

MINUTES**REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President
Honorable Catherine E. Pugh, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary - **ABSENT**
Rudolph S. Chow, Director of Public Works
Andre M. Davis, City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

In the absence of the Honorable Joan M. Pratt, Comptroller and Secretary, Ms. Bernice H. Taylor, Deputy Comptroller and Clerk, sat and acted on her behalf.

President: "Good morning. The October 25, 2017 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the memorandum from my office dated October 23, 2017, identifying matters to be considered as routine agenda items together with any corrections or additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

City Solicitor: "Mr. President uh -- I MOVE to approve those items on the routine agenda."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on November 21, 2016, the following contractors are recommended:

Air Tech Solutions, Inc.	\$ 8,000,000.00
AJO Concrete Construction, Inc.	\$ 1,500,000.00
Barco Enterprises, Inc.	\$ 8,000,000.00
Eastern Highway Specialists, Inc.	\$ 35,180,000.00
Electrico, Inc.	\$ 8,000,000.00
Guardrails, etc., Inc.	\$ 8,000,000.00
Kiewit Infrastructure South Co.	\$1,515,710,000.00
Midlantic Marking, Inc.	\$ 41,230,000.00
Schnabel Foundation Company	\$ 225,150,000.00

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:

ESD Associates	Engineer
Froehling & Roberston, Inc.	Engineer
George, Miles & Buhr, LLC	Engineer
J-DOS Internationale, Inc.	Engineer
Simpson Gumpertz & Heger, Inc.	Engineer
Stormwater Consulting, Inc.	Engineer Landscape Architect

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

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

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 of the claim against the City made by The Can Company, LLC, Claimant, arising out of several City water billing and notification errors. As a result of the errors, Claimant's property at 2400 Boston Street went to a tax sale without Claimant's knowledge. The Claimant was forced to redeem the property at considerable expense.

AMOUNT OF MONEY AND SOURCE:

\$34,034.59 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

In January 2016, a representative of The Can Company, LLC went on line to check its water bill, which had not been received in the usual course in November. The bill showed an erroneous balance of more than \$180,000.00 (\$150,000.00 more than historical bills) and had been mailed by the Department of Public Works (DPW) to the wrong address. The Can Company, LLC worked with DPW to determine the correct amount over the next several months and made a good faith payment of almost \$30,000.00 during this period.

In May 2016, The Can Company, LLC learned that its property went to tax sale; the notices of the tax sale, like the erroneous water bill, had been sent to an incorrect address. The Can Company, LLC was required to redeem the property for approximately \$218,000.00, which included the interest and the "unpaid" water bill.

After a thorough investigation, the Law Department determined that The Can Company, LLC should be reimbursed a total of \$34,034.59 for its losses incurred as a result of the City's errors.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Settlement Agreement and Release of the claim against the City made by The Can Company, LLC, Claimant, arising out of several City water billing and notification errors.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Options</u>			
1. Maximino Bruno Oriz and Duyen Nguyen	2617 Hafer St.	L/H	\$21,688.00
2. Hyacinth T. Ingram	908 N. Mount St.	F/S	\$31,000.00

Funds are available in account 9910-908636-9588-900000-704040, FY16 Whole Block Demolition Project.

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

DHCD - Condemnations

3. Ivan Godard	1527 N. Washington St.	L/H	\$ 1,600.00
4. HMMS, LLC	1404 Whitelock St.	F/S	\$ 4,000.00

Funds are available in account 9910-908636-9588-900000-704040, FY16 Whole Block Demolition Project.

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 these properties in conformity with the requirements of the applicable law.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Redemptions</u>			
5. G. H. Goldberg, LLC	2023 E. Biddle St.	G/R \$42.00	\$ 280.00

Funds are available in account 9910-908636-9588-900000-704040, FY16 Whole Block Demolition Project.

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

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and the condemnation or redemption.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4441 - 4442

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 Planning</u>		
1. \$750,000.00	9904-904228-9129	9904-905228-9127
1 st Comm. and	Former Pinderhughes	Former Pinderhughes
Eco. Dev. Loan	School (Reserve)	School (Active)

The former Pinderhughes School will be used as an Emergency Shelter during severe weather events to provide shelter to homeless families, homeless youth, and homeless women, and men. In addition, the facility will be used as an Emergency Overflow Shelter for homeless women. Social service programs will also be established at this location to serve the local community.

Department of Transportation

2. \$15,000.00	9950-944002-9507	9950-912054-9527
FED	Constr. Res. -	Water Taxi
Terminals		
	Res. For closeouts	

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise project TR 10309 Baltimore Water Taxi Terminals.

Department of Public Works

3. \$250,000.00	9958-928001-9526	9958-914200-9525-3
MVR	Constr. Res. -	(Design)
	Unallocated	
\$250,000.00	9956-933001-9549	9956-913200-9551-3
WW Utility Funds	Constr. Res. -	(Design)
	Unallocated	

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works - cont'd</u>		
\$250,000.00	9960-936001-9558	9960-915200-9525-3
Water Utility	Constr. Res. - Unallocated	(Design)

The transfer will cover the costs of the Purchase of IPF/CIP Software.

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

The Board is requested to approve and authorize execution of the License Agreement with Towers at Harbor Court Condominium, Licensor, for the rental of a portion of the premises located at 10 E. Lee Street, being the roof of the East Tower building consisting of approximately 841 square feet. The period of the License Agreement is October 1, 2017 through September 30, 2018 with an option to renew for nine one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$83,461.78	\$6,955.15

Account: 2042-000000-1474-165700-603013

BACKGROUND/EXPLANATION:

The demised premises are used for the operation and maintenance of antennas, in conjunction with the 800 Megahertz system for the Fire and Police Departments of Baltimore City. The Licensor will be responsible for maintenance and repairs, roof and all common areas of the building and utilities. The City will be responsible for liability insurance, maintenance, and repairs to equipment.

The Board approved the License Agreement with the Licensor for an initial term of one year on September 30, 1997 with an option to renew for nine terms of one year each. Another License Agreement for a one year term beginning on October 1, 2007 with an option to renew for nine terms of one year each was entered into with a Commencement Date of October 1, 2007. That License Agreement has expired.

MINUTES

Space Utilization Committee - cont'd

The Space Utilization Committee approved this License Agreement on October 17, 2017.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing License Agreement with Towers at Harbor Court Condominium, Licensor, for the rental of a portion of the premises located at 10 E. Lee Street, being the roof of the East Tower building consisting of approximately 841 square feet.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Ms. Christie Williams for an amount that is less than the lien amount for the property located at 731 E. 21st Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
731 E. 21 st Street	\$5,000.00	\$5,379.93	\$32,558.06	\$5,379.93

BACKGROUND/EXPLANATION:

Ms. Williams has offered to purchase the Tax Sale Certificate for \$5,379.93, file the petition to foreclose, acquire title to the property, and return it to productive use. The assignment amount of \$5,379.93 for the Tax Sale Certificate will cover the flat taxes and water bills on this property.

UPON MOTION duly made and seconded, the Board approved the foregoing assignment of a Tax Sale Certificate to Ms. Christie Williams for an amount that is less than the lien amount for the property located at 731 E. 21st Street.

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 M G Security, LLC, Purchaser for the City-owned properties at 301, 309, and 311 N. Warwick Avenue.

AMOUNT OF MONEY AND SOURCE:

\$53,500.00

BACKGROUND/EXPLANATION:

The authority to sell these properties was approved on October 2, 2017 by City Council Ordinance No. 17-0024.

The Purchaser has paid a down payment in the amount of \$5,350.00 with the signing of this agreement.

The properties are located in the Western Neighborhood of Baltimore City. These properties at 301, 309, and 311 N. Warwick Ave. are a dilapidated buildings that were previously used as a mechanics garage along with 2 vacant lots. The Department of Transportation surplused the properties and received no interest from other City agencies. The purchaser will be redeveloping these properties to residential/retail use in accordance with the current zoning. These properties are zoned TOD-2 under which the proposed use is permitted.

The properties were appraised on January 24, 2017 for \$103,500.00.

Due to existing environmental issues at these properties, it is the recommendation of the Department to sell these properties to the Purchaser at the negotiated price of \$53,500.00.

MINUTES

Department of Real Estate - cont'd

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 (MBE) and Women Business Enterprises (WBE) on this development project.

UPON MOTION duly made and seconded the Board approved and authorized execution of the foregoing Agreement of Sale with M G Security, LLC, Purchaser for the City-owned properties at 301, 309, and 311 N. Warwick Ave.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2430 E. Biddle Street, Block 1537, Lot 011 by gift from Linda Stancil-Wilkes, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Ms. Stancil-Wilkes, has offered to donate to the City, title to the property at 2430 E. Biddle Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 25, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Cert #306370	Date: 5/16/16	\$ 6,806.63
Real Property Taxes	2017-2018	86.54
Real Property Taxes	2016-2017	87.36
Real Property Taxes	2015-2016	155.29
Real Property Taxes	2014-2015	120.48
Real Property Taxes	2013-2014	613.53
Real Property Taxes	2012-2013	722.87
Miscellaneous	6996250	504.90
Miscellaneous	7303027	224.81
Miscellaneous	7351067	156.82
Miscellaneous	7941289	210.40
Miscellaneous	8203945	205.83
Miscellaneous	8235806	272.74
Environmental	53330858	1,500.00
Registration	032821	<u>707.20</u>
Total Taxes Owed:		\$12,375.40

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 2430 E. Biddle Street, Block 1537, Lot 011 by gift from Linda Stancil-Wilkes, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 213 S. Vincent Street, Block 0262, Lot 074 by gift from Andrew J. Richardson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Mr. Richardson, has offered to donate to the City, title to the property at 213 S. Vincent Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 15, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale Cert #303174	Date: 5/18/15	\$ 5,444.91
Tax Sale Cert. #271852	10/24/2012	50,864.79
Real Property Tax	2017-2018	158.12
Real Property Tax	2016-2017	195.20
Real Property Tax	2015-2016	232.28
Real Property Tax	2014-2015	320.70
Real Property Tax	2013-2014	306.44
Real Property Tax	2012-2013	346.66
Real Property Tax	2011-2012	396.56
Real Property Tax	2010-2011	401.80
Real Property Tax	2009-2010	467.98
Real Property Tax	2008-2009	425.45
Real Property Tax	2007-2008	434.17
Real Property Tax	2006-2007	329.76
Real Property Tax	2005-2006	267.55
Miscellaneous Bill	4003638	75.51
Miscellaneous Bill	5809934	257.07
Miscellaneous Bill	6712749	385.32
Miscellaneous Bill	6994008	247.65
Miscellaneous Bill	7032204	244.92
Miscellaneous Bill	7093924	255.98
Miscellaneous Bill	7408230	247.80
Miscellaneous Bill	8255184	233.44
Registration	207293	603.00
Environmental Fine	04118634	180.00
Environmental Fine	04118642	180.00
Environmental Fine	04424560	180.00
Environmental Fine	04424578	180.00
Total Taxes Owed:		\$63,862.06

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 213 S. Vincent Street, Block 0262, Lot 074 by gift from Andrew J. Richardson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2301 E. Hoffman Street, Block 1519, Lot 043 by gift from Mabini P. Nicolas, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Mabini P. Nicolas, has offered to donate to the City, title to the property at 2301 E. Hoffman Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through August 29, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

Tax Cert #309740	Date: 5/16/16	\$11,449.66
Real Property Tax	2017-2018	78.66
Real Property Tax	2016-2017	85.98
Real Property Tax	2015-2016	153.91
Real Property Tax	2014-2015	119.10
Real Property Tax	2013-2014	135.66
Real Property Tax	2012-2013	164.69
Real Property Tax	2011-2012	170.09
Real Property Tax	2010-2011	238.48
Miscellaneous	6006381	142.82
Miscellaneous	6045793	218.80
Miscellaneous	6051585	171.16
Miscellaneous	6187447	233.10
Miscellaneous	6310056	207.97
Miscellaneous	6313258	120.87
Miscellaneous	6402978	284.57
Miscellaneous	6412621	153.99
Miscellaneous	6554414	247.92
Miscellaneous	6577928	140.53
Miscellaneous	6587125	312.60
Miscellaneous	6608574	188.96
Miscellaneous	6711477	245.44
Miscellaneous	7132228	283.27
Miscellaneous	7279789	265.99
Miscellaneous	7350358	206.33
Miscellaneous	7388705	262.97
Miscellaneous	7399264	201.83
Miscellaneous	7420870	262.34
Miscellaneous	7615727	149.50
Miscellaneous	7682115	228.17
Miscellaneous	7711989	142.01

MINUTES

DHCD - cont'd

Miscellaneous	7721657	184.00
Miscellaneous	7778525	259.60
Miscellaneous	7905920	316.53
Miscellaneous	7950678	373.08
Miscellaneous	8000135	154.51
Miscellaneous	8010969	236.87
Miscellaneous	8085771	228.17
Miscellaneous	8129066	222.37
Miscellaneous	8250540	229.67
Registration	513728	<u>1,911.00</u>
Total Taxes Owed:		\$21,383.21

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 2301 E. Hoffman Street, Block 1519, Lot 043 by gift from Mabini P. Nicolas, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 2565 Greenmount Avenue, Block 4070A, Lot 001 by gift from Haven of Rest, Sanctuary of Praise, Inc. Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Haven of Rest, Sanctuary of Praise, Inc., has offered to donate to the City, title to the property at 2565 Greenmount Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 15, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Property Registration	Reg. #087464	\$ 160.00
Total Taxes Owed:		\$ 160.00

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 2565 Greenmount Avenue, Block 4070A, Lot 001 by gift from Haven of Rest, Sanctuary of Praise, Inc., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 3404 Old York Road, Block 4049C, Lot 033 by gift from Ms. Lena Thompson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Ms. Thompson, has offered to donate to the City, title to the property at 3404 Old York Road. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through August 29, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Property Registration	2017-2018	\$ 573.00
Total Taxes Owed:		\$ 573.00

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 3404 Old York Road, Block 4049C, Lot 033 by gift from Ms. Lena Thompson, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1736 N. Port Street, Block 1464, Lot 074 by gift from Mr. Andre T. Miles, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Mr. Miles, has offered to donate to the City, title to the property at 1736 N. Port Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 15, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Property Registration	#203627	\$ 130.00
Total Taxes Owed:		\$ 130.00

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1736 N. Port Street, Block 1464, Lot 074 by gift from Mr. Andre T. Miles, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 931 Ashburton Street, Block 2379B, Lot 008 by gift from Ms. Roslyn Z. Samuel, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Ms. Samuel, has offered to donate to the City, title to the property at 931 Ashburton Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through August 30, 2017, other than water bills which must be paid as part of the transaction is as follows:

MINUTES

DHCD - cont'd

Tax Sale Cert #315861	Date: 5/15/17	\$137,122.26
Real Property Tax	2017-2018	70.80
Real Property Tax	2011-2012	40.00
Real Property Tax	2009-2010	13.89
Real Property Tax	2005-2006	24.03
Miscellaneous	6940498	255.88
Miscellaneous	7080773	239.50
Registration	203964	<u>1,329.66</u>
Total Taxes Owed:		\$139.096.02

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 931 Ashburton Street, Block 2379B, Lot 008 by gift from Ms. Roslyn Z. Samuel, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interests in the property located 1105 McKean Avenue Block 0050 Lot 039 by gift from Stephen T. Kunkel, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

Mr. Kunkel has offered to donate to the City, title to the property at 1105 McKean Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed.

