HAKS Engineers, Inc. under Project 1162 On-Call Consultant Services for Reconstruction and Resurfacing.

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

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3700 Fleet Street	Highlandtown Development, LLC	Single face electric sign, 88.2 sq. ft.
Annual Charge: \$246.96		
2. 207 E. Redwood Street	RL Baltimore, LLC	One 1'1/2" x 2' plaque
Flat Charge: \$105.60		

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

UPON MOTION duly made and seconded, the Board approved the Minor Privilege Permits.

**MINUTES**

Department of Transportation - Supplemental Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Supplemental Agreement with Stantec Consulting Services, Inc., formerly known as Greenhorne & O'Mara, Inc., under Project 889, Replacement of the Edmondson Avenue Bridge over Gwynns Falls and CSX Railroad. The period of the Supplemental Agreement is effective upon Board approval for five years.

**AMOUNT OF MONEY AND SOURCE:**

\$1,736,789.83 - 9950-902315-9506-900010-705032

**BACKGROUND/EXPLANATION:**

The Consultant will assist with the scope of services which includes but is not limited to being readily available during the construction phase of the job, attend all progress meetings, review and respond to requests for information, review of shop drawings and submittals, material sampling and testing in accordance with Maryland State Highway Administration policies and procedures, and coordination with all involved utility agencies, (BGE, Verizon, and CSX railroad). These services are essential to monitoring and completing the replacement of this Bridge in an efficient and most cost effective manner.

The cost of services rendered will be actual payroll rates not including overhead and burden, times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

**DBE PARTICIPATION:**

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

<b>DBE:</b> Sabra Wang & Associates, Inc.	\$467,359.41	26.91%
The Constellation Design Group, Inc.	70,260.82	4.08%
Soil and Land Use Technology, Inc.	22,185.76	1.29%
	<b><u>\$559,805.99</u></b>	<b><u>32.28%</u></b>

MINUTES

Dept. of Transportation - cont'd

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,597,846.64	9950-903315-9507	
FED	Edmondson Ave.	
399,461.66	Bridge Painting	
MVR		
<u>\$1,997,308.30</u>	-----	9950-902315-9506-5
		Inspection Edmondson
		Ave. Bridge Over CSX

This transfer will fund the costs associated with the Supplemental Agreement on Project No. 889 Edmondson Avenue Bridge Over CSX with Santec Consulting Services, Inc.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Supplemental Agreement with Stantec Consulting Services, Inc., formerly known as Greenhorne & O'Mara, Inc., under Project 889, Replacement of the Edmondson Avenue Bridge over Gwynns Falls and CSX Railroad. 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**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) grant transfer within the Baltimore City Health Department from Service 715, (Health Administration) to Service 308 (Maternal and Child Health). The transfer is based upon the grant award received from the Abell Foundation.

**AMOUNT OF MONEY AND SOURCE:**

\$288,200.00 - From Account: 6000-600017-3001-568000-406001  
 Service 715, Health Admin.

To Account: 6000-613017-3080-782400-406001  
 Service 308, Maternal and  
 Child Health

Because the grant exceeds the available unallocated special funds in Fiscal 2017, \$101,460.00 will first need to be transferred from the unallocated State funds:

\$101,460.00 - From Account: 5000-500017-3001-568000-405001  
 Unallocated State Grant Funds

To Account: 6000-600017-3001-568000-406001  
 Unallocated Special Grant Funds

**BACKGROUND/EXPLANATION:**

The Board approved the Grant Agreement on January 13, 2016 in the amount of \$288,200.00.

The transfer is necessary in order to provide funding for the Long-Acting Reversible Contraception (LARC) Project to ensure that women in Baltimore have equitable access to comprehensive family planning counseling and the most effective contraception.



**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

Initially, special funding was appropriated within an unallocated special fund account in the Fiscal 2017 Ordinance of Estimates. With this appropriation adjustment order, funding will be moved from the unallocated grant source in accordance with the actual grant award.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order grant transfer within the Baltimore City Health Department from Service 715, (Health Administration) to Service 308 (Maternal and Child Health).

**MINUTES**

Police Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the payment of back salary for Mr. Brian S. Rice, a Baltimore City Police Officer. The back pay represents the amount of salary that Mr. Rice would have earned for the period of May 1, 2015 through July 18, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$126,916.42 - 1001-000000-2042-198100-601062

**BACKGROUND/EXPLANATION:**

On May 1, 2015, Mr. Rice was suspended without pay a result of being criminally charged with a felony in the State of Maryland.

On July 18, 2016, the State charges were dismissed against Mr. Rice and he was restored to pay status effective July 18, 2016. Pursuant to Article 16(A)(2) of the Memorandum of Understanding between the Baltimore Police Department and the Fraternal Order of Police Lodge No. 3, Mr. Rice is entitled to receive back pay for the period he was suspended without pay.

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

UPON MOTION duly made and seconded, the Board approved and authorized the payment of back salary for Mr. Brian S. Rice, a Baltimore City Police Officer.

**MINUTES**

Baltimore City Police Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention for the "Crime Reduction" project. The period of the Grant Award is July 1, 2016 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$2,393,397.50	-	5000-511417-2042-662900-600000
2,680,605.20	-	5000-511217-2041-196700-600000
2,106,109.30	-	5000-511517-2013-198400-600000
<b>\$7,180,112.00</b>		

**BACKGROUND/EXPLANATION:**

The Crime Reduction program funds will be used to assist the Department in continuing its pursuit to strengthen communities and eliminate violent crimes. The program will deploy police officers to walk foot patrol throughout communities to bolster public trust, work together with community advocates, resolve neighborhood problems, and improve safety in the City.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention for the "Crime Reduction" project.

**MINUTES**

Baltimore City Police Department - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding between Anne Arundel County, Maryland (County) on behalf of the Anne Arundel County Police Department (AAPD) and Taiwan Jamal Smith (Smith). The period of the MOU is August 10, 2016 through August 30, 2017 with an option, upon mutual agreement, to renew for one additional one-year term.

**AMOUNT OF MONEY AND SOURCE:**

\$45,000.00 - 1001-000000-2041-196500-601062

**BACKGROUND/EXPLANATION:**

This MOU provides that Smith, an employee of the County and a sworn AAPD police officer with the rank of Lieutenant will be assigned to the Baltimore Police Department (BPD), on a full time basis, to serve as the Chief of the BPD's Media Relations Division. Smith has served in this role since August 9, 2015 during a one-year leave of absence from the AAPD Narcotics Enforcement Division during the term.

During the term, the County will pay Smith his compensation and benefits as a police lieutenant. To induce Smith to accept this position with the BPD, where he will forego the ability to earn additional compensation from the County, the BPD will pay Smith a \$45,000.00 stipend during the term.

The BPD will detail two Detectives to the AAPD for up to one year beginning September 01, 2016. The BPD will also pay the two detectives assigned to the AAPD their compensation and benefits.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Baltimore City Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between Anne Arundel County, Maryland on behalf of the Anne Arundel County Police Department and Taiwan Jamal Smith.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

3023 - 3025

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 Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Transportation

1. EWO #001, \$356,065.49 - Project 799, Improvements to  
Hawkins Point Road Bridge  
 \$356,597.27 - Century Engineer- - -  
 ing, Inc.

This authorization provides engineering design services in accordance with a widened roadway bridge structure to carry a single 30 inch water main located on the south side of the proposed roadway structure to run along the south side of the Hawkins Point Bridge. The scope of services include but are not limited to providing final design services, revising the title sheet to reflect the revised bridge structure, 30 inch water main and maintenance of traffic staging, attending meetings, conducting quality assurance and quality control services, and other related services. The duration of the change order is three years.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$400,000.00	9960-907101-9558	
Water Revenue	Constr. Reserve	
Bonds	Small Water Mains	
\$356,065.49	-----	9960-911505-9557-3
		Engineering
<u>43,934.51</u>	-----	9960-911505-9557-9
<b>\$400,000.00</b>		Administration

This transfer will provide funds to cover the cost of Project 799, Improvements to Hawkins Point Road Bridge Repairs.

**MINUTES****EXTRA WORK ORDERS**

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

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

3. EWO #001, \$0.00 - WC 1233, Montebello Filtration Plant 1 -  
Emergency Electrical Improvements  
 \$1,559,400.00 - Enterprise 90 -  
 Electric  
 Company

Enterprise Electric Co. the prime contractor for WC 1233 submitted a non-compensable time extension request for 90 days extension to the contract. The delay was caused in fabrication and delivery of the three primary components of the electrical improvements, the low voltage MCC, secondary unit substation transformer, and the medium voltage transfer switches. The City's PCA, the Consultant Engineer, and the City Engineer agree with the proposed extension of 90 days from July 20, 2016 to October 18, 2016. This settlement has been accepted by the contractor and represents a fair and reasonable resolution to this issue for all parties.