A list of open municipal liens accrued through August 29, 2017, other than water bills (which must be part of the transaction) is as follows:

MINUTES

DHCD - cont'd

Tax Sale Cert. No. 311064	5/16/2016	\$10,286.34
Real Property Tax	2017/2018	70.80
Real Property Tax	2016/2017	85.98
Real Property Tax	2015/2016	153.91
Real Property Tax	2014/2015	119.10
Real Property Tax	2013/2014	135.66
Real Property Tax	2012/2013	164.69
Real Property Tax	2011/2012	170.09
Miscellaneous Bill	6599062	138.26
Miscellaneous Bill	6611537	1,663.93
Miscellaneous Bill	6951479	202.50
Miscellaneous Bill	7103708	312.98
Miscellaneous Bill	7352768	220.00
Miscellaneous Bill	7434921	283.60
Miscellaneous Bill	7659253	138.66
Miscellaneous Bill	7678535	188.80
Miscellaneous Bill	7747785	244.52
Miscellaneous Bill	7795115	176.80
Miscellaneous Bill	7957038	191.59
Miscellaneous Bill	8003600	263.84
Miscellaneous Bill	8196313	242.49
Miscellaneous Bill	8329575	162.40
Registration	820478	1,488.00
Total Taxes Owed		<u>\$17,104.94</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interests in the property located at 1105 McKean Avenue, Block 0050, Lot 039 by gift from Stephen T. Kunkel, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interests in the property located 205 S. Gilmore Street (Block 0263 Lot 015) by gift from Curtis Lucas and Vivian Lucas, Owners, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

The DHCD, Land Resources division, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving neighborhoods in Baltimore City.

Mr. Lucas and Ms. Lucas have offered to donate to the City, title to the property at 205 S. Gilmore Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through September 15, 2017, other than water bills (which must be part of the transaction) is as follows:

MINUTES

DHCD - cont'd

Tax Sale	Cert.# 309150	5/16/2016	\$19,820.88
Tax Sale	Cert.# 239967	5/17/2010	2,119.53
Real Property		2017/2018	118.00
Real Property		2016/2017	145.72
Real Property		2015/2016	224.81
Real Property		2014/2015	442.12
Real Property		2013/2014	502.96
Real Property		2012/2013	579.68
Real Property		2011/2012	640.98
Real Property		2010/2011	691.04
Miscellaneous Bill		6108880	190.84
Miscellaneous Bill		6174148	253.48
Miscellaneous Bill		6179709	267.58
Miscellaneous Bill		6257307	343.72
Miscellaneous Bill		6276638	302.61
Miscellaneous Bill		6355465	173.76
Miscellaneous Bill		6451611	154.24
Miscellaneous Bill		6467237	152.46
Miscellaneous Bill		6552327	439.34
Miscellaneous Bill		6612246	143.56
Miscellaneous Bill		6686448	144.28
Miscellaneous Bill		7353204	220.00
Miscellaneous Bill		75740.64	233.35
Miscellaneous Bill		8212540	142.47
Miscellaneous Bill		8214868	221.49
Environmental Fine		52769106	1,500.00
Environmental Fine		54914213	500.00
Footway Paving Bill		13003	978.12
Registration		701332	1,911.00
Total Taxes Owed			<u>\$33,558.02</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interests in the property located at 205 S. Gilmor Street (Block 0263, Lot 015) by gift from Curtis Lucas and Vivian Lucas, Owners, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Bankruptcy
Community Development Court Order

ACTION REQUESTED OF B/E:

The Board is requested to approve acquisition per Bankruptcy Court Order of 17 properties in Sandtown Winchester and 1 property in Druid Heights from the Bankruptcy Estate of Kenneth Boyd Mumaw.

AMOUNT OF MONEY AND SOURCE

\$40,220.00 - 9910-908044-9588-900000-704040

The properties will be conveyed to the City pursuant to a Bankruptcy Court Order to be paid directly to the Bankruptcy Trustee in exchange for the conveyance of all 18 properties, free and clear of all liens and encumbrances, pursuant to an order from the Bankruptcy Court which eliminates all liens and encumbrances, including municipal tax and water liens, and other charges due the City. However, the Bankruptcy Court order will clarify that the City's liens will attach to the proceeds of this sale, and the same proceeds will therefore be disbursed to Baltimore City as the senior secured creditor. As such, the City will not be voluntarily foregoing or compromising its liens against the 18 properties, and will in fact collect the full purchase price through its liens on proceeds in the bankruptcy estate.

BACKGROUND/EXPLANATION:

On May 9, 2016, Kenneth Boyd Mumaw filed for Chapter 13 Bankruptcy in the US District Court of Maryland in Baltimore City (Case No.: 16-16340) . Among the properties listed in the bankruptcy estate are 17 properties owned of record by K & M Associates of Maryland Inc., and one owned of record by Kenneth B. Mumaw. The Bankruptcy Court has determined that all 18 properties are property of the bankruptcy estate. The Bankruptcy Trustee has determined that these properties, which are either vacant lots or vacant buildings, are of no value to the Bankruptcy Estate, and he has petitioned the Bankruptcy Court to approve the sale of all 18 properties for the total of \$40,220.00, which is an aggregation of the Debtor's estimate of the value of each of the properties. The properties to be acquired from the Bankruptcy Estate of Kenneth Boyd Mumaw are as follows:

MINUTES

DHCD - cont'd

<u>Property Address</u>	<u>Block/Lot</u>	<u>Owner of Record</u>
1210 Smithson St.	0065/064	K&M Associates of Maryland Inc.
1212 Smithson St.	0065/063	K&M Associates of Maryland Inc.
1214 Smithson St.	0065/062	K&M Associates of Maryland Inc.
1221 Smithson St.	0065/059	K&M Associates of Maryland Inc.
1223 Smithson St.	0065/060	K&M Associates of Maryland Inc.
1020 N. Stockton St.	0065/065	K&M Associates of Maryland Inc.
1022 N. Stockton St.	0065/066	K&M Associates of Maryland Inc.
1024 N. Stockton St.	0065/067	K&M Associates of Maryland Inc.
1026 N. Stockton St.	0065/068	K&M Associates of Maryland Inc.
1028 N. Stockton St.	0065/069	K&M Associates of Maryland Inc.
1030 N. Stockton St.	0065/070	K&M Associates of Maryland Inc.
1021 N. Stockton St.	0065/084	K&M Associates of Maryland Inc.
1023 N. Stockton St.	0065/083	K&M Associates of Maryland Inc.
1025 N. Stockton St.	0065/082	K&M Associates of Maryland Inc.
1027 N. Stockton St.	0065/081	K&M Associates of Maryland Inc.
1029 N. Stockton St.	0065/080	K&M Associates of Maryland Inc.
1031 N. Stockton St.	0065/079	K&M Associates of Maryland Inc.
501 Gold St.	0308/035	Kenneth B. Mumaw

Given that each of the properties is either a vacant building or a vacant lot, the City is authorized to acquire them pursuant to the provisions of Article 13, §2-7 (h) of the Baltimore City Code (2000 Edition).

With the approval of the Board, the Department will request a check in the amount of \$40,220.00 to be paid to the Chapter 13 Trustee, Marc H. Baer. Mr. Baer will then obtain all required approvals from the Bankruptcy Court for the Trustee to grant to the City a deed to the subject properties free and clear of all liens and encumbrances, and for the City to re-collect the proceeds by virtue of its first priority liens on the said proceeds in the bankruptcy estate.

APPROVED FOR FUNDS BY FINANCE

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition per Bankruptcy Court Order of 17 properties in Sandtown Winchester and 1 property in Druid Heights from the Bankruptcy Estate of Kenneth Boyd Mumaw.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve a Local Resolution in support of the Maryland Department of Housing and Community Development (MD-DHCD) Baltimore Regional Neighborhood Initiative program. A local resolution is required for organizations to participate in and receive funds from the program.

AMOUNT OF MONEY AND SOURCE:

\$26,002,362.00 - State of Maryland - Department of Housing & Community Development Baltimore Regional Neighborhood Initiative

BACKGROUND/EXPLANATION:

The Baltimore Regional Neighborhood Initiative program (BRNI) was established to increase the competitiveness of Baltimore City neighborhoods and inner-beltway communities in Baltimore and Anne Arundel Counties by providing State funds that would leverage additional public and private investment, thereby stimulating interest, strengthening local markets and increasing tax bases. Eligible applicants include community development organizations that are located in a Priority Funding and Sustainable Community area as defined by State law. Examples of eligible projects include homeownership incentives fund, neighborhood spruce-up projects, strategic acquisition, incubator space, and public art.

In Fiscal Year 2018, the State is making awards up to \$8,000,000.00 to support capital projects and up to \$750,000.00 to support operating costs. The Maryland Department of Housing and Community Development received applications from 16 community development organizations requesting \$26,002,362 to fund 66 projects. Awarded funds will be provided by the State directly to the grantees.

The applicants and projects are listed in Exhibit A.

RESOLUTION
of the
MAYOR AND CITY COUNCIL OF BALTIMORE
and the
BALTIMORE CITY BOARD OF ESTIMATES

**TO ENDORSE PROJECTS AND APPLICATIONS FOR THE
BALTIMORE REGIONAL NEIGHBORHOOD INITIATIVE PROGRAM**

THIS RESOLUTION endorses applications for financial support submitted by various organizations (the "Organizations") for certain projects (the "Projects") under the Baltimore Regional Neighborhood Initiative program under the Department of Housing and Community Development of the State of Maryland (the "Department"), all as set forth in Exhibit A hereto; and

WHEREAS, the Mayor of Baltimore City (the "City") and Board of Estimates (the "Board") recognize that there is a significant need for reinvestment in and revitalization of communities in Baltimore City; and

WHEREAS, Projects support community development efforts in the City and also regional community development efforts that help improve city neighborhoods; and

WHEREAS, the Department through the Baltimore Regional Neighborhood Initiative program or other programs of the Department, or in cooperation with other State departments or agencies, may provide some or all of the funding for the Projects (the "Project Financing") to make the Projects financially feasible; and

WHEREAS, the Projects are located within a Priority Funding Area as that term is defined in Section 5-7B-02 of the Smart Growth Act, are located in a Sustainable Community as identified in the Sustainable Communities Act of 2010, and the Projects will conform to the local zoning code; and

WHEREAS, the applicable laws and regulations require approval of the Projects and the Projects' Financing by the Board and, where appropriate, by the chief elected executive official of the local subdivision;

NOW, THEREFORE BE IT RESOLVED THAT, the Board hereby endorses the Projects set forth in Exhibit A hereto; and, HEREBY approves the request for financial assistance in the form of a grant or loan as described in Exhibit A hereto; and

BE IT FURTHER RESOLVED THAT, the Mayor of Baltimore City, the City's chief elected executive official hereby endorses this Resolution, thereby confirming her approval thereof; and

BE IF FUTHER RESOLVED THAT, the following persons are hereby authorized to execute documents and take any action necessary to carry out the intent of these resolutions:

Baltimore Regional Neighborhoods Initiative Resolution
October 12, 2017
Page 2

Name

Signature

Michael Braverman

Commissioner, Department of
Housing & Community Development



BE IT FURTHER RESOLVED THAT, copies of this Resolution will be sent to the Secretary of Department of Housing and Community of the State of Maryland.

NOW THEREFORE BE IT RESOLVED that the Board of Estimates hereby expresses approval of the Projects, as described in Exhibit A.

Read and passed this _____ Day of _____, 2017.

I hereby certify that this Resolution is true and correct and duly adopted by the Mayor and City Council of Baltimore.

ATTEST/WITNESS:

MAYOR AND CITY COUNCIL OF
BALTIMORE

Custodian of the City Seal

Catherine E. Pugh, Mayor

APPROVED BY THE BOARD OF ESTIMATES:

Clerk

Date

Approved for Legal Sufficiency

 10/10/17

Mark Dewire, Chief Solicitor

Date

MINUTES

EXHIBIT A

Applicant Name	Organization	Project Name	Project Description	Request Amount
Belair-Edison Neighborhoods, Inc.	St. Ambrose Housing Aid Center, Civic Works, Sagasse, Morgan State University, Artisan Title, Harbor Bank	Restore and Re-ignite: Increasing Community Investment in Belair-Edison through Neighborhood Revitalization	Continue and expand innovative projects in Belair-Edison neighborhood, including block improvements and homebuying and commercial incentives.	\$ 1,240,000.00
Belair-Edison Neighborhoods, Inc.	Belair-Edison Neighborhoods	3545 Belair Road	Support the acquisition and other expenses related to relocating the BENI office to 3545 Belair Road, retrofitting its current office, 3412 Belair Rd to commercial mixed-use.	\$ 135,000.00
Beloved Community Services Corporation	Beloved Community Services Corporation	Thurgood Marshall Way; Juanita and Clarence Mitchell Jr. Way	Rehabilitate 29 vacant homes on Division Street and Druid Hill Avenue, to be offered for sale to homeowners, rent-to-own buyers and a very modest number of renters.	\$ 1,450,000.00
Central Baltimore Partnership, Inc.	Central Baltimore Partnership	CBP FY18 Operating Support	The CBP Operating program will provide support for professional staff/consultants engaged in management of funded BRNI projects and the implementation of the BRNI strategy.	\$ 250,000.00
Central Baltimore Partnership, Inc.	3 SQUARE FEET LLC	Oliver Street Studios	Continue to rehabilitate Oliver Street Studios, a vital 65,000-sf artists' building, into compliance with housing, building, and life safety codes.	\$ 240,000.00
Central Baltimore Partnership, Inc.	Jubilee Baltimore, Greater Remington Improvement Assoc.	Central Baltimore Legacy Homeowner Facade and Home Improvement Program	Implement a Facade and home improvement program to help low-income residents remain in their improving neighborhoods. It will speed the revitalization by improving houses that now appear blighted.	\$ 110,000.00
Central Baltimore Partnership, Inc.	Central Baltimore Partnership, Southwest Partnership, and Southeast CDC, with administrative assistance of HCPI Development Fund	Baltimore Strategic Acquisition and Re-use Fund	Establish a joint revolving loan fund enabling the Central Baltimore Partnership, Southeast CDC and Southwest Partnership will to acquire strategic vacant/problem properties.	\$ 2,000,000.00
Central Baltimore Partnership, Inc.	Waverly Main Street, Strong City Baltimore, Greater Remington Improvement Association	Central Baltimore Commercial Facade Improvement Program	Provide facade improvement matching grants to commercial properties to spark investment and eliminate blight elevating area districts.	\$ 370,000.00
Central Baltimore Partnership, Inc.	Central Baltimore Partnership	CBP Community Spruce-Up Grant Program	Provide small to medium capital grants through the Community Spruce-Up Grant Program, to stimulate economic development and community engagement in the HCPI area.	\$ 100,000.00
Central Baltimore Partnership, Inc.	Greater Remington Improvement Association	Remington Placemaking	Implement placemaking projects focused on creating spaces for public gathering, promoting walkability, and enhancing and beautifying public areas.	\$ 60,389.00
Central Baltimore Partnership, Inc.	MICA	MICA Dolphin Design Center and External Art Screen	Install wrap around art screen and landscaping surrounding Dolphin Design Center, the 5-story 25,000sqft facility will be a hub for MICA's programs in Product, Game, and Architectural Design.	\$ 150,000.00
City Life - Community Builders LTD	City Life - Community Builders	Hoen-Building #2 (Work Incubator)	Acquire, stabilize and rehabilitate Hoen Lithograph-Building #1 and #2, providing housing innovation technology and workforce training.	\$ 900,000.00
City Life - Community Builders LTD	Civic Works	Comprehensive Clean Energy, Health, and Safety Improvements for Broadway East Residents	Provide clean energy, health and safety improvements to households in Broadway East through Civic Works to increase financial resilience, health, safety, and environmental sustainability.	\$ 100,000.00

MINUTES

Applicant Name	Organization	Project Name	Project Description	Request Amount
City Life - Community Builders LTD	American Communities Trust	Broadway East Bike Share	Implement Bike Share as part of the Baltimore Food Hub, which will create a campus for food production, manufacturing, retail and education, restoring a historic 3.5-acre site.	\$ 50,000.00
City Life - Community Builders LTD	American Communities Trust	Baltimore Food Hub-Community Plazas	Provide community plazas at the Baltimore Food Hub, which will create a campus for food production, manufacturing, retail and education, restoring a historic 3.5-acre site.	\$ 247,620.00
City Life - Community Builders LTD	American Communities Trust	Wolfe-Gay Pocket Park	Create a pocket park at the Baltimore Food Hub, which will create a campus for food production, manufacturing, retail and education, restoring a historic 3.5-acre site.	\$ 200,000.00
City Life - Community Builders LTD	City Life - Community Builders	Operating Funds	Increase capacity to manage growth 'North of the Tracks' - Hoen#2: Work Incubator - Housing Technology Center - Acquisition & Stabilization of 10 boarded and vacant shells - Manage BRNI District.	\$ 300,000.00
City Life - Community Builders LTD	City Life - Community Builders	Green and Safe	Provide community clean-up and security in Hoen, Broadway East and Oliver communities.	\$ 60,000.00
City Life - Community Builders LTD	City Life - Community Builders	Morgan State University	Build out space at the Hoen Lithograph complex for Morgan State University as a collaborator in the Center for Neighborhood Innovation at Hoen.	\$ 200,000.00
City Life - Community Builders LTD	Humanim	City Seeds, a Humanim Social Enterprise: Teaching Kitchen and School of Food	Support fit out of City Seeds facilities, whose mission is to create jobs, scale small businesses and help entrepreneurs start their own food production businesses.	\$ 104,460.00
City Life - Community Builders LTD	City Life - Community Builders	Creative Corridors Mural, Lighting and Streetscaping	Create community designed murals, install dynamic lighting under Amtrak underpasses and provide streetscaping at the corner of Chester Street and Chase Street.	\$ 244,000.00
City Life - Community Builders LTD	Humanim	Details Deconstruction, a Humanim Social Enterprise	Equipment purchase for Details Deconstruction and its sister enterprise Brick and Board to bring economic opportunity to the challenged neighborhoods of Baltimore by creating living wage jobs with an ongoing OIT.	\$ 93,000.00
City Life - Community Builders LTD	Humanim	Iscan, a Humanim Social Enterprise	Equipment purchase of Iscan.	\$ 121,500.00
Comprehensive Housing Assistance, Inc.	Comprehensive Housing Assistance, Inc.	Glen Hills Redevelopment Plan	Revitalize Glen Hills, a stable but vulnerable residential neighborhood, through strategic investment, capital improvements, and community organizing.	\$ 650,000.00
Druid Heights Community Development Corporation	Druid Heights Community Development Corporation	Bakers View	Construct new affordable single-family townhomes located in the Druid Heights Neighborhood of West Baltimore as part of the Baker's View Homeownership Development.	\$ 640,000.00
Druid Heights Community Development Corporation	Druid Heights Community Development Corporation	Green and Streetscape Program	Implement the Green Space & Streetscape Program to re-develop and revitalize community green space.	\$ 50,000.00
Druid Heights Community Development Corporation	Druid Heights Community Development Corporation, Neighborhood Design Center	Arch Social Club	Assist with stabilization of the Arch Social Club.	\$ 93,950.00
Dundalk Renaissance Corporation, Incorporated	Dundalk Renaissance Corporation, Incorporated	Operating Support	Provide operating support for portions of 4 staff positions and related program costs to implement our revitalization strategy to strengthen targeted neighborhoods and market greater Dundalk.	\$ 200,000.00

MINUTES

Applicant Name	Organization	Project Name	Project Description	Request Amount
Dundalk Renaissance Corporation, Incorporated	Dundalk Renaissance Corporation, Incorporated	Vibrant Neighborhoods 2.0 Revolving Loan Fund	Capitalize and administer a revolving loan fund in targeted neighborhoods for residential property renovations; up to \$150,000 available as curb appeal facade grants.	\$ 400,000.00
Dundalk Renaissance Corporation, Incorporated	Dundalk Renaissance Corporation, Incorporated	Home Purchase Incentive Forgivable Loans	Provide 20 \$5,000 forgivable loans for buyers 80-120% AMI to incentivize buying in Dundalk; 10 \$10,000 forgivable loans for buyers 80-120% AMI to incentivize buying in Dundalk Ave corridor target area	\$ 200,000.00
Dundalk Renaissance Corporation, Incorporated	Dundalk Renaissance Corporation, Incorporated	Commercial Improvement Grants	Provide grants to improve Main Street businesses and other commercial properties in Dundalk Avenue corridor target neighborhoods.	\$ 200,000.00
Dundalk Renaissance Corporation, Incorporated	Dundalk Renaissance Corporation, Incorporated	Main Street Business Incubator Gap Funding	Provide gap funding as a grant to DRC to enable renovation of 11 Center Place as DRC offices and Main Street Business Incubator Space	\$ 100,000.00
East Baltimore Development, Inc.	East Baltimore Development, Inc.	EB01 - Eager Park Security Camera Project	Install Eager Park Security Cameras.	\$ 480,000.00
East Baltimore Development, Inc.	East Baltimore Development, Inc.	929 Tenant Improvement Project	Implement a fit out program for retail space in the 929 Graduate Student Housing building.	\$ 210,000.00
East Baltimore Development, Inc.	East Baltimore Development, Inc.	EBDI Madeira Housing Subsidy	Provide housing subsidy for the Madeira Street site residential development project to assist EBDI with achieving it affordability mandates.	\$ 180,000.00
Greater Baybrook Alliance - Strong City Baltimore	Greater Baybrook Alliance	Greater Baybrook Alliance Operational Support	Establish a permanent Executive Director for the Greater Baybrook Alliance, a local CDO responsible for implementing the Greater Baybrook Vision and Action Plan, as well as support operations.	\$ 341,305.00
Greater Baybrook Alliance - Strong City Baltimore	Greater Baybrook Alliance	Community Spruce Up Grants	Provide funds to groups, individuals, and associations across Greater Baybrook for community-driven small- to medium-scale capital improvement projects through the Community Spruce Up Grant Program.	\$ 160,000.00
Greater Baybrook Alliance - Strong City Baltimore	Brooklyn S. Baltimore Early Childhood and Community Center LLC	Rehabilitation for Brooklyn S. Baltimore Early Childhood and Community Center	Renovate the property at 301 E. Patapsco Ave. in Brooklyn to create an early childhood and community center with mixed uses for the school and community organizations.	\$ 354,430.00
Greater Baybrook Alliance - Strong City Baltimore	Greater Baybrook Alliance	Affordable Housing with Wraparound Services	Purchase and rehabilitate vacant properties in Curtis Bay and Brooklyn, which will be rented affordably to residents enrolled in support services at community organizations.	\$ 300,250.00
Greater Baybrook Alliance - Strong City Baltimore	Greater Baybrook Alliance	Baybrook Pop-Up to Permanent Storefront	Incentive landlords in commercial corridors to upgrade vacant properties into "move-in ready" condition while incubating local small businesses with subsidized rent and increased foot traffic.	\$ 100,000.00
Greater Baybrook Alliance - Strong City Baltimore	Arundel Community Development Services, Inc.	Brooklyn and Curtis Bay Property Rehabilitation Program	Expand the successful Arundel Community Development Services owner-occupied rehabilitation program into Brooklyn and Curtis Bay.	\$ 300,000.00
Greater Baybrook Alliance - Strong City Baltimore	Cal Ripken, Sr. Foundation	Baybrook Youth Athletic Complex Lighting	Construct a 90,000 sq ft multipurpose athletic field in the Faring BayBrook Park which includes all three neighborhoods of the Greater Baybrook Alliance.	\$ 250,000.00
Healthy Neighborhoods, Inc.	Reservoir Hill Improvement Council	Reservoir Hill Community Enhancement Project	Implement housing rehabilitation and community projects to improve social, economic, and physical conditions.	\$ 1,175,000.00

MINUTES

Applicant Name	Organization	Project Name	Project Description	Request Amount
Old Goucher Community Association	Gragg Cardona Partners - Developer Old Goucher Community Association - CDC	7th Metro Baptist Church Redevelopment	Partial demolition of an existing two story building, while maintaining the facade, and build a mixed use project with 46 residential mixed income units, ground floor retail and underground parking.	\$ 4,207,500.00
Park Heights Renaissance, Inc	Park Heights Renaissance, Inc	Loyola Northway 2600	Development of two model homes to be used in the sale of the 13 redeveloped homes in the 2600 block of Loyola Northway and construction of a pocket park on the north side of the block.	\$ 565,100.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Targeted Homeownership Incentives	Provide several Live Near Your Work, geographically targeted, or income-based homeownership incentives.	\$ 300,000.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Station East	Support predevelopment for the Station East redevelopment, including for the final acquisitions of distressed properties negatively impacting the rest of the neighborhood.	\$ 250,000.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Baltimore Highlands Revitalization	Support facade renovations, protected "greenway" on a visible avenue and large-scale public art in a targeted corridor between Middle Market and Middle Market Stressed areas in southeast Baltimore.	\$ 186,008.00
Southeast Community Development Corporation	Friends of Patterson Park	Friends of Patterson Park Center	Support predevelopment and renovation of a former park superintendent's residence, which currently serves as the headquarters for the Friends of Patterson Park.	\$ 450,000.00
Southeast Community Development Corporation	CASA	Baltimore Regional Education and Training Center	Renovate a 16,000 square-foot facility in Library Square to create a permanent and expanded space for community service and workforce development programming.	\$ 750,000.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Neighborhood Spruce-Up II	Provide \$10,000 to \$20,000 grants to neighborhood groups to improve public spaces as part of the Neighborhood Spruce-Up program.	\$ 100,000.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Tenant Fit-Out	Provide three tenant fit-out grants to new or expanding businesses in the Highlandtown Main Street commercial district.	\$ 180,000.00
Southeast Community Development Corporation	Civic Works	Station East Community Lot Projects	Create and maintain community green spaces in the Station East redevelopment area in partnership with Civic Works, HEBCAC and the Milton-Montford Community Association.	\$ 100,000.00
Southeast Community Development Corporation	Southeast Community Development Corporation	Southeast CDC Operations	This project funds operations, outreach and planning for the Southeast CDC and Friends of Patterson Park.	\$ 160,000.00
Southwest Partnership	Southwest Partnership	Southwest Partnership Operating	Provide operating funds for the Southwest Partnership: a coalition of seven neighborhood associations and six anchor institutions in Southwest Baltimore.	\$ 150,000.00
Southwest Partnership	Southwest Partnership	Defensible Spaces	Create defensible spaces of old public right of ways that no longer serve the public good by gating and allowing them to become spaces that can be used by residents whose properties abut the space.	\$ 150,000.00
Southwest Partnership	Southwest Partnership	Acquisition Fund	Capitalize a fund that will allow SWP to acquire key properties, held either by speculators or irresponsible property owners. SWP will find developers to take over the property and put it back to active use.	\$ 500,000.00

MINUTES

Applicant Name	Organization	Project Name	Project Description	Request Amount
Southwest Partnership	Southwest Partnership	Neighborhood Small Grants Fund	Capitalize a fund for small grants to neighborhood associations and block groups that will improve vibrancy and quality of life and eliminate blight.	\$ 210,000.00
Southwest Partnership	Southwest Partnership	Landmark Lighting	Install attractive lighting of large landmarks in the Southwest Partnership area to increase safety and visibility, and attract visitors and investment.	\$ 145,000.00
Southwest Partnership	Southwest Partnership	Neighborhood Identity	Implement placemaking projects, including historic signage, murals, and neighborhood gateway installations, that will build neighborhood identity in neighborhoods in Southwest Baltimore.	\$ 215,000.00
TRF Development Partners, Inc.	TRF Development Partners, Inc., Rebuild Johnston Square Neighborhood Organization (RISNO), BUILD	Near East Baltimore Revitalization Plan Implementation: Parks and Open Space Development	Implement parks and open space in Johnston Square, Oliver, and Broadway East through residential rehabilitation, retail development, open space improvements, and community engagement.	\$ 177,500.00
TRF Development Partners, Inc.	TRF Development Partners, Inc., Baltimoreans United in Leadership Development (BUILD), Rebuild Johnston Square Neighborhood Organization (RISNO); Baltimore Arts Realty Corp. (BARCO); The 6th Branch; People's Homesteading Group; Charm City Mead Works	Near East Baltimore Revitalization Plan Implementation - Local Commercial Development	Implement local commercial development in Johnston Square, Oliver, and Broadway East through residential rehabilitation, retail development, open space improvements, and community engagement.	\$ 489,250.00
TRF Development Partners, Inc.	TRF Development Partners, Inc., Baltimoreans United in Leadership Development (BUILD); Rebuild Johnston Square Neighborhood Organization (RISNO); Baltimore Arts Realty Corp. (BARCO); The 6th Branch; People's Homesteading Group; Charm City Mead Works	Near East Baltimore Revitalization Plan Implementation: Residential Rehabilitation for rent	Implement rental housing rehabilitation in Johnston Square, Oliver, and Broadway East through residential rehabilitation, retail development, open space improvements, and community engagement.	\$ 500,000.00
TRF Development Partners, Inc.	TRF Development Partners, Inc.	Near East Baltimore Revitalization Plan Implementation: Residential Rehab for sale	Implement homeownership housing projects in Johnston Square, Oliver, and Broadway East through residential rehabilitation, retail development, open space improvements, and community engagement.	\$ 500,000.00
TRF Development Partners, Inc.	TRF Development Partners, Inc., Baltimoreans United in Leadership Development (BUILD); Rebuild Johnston Square Neighborhood Organization (RISNO); Baltimore Arts Realty Corp. (BARCO); The 6th Branch; People's Homesteading Group; Charm City Mead Works	Near East Baltimore Revitalization Plan Implementation - Operating	Implementation of revitalization plans in Johnston Square, Oliver, and Broadway East through residential rehabilitation, retail development, open space improvements, and community engagement.	\$ 315,000.00
Upton Planning Committee, Inc.	Upton Planning Committee, Inc.	Live Where You Worship	Establish a Live Where You Worship program for the Upton Community to attract homeowners from congregants of faith institutions within the in Upton.	\$ 290,100.00

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and adopted the Local Resolution in support for projects and applications under the Maryland Department of Housing and Community Development Baltimore Regional Neighborhood Initiative program.