4. EWO #011, \$25,288.09 - SC 845R, Nitrification Filters and  
 Related Work for the Enhanced Nutrient Removal Facilities  
 at the Patapsco Wastewater Treatment Plant  
 \$129,750,000.00 \$1,136,749.35 Balfour - 90%  
 Beatty  
 Infrastructure,  
 Inc.

The Office of Engineering and Construction is requesting this EWO because during the I & C review of the system, it was noted that the Modbus interface within the existing LOX Plant System was in need of an upgrade.



**MINUTES****EXTRA WORK ORDERS**

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

DPW - cont'd

The responses to RFIs 462 and 462A directed the contractor to perform the upgrades through ABB while they were on site. A cost proposal was provided by the contractor and the engineer reviewed and agreed that cost would be \$25,288.09.

Department of Recreation and Parks

5. EWO #01, \$45,002.65 - RP 13826R, Wegworth Park Improvements  
 \$1,066,463.00      \$0.00      DSM Proper-      0      95%  
    ties, LLC

This authorization is necessary to provide funds to cover additional costs for the added exercise equipment and safety surface not included in the original contract.

**MINUTES**

Department of Public Works - Change Order to Increase  
Purchase Orders for Sludge  
Heat Drying Services

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a change order to add funds to three existing master blanket purchase orders which provide Sludge Heat Drying Services to the Back River and Patapsco Wastewater Treatment Plants.

**AMOUNT OF MONEY AND SOURCE:**

	<u>P.O. #</u>
\$ 3,187,464.00 - 2070-000000-5501-396865-603053 Base Tipping Fee - Patapsco	P502273
8,160,416.00 - 2070-000000-5501-396864-603053 Service Tipping Fee - Patapsco	P502275
8,323,989.00 - 2070-000000-5501-630064-603053 Service Tipping Fee - Back River	P502276

\$19,671,869.00

**BACKGROUND/EXPLANATION:**

This increase is needed to cover the FY'17 cost of this service for one year, which is provided by Synagro Technologies and approved by the Board on June 5, 1996.

The Department of Public Works is requesting a change order to add funds to Master Blanket Purchase Orders: P502273, P502275, P502276 which provide Sludge Heat Drying Services to the Back River and Patapsco Wastewater Treatment Plants for FY 2017.

The agreements between the City and Synagro Technologies, which sets the fees and contract specifications, were approved by the

**MINUTES**

Department of Public Works - cont'd

Board of Estimates of June 12, 1996. The master blanket end dates for the purchase orders are June 12, 2016. However, the purchase order must be funded each fiscal year.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the change order to add funds to three existing master blanket purchase orders which provide Sludge Heat Drying Services to the Back River and Patapsco Wastewater Treatment Plants.

**MINUTES**

Circuit Court for Baltimore - Cooperative Reimbursement  
City (CCBC) Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Cooperative Reimbursement Agreement with the State of Maryland Department of Human Resources (DHR) Child Support Enforcement Administration. The period of the Cooperative Reimbursement Agreement is for Federal Fiscal Years 2017 and 2018.

**AMOUNT OF MONEY AND SOURCE:**

<u>Federal</u> <u>Fiscal Year</u>	<u>Federal</u> <u>Operating Cost</u>	<u>Local Share</u> <u>Operating Cost</u>	<u>Total</u> <u>Amount</u>
FFY 2017			
10/01/16-09/30/17	\$234,061.00	\$120,577.00	\$354,638.00

A DHR Admin fee of \$13,397.00 from the Federal Participation will result in a reimbursement from DHR totaling \$220,664.00.

Account: 4000-401517-1100-116800-404001

FFY 2018			
10/01/17-09/30/18	\$237,453.00	\$122,325.00	\$359,778.00

A DHR Admin fee of \$13,397.00 from the Federal Participation will result in a reimbursement from DHR totaling \$223,861.00.

Account: 4000-401518-1100-116800-404001

**BACKGROUND/EXPLANATION:**

The Domestic Relations Cooperative Reimbursement Agreement will continue to provide funds for operational costs and salary/OPC expenditures for the Domestic Relations Magistrates Program on a 34% to 66% basis. Prior to Fiscal Year 1998, Baltimore City provided all funding for child support and custody enforcement, as required, under spousal support obligations under this program.

**MINUTES**

CCBC - cont'd

The program costs for the period October 1, 2016 through September 30, 2017 total \$354,638.00, of which \$234,061.00 represents Federal participation at 66% and \$120,577.00 represents the local share at 34%. A DHR Administration Fee of \$13,397.00 from the Federal participation will result in a reimbursement from the DHR, in the amount of \$220,664.00, under this Cooperative Reimbursement Agreement.

The program costs for the period October 1, 2017 through September 30, 2018 total \$359,778.00, of which \$237,453.00 represents Federal participation at 66% and \$122,325.00 represents the local share at 34%. A DHR Administration Fee of \$13,592.00 from the Federal participation will result in a reimbursement from the DHR in the amount of \$223,861.00, under this Cooperative Reimbursement Agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Cooperative Reimbursement Agreement with the State of Maryland Department of Human Resources Child Support Enforcement Administration.

**MINUTES**

Mayor's Office of Economic and - Transfer Agreement  
Neighborhood Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Transfer Agreement with Baltimore Sister Cities, Inc. (BSCI). The period of the Transfer Agreement is effective upon Board approval until all funding is expended, unless earlier terminated in accordance with the provisions of the agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$54,310.19 - 1001-000000-0000-000000-270091

**BACKGROUND/EXPLANATION:**

The Mayor's Office of Economic and Neighborhood Development (Mayor's Office) recommends a transfer of funds from a City account established for the program previously known as the Baltimore City Sister Cities program (BCSC) to the newly formed BSCI. As recommended in the BCSC Report, dated October 2015, the BSCI was incorporated as a Maryland non-profit 501(c)(3) organization on December 7, 2015 to replace the ad hoc BCSC program.

The BSCI will establish, foster, and administer sister city relationships between the City of Baltimore and various international cities, in accordance with the policies and programs of Sister Cities International and the Mayor's Office. The BSCI will also oversee the day-to-day management of individual sister city relationships.

**MINUTES**

Mayor's Office of Economic and - cont'd  
Neighborhood Development

In order for the BSCI to carry out its responsibilities, the Mayor's Office wishes to transfer existing funds, which were privately-raised through various fundraising efforts and sponsorships for the previous BCSC program, from the City to the BSCI.

**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 Transfer Agreement with Baltimore Sister Cities, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,

UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following pages:

3033 - 3041

to the low bidders meeting the specifications,  
or rejected bids on those 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 Comptroller **ABSTAINED** on items nos. 7 and 8.



## MINUTES

## RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1. TR 01041R, Re- Tutor Perini \$40,338,000.00  
 placement of Corporation  
 Edmondson Avenue  
 Bridge

<b>DBE:</b> Alfredo Trucking, Inc.	\$ 806,789.47	2.00%
G. E. Frisco, Inc.	1,089,126.00	2.70%
Green Petroleum, LLC	283,173.00	.70%
LB Construction Enterprises, Inc.	2,985,012.00	7.40%
Machado Construction Co., Inc.	2,097,576.63	5.20%
<b>Total</b>	<b>\$7,261,677.10</b>	<b>18.00%</b>

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$26,500,000.00 Federal	9950-903315-9507 Constr. Reserve - Edmondson Avenue Bridge Painting	
5,583,387.00 Federal	9950-902941-9509 Constr. Reserve - Lafayette Avenue Bridge	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
6,800,000.00 Federal	9950-909755-9507 Constr. Reserve - Annual Bridge Preserv. Program	
7,505,313.00 <u>Federal</u>	9950-903516-9507 Constr. Reserve - Annapolis Bridge over BW Parkway	
<b>\$46,388,700.00</b>		
\$40,338,000.00	-----	9950-902315-9506-6 Structural and Improvements
4,033,800.00	-----	9950-902315-9506-5 Inspection
2,016,900.00 <u>\$46,388,700.00</u>	-----	9950-902315-9506-2 Contingencies Edmondson Avenue Bridge

This transfer will fund the costs associated with the award of TR 01041R, Replacement of Edmondson Avenue Bridge, to Tutor Perini Corporation.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

3.	TR 16010, Structural Repairs on Bridges Citywide JOC 1	Allied Contractors, Inc.	\$824,530.00
	<b>MBE:</b>	J.M. Murphy Enterprises, Inc.	\$215,000.00    26.07%
	<b>WBE:</b>	S&L Trucking, LLC.	\$ 35,000.00    4.24%
		Sunrise Safety Services, Inc.	31,000.00    3.76%
		<b>Total</b>	<u>\$ 66,000.00    8.00%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$948,210.00 Constr. Loan	9950-905754-9507 State Constr. Program - Annual Urgent Needs Bridges	
\$824,530.00	-----	9950-906754-9508-6 Structural & Improve- ments

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

82,453.00	-----	9950-906754-9508-5 Inspection
<u>41,227.00</u>	-----	9950-906754-9508-2
<b>\$ 948,210.00</b>		Contingencies - Structural Repairs on Bridges - Citywide

This transfer will fund costs associated with award of TR 16010, Structural Repairs on Bridges Citywide JOC1 to Allied Contractors, Inc.

- 5. TR 16020, Comprehensive Conduit Facilities Management Services KCI-CG Tri-Venture \$26,108,286.00

**MWBOO SET GOALS FOR PROFESSIONAL SERVICES.**

**MBE SET GOALS AT:    MBE: 27%**  
**WBE: 7%**

Total Contract Amount: \$26,108,286.00 (Professional Services - \$5,841,986.00 Construction - \$20,266,300.00)

<u>Professional Services</u>	<u>Dollar Amount</u>	<u>Percentage</u>
<b>MBE:</b> Sabra, Wang & Associates, Inc.	\$560,382.31	9.59%
SAMMS Engineering, LLC	560,382.31	9.59%
Baker Engineering Services, Inc.	186,340.02	3.19%

## MINUTES

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

	AB Consultants, Inc.	140,095.58	2.40%
	Sue Ann's Office Supply, Inc.	<u>303,994.50</u>	<u>5.20%</u>
	<b>Total</b>	<b>\$1,751,194.72</b>	<b>29.97%</b>
<b>WBE:</b>	iCivil, Inc.	\$ 70,047.79	1.20%
	Infrastructure Technologies, LLC	70,047.79	1.20%
	Ross Technical Services, Inc.	224,152.92	3.84%
	Constellation Design Group, Inc.	<u>280,191.15</u>	<u>4.80%</u>
	<b>Total</b>	<b>\$ 644,439.65</b>	<b>11.04%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**Construction

<b>MBE:</b>	Couser Supply, Inc.	\$1,367,975.25	6.75%
	Machado Construction Co., Inc.	810,652.00	4.00%
	R.E. Harrington Plumbing & Heating Co., Inc.*	1,621,304.00	8.00%
	WSI, Inc.	1,418,641.00	7.00%
	Baker Engineering Services, Inc.	<u>303,994.50</u>	<u>1.50%</u>
	<b>Total</b>	<b>\$5,522,566.75</b>	<b>27.25%</b>

## MINUTES

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

<b>WBE:</b> Sunrise Safety Services, Inc.	\$ 202,663.00	1.00%
Cuddy and Associates, LLC	1,215,978.00	6.00%
Priceless Industries, Inc.	<u>202,663.00</u>	<u>1.00%</u>
<b>Total</b>	<b>\$1,621,304.00</b>	<b>8.00%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

\*The MBE subcontractor is not in good standing with the Department of Assessment and Taxation. The Bidder will be allowed to substitute an approved MBE if R.E. Harrington Plumbing & Heating Co., Inc. is not in good standing at the time of the award.

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$26,108,286.00	9962-941002-9563	9962-906072-9562-6
Other	Constr. Reserve - Conduit Replacement Program	Structural & Improvements, Conduit Facilities Mgmt. Services

This transfer will fund the costs associated with the award of TR 16020, Comprehensive Conduit Facilities Management Services with KCI-CG Tri Venture.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Department of Recreation and Parks

7. RP 15826, Construction of Radecke Park Toilet Facility DSM Properties, LLC \$240,250.00

DSM Properties, LLC is recommended because the lowest bidder, JLN Construction Services, LLC formally asked to withdraw its bid. "The City demanded payment of the bid bond from JLN Construction Services, LLC and JLN Construction Services, LLC made full payment."

<b>MBE:</b>	Priority Construction Corporation	\$17,305.00	7.02%
	Horton Mechanical Contractors, Inc.	<u>62,000.00</u>	<u>25.80%</u>
	<b>Total</b>	<b>\$79,305.00</b>	<b>32.82%</b>
<b>WBE:</b>	S & L Trucking, LLC	\$12,015.00	5.00%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 30,000.00	9938-909036-9475	
Rec and Parks	Reserve - Park	
27 <sup>th</sup> Series	Building Renov.	
	FY 15	
90,000.00	" "	
State (Prog.		
Open Space)		
<b>\$120,000.00</b>	-----	9938-911036-9474
		Active - Park
		Building Renovation
		FY 15

This transfer will provide funds to cover costs associated with the award of RP 15826, Radecke Park Toilet Facility Building Project to DSM Properties, LLC.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

9. B50004508, Mitigation Shuttle Peak Period Transit Service      Transdev Services, Inc.      \$1,601,646.00

(Department of  
Transportation)

**MWBOO SET GOALS OF 6% MBE AND 2% WBE.**

**MBE:** Universal Contract      \$96,099.00      6%  
          Cleaning

**WBE:** What Works Studio, LLC      \$48,049.00      3%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

10. B50004645, Masonry and Concrete Repair Services      Colossal Contractors, Inc.      \$ 186,930.00

(Department of  
General Services)

**MWBOO SET GOALS OF 27% MBE AND 8% WBE.**

**MBE:** Brick House Brown, Inc.      27%



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'd

**WBE:** Eastwood Painting and Contracting, Inc. 0%

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

Bidder did not meet WBE goals. Eastwood Painting and Contracting, Inc. is not certified for masonry and repair services.

MWBOO found all vendors in non-compliance. Award is recommended to Colossal Contractors, Inc., the low bidder, SUBJECT to coming into compliance in ten days.

11. B50004656, Polymeric Flocculent for Gravity Belt Thickening Facility for the Back River Wastewater Treatment Plants

BASF Corporation

\$700,000.00

(Department of Public Works, Bureau of Water and Wastewater)

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |    |   |                    |                        |
|----|---|--------------------|------------------------|
| 1. | <u>MOTION INDUSTRIES, INC.</u>  | <u>\$28,442.92</u> | <u>Selected Source</u> |
|    | Contract No. 06000 - Rotary Discharger Parts - Back River WWTP<br>- Department of Public Works - Req. No. R732638 |                    |                        |

The Back River Wastewater Treatment Plant requires replacement parts for the sewage sludge removal process. Motion Industries, Inc. has the capacity to supply these critical, compatible repair parts on a "priority basis." These parts are urgently required by the Department of Public Works. This is a one-time procurement.

- |    |   |                    |                        |
|----|---|--------------------|------------------------|
| 2. | <u>TENNANT SALES AND SERVICES COMPANY</u>   | <u>\$33,442.00</u> | <u>Selected Source</u> |
|    | Solicitation No. 06000 - Riding Sweeper - MOCON - Convention Complex - Req. No. R736341 |                    |                        |

The City has an existing agreement with this vendor for the Preventive Maintenance of the Tennant Machines. The vendor is the authorized factory direct representation of the manufacturer. For compatibility and consistency, there is no advantage in seeking competition. This is a one-time procurement.

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|----|--|--------------------|----------------|
| 3. | <u>WITMER PUBLIC SAFETY GROUP, INC. d/b/a MASON DIXON FIRE EQUIPMENT</u>             | <u>\$10,000.00</u> | <u>Renewal</u> |
|    | Contract No. B50003130 - Alco-Lite Fire Ladders - Fire Department - P.O. No. P524732 |                    |                |

On September 3, 2013, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three 1-year renewal options. Two renewal options have been exercised. This final renewal in the amount of \$10,000.00 is for the period September 11, 2016 through September 10, 2017.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 4. SMITH MICRO SOFTWARE,<br>INC.   | \$16,650.00 | Sole Source |
| Solicitation No. 08000 - Annual Support and Maintenance for QuickLink Mobility - Police Department - Req. No. P28880 |             |             |

On September 29, 2014, the City Purchasing Agent approved the initial award in the amount of \$16,650.00. The award contained three 1-year renewal options. On September 23, 2015, the Board approved the first renewal in the amount of \$16,650.00. This second renewal in the amount of \$16,650.00 is for the period September 24, 2016 through September 23, 2017, with one 1-year renewal option remaining.