MINUTES

Mayor's Office of Human Services - Provider Agreements

The Board is requested to approve and authorize execution of the Provider Agreements. The period of the agreement is July 1, 2017 through June 30, 2018, unless otherwise indicated.

1. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** **\$180,711.00**

Account: 5000-525618-3572-765700-603051

St. Vincent DePaul of Baltimore, Inc. will use the funds to operate Sarah's Hope - Mount Street family shelter which serves 150 homeless families per year. The funds will be utilized to cover personnel costs for case management and counseling staff.

The agreement is late because of a delay in receiving the State grant award notice.

MWBOO GRANTED A WAIVER.

2. **ST. PAUL'S PLACE, INC.** **\$154,408.00**

Account: 4000-407118-3573-761100-603051

St. Paul's Place, Inc. will utilize the funds to provide homelessness prevention and rapid-re-housing assistance to 20 homeless individuals or families and 40 households at-risk of becoming homeless.

The agreement is late because of a delay in receiving the Federal grant notice.

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

3. **MERCY MEDICAL CENTER, INC.** **\$ 36,916.00**

Account: 5000-500618-5940-754800-603051

Mercy Medical Center, Inc. will utilize the funds to provide housing counseling and supportive services to over 20 homeless at-risk families and homeless individuals transitioning to permanent housing.

The agreement is late because of a delay in receiving the State grant award notice.

MWBOO GRANTED A WAIVER.

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

Account: 4000-407118-3571-759900-603051

Mercy Medical Center, Inc. will utilize the funds to support the Coordinated Access System to provide housing stabilization service to low-income families and individuals residing in scattered site housing in Baltimore City. This project will serve 47 households by providing direct rental assistance and case management services.

The agreement is late because of a delay in receiving the budget from the provider.

MWBOO GRANTED A WAIVER.

5. **ANNE ARUNDEL COUNTY, MARYLAND** **\$571,977.00**

Account: 4000-490818-3573-763203-603051

Anne Arundel County, Maryland will utilize the funds to provide rental assistance and supportive services to low-income individuals or to families who have a family member

MINUTES

MOHS - cont'd

infected with HIV/AIDS. The period of the agreement is July 1, 2017 through June 30, 2020. The agreement is late because of a delay in receiving the budget from Anne Arundel County.

MWBOO GRANTED A WAIVER.

6. **HOWARD COUNTY HOUSING COMMISSION** **\$294,400.00**

Account: 4000-490818-3573-763205-603051

Howard County Housing Commission, operating on behalf of Howard County, Maryland will utilize the funds to provide rental assistance to low-income individuals or to families who have a family member infected with HIV/AIDS. The period of the agreement is July 1, 2017 through June 30, 2020.

The agreement is late because of a delay in receiving the budget from Howard County.

MWBOO GRANTED A WAIVER.

Baltimore City is the grantee for the Baltimore Eligible Metropolitan Statistical Area (BEMSA) for the Housing Opportunities for People with AIDS (HOPWA) program. BEMSA includes Baltimore City, Anne Arundel County, Carroll, Harford, Howard and Queen Anne's Counties.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the foregoing Provider Agreements.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 07 to Rummel, Klepper & Kahl, LLP. under Project 1232, On-Call Design Services. The period of the task assignment is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$24,803.21 - 9938-910064-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include engineering design services for Patterson Park Athletic Field Lighting.

MBE/WBE PARTICIPATION:

The Vendor will comply with MBE/WBE programs in accordance with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement.

MBE: 41.59%

WBE: 0.00%

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>
\$ 5,000.00	9938-909064-9475	
1 st Parks & Public Facilities	FY16 Athletic Field Renovation (Reserve)	

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$15,000.00	9938-909064-9475	
State (Program	FY16 Athletic	
<u>Open Space)</u>	Field Renovation	
	(Reserve)	
\$20,000.00	-----	9938-910064-9474
		FY16 Athletic
		Field Renovation
		(Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task No. 7 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 07 to Rummel, Klepper & Kahl, LLP. under Project 1232, On-Call Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTESHealth Department - Agreements and Renewal

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

1. **ALMOST HOME II ASSISTED LIVING, INC.** **\$23,400.00**

Account: 5000-534018-3254-767803-607001

This Agreement will allow the Department to disburse State Subsidized Assisted Housing Funds to low income residents at Almost Home II Assisted Living, Inc. located at 4813 Gwynn Oak Avenue.

The organization is enrolled in the Senior Assisted Living Group Home Subsidy Program and provides subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the Agreement is July 1, 2017 through June 30, 2018.

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$66,298.60**

Account: 4000-432918-3255-761200-604014

The organization will provide Title III C-I Program, Congregate Housing Meal Services. It will serve 38 dinner meals to elderly clients at the DePaul House and St. Joachim House. The meals are being provided at \$4.78 per meal. The period of the Agreement is October 1, 2017 through September 30, 2018.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

3. **GRANDFAMILY MATTERS, LLC** **\$44,553.60**

Account: 4000-436118-3255-316200-603026

The organization will provide the following services as a liaison for the Grandparents as Parents (GAP) Program that will visit communities and neighborhoods developing a relationship with community organizations and residents through frequent visits or telephone calls to foster support, and encourage participation in the GAP Program; oversee all aspects of the GAP support groups with Baltimore City Public Schools as well as with community support groups and other contractual entities providing services to the target population, and perform related work as required. The period of the Agreement is October 1, 2017 through September 30, 2018.

This Agreement is late because it was just finalized by the Health Department.

4. **BALTIMORE MEDICAL SYSTEM, INC.** **\$65,000.00**

Accounts: 5000-520118-3080-288900-603051	\$60,000.00
6000-613017-3080-275200-603020	\$ 5,000.00

The organization will provide clinical services for family planning. Clinical reproductive health care services will allow the client to choose from a broad range of contraceptive options. The period of the Agreement is July 1, 2017 through June 30, 2018.

The Agreement is late because budget reviews and approvals delayed processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

5. **BALTIMORE MEDICAL SYSTEM, INC.** **\$131,000.00**

Account Number: 4000-480618-3080-279200- 603051

U Choose, an Abstinence Education Program, led by the BCHD's Bureau of Maternal and Child Health, intends to decrease the teen birth rate among African American and Hispanic teens, through reductions in disparities and ensuring delivery of an abstinence-focused-based program.

The organization will implement the Seventeen Days curriculum, an evidenced based teen pregnancy prevention program within its family planning clinics. The period of the Agreement is July 1, 2017 through June 30, 2018.

The Agreement was late because the Department was waiting for budgets and signatures.

MWBOO GRANTED A WAIVER.

6. **JOHNS HOPKINS UNIVERSITY** **\$ 94,073.00**

Amount: 5000-522318-3030-271500-603051

The organization will provide the services of a Policy and Program Associate, to serve as the Sexually Transmitted Infection Prevention (STIP) Coordinator.

The STIP Coordinator provides technical assistance and consultation to state agencies, healthcare provider organizations, professional medical associations, insurers and other stakeholders on federal and statewide health reform changes related to sexually transmitted Infections (STIs). The STIP Coordinator assists in coordination of STI clinical services provided by "safety net" providers statewide. The period of the agreement is July 1, 2017 through June 30, 2018.

MINUTES

Health Department - cont'd

This Agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

RENEWAL

7. **AIDS ACTION BALTIMORE, INC.** **\$80,571.00**

Account: 4000-484818-3023-718000-603051

On February 1, 2017, the Board approved the agreement with the organization in the amount of \$80,571.00 for the period of September 30, 2016 through September 29, 2017. The agreement contained one 1-year renewal option.

This renewal will allow AIDS Action Baltimore, Inc. to continue to assist HIV-positive and HIV-negative clients with accessing prevention and care services, including pre-exposure prophylaxis (PrEP), non-occupational post-exposure prophylaxis (NPEP), antiretroviral therapy (ART), and screening and referral to support services. The period of the renewal is September 30, 2017 through September 29, 2018.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Ratification of Sub-award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Sub-award Agreement with The Johns Hopkins University (JHU). The period of the Sub-award Agreement was May 1, 2017 through August 14, 2017.

AMOUNT OF MONEY AND SOURCE:

\$3,000.00 - 6000-603718-3150-295900-404001

BACKGROUND/EXPLANATION:

JHU's School of Nursing was awarded a grant titled "Academic/Practice Partnership to Impact Population Health in Chronic Disease and Emergency Response" funded by the Centers for Disease Control and Prevention, through the University of Missouri St. Louis, the sponsor.

The Department's Director for the Office of Public Health Preparedness and Response (OPHPR) worked with the JHU's research team to develop an one-hour online educational module (case study) to address the 9/11 Air Pollution disaster event with a population health focus. The OPHPR Director also participated in a one-day public workshop held in St. Louis, Missouri on July 27, 2017, to provide subject matter expert guidance in public health preparedness.

This ratification will allow the Department to be reimbursed for services provided by the OPHPR Director.

The Sub-award Agreement is late due to it being received on August 16, 2017.

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

UPON MOTION duly made and seconded, the Board ratified the Sub-award Agreement with The Johns Hopkins University.

MINUTES

Health Department - Amendment to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment to Grant Agreement with Cherry Hill Development Corporation. The Amendment to Grant Agreement will extend the grant agreement through December 31, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 26, 2016 the Board approved the initial grant agreement in the amount of \$14,000.00 for the period of July 1, 2016 through June 30, 2017.

The Department is extending the period of the grant agreement through December 31, 2017, to allow for completion of program services.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Grant Agreement with Cherry Hill Development Corporation.

MINUTES

Health Department - Employee Expense Statements

ACTION REQUESTED OF B/E:

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Virginia Walker for expenses incurred during the month of February 2017.

AMOUNT OF MONEY AND SOURCE:

\$29.48 - 1001-000000-3080-288700-603002

BACKGROUND/EXPLANATION:

Ms. Walker submitted her employee expense statement and appropriate back up documents on time, they were inadvertently misplaced due to oversight.

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.

The Department apologizes for the lateness.

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 Ms. Virginia Walker for expenses incurred during the month of February 2017.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of gift cards from Giant Food for the Early Intervention Initiative (EII) Program.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00	
125.00	- 5% discount
<u>\$2,375.00</u>	- 5000-569718-3023-273304-604031

(50 Giant Food gift cards @ \$50.00 each)

BACKGROUND/EXPLANATION:

The Department's EII Program offers HIV prevention and treatment services to residents of Baltimore City. The EII Program will purchase incentive cards from Giant Food Stores in denomination of \$50.00 to support HIV-related needs (e.g. food) of eligible EII patients.

The EII Program will abide by all policies associated with the use of incentive cards. The Program has procedures in place to keep accurate documentation and account for the usage of incentive cards.

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

MINUTES

Health Department - cont'd

review of programs' activity vis-à-vis the internal policy which is to be shared with the Department of Audits.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of gift cards from Giant Food for the Early Intervention Initiative Program.

MINUTES

Office of City Council President - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Consultant Agreement with Professional Development and Training Center, Inc. d/b/a The Citizenship Law Related Education Program for the Baltimore City Council Page Program for Baltimore City Youth. The Consultant Agreement is effective upon Board approval through August 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$12,764.37 - 1001-000000-1000-104800-603026

BACKGROUND/EXPLANATION:

The organization will use these funds to recruit, train, and provide stipends for the selected candidates and ongoing support for the City Council Page Program. High school students go through a screening process where they are interviewed and selected based on their interest in Baltimore City Government and the legislative process.

The Professional Development and Training Center, Inc. will manage the recruiting and training of students, the training of participating City Council staff, and other necessary program elements. The Office of the City Council President Bernard C. "Jack" Young will promote and support the program while inviting two (2) high school students to participate in the Page Program and one (1) high school student to participate in the summer internship program. The overall structure of the Page Program will remain the same as last year with a contribution toward the cost of a part-time summer intern. The intern will go through the Law Links program, which shares the same staff and curriculum as the Page Program. The students will be linked with a single advisor, who will act as the students' primary supervisor and mentor. Program participants will be given the opportunity to learn about City government and interact with significant public officials. The youth will have a chance to

MINUTES

Office of City Council - cont'd

strengthen their self-confidence, develop leadership skills, and learn from positive role models. Programs like the City Council Page Program are essential in taking kids off the streets and getting them involved in productive activities which will enable them to flourish academically, socially, and emotionally.

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 Consultant Agreement with Professional Development and Training Center, Inc. d/b/a The Citizenship Law Related Education Program for the Baltimore City Council Page Program for Baltimore City Youth. The President

ABSTAINED.

MINUTES

Department of Transportation - Developer's Agreement No. 1526

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1526 with 815 Park Avenue Apartments, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$19,245.00

BACKGROUND/EXPLANATION:

The Developer would like to install new water to their proposed new building located at 815 Park Avenue. This agreement will allow the organization to do their own installation in accordance with Baltimore City standards.

A Letter of Credit in the amount of \$19,245.00 has been issued to 815 Park Avenue Apartments, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

City funds will not be utilized for this project, therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1526 with 815 Park Avenue Apartments, LLC, Developer.

MINUTESDepartment 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. 750 East Pratt Street	750 East Pratt, LLC	Patio Enclosure 660 Sq. ft.
Annual Charge: \$18,546.00		
2. 924 E. Baltimore Street	Harbor Point, LLC	Awning 54' x 6'
Flat Charge: \$1,360.80		
3. 1900 W. Franklin Street	New Union Baptist Church, Inc.	ADA ramp 50' x 5'6"
Flat Charge: \$70.30		

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

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

MINUTES

Department of Audits - Refunds of Overpayments Abandoned
Property Report

ACTION REQUESTED OF B/E:

The Board is requested to accept the report and approve the recommendations of the Department of Audits on the refunds of overpayments for the abandoned property report.

BACKGROUND/EXPLANATION:

The Department of Audits has conducted a review of claims for potential overpayments that remained either unclaimed or unresolved for three or more years. The Department of Finance, Bureau of Revenue Collections sent 71 claim forms to the potential claimants listed on the City's Abandoned Property Report for fiscal year 2014, dated July 3, 2017. The claim forms contained instructions to complete and return those forms to the Board of Estimates. Under procedures established by the Board of Estimates, ten claim forms requesting refunds totaling \$252,966.73 were received by the Board of Estimates and forwarded to the Department of Audits for review and recommendation.

The Department determined that \$251,197.15, included in the schedule, represents valid refunds to nine claimants resulting from duplicate payments. The Department recommends that these refunds be approved for payment. The Department further recommended that the \$251,197.15 be removed from the listing of abandoned property to be submitted to the State by the Department of Finance, Bureau of Revenue Collections. The Department also determined that one potential claim received in the amount of \$1,769.58, resulted from the removal of an Assessment Tax Credit by the Maryland State Department of Assessment and Taxation and should not have been included in the Abandoned Property Report. The Department further recommends that the \$1,769.58 associated with this claim be retained by the City and removed from the listing of abandoned property to be submitted to the State.