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|---|-------------|---------------------------|
| 5. NORMCO CASCADE,<br>INC.  | \$34,244.00 | Sole Source/<br>Agreement |
| Solicitation No. 08000 - Normco Cascade, Inc. - Installation of Norlake Refrigeration Components - Req. No. R733305 |             |                           |

The Board is requested to approve and authorize execution of an Agreement with Normco Cascade, Inc. The period of the agreement is effective upon Board approval for one year.

In order to comply with mandatory State and Federal EPA requirements, the agency is required to purchase the services of an "approved scientific service agent" to install the components required to bring the Patapsco Refrigeration Rooms back on line. Currently the specimens must be stored and tested off site, which is not a compliant process. The period of the award is August 10, 2016 through August 9, 2017 with no renewal options.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|---|--------------------|--------------------|
| 6. <u>AMES, INC.</u>  | <u>\$45,208.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Restock-Fairbanks Morse Pump<br>Equipment and Parts - Department of Public Works - Req. No.<br>R731535 |                    |                    |

The agency has the need to purchase OEM Pump equipment and parts. The vendor is the sole authorized supplier/distributor of these items in our area. This is a one-time procurement.

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|--|--------------------|----------------|
| 7. <u>SCHREIBER TRANSLATIONS, INC.</u>   | <u>\$10,000.00</u> | <u>Renewal</u> |
| Solicitation No. 07000 - Statewide Language Interpretation<br>Services (Written Translation Services) - Citywide - Req. No.<br>P521506 |                    |                |

On October 1, 2012, the City Purchasing Agent approved the initial award in the amount of \$4,800.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$10,000.00 is for the period October 1, 2016 through September 30, 2017.

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|---|--------------------|--------------------|
| 8. <u>BENTLEY SYSTEMS,<br/>INCORPORATED</u>   | <u>\$30,417.50</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Microstation Licenses -<br>Transportation - Fiscal Administration - Req. No. R735600 |                    |                    |

The vendor is the sole provider of the proprietary software licenses, its updates, and technical support. The period of the award is June 18, 2016 through June 17, 2019.

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|---|--------------------|----------------|
| 9. <u>GRAPHIC COMPUTER SOLUTIONS,<br/>INC. t/a JUDICIAL</u>   | <u>\$12,500.00</u> | <u>Renewal</u> |
| Solicitation No. 08000 - Judicial Dialog V-Paper Software<br>Maintenance and Support - State's Attorney's Office - Req. No.<br>P5300455 |                    |                |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On March 17, 2017, the City Purchasing Agent approved the initial award in the amount of \$12,500.00. The award contained four 1-year renewal options. On September 23, 2015, the City Purchasing Agent approved the first renewal in the amount of \$12,500.00. This renewal in the amount of \$12,500.00 is for the period October 1, 2016 through September 30, 2017, with three 1-year renewal options remaining.

## 10. MARYLAND FIRE

EQUIPMENT CORPORATION	\$115,000.00	Renewal
Contract No. B50003046 - Firefighter Helmets - Baltimore City Fire Department - P.O. No. P524875		

On September 18, 2013, the Board approved the initial award in the amount of \$115,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$115,000.00 is for the period September 18, 2016 through September 17, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## 11. FERGUSON ENTERPRISES,

INC. d/b/a WOLSELEY

INDUSTRIAL GROUP	\$0.00	Renewal
Contract No. B50003692 - Plastic Meter Boxes - Department of Public Works - P.O. No. P529137		

On October 15, 2014, the Board approved the initial award in the amount of \$90,000.00. The award contained two 1-year renewal options. On October 27, 2015, the Board approved an increase in the amount of \$150,000.00. This renewal in the amount of \$0.00 is for the period October 15, 2016 through October 14, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 12. STORMWATER MAINTENANCE,

LLC	\$ 0.00	Renewal
Contract No. B50004193 - Storm Drain Inlet Cleaning Services - Department of Public Works - Water and Wastewater - Maintenance Division - P.O. No. P533277		

On October 14, 2015, the Board approved the initial award in the amount of \$441,844.62. The award contained two 1-year renewal options. This renewal in the amount of \$0.00 is for the period October 14, 2016 through October 13, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

The vendor has performed work which is below the threshold for MWBOO compliance review.

## 13. THE MIDDLETON &amp; MEADS

COMPANY	\$ 0.00	Renewal
Contract No. 06000 - OEM Parts and Service for Seagrave Fire Apparatus - Department of General Services, Fleet Management - P.O. No. P534308		

On August 14, 2013, the Board approved the initial award in the amount of \$600,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$0.00 is for the period September 1, 2016 through August 31, 2017 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|-------------|---------|
| 14. LAAKE ENTERPRISES,<br>INC. d/b/a FESCO<br>EMERGENCY SALES  | \$150,00.00 | Renewal |
| Contract No. 06000 - O.E.M. Parts and Service for Horton<br>Medics -Department of General Services, Fleet Management -<br>P.O. No. P525152 |             |         |

On September 25, 2013, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$150,000.00 is for the period September 3, 2016 through September 2, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |  |         |         |
|--|---------|---------|
| 15. LION TOTAL CARE, INC.  | \$ 0.00 | Renewal |
| Baltimore County Solicitation No. B-545-Firefighter Turnout<br>Gear Repair and Cleaning - Baltimore City Fire Department -<br>P.O. No. P522636 |         |         |

On February 13, 2013, the Board approved the initial award in the amount of \$500,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period October 1, 2016 through September 30, 2017. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |   |         |         |
|---|---------|---------|
| 16. MARTIN SUPPLY<br>COMPANY, INC.  | \$ 0.00 | Renewal |
| Contract No. B50003642 - Sign, Screen & Digital Printing<br>Supplies - Department of Public Works, Office of the Director<br>- P.O. No. P528329 |         |         |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On August 13, 2014, the Board approved the initial award in the amount of \$33,000.00. The award contained two 1-year renewal options. On August 26, 2015, the Board approved the first renewal in the amount of \$33,000.00. This renewal in the amount of \$0.00 is for the period August 14, 2016 through August 13, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

17. CROVATO PRODUCTS &  
 SERVICES, LLC \$ 0.00 Renewal  
 Contract No. 06000 - BG Chemicals - Department of General  
 Services, Fleet Management - P.O. No. P524844

On September 4, 2013, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$0.00 is for the period October 1, 2016 through September 30, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

18. CAPITAL LIGHTING  
 & SUPPLY, LLC d/b/a  
 CAPITAL TRISTATE \$1,000,000.00 Renewal  
 Contract No. B50004155 - Leotek Street Light Fixtures -  
 Department of Transportation - P.O. No. P532497

On August 19, 2015, the Board approved the initial award in the amount of \$1,342,650.00. The award contained two 1-year renewal options. This renewal in the amount of \$1,000,000.00 is for the period August 19, 2016 through August 18, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**



## MINUTES

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

19. PHYSIO-CONTROL, INC. \$450,000.00 Renewal  
 Contract No. 08000 - Lifepak 15 Monitor/Defibrillator  
 Maintenance - Fire Department - P.O. No. P529044

On September 24, 2014, the Board approved the initial award in the amount of \$231,873.60. The award contained three 2-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$450,000.00 is for the period October 1, 2016 through September 30, 2018, with two 2-year renewal options remaining. The above amount is the City's estimated requirement.

20. LANGUAGE LINE  
SERVICES, INC. \$ 30,000.00 Renewal  
 Contract No. 050B2400001 - Statewide Language Interpretation  
 Services (Telephonic Translation Services) - Baltimore City  
 Health Department, etc. P.O. No. P521528

On September 27, 2012, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$30,000.00 is for the period October 1, 2016 through September 30, 2017. The above amount is the City's estimated requirement.

21. P. FLANIGAN AND SONS,  
INCORPORATED \$ 0.00 Renewal  
 Contract No. B50002931 - Furnish and Deliver Aggregate  
 Materials - Department of Public Works - Bureau of Water and  
 Wastewater, Department of Transportation, etc.

On July 31, 2013, the Board approved the initial award in the amount of \$431,500.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$0.00 is for the period July 31, 2016 through July 30, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 7% MBE AND 3% WBE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

<b>MBE:</b> L & J Construction Service, Inc.	\$37,800.00	8.76%
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<b>WBE:</b> Morgan Construction Services, Inc.*	\$14,000.00	3.24%
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\*Morgan Construction Services, Inc. is not in good standing with the Maryland State Department of Assessments and Taxation. If awarded, the bidder will be allowed to substitute an approved WBE if Morgan Construction Services, Inc. is not in good standing at the time of award.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## 22. BELAIR ROAD SUPPLY

COMPANY, INC.	\$ 25,000.00	Increase
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Contract No. B50003786 - Sewer Bricks & Pavers - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P529060

On October 15, 2014, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. Due to increased usage, an increase in the amount of \$25,000.00 is necessary. This increase will make the award amount \$75,000.00. The contract expires on October 16, 2016 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

## 23. AETNA HEALTH AND LIFE

INSURANCE COMPANY	\$ 59,404.00	Increase
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Contract No. B50000452 - Health Maintenance Organization (HMO) and Point of Service (POS) Medical Plans for City Employees/Retirees and Dependents - Department of Human Resources - Req. No. R736993

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On August 26, 2008, the Board approved the initial award in the amount of \$61,054.00. On August 26, 2015, the Board approved an amendment to add a one-year pilot of Aetna's "ALEX" Jellyvision system that provides City employees an informative enrollment tool that allows employees to compare and select the best plan based on their personal information from among all the plans from all the vendors offered by the City. This increase is necessary to extend the pilot program for an additional year. This program will be incorporated into the planned solicitation for medical health benefits to be offered to the marketplace in the upcoming year. This increase will make the award amount \$120,094.00. The period of the award is August 26, 2016 through August 25, 2017.

**MWBOO SET GOALS OF 14% MBE AND 5% WBE.**

Aetna Health & Life Insurance Company(HMO Administrative Fee)

<u>Commitment</u>		<u>Performed</u>	
<b>MBE:</b> Time Printers, Inc.	14%	\$11,619.96	16.7%
<b>WBE:</b> Well Workplace, LLC, d/b/a Well Advantage	5%	\$ 4,282.74	6.1%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Aetna Health & Life Insurance Company (POS Administrative Fee)

<u>Commitment</u>		<u>Performed</u>	
<b>MBE:</b> Time Printers, Inc.	14%	\$ 5,986.04	17.4%
<b>WBE:</b> Well Workplace, LLC, d/b/a Well Advantage	5%	\$ 2,206.26	6.4%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 24. THE MCCORMICK PAINT

WORKS COMPANY	\$300,000.00	Cooperative Contract
Maryland State Contract No. 001B6400532 - Paint & Paint Products - Department of General Services, etc. - Req. Nos. Various		

The City agencies have standardized several of their painting requirements on particular paint from the above vendor. The State of Maryland competitively bid and awarded a statewide contract for paint and paint products to this vendor. The period of the award is August 10, 2016 through May 31, 2019, with two 1-year renewal options. The above amount is the City's estimated requirement.

## 25. THE SHERWIN-WILLIAMS

COMPANY d/b/a DURON	\$200,000.00	Cooperative Contract
Maryland State Contract No. 001B6400497 - Traffic Paint - Department of Transportation, etc. - Req. Nos. Various		

The Department of Transportation has standardized traffic paint requirements. The State of Maryland competitively bid and awarded a statewide contract for traffic paint. The period of the award is August 10, 2016 through April 15, 2017, with one 1-year renewal option. The above amount is the City's estimated requirement.

26. CCG SYSTEMS,  
INC.

	\$ 52,661.10	Sole Source/ Agreement
Contract No. 08000 - FASTER Maintenance Agreement - Department of General Services - Fleet Management - Req. No. R717534		

The Board is requested to approve and authorize execution of an Agreement with CCG Systems, Inc. The period of the agreement is May 1, 2016 through April 30, 2017.

## 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 vendor installed the original software and is the sole provider of the proprietary software and updates used for the FASTER system in Fleet Management. The above amount is the City's estimated requirement.

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

27. TECHNOLOGIES BEWEGEN,  
INC. a/k/a BEWEGEN

TECHNOLOGIES, INC.	\$ 0.00	Agreement
Contract No. B50004211 - The Design, Installation, Operation and Maintenance of a Bike Share System for the City of Baltimore - Department of Transportation - P.O. No. P534939		

The Board is requested to approve and authorize execution of an Agreement with Technologies Bewegen, Inc. a/k/a Bewegen Technologies, Inc. The period of the agreement is effective upon Board approval for five years, with two 2-year renewal options.

On March 16, 2016, the Board approved the initial award in the amount of \$2,361,320.20.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

28. FIRST CALL for Emergency Only

BALTIMORE LOCK &  
HARDWARE, INC.

EASTER'S LOCK AND  
ACCESS SYSTEMS, INC.  
d/b/a HOMELAND SECURITY  
GROUP, INC.

\$ 0.00

Extension

Contract No. B50001966 - Locksmith Services - Agencies -  
Various - P.O. Nos. P518091 and P518092

On August 10, 2011, the Board approved the initial award in the amount of \$290,500.00. The award contained two renewal options. Subsequent actions and both renewals have been exercised. Solicitation B50004654 has been advertised with bids due on August 10, 2016. This extension is necessary to allow time for the bids to be evaluated and contract awarded. The extension is for the period August 17, 2016 through October 31, 2016. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 15% MBE AND 0% WBE.**

Baltimore Lock and Hardware, Inc.

There are no available MBE's certified to provide the services required for the contract, therefore MBE goal is waived.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

Easter's Lock and Access Systems, Inc.,  
d/b/a Homeland Security, Group, Inc.

Vendor was granted a waiver of the MBE goal. There are no available MBE's certified to provide the services required for the contract.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

UPON MOTION duly made and seconded, informal awards, renewals, increases to contracts and extensions. The Board also approved and authorize execution of the Sole Source Agreement with Normco Cascade, Inc. (item no. 9), the Cooperative Contract with The McCormick Paint Works Company (item no. 24), the Cooperative Contract The Sherwin-Williams Company d/b/a Duron, (item no. 25), the Sole Source Agreement with CCG Systems Inc. (item no. 26), and Agreement with Technologies Bewegen, Inc. a/k/a Bewegen Technologies, Inc. (item no. 27). The Comptroller **ABSTAINED** on item no. 21.

**MINUTES**

Department of Public Works - Polystyrene Foam Recycling Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Polystyrene Foam Recycling Agreement with Dart Care LLC. The agreement is effective upon Board approval for three years with an option to renew for one additional year.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This agreement will allow City residents to drop off polystyrene materials at the Northwest Citizens' Convenience Center and Mechanical Street Sweeping Facility located at 2840 Sisson Street. Dart Care LLC will provide a container for the collection of the polystyrene materials from the facility for recycling. They will then collect and haul away polystyrene materials from the facility for recycling at its own cost and expense, at least twice monthly, and at times chosen by the City and agreeable to Dart Care LLC. The Dart Care LLC must haul away the polystyrene materials within 72 hours of written notice, if collected materials exceed container capacity. Dart Care, LLC will also provide monthly reports to the City for estimated amounts of polystyrene materials that have been collected from the facility and recycled.

**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 Polystyrene Foam Recycling Agreement with Dart Care LLC.



**MINUTES**

Department of Public Works/Office - Agreement  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), for SC 918H, Post Award Services, Engineering Support. During Construction Manager at Risk (CMAR) Pre-Construction Phase for Improvements to the Headworks and Wet Weather Flow Equalization Facility at Back River Waste Water Treatment Plant (BRWWTP). The period of the Agreement is effective upon Board approval for 18 months or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,624,109.59 - Baltimore City (50%)  
1,624,109.59 - Baltimore County (50%)  
**\$3,248,219.18** - 9956-907689-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The project will be delivered using the CMAR delivery approach in two phases. The Consultant JMT will work with the City and CMAR firms to provide services during the Pre-Construction and Construction phases. The Pre Construction Engineering Services will include Value Engineering phase, development of new contract documents in multiple packages based on a Guaranteed Maximum Price. The Consultant will also provide engineering support services during the bidding and construction of the early work packages. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Award Commission.

**MINUTES**

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

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	AS Architects, Inc.	\$130,272.80	4.01%
	Dhillon Engineering, Inc.	351,986.68	10.84%
	E2CR, Inc.	108,857.76	3.35%
	Sidhu Associates, Inc.	133,264.71	4.10%
	Transviron, Inc.	116,185.33	3.58%
	J.K. Datta Consultants, Inc.	37,211.44	1.15%
	<b>Total</b>	<b>\$877,778.72</b>	<b>27.03%</b>
<b>WBE:</b>	Hope Furrer Associates, Inc.	\$124,977.14	3.85%
	Constellation Design Group, Inc.	101,923.13	3.14%
	Phoenix Engineering, Inc.	100,916.38	3.11%
	<b>Total</b>	<b>\$327,816.65</b>	<b>10.10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Johnson, Mirmiran & Thompson, Inc., for SC 918H, Post Award Services, Engineering Support. During Construction Manager at Risk Pre-Construction Phase for Improvements to the Headworks and Wet Weather Flow Equalization Facility at Back River Waste Water Treatment Plant.