MINUTES

Dept. of Audits - cont'd

UPON MOTION duly made and seconded, the Board accepted the report and approved the recommendations of the Department of Audits on the refunds of overpayments for the abandoned property report.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

4501 - 4522

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Communication Services

	<u>Hourly Rate</u>	<u>Amount</u>
1. TYRONE DARBY, JR.	\$32.79 per hour	\$68,200.00

Account: 2039-0000000-1330-158400-601009

Mr. Darby will work as a Contract Services Specialist II (Agency IT Specialist II). His duties will include, but are not limited to performing network enterprise VoIP PBX and Call center administration, daily monitoring, problem identification and troubleshooting. Mr. Darby will manage City-wide moves, adds and change (MAC) request by coordinating telecommunication with City agencies and network services groups, receive and respond to agency inquiries for information on existing voice and data communication services, program and configure users on the Mitel application servers and ensure the proper installation of equipment during deployment including desk sets, soft phones, and audio and video conferencing equipment. He will also maintain database changes to automatic call distribution (ACD) groups and interactive voice response to enable proper operation of call center agents. The period of the agreement is effective November 15, 2017 for one year.

Environmental Control Board

2. DURRESHAWAR SMITH	\$21.00 per hour	\$40,950.00
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Account: 1001-000000-1170-138600-601009

Ms. Smith will continue to work as a Contract Services Specialist II (Office Support Specialist III/Scheduling Coordinator). Her duties will include, but are not limited to scheduling all hearings mandated by the City Code due to the

MINUTES**PERSONNEL**Environmental Control Board - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
increase in citations issued by City agencies. Ms. Smith played an integral role in upgrading the scheduling system and developing an agency standard operating procedure. This is a 5% increase from the previous contract period. The period of the agreement is effective upon Board approval for one year.		
3. DIANE KANE	\$15.00 per hour	\$18,000.00

Account: 1001-000000-1170-138600-601009

Ms. Kane, retiree, will work as a Contract Services Specialist I (Office Support Specialist II/Receptionist). Her duties will include, but are not limited to greeting visitors, answering telephone correspondence from the public and refers inquiries to appropriate parties, taking and relaying messages, handling all visitor intake and concerns. Ms. Kane will also notify hearing officers and/or security personnel of visitor arrival, maintain and store all correspondence and paperwork delivered by visitors, organize conference and meeting room bookings, and monitor office equipment. The period of the agreement is effective upon Board approval for one year.

This salary is in compliance with AM 212-1, Part I.

Fire Department4. a. Create the following new classification:

Classification: Fire Services Education Specialist

Job Code: 33620

Grade: 906 (\$50,694.00 - \$80,988.00)

MINUTES**PERSONNEL**Fire Department - cont'db. Reclassify the following vacant position:

From: Line Maintenance Technician Supervisor
 Job Code: 54215
 Grade: 906 (\$50,694.00 - \$80,988.00)
 Position No.: 13950

To: Fire Services Education Specialist
 Job Code: 33620
 Grade: 906 (\$50,694.00 - \$80,988.00)

Costs: \$7,647.00 - 1001-000000-2112-226000-601061

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

Department of General Services5. a. Abolish the following vacant position:

Classification: Automotive Maintenance Supervisor II
 Job Code: 52116
 Grade: 923 (\$59,466.00 - \$95,370.00)
 Position No.: 48005

b. Reclassify the following two vacant positions:

From: Automotive Maintenance Supervisor II
 Job Code: 52116
 Grade: 923 (\$59,466.00 - \$95,370.00)
 Position Nos.: 19958; 19715

To: Operations Officer IV
 Job Code: 31112
 Grade: 931 (\$72,420.00 - \$115,770.00)

MINUTES

PERSONNELDept. of General Services - cont'dHourly RateAmount

Costs: \$272,092.00 - 2030-000000-1890-189400-601001

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

Health Department6. a. Upgrade the following classification:

From: Public Health Representative
Job Code: 42561
Grade: 086 (\$38,915.00 - \$46,939.00)

To: Public Health Representative II
Job Code: 42561
Grade: 087 (\$40,495.00 - \$48,950.00)

b. Proposed classifications:

Classification: Public Health Representative I
Job Code: 42560
Grade: 085 (\$37,415.00 - \$45,083.00)

Classification: Public Health Representative II
Job Code: 42561
Grade: 087 (\$40,495.00 - \$48,950.00)

Classification: Public Health Representative III
Job Code: 42562
Grade: 090 (\$45,755.00 - \$55,610.00)

Cost: To Be Determined by BBMR

MINUTES

PERSONNEL

Health Department - cont'd

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

	<u>Hourly Rate</u>	<u>Amount</u>
7. MICHAEL PERSON	\$10.00 per hour	\$6,650.00

Account: 5000-535718-3024-768400-601009

Mr. Person will work as a Contract Services Specialist II (Office Support Specialist II/Wellness Assistant). His duties will include, but are not limited to assisting staff with administrative duties, supervising fitness center, and performing daily operations including opening and closing procedures. He will also provide assistance with fitness center programs and services, conduct new member orientations including tours, blood pressure screenings and membership card distribution, perform facility and equipment cleaning/maintenance processes, and assist with program marketing and promotions. The period of the agreement is effective upon Board approval through June 30, 2018.

8. Reclassify the following filled position:

From: Data Entry Operator III
 Job Code: 33113
 Grade: 081 (\$32,718.00 - \$38,761.00)
 Position No.: 3031-14586

To: Administrative Coordinator
 Job Code: 31100
 Grade: 087 (\$40,495.00 - \$48,950.00)

Costs: \$9,862.93 - 4000-422417-3031-579200-601001

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

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

Law Department

	<u>Hourly Rate</u>	<u>Amount</u>
9. HANNA MARIE C. SHEEHAN	\$36.90 per hour	\$64,575.00

Account: 2036-000000-1752-175200-601009

Ms. Sheehan will continue to work as a Contract Services Specialist II (Assistant Solicitor/Special Assistant Solicitor). Her duties will include, but are not limited to assisting the Chief Solicitor of the Litigation Practice Group in advising and representing the City, assisting in the voluminous e-discovery and privileged document reviews required by the Affirmative Litigation initiative as well as the defense of complex litigation and support the Law Department's Affirmative Litigation initiative which has consistently recovered several million dollars annually over the last five-years. This is a 2% increase from the previous contract period. The period of the agreement is December 21, 2017 through December 20, 2018.

10. THOMAS P.G. WEBB	\$45.72 per hour	\$84,582.00
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Account: 2036-000000-1752-175200-601009

Mr. Webb will continue work as a Contract Services Specialist II (Assistant Solicitor/Special Assistant Solicitor). His duties will include, but are not limited to assisting the Chief Solicitor in defending City departments and agencies and representing the City. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is January 31, 2018 through January 30, 2019.

MINUTES**PERSONNEL**Police Department11. a. Abolish the following One Vacant Position:

Classification: Fingerprint Technician
 Job Code: 71141
 Grade: 082 (\$33,803.00 - \$39,983.00)
 Position: 19252

b. Create the following One Position:

Classification: Office Support Specialist III
 Job Code: 33213
 Grade: 078 (\$30,265.00 - \$34,902.00)
 Position: To be assigned

(\$10,404.00) - 1001-000000-2044-219600-601001

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

12. a. Abolish the following one Vacant Position:

Classification: Office Support Specialist III
 Job Code: 33213
 Grade: 078 (\$30,265.00 - \$34,902.00)
 Position: 47447

b. Create the following One Position:

Classification: Accounting Assistant II
 Job Code: 34132
 Grade: 078 (\$30,265.00 - \$34,902.00)
 Position: To be assigned

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

There are no costs associated with this action.

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

Department of Public Works13. Adjust the following Classifications:

	<u>Current</u>	<u>Determination</u>
Classification		Utility Meter Technician I
Position No.		To be assigned
Job Code		34323
Grade		078
Salary Range		\$30,265.00 - Hiring \$31,017.00 - Full Performance \$34,362.00 - Experience \$34,902.00 - Senior
Classification	Board of Estimates approved 9/23/2017	Utility Meter Technician II
Position No.		To be assigned
Job Code		34309
Grade		080
Salary Range		\$31,765.00 - Hiring \$32,864.00 - Full Performance \$36,769.00 - Experience \$37,367.00 - Senior
Classification		Utility Meter Technician III DPW
Position No.		To be assigned
Job Code		34324
Grade		082
Salary Range		\$33,803.00 - Hiring \$35,141.00 - Full Performance \$39,343.00 - Experienced \$39,983.00 - Senior

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

	<u>CURRENT</u>	<u>DETERMINATION</u>
Classification		Utility Meter Technician IV DPW
Position No.		To be assigned
Job Code		34325
Grade		083
Salary Range		\$34,983.00 - Hiring \$36,446.00 - Full Performance \$40,935.00 - Experienced \$41,604.00 - Senior
Classification		Utility Meter Technician Supervisor DPW
Position No.		To be assigned
Job Code		34326
Grade		085
Salary Range		\$37,415.00 - Hiring \$39,098.00 - Full Performance \$44,358.00 - Experienced \$45,083.00 - Senior

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

14. a. Create the following Civil Classification:

Classification: Budget Analyst DPW
Job Code: 31306
Grade: 929 (\$67,218.00 - \$107,406.00)

MINUTES

PERSONNEL

Department of Public Works - cont'd

b. Reclassify the following Position:

From: Budget Management Analyst II
Job Code: 31304
Grade: 929 (\$67,218.00 - \$107,406.00)
Position Nos.: 50024 and 49954

To: Budget Analyst DPW
Job Code: 31306
Grade: 929 (\$67,218.00 - \$107,406.00)
Position Nos.: 50024 and 49954

On September 27, 2017, the Board approved the request to reclassify two vacant positions from a New Position, Job Code 9000, Grade: 900 (\$1.00 - \$204,000.00) to classification Budget Management Analyst, Job Code: 31304, Grade: 929 (\$67,218.00 - \$406.00). The approved amount was \$198,577.00 from account 1001-000000-1901-190500-601001.

The personnel request is to create an agency specific classification.

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

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks (R&P)</u>		
15. MONICA WIEDEL-LUBINSKI	\$35.00	\$ 12,600.00

Account: 2028-000000-4731-791300-601009

Ms. Wiedel-Lubinski will work as a Contract Services Specialist II (Educational Coordinator/Educational

MINUTES**PERSONNEL**Dept. of Rec. & Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
<p>Coordinator). She will provide vision and oversight of a nature-based early childhood curriculum and implementation of best practices and policies and manage teaching team responsibilities for the implementation of the program. Ms. Wiedel-Lubinski will evaluate teachers and programs through observation, documentation, and dialogue with teachers and families. In addition, she will communicate with prospective families about development benefits of the forest immersion program, and communicate with families about the children's progress and needs. She will also communicate with partners in the community to advocate for nature-based learning and play, and promote the forest immersion program through web, blog, and social media sites. The period of the agreement is effective upon Board approval for one year.</p>		
16. JOANNE OH	\$32.00	\$ 9,600.00
17. KATHY SACK	\$32.00	\$ 9,600.00
18. COURTNEY EVANDER	\$32.00	\$ 9,600.00
19. AMANDA KOCH	\$32.00	\$ 9,600.00
20. LAUREN CARRIG	\$32.00	\$ 9,600.00
21. MIRIAM STIDHAM	\$32.00	\$ 9,600.00
Account: 6000-680517-4792-369800-601009		
22. ERIN MCMULLEN	\$32.00	\$ 9,600.00
23. JOY BENJAMIN	\$32.00	\$ 9,600.00
Account: 6000-680518-4792-369900-601009		

MINUTES**PERSONNEL**Dept. of Rec. & Parks - cont'dHourly RateAmount

The above-listed individuals will each work as a Contract Services Specialist II (Ice Skating Coach/Ice Skating Coach). They will provide figure skating instructions for the Learn to Skate Program, the summer camp, and in the preparation for the US Figure Skating National Proficiency testing. The period of the agreement is effective upon Board approval for one year.

24. **JOHN KIRK** \$27.28 **\$52,013.96**

Account: 6000-680518-4792-369500-601009

Mr. Kirk will continue to work as a Contract Services Specialist II (Recreation Programmer/Recreation Programmer). He will organize, plan, promote, and oversee a specified City-wide recreation program including instructional classes, tournaments, contests, and academic self-improvement programs. Mr. Kirk will also recruit, train, and evaluate part-time program specialists, officials, judges, and referees. In addition, he will order supplies and equipment, submit budgetary recommendations, monitor the budget and expenditures, account for funds, program fees, and evaluate the cost effectiveness of the programs. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

25. **ANGELIA MORRISON** \$17.38 **\$10,845.12**

Account: 6000-605716-4805-371400-601009

Ms. Morrison, retiree, will continue to work as a Contract Services Specialist I (Recreation Programmer/Recreation

MINUTES

PERSONNEL

Dept. of Rec. & Parks - cont'd

Hourly Rate

Amount

Programmer). She will provide program leadership which includes crafts, guest speaking, music, games, trips, health promotions, and special events. Ms. Morrison will attend agency, community, and the Department's Senior Division meetings, and maintain effective lines of communication with facility staff to assure coordination with other facility programming, space assignment, and custodial needs. In addition, she will maintain effective lines of communication with the Health Department's Eating Together in Baltimore staff to ensure a smooth delivery of nutritious lunches, and maintain timely and accurate record keeping, which includes program and attendance reports. This is a 4% decrease in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

This salary is in compliance with AM 212-1, Part I.

26. **WALLACE STEPHENSON** \$45.70 **\$87,104.20**

Account: 1000-000000-4803-371400-601009

Mr. Stephenson will continue to work as a Contract Services Specialist II (Health Facilities Coordinator/Facility Maintenance Coordinator). He will prioritize and coordinate water line replacements, underground fiber cable solutions, and fence repairs and installation. In addition, Mr. Stephenson will coordinate brick wall and wrought iron fence construction, drain line expansion, oil tank replacement, stone wall stabilization, water hydrant installation, fountain repairs, facility repairs, and renovation and construction. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNELDept. of Rec. & Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
27. ASHLEY A. DICKERSON	\$28.85	\$54,988.10

Account: 1000-000000-4783-583800-603026

Ms. Dickerson will work as a Contract Services Specialist II (Environmental Conservation Analyst/Environmental Conservation Specialist). She will survey natural resources and identify areas for preservation, protection or restoration, plan, develop, and implement and oversee comprehensive vegetation management plans. In addition, Ms. Dickerson will develop and deliver community educational outreach materials and workshops, coordinate planting schedules and purchasing resources for projects, and prepare reports for GIS mapping, data tracking, project status, etc. The period of the agreement is effective upon Board approval for one year.

28. BRYANT E. SMITH	\$25.50	\$48,603.00
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Account: 1000-000000-4783-583800-601009

Mr. Smith will continue to work as a Contract Services Specialist II (Urban Forester/Urban Forester). He will plan, develop and implement urban tree management and reforestation projects, and monitor contract compliance and results of forestry activities to assure adherence to City policies and regulations. Mr. Smith will also approve site plans, evaluate the condition of trees and other vegetation in the City, inspect and diagnose trees for disease, damage, safety hazards and aesthetic effect. In addition, he will coordinate tree planting schedules and plans with public utility companies, City agencies and the general public, respond to citizen concerns,

MINUTES**PERSONNEL**Dept. of Rec. & Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
write reports and conduct and participates in meetings held on construction sites to resolve issues and assure City code compliance. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.		
29. FRANK LIPSCOMB	\$32.25	\$38,184.00

Account: 5000-578716-4711-361850-601063

Mr. Lipscomb will continue to work as a Contract Services Specialist II (Construction Project Supervisor I/Construction Supervisor I). He will oversee the construction management of the Jones Falls Trail Phase V and all other Recreation and Parks administered federal aid projects from the State Highway Administration. In addition, Mr. Lipscomb will ensure adequate field inspections and materials testing, schedule monitoring, conduct progress meetings and delay cost analysis, coordinate with utility companies to problem-solve urgent or emergency issues, and review work for adherence to state requirements and standards. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective December 22, 2017 for one year.