**MINUTES**

Department of Public Works/Office - Agreement  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Biohabitats Inc., for Project 1226B, Stream Restoration Design and Post Award Services. The period of the Agreement is effective upon Board approval for five years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$697,394.25 - 9958-905661-9525-900020-703032  
298,883.25 - 2072-000000-5181-390700-603018  
**\$996,277.50**

**BACKGROUND/EXPLANATION:**

On December 27, 2013, The Maryland Department of the Environment (MDE) reissued a National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit to the City of Baltimore. The City prepared and submitted the Baltimore City Municipal Separate Storm Sewer System (MS4) and Total Maximum Daily Load (TMDL) Watershed Implementation Plan (WIP) as required by the MS4 Permit. The WIP is a plan for achieving the 20% restoration requirement set out in the permit, in addition to attaining applicable waste load allocations (WLAs) for each established or approved Total Maximum Daily Load for each receiving water body.

Biohabitats, Inc. will provide stream restoration design and biddable documents for ER4013 Lower Moore's Run Environmental Restoration Project, ER4040 Moore's Run Environmental Restoration Project 1 under their Project 1226B Stream Restoration Design and Post Award Services Agreement. These projects are listed in the WIP and they have deadlines and there are stipulated penalties associated with these projects. Biohabitats, Inc. will also provide professional services under this agreement. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Award Commission.

MINUTES

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

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	DM Enterprises of Baltimore, LLC	\$270,000.00	27.10%
<b>WBE:</b>	Daft McCune Walker, Inc.	\$ 69,161.01	6.94%
	Stormwater Consulting, Inc.	<u>75,021.88</u>	<u>7.53%</u>
	<b>Total</b>	<b>\$144,182.89</b>	<b>14.47%</b>

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$690,000.00	9958-906405-9526	
G.O. Bonds	Constr. Reserve	
	Citywide Stream	
	Restoration	
80,000.00	9958-905449-9526	
<u>G.O. Bonds</u>	Constr. Reserve	
	Middle Branch Debris	
	Collectors	
<b>\$770,000.00</b>	-----	9958-905661-9525-3
		Engineering

This transfer will provide funds to cover the costs for Project 122B, ER 4040 Design of Moore's Run Environmental.

**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Biohabitats Inc., for Project 1226B, Stream Restoration Design and Post Award Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Public Works/Office - Amendment No. 1 to Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to the Agreement with Patton Harris Rust and Associates, P.C., A Pennoni Company, under S.C. 914, Wastewater Engineering Services for the Improvements of the Low Level Sewershed Collection System. The amendment extends the period of the agreement for 36 months up to August 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Patton Harris Rust & Associates, P.C., A Penoni Company was awarded an Agreement on August 31, 2011 to provide engineering services for the Improvement to Low Level Sewershed Collection System in compliance with the Consent Decree for a period of five years. The original agreement will expire on August 30, 2016.

This amendment (no. 1) will allow the consultant to continue to provide post award engineering services which includes but are not limited to preparing the final as-built and attend the final acceptance walk through which occurs one year after construction is completed (Warranty period). The construction began on May 27, 2016 for the two year construction contract. The Consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to the Agreement with Patton Harris Rust and Associates, P.C., A Pennoni Company, under S.C. 914, Wastewater Engineering Services for the Improvements of the Low Level Sewershed Collection System.

**MINUTES**

Bureau of Public Works/Office of - Partial Release of Retainage  
Engineering & Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for a partial release of retainage with Spiniello Companies for Water Contract No. 1262, East Baltimore Midway Neighborhood and Vicinity Water Main Replacements.

**AMOUNT OF MONEY AND SOURCE:**

\$93,567.42 - 9960-908724-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of January 21, 2016, Spiniello Companies has completed 74% of all work for WC 1294. Currently, the City holds \$133,667.75 in retainage. The contractor has accordingly requested a partial release of retainage for \$93,567.42. The remaining \$40,100.33 is sufficient to protect interest of City.

**MWBOO APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION dully made and seconded, the Board approved and authorized execution of the agreement for the partial release of retainage with Spiniello Companies for Water Contract No. 1262, East Baltimore Midway Neighborhood and Vicinity Water Main Replacements.



**MINUTES**

Office of Engineering - Partial Release of Retainage Agreement  
& Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for a partial release of retainage with Spiniello Companies for Water Contract No. 1262, East Baltimore Midway Neighborhood and Vicinity Water Main Replacements.

**AMOUNT OF MONEY AND SOURCE:**

\$363,415.50 - 9960-905136-9557-000000-200001

**BACKGROUND/EXPLANATION:**

Seventy percent of all work on Water Contract No. 1262 was completed as of November 13, 2015. Subsequently, Spiniello Companies has requested a partial release of retainage in the amount of \$363,415.50. The City currently holds \$519,165.00 in retainage. The remaining \$155,749.50 is sufficient to protect the interests of the City.

**MWBOO APPROVED THE RELEASE.**

**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 for the partial release of retainage with Spiniello Companies for Water Contract No. 1262, East Baltimore Midway Neighborhood and Vicinity Water Main Replacements.

**MINUTES**

Baltimore Development Corporation - Land Disposition & Swap Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition and Swap Agreement between the Department of Recreation and Parks and the Baltimore Gas and Electric Company (BGE) for disposition by the City of two parcels totaling 6.32 acres, components of the Camp Small property, located north of Cold Spring Lane (Ward 27, Section 69, Block 4756A, Lots 1A and 1B) in exchange for 16.143 acres of open space located south of Cold Spring Lane along the Jones Falls Expressway (Ward 13, Section 40, Block 3357E, Lot 007).

**AMOUNT OF MONEY AND SOURCE:**

No funds will be transferred in the transaction

**BACKGROUND/EXPLANATION:**

The City is the owner of 6.32 acres of land known as the Camp Small Site. BGE seeks to relocate an electric substation from its current location on W. Old Cold Spring Lane to the Camp Small Site. In exchange, the City will take possession of BGE-owned Lot 007 parcel, which is 16.143 acres of open space west of 1-83 and south of W. Cold Spring Lane (the "Melvale Open Space"). The agreement also grants the City an option to purchase Lot 006, an adjacent 10.057-acre parcel to be used for future transit-oriented mixed-use development (the "Melvale Development Space")

At settlement, the City will convey fee simple title in the Camp Small parcels to BGE, and BGE will convey fee simple title to the Melvale Open Space, in addition to an option to purchase the Melvale Development Space to the City. The option may be exercised by the City within twenty (20) years from the date of settlement. The purchase price for the Melvale Development Parcel shall be its fair market value as agreed between the City and BGE within an established period after the Option Exercise Date.

**MINUTES**

Baltimore Development Corporation - cont'd

Sales Ordinance #16-0654 was a condition precedent to the Land Disposition and Swap Agreement and was approved by Mayor and City Council on July 21, 2016. The resulting land swap with BGE will create more useable open space and improve future potential for transit oriented development along W. Cold Spring Lane in Baltimore City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition and Swap Agreement between the Department of Recreation and Parks and the Baltimore Gas and Electric Company for disposition by the City of two parcels totaling 6.32 acres, components of the Camp Small property, located north of Cold Spring Lane (Ward 27, Section 69, Block 4756A, Lots 1A and 1B) in exchange for 16.143 acres of open space located south of Cold Spring Lane along the Jones Falls Expressway (Ward 13, Section 40, Block 3357E, Lot 007).

**MINUTES**

Baltimore Development Corporation (BDC) - Office Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Office Lease Agreement with M. Luis Construction Co., Inc., Tenant, for the rental of 872 sq. ft. in Suite A102, at the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of the Office Lease Agreement is effective upon Board approval for one year with an option to renew for an additional year.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$13,080.00	\$1,090.00

**BACKGROUND/EXPLANATION:**

M. Luis Construction Co., Inc., is a Road Maintenance/Construction and Asphalt Manufacturing Company and was founded in 1985. The staff and inspectors for a City contract will use this office space.

After year one, the base rent will escalate at a rate of 4% annually in order to allow for any increase in building expenses.

The space is leased on an "As-Is" basis and does not require the Landlord to make any modifications. The Tenant will be responsible for any improvements or build-out of the premises.

All other Landlord services such as utilities, limited janitorial services, maintenance, and repairs to the premises are included in the initial base rent.

**MINUTES**

BDC - cont'd

In addition, the Tenant is obligated to maintain and keep in force general public liability, contractual liability and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Office Lease Agreement with M. Luis Construction Co., Inc., Tenant, for the rental of 872 sq. ft. in Suite A102, at the Business Center @ Park Circle located at 2901 Druid Park Drive.

**MINUTES**

Baltimore Development Corporation - Relinquishment and Termination of Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Relinquishment and Termination of Easement Agreement with East Pratt Street Strategic Venture, LLC, A Delaware limited liability company (Strategic Venture) in respect to the an easement for pedestrian circulation across a pedestrian bridge (Light Street Bridge).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In the 1970's concurrent with redevelopment of Baltimore's Inner Harbor, a network of pedestrian bridges was constructed around downtown. Over the past many years, the City and the Downtown Partnership of Baltimore have removed many of these bridges, noting that they have the effect of reducing amount of pedestrian activity at the street level and limiting the attractiveness of downtown as a successful retail destination.

This agreement terminates an easement held by the owners of the office building at One East Pratt Street and will allow for the removal of Light Street Bridge that connects that building to Harborplace. The bridge itself is in need of structural repairs for which the City, as owner of the bridge, is responsible. The planned removal is consistent with multiple planning studies in this area of downtown, including the Inner Harbor 2.0 Plan, and the Pratt Street Plan.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Relinquishment and Termination of Easement Agreement with East Pratt Street Strategic Venture, LLC, A Delaware limited liability company (Strategic Venture) in respect to the an easement for pedestrian circulation across a pedestrian bridge (Light Street Bridge).

**MINUTES**

Baltimore Development Corporation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with City College Associates, Limited Partnership, Property Owner.

**AMOUNT OF MONEY AND SOURCE:**

\$ 62,720.00 (valet service)  
50,000.00 (lease termination)  
**\$112,720.00**

**BACKGROUND/EXPLANATION:**

The City owns property at 506 North Howard Street in the 11<sup>th</sup> City Council District (Property). The Property is the site of the former Mayfair Theater (Theater). The Property is a City-designated Historic Landmark. The Theater has fallen into disrepair and it is necessary for the City to deconstruct the unstable rear sections of the Theater, while preserving the Howard Street facade and approximately 30 feet of the south side and north side walls attached to the front facade.

The City has contracted with K and K Adams, Inc., (Contractor), a licensed demolition contractor in the City and an "on call contractor" with the City's Department of Housing and Community Development to deconstruct the Theater.

In order to safely deconstruct the Theater, it is necessary for the City to access and close off segments of the adjacent parking lot controlled by the Property Owner used by the Chesapeake Commons Apartments (CCA). This MOU will allow the Contractor to access the parking lot. It also provides the Property Owner with assurances that it will suffer no physical or financial damage because of this deconstruction. In particular, the Property Owner will be covered by the Contractor's insurance, indemnified by the City, made whole for



**MINUTES**

Baltimore Development Corporation - cont'd

lost rent due to lease terminations that are a direct result of construction activity, up to a cap of \$50,000.00, and reimbursed for the cost of hiring a parking company to relocate vehicles out of the Contractor's way throughout the day. The City will also reimburse the Property Owner for the cost of a valet parking service, not to exceed \$62,720.00.

Demolition activity will begin immediately after the approval of this MOU and is expected to take approximately three months.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with City College Associates, Limited Partnership, Property Owner.

**MINUTES**

Baltimore Development Corporation - Second Amendment to Land  
Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the 1) Second Amendment to Land Disposition Agreement (LDA) with The American Communities Trust, Inc. (ACT) and Baltimore Food Hub, Inc. (BFH). The Board is also requested to approve the 2) local resolution in support of ACT and its application to the State of Maryland's Department of Housing and Community Development's Strategic Demolition and Smart Growth Investment Fund (SD-SGIF) which is a requirement for organizations to participate in the SD-SGIF program.

**AMOUNT OF MONEY AND SOURCE:**

\$200,000.00 - State of Maryland, SD-SGIF

**BACKGROUND/EXPLANATION:**

ACT is seeking funding through the Strategic Demolition and Smart Growth Investment Fund to be used for site work and environmental remediation on the 1801 E. Oliver Street parcel.

ACT is a 501(c)(3) nonprofit organization that was formed to further and promote exclusively, charitable, religious, educational, literary, and scientific purposes. The \$17 million Baltimore Food Hub project will stabilize and rehabilitate historic structures located at 1801 East Oliver Street, create industrial kitchens, food manufacturing space, and culinary workforce development spaces.

The City, ACT, and the BFH are parties to an Land Disposition Agreement dated November 12, 2014 as amended by a First Amendment to the Land Disposition Agreement dated October 15, 2015 with respect to the sale and development of property located in Baltimore, Maryland known as 1801 E Oliver Street (Section 10, Block 1495, Lot 1) and 1731 Llewelyn Avenue (Section 10, Block 1494, Lot 101)

**MINUTES**

Baltimore Development Corporation - cont'd

The Parties to the aforementioned Land Disposition Agreement are seeking an amendment in order (i) to provide that the obligations of the Developer, including the payment obligations of the Purchase Money Mortgage, related to the redevelopment of the Oliver Parcel and the Llewelyn Parcel; shall be separate and independent, (ii) to permit the Developer to lease the Llewelyn Parcel to Historic East Baltimore Community Action Coalition (HEBCAC) under certain terms and conditions, and (iii) to modify the dates for completion of phases of the Project.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the 1) Second Amendment to Land Disposition Agreement with The American Communities Trust, Inc. and Baltimore Food Hub, Inc. The Board also approved the 2) local resolution in support of ACT and its application to the State of Maryland's Department of Housing and Community

**MINUTES**

Baltimore Development Corporation - cont'd

Development's Strategic Demolition and Smart Growth Investment Fund which is a requirement for organizations to participate in the SD-SGIF program.

**MINUTES**

Police Department - Payment of Back Salary

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the payment of back salary for Mr. Thomas J. Schmidt, a Baltimore City Police Officer. The back pay represents the amount of salary that Mr. Schmidt would have earned for the period of June 30, 2014 through September 17, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$17,066.23 - 1001-000000-2042-198100-601062

**BACKGROUND/EXPLANATION:**

On June 26, 2014, Mr. Schmidt was suspended without pay as a result of being criminally charged with a felony in the State of Maryland.

On January 8, 2015, the State charges were dismissed against Mr. Schmidt. Mr. Schmidt retired effective September 17, 2014. Pursuant to Article 8.R, 16A.2 and Addendum L of the Memorandum of Understanding (MOU) between the Baltimore Police Department and the Fraternal Order of Police, as well as Addendum I of the MOU, Mr. Schmidt is entitled to receive back pay for the period he was suspended without pay.

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

UPON MOTION duly made and seconded, the Board approved and authorized the payment of back salary for Mr. Thomas J. Schmidt, a Baltimore City Police Officer.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Governmental Affairs</u>			
1. Stacey Jefferson Andrew Smullian	2016 MACo Annual Summer Conference Ocean City, MD Aug. 17 - 20, 2016 (Reg. Fee \$285.00 ea.)	General Funds	\$2,546.12

The registration costs of \$285.00 were prepaid using a City-issued credit card assigned to Kathe Hammond. Therefore, the disbursement to Ms. Jefferson and Mr. Smullian is \$988.06 each.

2. Nicholas Blendy	2016 MACo Annual Summer Conference Ocean City, MD Aug. 18 - 20, 2016 (Reg. Fee \$285.00)	General Funds	\$2,546.12
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The registration cost of \$285.00 was prepaid using a City-issued credit card assigned to Kathe Hammond. Therefore, the disbursement to Mr. Blendy is \$712.06.

Department of Recreation and Parks

3. Scott D. Myers	International Society of Arboriculture Conference Dallas Ft. Worth, TX Aug. 14 - 17, 2016 (Reg. Fee \$495.00)	General Funds	\$1,528.95
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The subsistence rate for this location is \$189.00 per night.

**MINUTES****TRAVEL REQUESTS**

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

The cost of the hotel is \$155.00 per night plus taxes of \$23.25 per night. The Department is requesting an additional \$6.00 per day for meals and incidentals. The registration cost of \$495.00 was prepaid using a City-issued credit card assigned to Mr. Basil Matthews and the shuttle service was also prepaid using a City-issued credit card assigned to Mr. Kenn King. Therefore, the disbursement to Mr. Myers is \$995.95.