30. BARBARA WILLIAMS	\$11.00	\$ 4,576.00
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Account: 2096-796615-7960-861500-601009

Ms. Williams, retiree, will work as a Contract Services Specialist I (Recreation Leader II/Recreation Leader). This is a 10% increase in the hourly rate from the previous contract period.

MINUTES

PERSONNELDept. of Rec. and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
31. CYNTHIA MUHAMMAD	\$16.93	\$ 7,195.25

Account: 2096-796615-7960-861500-601009

Ms. Muhammad, retiree, will work as a Contract Services Specialist I (Recreation Leader II Elder Activities/Recreation Leader). This is a 2% increase in the hourly rate from the previous contract period.

Mses. Williams and Muhammad will each provide program leadership which includes crafts, guest speaking, music, games, trips, health promotion, and special events. They will attend community meetings and the Department's Senior Division meetings, and maintain effective lines of communication with facility staff to assure coordination with other facility programming, space assignment, and custodial needs. In addition, Mses. Williams and Muhammad will maintain effective lines of communication with the Health Department's Eating Together in Baltimore staff to ensure a smooth delivery of nutritious lunches, and maintain timely and accurate record keeping, which includes program and attendance reports. The period of the agreement is effective upon Board approval for one year.

These salaries are in compliance with AM 212-1, Part I.

32. TANIRA MCCLURKIN	\$22.49	\$42,865.94
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Account: 1000-000000-4791-576400-601009

Ms. McClurkin will continue to work as a Contract Services Specialist II (Recreation Programmer/Recreation Programmer).

MINUTES**PERSONNEL**Dept. of Rec. and Parks - cont'dHourly RateAmount

She will organize, plan, promote, and oversee City-wide instructional and competitive sports play tournaments and academic/self-improvement programs. Ms. McClurkin will recruit, train, and lead part-time program specialists, officials, judges and referees, oversee contractual arrangements with athletic associations to provide sports officials, and assure compliance with league policies and protocols. In addition, she will conduct hearings, coordinate, and schedule leagues, clinics and athletic programs for recreation center participants, schools and communities, conduct training programs for staff specialists and volunteers, purchase supplies and equipment, and provide administrative assistance to the Division Chief. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective October 26, 2017 for one year.

33. **CHARLES GREENSFELDER** \$25.00 **\$25,000.00**

Account: 6000-680518-4792-369500-601009

Mr. Greensfelder will continue to work as a Contract Services Specialist II (Recreation Programmer/Recreation Programmer). He will manage and organize activities and functions of the Ice Rink facility, supervise the performance of part-time staff, and oversee City-wide and district-wide recreational sports programs hosted at the facility. Mr. Greensfelder will also develop cost analysis operations and develop and implement sales and marketing programs for the facility. In addition, he will arrange and schedule competitive practices and tournaments, recruit, trains and discipline part-time

MINUTES

PERSONNEL

Dept. of Rec. and Parks - cont'd

Hourly Rate

Amount

staff and volunteers, oversee the maintenance and operation of equipment, and write grant proposals to various funding sources to implement new programs. This is a 4% decrease in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

34. **MONICA FRENCH** \$24.00 **\$25,920.00**

Account: 2028-000000-4731-791300-601009

Ms. French will work as a Contract Services Specialist II (Associate Teacher Pre-School/Pre-School Age Lead Teacher). She will implement a pilot forest immersion program for young children at the Carrie Murray Nature Center, manage teaching team responsibilities for the implementation of the program, and evaluate the teachers and program through observation, documentation, and dialogue with teachers and families. In addition, Ms. French will perform sire-specific program and volunteer evaluation, manage program supplies and resources, produce documentation and materials (child artifacts and work samples) that document child learning, help develop and evaluate extended events for the forest immersion program families, and partner with other community organizations to provide depth and breadth in a cohesive school-year program model. The period of the agreement is effective upon Board approval for one year.

MINUTES

PERSONNELDept. of Rec. and Parks - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
35. STEPHANIE PARHAM-BROWN	\$37.86	\$19,687.20

Account: 5000-577718-4781-363930-601009

Ms. Parham-Brown, retiree, will continue to work as a Contract Services Specialist I (Accounting Systems Analyst/Grant Management Assistant). She will prepare and review fiscal reports for submission to the Federal and State governments for verification and proper documentation and monitor the Department's capital expenditures for correctness to resolve errors and other discrepancies. Ms. Parham-Brown will also prepare monthly financial reports for various capital projects, audit financial and accounting records with State and City Auditors to verify Departmental accounts and to ensure compliance with City accounting and fiscal standards, and design and maintain a database of all State-funded Program Open Space grants. In addition, she will ensure the accuracy between budget appropriation and funding sources and act as a liaison to the City's Department of Finance, Office of Capital Accounting, Risk Management, and various State agencies. This is the same hourly rate as in the previous contract period. The period of the agreement is effective November 25, 2017 for one year.

This salary is in compliance with AM 212-1, Part I.

State's Attorney Office36. Create the following Positions:

Classification: Assistant State's Attorney
 Job Code: 01962
 Grade: 929 (\$67,218.00 - \$107,406.00)
 Position No.: To be assigned

Cost: \$118,150.00 - 5000-580217-1150-118000-601001

MINUTES**PERSONNEL**State's Attorney Office - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
37. SHARON ALSTON	\$27.20	\$51,861.00

Account: 1001-000000-1150-118000-601009

Ms. Alston will continue to work as a Contract Services Specialist I (SAO/Investigator). She will investigate felony, homicide, and violent crime cases, locate and interview witnesses, and act as a liaison with police agencies. The period of the Agreement is November 2, 2017 through November 1, 2018.

38. KEDRICK SCRIBNER	\$27.20	\$51,861.00
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Account: 1001-000000-1150-118000-601009

Mr. Scribner, a retiree, will work as a Contract Services Specialist I (Investigator, SAO Investigator). He will investigate felony, homicide, and violent crime cases; locate and interview witnesses and act as a liaison with police agencies. The period of the Agreement is October 26, 2017 through October 25, 2018.

These contracts (item nos. 37 and 38) are consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay.

39. BRIAN WANDA	\$50.00	\$45,000.00
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Account: 1001-000000-1150-118000-601009

Mr. Wanda will continue to work as a Contract Service Specialist

MINUTES**PERSONNEL**State's Attorney Office - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
II (Database Specialist/Database Administrator). He will update, maintain and modify the time keeping system and manage databases. He will create, modify, and analyze custom database reports and provides general database administration services. The period of the Agreement is November 9, 2017 through November 8, 2018.		
40. REGINALD LUCKETT	\$24.48	\$46,675.00

Account: 1001-000000-1150-120900-601009

Mr. Lockett, a retiree, will continue to work as a Contract Services Specialist I (SAO/Investigator). He will assist the Assistant State's Attorney's in the investigation and movement of cases, input of charges, finalize of charging documents, find open warrants, and communicate with Public Safety staff and members. The period of the Agreement is October 28, 2017 through October 27, 2018

This contract is consistent with the waiver of the AM 212-1, approved by the Board of Estimates in March 1999 to hire retired Police Officers as Investigators for the State's Attorney with no restrictions on the number of hours worked and rate of pay.

Department of Public Works (DPW), Department of Transportation (DOT), and Department of Recreation and Parks (R&P)

41. Create new classifications and salary grades:
- a. Classification: CDL Driver I (Entry)
 - Job Code: To be determined (TBD)
 - Grade: TBD (\$34,970.00 - \$39,110.00)
 - Position No.: To be determined by BBMR

MINUTES**PERSONNEL**

- b. Classification: CDL Driver II (Full Performance)
Job Code: TBD
Grade: TBD (\$39,760.00 - \$45,565.00)
Position No.: To be determined by BBMR

 - c. Classification: CDL Driver III (Senior)
Job Code: TBD
Grade: TBD (\$45,995.00 - \$53,600.00)
Position No.: To be determined by BBMR
- Cost: \$TBD Account No.: TBD

The DPW, the DOT, and the R&P requested the Department of Human Resources (DHR) to study the current challenges of attracting and retaining technical talent for positions that require a Commercial Driver's License to operate heavy equipment essential to the delivery of services to Baltimore City residents, e.g., waste, snow, emergency planning, and management. The priority of these actions is to prepare for the upcoming winter season.

The DHR conducted a market study and confirmed that the salary planning for these classifications significantly lag in the market, i.e., other Maryland jurisdictions. The proposed job family and classifications position Baltimore City to competitively attract and retain such talent.

MINUTES

Department of Finance - Revisions to Subsistence Rates

ACTION REQUESTED OF B/E:

The Board is requested to approve the Administrative Manual Policy 240-5-1, Subsistence Rates for High Rate Geographic Areas for FY 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Each year, the federal General Services Administration updates its reimbursement rates for travel at the beginning of the new federal fiscal year on October 1. As a result, this AM policy needs to be updated each year to reflect the current rates.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the Administrative Manual Policy 240-5-1, Subsistence Rates for High Rate Geographic Areas for FY 2018.

MINUTES

Department of Public Works/Office - Amendment No. 2
of Engineering and Construction to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Johnson, Mirmiran & Thompson, Inc., (JMT) under Project 1200, Development and Staffing of Projects Control Office. The Amendment No. 2 will increase funding and extend the agreement through November 18, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 171,500.00	-	2070-000000-5601-613600-603018
586,000.00	-	2070-000000-5601-398600-603018
212,500.00	-	2071-000000-5601-398500-603018
290,000.00	-	2071-000000-5601-613900-603018
12,000.00	-	2072-000000-5181-390700-603018
11,000.00	-	2072-000000-5181-390700-603018
8,000.00	-	1001-000000-5131-385800-603018
84,000.00	-	2071-000000-5601-730000-603018
125,000.00	-	1001-000000-1901-190900-603018
\$1,500,000.00		

BACKGROUND/EXPLANATION:

On November 19, 2014, the Board approved the original agreement with the JMT, for two years with three additional one-year renewal options, in the amount of \$3,000,000.00. On April 13, 2016, the Board approved the first Option year for three years in the amount of \$1,500,000.00 for a total budget of \$4,500,000.00.

Amendment No. 2 will allow the agency to exercise the second optional year for a total duration time of four years. The cost of the second optional year is \$1,500,000.00 and will make the total budget under this contract \$6,000,000.00.

MINUTES

DPW/OE&C - cont'd

Under Amendment No. 2, the JMT will continue to provide Construction Management and Project Control Services to address various planning, scheduling, document management, invoicing, project controls, project tracking, training, claims reviews, and etc. related to the Department of Public Works (DPW) activities including design and construction projects for the Office of Engineering and Construction and Solid Waste Services.

MBE/WBE PARTICIPATION:

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

MBE: 10%

WBE: 3%

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THIS TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with Johnson, Mirmiran & Thompson, Inc., under Project 1200, Development and Staffing of Projects Control Office.

MINUTES

Department of Public Works/Office - Partial Release of Retainage
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Partial Release of Retainage to Spiniello Companies for SC 943 On-Call Cured in Place Sanitary Lining.

AMOUNT OF MONEY AND SOURCE:

\$310,915.50 - 9956-907857-9551-000000-200001

BACKGROUND/EXPLANATION:

As of July 20, 2017, Spiniello Companies has completed 100% of all work for SC 943. The Contractor requested a partial release of retainage for \$310,915.50. Currently, the City is holding \$444,165.00 in retainage for the referenced project and the contractor is requesting to reduce the amount of retainage to \$133,249.50. The remaining amount of \$133,249.50 is sufficient to protect the interest of the City.

MWBOO HAS 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 Partial Release of Retainage to Spiniello Companies for SC 943, On-Call Cured in Place Sanitary Lining.

MINUTES

Department of Public Works/Office of Engineering and Construction - Amendment No. 1 for Water Contract No. 1199 Design of Ashburton Pumping Station Improvements

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 with Patton Harris Rust & Associates P.C. (PHR&A), for Water Contract No. 1199 Design of Ashburton Pumping Station Improvements. This amendment will extend the period through July 22, 2018.

AMOUNT OF MONEY AND SOURCE:

\$186,289.00 - 9960-906918-9557-900020-702064

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction (OEC) is requesting additional time and funds for the engineering design services provided by PHR&A for the relocation of the Emergency Generator Building (EGB). By way of background, the improvements recommendations to the Ashburton Pumping Station and location of the EGB were based on the Study Report completed in May of 2011. Subsequently WC 1199, Design of Ashburton Pumping Station Improvements agreement, was approved by the Board in July of 2014. In the design scope of work for the EGB, design hours were estimated by the consultant based on site A. This location did not require enhanced architectural improvements of the Emergency Generator Building since it was tucked in the back of the existing Ashburton Pumping Station and it was not visible from Liberty Heights Avenue. On May 28, 2014 the Board approved Water Contract 1211, Ashburton Reservoir Zone 2 Tanks design project. During the 30% design phase, several meetings were held to coordinate the designs, schedules and construction sequence of the two projects since both projects are in the Hanlon Park area. Subsequently it was agreed that the EGB

MINUTES

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

would have to be moved closer to Liberty Heights Avenue since it was in the footprint of the distribution building to be constructed under WC 1211. After the geotechnical investigation of Site B under WC 1199, the design team discovered that Site B was more challenging than site A due to poor soil conditions that structurally required micropile (deep) foundations to place the EGB there. The additional tasks and services by PHR&A included developing alternative site locations for the EGB, investigating the feasibility to provide an additional power feed to the pumping station, preparation of revised cost estimates to reflect the reduction of the project's electrical scope and the relocation of the EGB, additional geotechnical investigation for the new EGB location and deep foundation design, enhanced architectural design to match the existing buildings resulting in a total of \$186,289.00 more from the original design scope. The revised design for the EGB at Site B will help keep the construction cost of the project within budget and assure that the new building is architecturally acceptable to CHAP (Commission for Historical Architectural Preservation).

Design phase services for the Ashburton Pumping Station Improvements recommended in the May 2011 Final Report, Study of Ashburton Pumping Station Improvements. The improvement program calls for correction of major deficiencies identified at the existing Ashburton Pumping Station complex. In general, the program calls for major hydraulic, mechanical and electrical improvements to pumping station, for the provision of an emergency generator facility, and for the architectural and structural rehabilitation of the station structure itself.

MBE/WBE PARTICIPATION:

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

MINUTES

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

MBE: 20%

WBE: 10%

AUDITS NOTED THE TIME EXTENSION.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$276,268.50 (Water Revenue Bonds)	9960-901929-9558 (Constr. Res. Ashburton PS Rehab)	
223,731.50 (Counties) <u>\$500,000.00</u>	-----	9960-906918-9557-3 (Engineering)

This transfer is needed to cover the cost of Amendment No. 1 for design of WC 1199, Design of Ashburton Pumping Station Improvements.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 with Patton Harris Rust & Associates P.C. for Water Contract No. 1199, Design of Ashburton Pumping Station Improvements. The transfer of funds was approved

MINUTES

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

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

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 Agreement (Amendment No. 1) with HDR Engineering, Inc. (Consultant) under SC 951, Comprehensive Biosolids Plan. The Amendment No. 1 will extend the agreement through December 16, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This No-Cost Time extension is in accordance with the terms of the original agreement. The schedule extension accommodates additional time required for the Consultant to fully understand the complex solids handling operations at the Back River and Patapsco Wastewater Treatment Plants thorough consideration of the City's evolving objectives and plans for energy production and optimization of the Solid Facilities at the Wastewater Treatment Plants and potential diversion of organic solid wastes. The evolving biosolids market conditions and the changes in regulations requires more evaluation of the biosolids operations prior to finalizing the report.