Department of Transportation

4. Patrick Fleming	2016 Maryland Assn. of Counties (MACO) Summer Conference Ocean City, MD Aug. 17 - 20, 2016 (Reg. Fee \$400.00)	General Funds	\$1,651.77
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The subsistence rate for this location is \$276.00 per night. The hotel cost is \$279.00 per day plus hotel tax of \$29.30 per night. The Department is requesting an additional \$3.00 per night to cover the hotel balance and \$40.00 per day for meals and incidentals. The registration fee was prepaid on the City procurement card assigned to Mr. Dhirendra Sinha. Therefore, the amount to be disbursed to Mr. Fleming is \$1,251.88.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
5. Rudolph S. Chow	Water Environment- al Federation's Annual Technical Exhibition and Conference New Orleans, LA Sept. 24 - 27, 2016 (Reg. Fee \$725.00)	General Funds	\$2,149.17

The subsistence rate for this location is \$186.00 per night. The hotel cost is \$265.00 per day plus hotel taxes of \$41.74 per day a one hotel fee of \$6.00. The Department is requesting an additional \$79.00 per day plus the \$6.00 for the balance of the hotel and \$40.00 per day for meals and incidentals. The registration was prepaid on a City-issued procurement card assigned to Ms. Tianna Haines. Therefore, the amount to be disbursed to Mr. Chow is \$1,424.17.

6. Kristyn T. Oldendorf	Int'l Solid Waste Association (ISWA) World Congress Novi Sad, Serbia Sept. 19 - 21, 2016	ISWA and SWANA	\$ 0.00
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The registration cost is paid by ISWA all other expenses paid by the Solid Waste Association of North America (SWANA).

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence.



**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Retirement System</u>			
7. N. Anthony Calhoun	Pugh Capital 25 <sup>th</sup> Anniversary Conf. Seattle, WA Aug. 8 - 13, 2018	Special Funds - F & P	\$1,440.65

Mr. Calhoun will attend the Pugh Capital 25<sup>th</sup> Anniversary Conference on August 10 and August 11, 2016. However, Mr. Calhoun will cover the costs for the remaining three days at his own expense.

City Council

8. Helen Holton	MACo Summer Conference Ocean City, MD Aug. 17 - 21, 2016 (Reg. Fee \$285.00)	Elected Official Expense Account	\$1,489.18
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The subsistence rate for this location is \$276.00. The hotel cost is \$281.00 per night, plus taxes of \$29.50 per night and \$1.50 per day mandatory safe fee.

The Department is requesting additional subsistence of \$5.00 per night for the hotel, \$1.50 per night for a mandatory safe fee, and \$40.00 per day for meals and incidentals. The dates of the conference are August 17-20, 2016. Ms. Holton is staying two additional days at her own expense.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>City Council</u> - cont'd			
9. Kara Kunst	MACo Summer Conference Ocean City, MD Aug. 17 - 20, 2016 (Reg. Fee \$285.00)	General Funds	\$1,503.76

The subsistence rate for this location is \$276.00. The hotel cost is \$281.00 per night, plus hotel taxes in the amount of \$29.50 per night, and \$1.50 per day mandatory safe fee.

The Department is requesting additional subsistence of \$5.00 per night for the hotel, \$1.50 per night for a mandatory safe fee, and \$40.00 per day for food and incidentals. The registration fee in the amount of \$285.00 was prepaid using a City-issued procurement card assigned to Mr. Hosea Chew. The disbursement to Ms. Kunst is \$1,218.76.

10. Kenneth Parker	MACo Summer Conference Ocean City, MD Aug. 17 - 20, 2016 (Reg. Fee \$285.00)	General Funds	\$1,221.00
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The subsistence rate for this location is \$276.00. The hotel cost is \$281.00 per night, plus taxes of \$29.50 per night and \$1.50 per day mandatory safe fee.

The Department is requesting additional subsistence of \$5.00 per night for the hotel, \$1.50 per night for a mandatory safe fee, and \$40.00 per day for meals and incidentals. The registration fee in the amount of \$285.00 was prepaid using a City-issued procurement card assigned to Mr. Hosea Chew. The disbursement to Mr. Parker is \$936.00.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Finance</u>			
11. Kirsten Silveira	PEAK Academy Denver, CO Aug. 21 - 26, 2016 (Reg. Fee \$2,000.00)	Innova- tion Fund	\$2,882.96

The subsistence rate for this location is \$241.00 per night. The attendee is not requesting lodging. Airfare was prepaid on a City-issued credit card assigned to Mr. Andrew Kleine. The registration will be paid by Expenditure Authorization after the training has been completed.

The Department is requesting subsistence of \$60.00 for ground transportation and \$69.00 per day for meals and incidentals. Therefore Ms. Silveira will be disbursed \$405.00.

Department of Public Works/Wastewater Treatment

12. Shonte Eldridge	2016 APWA Public Works Expo Minneapolis, MN Aug. 26 - 30, 2016 (Reg. Fee \$899.00)	General Funds	\$\$2,019.50
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The subsistence rate for this location is \$204.00 per night. The cost of the hotel is \$175.00 per night plus taxes of \$23.45 per night. The original cost of the airfare was \$248.96, however the Department had an airfare credit in the amount of \$212.26 that reduced the airfare to \$36.70, which was prepaid on a City-issued credit card assigned to Ms. Tianna Haines.

**MINUTES****TRAVEL REQUESTS**Department of Public Works/Wastewater Treatment - cont'd

The registration fee in the amount of \$969.00 includes the cost of the Mid-Atlantic Chapter dinner in the amount of \$70.00 that was also prepaid on a City-issued credit card assigned to Ms. Tianna Haines.

The Department is requesting additional subsistence of \$11.00 per day for meals and incidentals. Therefore, Ms. Eldridge will be disbursed \$1,013.80.

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests. The Mayor **ABSTAINED** on item nos. 1 and 2. The President **ABSTAINED** on item nos. 8, 9, and 10. The Comptroller **ABSTAINED** on item no. 7. The Director of Public Works **ABSTAINED** on item no. 5.

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

1. Department of Transportation - TR 17011, Resurfacing  
Highways at Various Locations  
Northeast, Sector I  
**BIDS TO BE RECV'D: 08/31/2016**  
**BIDS TO BE OPENED: 08/31/2016**
  
2. Department of Transportation - TR 17012, Resurfacing  
Highways at Various Locations  
Northwest, Sector II  
**BIDS TO BE RECV'D: 08/31/2016**  
**BIDS TO BE OPENED: 08/31/2016**
  
3. Department of Transportation - TR 17013, Resurfacing  
Highways at Various Locations  
Southwest, Sector III  
**BIDS TO BE RECV'D: 08/31/2016**  
**BIDS TO BE OPENED: 08/31/2016**
  
4. Department of Transportation - TR 17014, Resurfacing  
Highways at Various Locations  
Southeast, Sector IV  
**BIDS TO BE RECV'D: 09/14/2016**  
**BIDS TO BE OPENED: 09/14/2016**
  
5. Department of General Services - GS 14819, Roof Replacement  
Engine Company No. 50, 1601  
Broening Highway  
**BIDS TO BE RECV'D: 09/21/2016**  
**BIDS TO BE OPENED: 09/21/2016**

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

6. Department of General Services - GS 16807, The Peale Center  
Roof Replacement and Masonry  
Restoration  
**BIDS TO BE RECV'D: 09/21/2016**  
**BIDS TO BE OPENED: 09/21/2016**

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

MINUTES

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

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

\* \* \* \* \*

*Kim A. Trueheart*

August 9, 2016

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:

Pages 1 - 168, City Council President and members of the Board of Estimates, BOE Agenda dated August 10, 2016, if acted upon:

- a. 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;
- b. 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;
- c. 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;
- d. 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;
- e. 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.

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

*5519 Belleville Ave  
Baltimore, MD 21207*



- f. 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 August 10, 2016.

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

Sincerely,  
Kim Trueheart, Citizen & Resident

*5519 Belleville Ave  
Baltimore, MD 21207*

**MINUTES**

President: "The Board is in recess until twelve o'clock noon  
for the opening and receiving of bids."

\* \* \* \* \*

**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 **NO ADDENDA WERE RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

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

Department of Public Works - WC 1305, Ashburton Filtration Plant Standby Generator

Cianbro Corporation  
JLN Construction Services, LLC

Department of Public Works - SC 892, Structural Rehabilitation of Chlorine Contact Chambers at Patapsco Wastewater Treatment Plant

The Whiting - Turner Contracting Company  
W.M. Schlosser Company, Inc.

## MINUTES

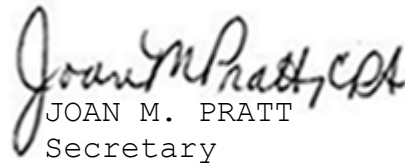
Bureau of Purchases - B50004665, Gunshot Detection  
& Location System  
(Technical Opening)

ShotSpotter, Inc.  
Saftey Dynamics, Inc.

Bureau of Purchases - B50004654 Locksmith Services  
for Various City Agencies

Smoot Key & Lock, Inc.  
Easters Lock & Access Systems, Inc.  
Baltimore Lock + HDW, Inc.

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, August 17, 2016.

  
JOAN M. PRATT  
Secretary