The scope of the original agreement includes development of the Comprehensive Biosolids Plan (CBP) which will address solids processing from primary and waste activated sludge thickening through production and end uses of the biosolids products for the City's Patapsco and Back River Wastewater Treatment Plants. The Comprehensive Biosolids Plan will also evaluate opportunities for co-processing solid wastes such as fats, oil, and grease and separated food wastes with Wastewater Treatment Plant solids for increasing the production of renewable biogas energy and increasing overall energy efficiency in biosolids operations.

MINUTES

DPW/OE&C - cont'd

MBE/WBE PARTICIPATION:

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

MBE: 27.19%

WBE: 10.35%

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement with HDR Engineering, Inc. under SC 951, Comprehensive Biosolids Plan.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

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

4534 - 4538

All of the EWOs had been reviewed and approved
by the

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

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

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation/Engineering and Construction

- | | | | | |
|---|--------|-------------------------|---------|-----|
| 1. EWO #001, \$0.00 - TR 13015, Fells Point Broadway Square Renovations | | | | |
| \$2,974,821.70 | \$0.00 | Civil Construction, LLC | 60 days | 75% |

This authorization requests a 60-day non-compensable time extension. The time will be used to complete the construction of the kiosk door and to write the final change order for minor changes to the original contract. The Notice to Proceed was effective February 2, 2017 with a completion date of September 30, 2017. This request will extend the contract through November 28, 2017. There were no previous time extensions. An Engineer's Certificate of Completion has not been issued.

MBE/WBE PARTICIPATION:

Civil Construction, LLC will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 26% and the WBE goals of 10% established in the original agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

- | | | | | |
|---|--------|--------------------------|----------|-----|
| 2. EWO #001, \$0.00 - TR 15021R, Citywide Signing for Parking Restrictions, JOC A | | | | |
| \$1,805,080.00 | \$0.00 | Allied Contractors, Inc. | 365 days | 65% |

This authorization is requested on behalf of the Department for a 365-day non-compensable time extension.

MINUTES

EXTRA WORK ORDERS

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

DOT/Engineering and Construction - cont'd

The extra time is needed in order to correct the signage conflict for this project. The Notice to Proceed was issued on October 17, 2016, with a completion date of October 16, 2017. The new completion date will be October 15, 2018.

The contract contains MBE goals of 5% and WBE goals of 2%. An Engineer's Certificate of Completion of Work has not been issued.

- | | | | |
|----|------------------------------|---------------------|--|
| 3. | <u>EWO #003, \$35,000.40</u> | - | <u>TR 16022, Urgent Needs Citywide</u> |
| | <u>\$1,249,590.50</u> | <u>\$120,760.77</u> | <u>P. Flanigan 180 53%</u> |
| | | | <u>& Sons, Inc. days</u> |

This authorization is requested on behalf of the Department of Planning for the resurfacing of Lehman Street (Lehman & Millington to the end), since a new school was being built on the side of the street. This work utilizes existing items and is partially funded by the Department of Planning with the work being procured with the Department of Transportation. The change order also requires a 180-day time extension. The Notice to Proceed was issued on October 31, 2016, with a completion date of October 31, 2017. The new completion date will be April 28, 2018. An Engineer's Certificate of Completion of Work has not been issued.

The work under this change order is consistent with all work necessary to this contract, which includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications. The work under this change order was performed prior to the school start date.

MINUTES**EXTRA WORK ORDERS**

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

DOT/Engineering and Construction - cont'd

MBE/WBE PARTICIPATION:

P. Flanigan & Sons, Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 23% and the WBE goals of 10% established in the original agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

- | | | | | | |
|----|--|--------------|------------------|---|------|
| 4. | EWO #006, (\$76,534.61) - TR 08017, SE Transportation Action Plan, Intersection Improvements | | | | |
| | \$3,147,922.00 | \$137,384.57 | Machado | - | 100% |
| | | | Construction Co. | | |

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

- | | | | | | |
|----|---|--------------|------------------------|---|------|
| 5. | EWO #013, (\$316,050.19) - TR 03318, Harford Road Improvements from Argonne Drive to Bayonne Avenue | | | | |
| | \$6,999,852.40 | \$495,037.17 | M. Luis | - | 100% |
| | | | Construction Co., Inc. | | |

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

DBE PARTICIPATION:

The Contractor complied with Title 49 of the Federal Regulation parts 26 (49CFR26) and the DBE goal established in the original agreement. The Contractor met 70% of the established 25% DBE goal.

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>

DOT/Engineering and Construction - cont'd

6. EWO #006, \$448,301.91 - TR 10318, Rehabilitate Roadways Around East Baltimore Life Science Park - Phase 2A			
<hr/>	<hr/>	<hr/>	<hr/>
\$4,469,920.31	\$47,317.72	Monumental Paving & Excavating, Inc.	- 82%

This authorization is requested on behalf of the Department of Transportation's TEC Division. During construction, representatives discovered areas in need of additional rehabilitation work. This work is in alignment with the advertised scope of work. The Department deemed it was necessary to address the deteriorated areas, which include curbing, sidewalk, asphalt, signing, pavement markings, and related items. The work for this change order has begun but has not been completed. An Engineer's Certificate of Completion of Work has not been issued.

The advertised scope for this change order includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications.

DBE PARTICIPATION:

This contract has a DBE goal of 25%.

MINUTES**EXTRA WORK ORDERS**7. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$412,437.75	9950-944002-9507	9950-916051-9527-2
FED	Constr. Reserve	Contingencies
	Reserve for	E. Baltimore Life
	Closeout	Science 2A

This transfer will partially fund the costs associated with Change Order No. 6, TR 10318, Rehabilitate Roadways Around East Baltimore Life Science Park - Phase 2A with Monumental Paving & Excavating, Inc.

MINUTES

Circuit Court for Baltimore City - Grant Award and
Sub-Vendor Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award and approve and authorize execution of a Sub-Vendor Contract for FY 2018 to the Juvenile Court Services/LINKS Program from the Behavioral Health Systems Baltimore, Inc. The period of the Grant Award and Sub-Vendor Contract is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$23,624.00 - 5000-540218-1100-109400-405001

BACKGROUND/EXPLANATION:

The LINKS Program is a part of the Circuit Court for Baltimore City, Juvenile Court Services (JCS) Office. The JCS LINKS Program was established in 2004 to address the immediate needs of youth and families involved in the child welfare and delinquency system. The goal of the program is to divert youth and families from Juvenile Court. The LINKS Program serves more than 250 youth and families each year. The funds will be utilized to expand services by offering specialized groups to youth and families.

The Grant Award and Sub-Vendor Contract are late because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Circuit Court - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award and approved and authorized execution of the Sub-Vendor Contract for FY 2018 to the Juvenile Court Services/LINKS Program from the Behavioral Health Systems Baltimore, 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:

4542 - 4561

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.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction

1. WC 1340, Carrollton Ridge Neighborhood and Vicinity Water Main Rehabilitation R.E. Harrington Plumbing & Heating Co., Inc. \$6,697,940.00

MWBOO SET GOALS OF 9% MBE AND 2% WBE.

MBE: K.L. Philips Trucking, LLC	\$ 167,448.50	2.5%
James Little, dba Little Contractors	133,958.80	1.9%
*R.E. Harrington Plumbing & Heating Co., Inc.	<u>2,344,279.00</u>	<u>35%</u>
	\$2,645,686.30	39.4%

WBE: R&R Contracting Utilities, Inc. \$ 133,958.80 1.9%

*Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE.

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$8,841,281.00 (Water Revenue Bonds)	9960-909100-9558 Constr. Res.	
\$ 669,794.50	-----	9960-925100-9557-900020-2 (Extra Work)
669,794.50	-----	9960-925100-9557-900020-3 (Engineering)

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
401,876.00	-----	9960-925100-9557-900020-5 (Inspection)
6,697,940.00	-----	9960-925100-9557-900020-6 (Construction)
<u>401,876.00</u>	-----	9960-925100-9557-900020-9 (Administration)
\$8,841,281.00		

This transfer will cover the cost for the award of WC 1340, Carrollton Ridge Neighborhood & Vicinity Water Main Replacement.

Department of Transportation

- 3. TR18002 Recon- J. Villa Construction, \$590,000.00
 struction of Inc.
 Footways Citywide

MWBOO SET GOALS OF 37% MBE AND 12% WBE.

MBE: J. Villa Construction, Inc.*	\$287,500.00	48.72%
WBE: Rowen Concrete, Inc.	\$ 72,000.00	12.20%

*Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4. \$358,140.00	9950-904100-9504	
GF (HUR)	Constr. Res. -	
	Footways Paving	
109,117.68	9950-909200-9504	
<u>GF (HUR)</u>	Constr. Res. -	
	Alleys	
\$467,257.68		
\$389,381.40	-----	9950-903469-9504-6
		Structural &
		Improvements
58,407.21	-----	9950-903469-9504-5
		Inspection
<u>19,469.07</u>	-----	9950-903469-9504-2
		Contingencies
		Reconstruction of
		Footways Citywide
\$467,257.68		

This transfer will partially fund the costs associated with award of project TR 18002 Reconstruction of Footways Citywide with J. Villa Construction, Inc.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

5. B50005017, Background Kentech Consulting \$1,975,000.00
Investigations Inc.

ON MAY 17, 2017, MWBOO SET GOALS OF 11% MBE AND 5% WBE.

Kentech Consulting Inc. was found non-compliant on September 8, 2017. Kentech Consulting Inc. is a certified MBE in Chicago, IL. It is recommended that Kentech Consulting Inc. be given ten days to submit a plan to come in compliance.

Bidder did not achieve the MBE/WBE goals. Bidder listed themselves as self-performing on this contract; however, Kentech Consulting Inc. is not certified as a MBE with Baltimore City. Bidder also requested a waiver of the WBE goal, however they did not exercise good faith efforts in meeting the goal.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

A PROTEST WAS RECEIVED FROM HUGHES BARNEY INVESTIGATIONS.

**SDB MDOT MBE/DBE MINORITY WOMAN-OWNED BUSINESS**

9315 Largo Drive West Suite 100 Largo, Maryland 20774

Office: 301-333-1728

Fax: 301-333-1729

Email: jhughes@hbinvestigations.comwww.hbinvestigations.com

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

Dear Bureau of Purchasing,

My name is Jeanette Hughes and I am the President of Hughes Barney Investigation. I am writing to protest the award of RFP B50005017 due to the fact that the company who we were competing against that was recommended for the award did not meet the MBE or WBE requirements. I also am concerned that I never received any communication or information, written or verbal, about the outcome of this award. Please feel free to contact me at 301-333-1728 or at jhughes@hbinvestigations.com.

Respectfully,



Jeanette Hughes, President/CEO

Hughes Barney Investigations

MINUTES

President: "The first item on the non-routine agenda can be found on Page 102, item 5, Bureau of Purchases Recommendation for Contract Award B50005017, Background Investigations. Will the parties please come forward?"

Mr. Kenneth Coates: "Good morning."

President: "Good morning."

City Solicitor: "Good morning."

Ms. Erin Sher-Smyth: "Good morning Madam Mayor, honorable members of the Board. Erin Sher-Smyth, Bureau of Purchases. I do have the Baltimore Police Department with me as well as our recommended vendor, Kentech Consulting, as I know there were some concerns about the vendor's commitment to coming into compliance. We are convinced that this vendor is highly qualified and uh -- they did uh -- make some mistakes on their MBE forms requesting the ability to self-perform. However, they have since been working on coming into compliance and if we'd like to hear from the vendor um -- directly we can do that. Otherwise, I think if we want to discuss the commitment to uh -- bringing high quality Background Investigative Services to the Baltimore Police Department, I'd like to introduce ah -- Major Handley."

MINUTES

President: "I have some questions first. I have questions."

Ms. Sher-Smyth: "Yes."

President: "Um -- can you prescribe -- can you describe the purpose of this contract?"

Ms. Sher-Smyth: "The purpose of this contract is to outsource background investigations, so that the backlog of hiring can be um -- reduced or even eliminated. In this situation, we're looking for a professional firm who has done similar background investigations for hiring police officers."

President: "Okay. How many firms bided on this contract?"

Ms. Sher-Smyth: "Only two."

President: "And why is that?"

Ms. Sher-Smyth: "I'm not sure. We actually had a very large number of firms on the bidder's list including many local firms, but only two submitted pro -- bids."

President: "Okay. Um -- can we see the tabulation sheets?"

Ms. Sher-Smyth: "Yes. I'm sorry give me a moment."

President: "And while you are doing that, who is the lowest bidder?"

MINUTES

Ms. Sher-Smyth: "Ah -- the lowest bidder uh -- looking at price alone was Hughes Barney. However, they were not the lowest responsive responsible bidder. We determined that they were not a responsible bidder. We did not feel that they had uh -- in any way demonstrated that they had the expertise or capacity or understanding of the scope to satisfy the City's requirements."

President: "Okay, well while you are finding the sheets um -- my other question is um -- they -- they were found non-compliant uh --by MWBOO uh -- because they didn't achieve the goals, and they listed -- they listed themselves as self-performing and we know that they're certified in Chicago, but not certified in Baltimore."

Ms. Sher-Smyth: "That is correct."

President: "So, are they going to get certified in Baltimore, and will they have an office here in Baltimore?"

Ms. Sher-Smyth: "My understanding is they are. However, I would prefer that the vendor speak to that directly."

President: "Okay."

Ms. Sher-Smyth: "I will pass up the bid tabulation sheet."

MINUTES

President: "And how was these ah -- how was these tabulated in order to come up with who you are going to recommend the contract to? Because you know how I feel about local uh -- folk getting these contracts."

Ms. Sher-Smyth: "I -- I do. Um -- so the -- the two bidders -- one was located in Chicago, that's the recommended awardee. The other is located in Largo, Maryland. Uh -- they were the lower bidder. However, review of their experience that they submitted showed that they did not in any way meet the requirements of the City. They did provide examples of their experience. However, it was not of the type that we were expecting or, in fact that I feel that the City requires."

President: "So, what type of experience did they have that um -- Hughes Barney did not have. And why was Hughes Barney's um -- bid thrown out?"

President: "So, the recommended vendor, Kentech Consulting, has experience working directly with large urban Police Departments such as New York Police Department, Chicago Police, Chicago Fire, uh --LA Personnel Department. Uh -- we felt that those showed that they could handle the capacity and the complexity of the work. Uh -- the other vendor did not have any such uh -- experience."

MINUTES

President: "Well, who -- who um -- did they find to be their MBE and WBE?"

Mr. Coates: "Good morning --"

President: "Good morning."

Mr. Coates: "-- Honorable Mayor. Uh -- greetings from Chicago. I'm glad to be here. Um -- the two that we found -- we actually found the MBE and the WBE --"

President: "Pull the mic up."

Mr. Coates: "Yes, okay."

City Solicitor: "Would you identify yourself please?"

Mr. Coates: "Yes. My name is Kenneth Coates. I'm the founder and CEO of Kentech. Ah -- the -- the MBE we found is Legal Associates. Ah -- its Mr. Price, Patru -- Charles Price and then the WBE is uh -- I can't think of her name, now Laurie Patro -- Patrobol. Ah -- but she's a WBE ah -- locally here ah -- certified. So, we -- we plan to use both of those."

MINUTES

President: "Okay. Because I am very interested in that um -- and also in making sure that um -- since they said that we didn't have um -- her -- Hughes Barney I don't even know who they are. Are they are here? Okay. I don't even know who they are. But uh -- I just wanted to make sure we have experienced people that are doing these jobs. And my question is how would you manage it from Chicago?"

Mr. Coates: "Well two things, we're actually uh -- going to get an office here. We're in the process of getting a lease here and an office. Um -- we understand strong community uh -- support. So, part of our agenda is also not only to use the MBE/WBE uh -- in addition, we will be see -- seeking our own MBE. Not sure if it would qualify or not, but that is our is our intention. Uh -- and then third um -- our -- our goal is to actually hire local. So, we've begun uh -- posting for positions of Field Investigators which we will need as well."

President: "Well, why did you ask for a waiver?"

MINUTES

Mr. Coates: "Ah -- well at the time we didn't realize that our MBE would not uh -- be in compliance as ah -- be -- established as a local MBE?"

President: "Okay."

Mr. Coates: "Because we're -- we're -- I'm sorry -- we're -- we're certified with Chicago, LA, New York. Uh -- we're also certified on the federal level as an 8A firm uh -- as well as another organization called NMS DC and we had thought, at the time, our hope was that one those certifications would uh -- be in compliance. But, we were told it was not."

President: "Okay. I -- I can hear from you uh -- Major Handley."

Major Handley: "Good morning Sir."

President: "Good morning."

Major Handley: "Good morning Madam Mayor. So, as you know we have at least 200 people that leave the Police Department every year. In the past 15 years, we have not been able to keep up the attrition rate or have we had the ability to hire and fill the current vacancies. Right now, with the number of applications that we are getting in the City, I believe we can do this. The issue

MINUTES

we're facing is, the recruitment unit's staff has been cut in half over the past three years. I don't have the um -- staff to be able to do this, and the staff that I do have works at a much slower pace than the outside vendor can. The outside vendor has committed to completing Background Investigations in one month. This does not mean that I will be removing Background Investigators from the recruitment unit. This will be a joint effort. What Kentech has committed to do, is do the work that takes my Background Investigators months to do, because they are working so many cases. I only have 12 Background Investigators. By outsourcing, I'm going to have double and triple the number of Background Investigators to do the lengthy work, the sending out the references, the checking with other law enforcement agencies, getting police reports. It's really the boots on the ground work that we need done. So, the good news is, Baltimore residents have applied at a much higher rate this years than at any time in the past. Compared to last year, we're up a 145% in applications in Baltimore. The problem is our background investigations take so long, that we

MINUTES

lose those applicants to other police departments. By speeding up our process, I'm confident that we're be able to hire them. Now, our African-American applicants are up 163% this year compared to last year. To enable us to be able to improve the hiring, we have to do it quickly so we don't lose quality candidates to other departments. That's why we really need to outsource the background investigations. And just this year, just looking at this, what I really wanted to see is how does this actually translate? How do the applicants in 2017 -- we have these great increases in diversity and City residents in 2017 -- as far as the applications go -- how does that work on the end when we are hiring? Well, when I look at it -- so for people who have applied in 2017, we've hired 30 of those."

President: "Out of how many?"

Mr. Handley: "Out of how many applications?"

President: "Yes."

Mr. Handley: "It's well over 1,000. It's 1,180, Sir."

President: "We only -- we only hired 30?"

MINUTES

Mr. Coates: "Yes. Because the back -- the whole hiring process when I first took over took about a year and a half, from application, civil service test date to hire, took about a year and half. We're down to about a year to um -- a year and a half now. Excuse me, six months to a year now. So, when you look at that, it --"

President: "So -- so -- so let's back up a minute."

Mr. Handley: "Um."

President: "You said, um -- only 30 been hired, right?"

Mr. Handley: "Out of the --"

President: "Okay. Out of the 30, I mean before you got to the 30, how many was disqualified? That's the number I want."

Mr. Handley: "So, I don't have that right now, but what I do have are some pretty impressive statistics that show the change in the recruitment unit and how this is going to work, if you will allow me to proceed."

President: "You can go ahead."

Mr. Handley: "So, out of those 30 people we've hired that have applied in 2017, 13 of those or 43% are City residents. We've

MINUTES

never hired that many City residents, as a percentage out of all of our hires. Out of those --"

President: "So, then you guys are doing a good job. Madam Mayor go ahead."

Mayor: "Let me just say a couple of things. First, um -- ah -- as a Bloomberg City one of the things we focused on was the background checks, because when we looked at what was slowing the process, it was the background checks. We've actually got about 181 more than -- in the Academy or are getting ready to hit the streets, more than we've had since 2004. And so, one of the things that we did as a Bloomberg City was to have them focus on what was slowing down that process, and the background check was the biggest thing that was slowing down the process uh -- process. Let me just say to you, um -- I understand that you would have thought that we would have waived into ah -- MBE/WBE status and we would have -- we're moving towards that. Ah -- if you are certified in another state, if you are certified in another jurisdiction, you know, it makes it a quicker process. So, you need to get through that

MINUTES

process as quickly as you can. But, we do require that you have an office in the City. Um --

Major, I understand where we're going with this and as I've said before ah -- we've worked very hard just in this last 10 months to figure out how do we get more folks in the City -- you've been able to do that. But, I also know that this is something that we're trying to get the Police Department out of, because we need police officers on the streets, and I know that part of -- of your ah -- shrinking of your particular department was also to get some more patrol officers on our streets. So, we thank you for that. Uh -- this is a tedious process, and I've asked that we do speed it up because we've got to get more police officers on the street. This is the first year um -- Mr. President, that we surpassed the attrition rate. Ah -- we were losing more officers than we were hiring. Ah -- 181 currently at one stage or another uh -- in the Academy, or as you said, the 30 that are now on the street, which will give us close to almost 200 officers. Uh -- and then when we talk about the ah -- taking some of those officers who are doing uh -- desk work or administrative work and -- and looking at how

MINUTES

do we create more patrols -- we're currently at 2,500. Am I correct?"

Mr. Handley: "That's correct, Madam Mayor."

Mayor: "And, um -- I think in our peak we were around 3,200. So, we're still not where we ah -- should be or were. Ah -- but we do have this backlog that I think is strangling ah -- the hiring of police officers and we need to move in that direction, Mr. President."

President: "Thank you. Well um -- I would like for you guys to come back in 90 days to let us know how you are doing with this program and um -- and -- and how many people are actually being moved through the process so that we can look at apples to apples. Okay?"

Mr. Handley: "Yes Sir."

President: "And um -- that's all I have. I'll be voting **NO** on this contract."

Mr. Handley: "Thank you Madam Mayor."

President: "I entertain a Motion if no one else have any questions"

City Solicitor: "Mr. President, I MOVE that we deny the protest."

MINUTES

Director of Public Works: "Second."

President: "Um -- All in favor say AYE. All opposed NAY. Now, we have to move the contract forward. Anybody going to entertain a Motion?"

City Solicitor: "Move we approve the uh -- submission for Kentech."

Mr. Coates: "Thank you."

Director of Public Works: "Second."

Deputy Comptroller: "Excuse me Mr. President, are you going to add to that Motion the 90 days?"

President: "Yeah, we're going to add to that Motion um -- that they --"

Deputy Comptroller: "That it be amended."

President: "Yeah, we're going to amend that um -- um -- motion to reflect that in 90 days you will come back before this Board."

City Solicitor: "Yes."

President: "Second?"

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. Please note Council President Young is a **NO.**"

* * * * *

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

6.	B50005083, HVAC Air Duct Cleaning (Dept. of General Services)	Airborne Contamination Identification Association Ltd. Environmental Cleaning Services Co., a/k/a Interior Maintenance Co., Inc.	\$4,000,000.00
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ON JUNE 12, 2017, MWBOO SET GOALS OF 27% MBE AND 2% WBE:

Airborne Contamination Identification Association, Ltd. was found in compliance on September 21, 2017.

Airborne Contamination Identification Association, Ltd.

MBE: Reliable Cain Heating and Cooling, LLC 27%

WBE: My Cleaning Service, Inc. 2%

MWBOO FOUND VENDOR IN COMPLIANCE.

Environmental Cleaning Services, Co. a/k/a Interior Maintenance Company was found in non-compliance on September 27, 2017. A second vendor is required on this contract to meet operation needs. Vendor will be given ten days to come into compliance.

MBE: Total See Note Below*

WBE: Total See Note Below*

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

*Bidder did not achieve the MBE/WBE goals. Bidder did request a waiver of the MBE/WBE goals; however, they did not exercise a good faith effort in meeting the goals.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002, to A. Morton Thomas and Associates, Inc. under Project 1236A, On-Call Storm Water Study and Engineering.

AMOUNT OF MONEY AND SOURCE:

\$262,361.61 - 9958-909415-9525-900020-706032

BACKGROUND/EXPLANATION:

On December 27, 2013, the Maryland Department of the Environment (MDE) reissued a National Pollutant Discharge Elimination System.

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 (WLA) for each established or approved Total Maximum Daily Load (TMDL) for each receiving water body. A. Morton Thomas and Associates, Inc. will provide stream restoration design, biddable documents and inspection services for ER 4050 Dead Run Stream Restoration Project 1 (Hunting Ridge) to restore 800 linear feet stream. The project is listed in the WIP, it has a deadline and there are stipulated penalties associated with this project.

The scope of the original agreement includes: Project number 1236A, On-Call Storm Water Study and Engineering Design Services includes but not limited to the following Scope of Work:

1. Perform hydrology and hydraulic analysis of storm drain and open channel systems utilizing computer models including but not limited to XP-SWMM (Visual Hydro), HEC-RAS, HSPF, TR-20, Info Works CSTM.

MINUTES

DPW/OE&C - cont'd

2. Develop calibration and maintain hydraulic models for storm drain and open channel systems.
3. Design:
 - a. Stormwater drainage systems and stormwater management facilities. Design culvert rehab, retaining wall, slope stabilization, outfall stabilization, urban best management practice, and environmental site design.
 - b. Design of innovative in-line, in-stream and off-stream stormwater pollution control measures including but not limited to wetlands, wet ponds, plate separators, pump-and-treat systems; debris collector system; Conduct hydrogeomorphological stream assessments, fluvial geomorphology, river and stream restoration using natural channel design approach and bioengineering techniques.
 - c. Design of innovative non-point source stormwater pollution control measures.
 - d. Structural design for various trash collection technologies in addition to structural assessment of existing infrastructure.
 - e. Design urban best management practice and environmental site design.
4. Provide geotechnical services, conduct and evaluate all subsurface investigations, such as soil characterization and utility location, perform the video inspection of underground utility pipes, soil study, unsuitable material removal and disposal estimates.

MINUTES

DPW/OE&C - cont'd

5. Respond to stormwater system and open channel emergencies by rapidly assessing situation and recommending corrective measures.
6. Provide structural engineering to evaluate and design of concrete, stormwater infrastructure including but not limited to stone/brick arch structure, steel structures, mechanical and electrical elements of stormwater quantity management facilities (pump stations).
7. Prepare design reports and contract documents including plans and specifications, all permit applications, easement, and related items necessary for procurement of construction. Also, provide project management, post award services, and contract administration services.
8. Perform inspection, evaluate and assess structural conditions of stormwater infrastructure under confined space conditions.
9. Provide construction management services including, but not limited to construction inspection, review and response to request for information, review and tracking of shop drawings, submittals and change orders, review of substitutions and technical consultants.
10. Understand the National Pollution Discharge Elimination System permit for stormwater.
11. Design forest stand delineation and forest conservation plan and invasive species control.
12. Conduct upland watershed assessment for trash load and make recommendations to reduce trash load from the watershed.

MINUTESDPW/OE&C - cont'd

13. Provide cost/benefit analysis of potential alternative debris collection technologies and facility construction, operation and maintenance.
14. Use geographical information system and database managements.
15. Provide construction management services including, but not limited to, construction inspection, review and response to requests for information, review and tracking of shop drawings, submittals and change orders, review of substitutions and technical consultations.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 27% MBE AND 9% WBE.

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>
\$330,000.00	9958-906405-9526	
Stormwater	Constr. Reserve	
Utility	Citywide Stream	
	Restoration	

MINUTES

DPW/OE&C - cont'd

\$262,684.71	-----	9958-909415-9525-3
		Engineering
<u>67,315.29</u>	-----	9958-909415-9525-9
\$330,000.00		Administration

The transfer will provide funds to cover the costs for Project 1236-A Task No. 002, On-Call Stormwater Study and Design Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002, to A. Morton Thomas and Associates, Inc. under Project 1236A, On-Call Storm Water Study and Engineering. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

period of the ratification is June 6, 2017 through October 12, 2017. The period of the renewal is October 13, 2017 through June 5, 2018.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable 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.

MBE/WBE PARTICIPATION:

Not applicable. MBE/WBE segmentation is not possible for hosting services of the proprietary GovStat solution, which measures/tracks the performance and data metrics across all departments in real time with accessibility to the public. This key functionality is required for the transparency of the OpenBaltimore website (<http://data.baltimorecity.gov>).

3. LIBERTY LUMBER & SUPPLY
CO., INC. d/b/a PIKESVILLE

LUMBER COMPANY	\$610,000.00	Renewal
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Contract No. B50004259 - Supply and Deliver Lumber at Various City Agencies - Departments of Public Works, Transportation, Fire Department, General Services, Recreation and Parks, etc. - P.O. No. P533605

On November 18, 2015, the Board approved the initial award in the amount of \$250,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$610,000.00 is for the period December 1, 2017 through November 30, 2018, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On August 3, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is solely for the purchase of lumber.

MWBOO GRANTED A WAIVER.

- | | | |
|---|-------------|---------|
| 4. TOTE-IT INCORPORATED | \$ 7,675.00 | Renewal |
| Contract No. B50003464 - Snow & Ice Removal for Pratt Libraries - Enoch Pratt Free Library - P.O. No. P528593 | | |

On September 9, 2014, the City Purchasing Agent approved the initial award in the amount of \$10,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$7,675.00 is for the period November 1, 2017 through October 31, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The award amount is below the MBE/WBE subcontracting threshold of \$50,000.00. The Contractor is a certified MBE/WBE vendor.

- | | | |
|--|--------------|---------|
| 5. LORENZ LAWN & LANDSCAPE
INC. d/b/a LORENZ, INC. | \$100,000.00 | Renewal |
| Contract No. B50004158 - Mowing and Flower Bed Maintenance - Department of Transportation - P.O. No. P533158 | | |

On October 7, 2015, the Board approved the initial award in the amount of \$87,980.00. The award contained two renewal options. On November 9, 2016, the Board approved the first renewal in the amount of \$100,000.00. This second renewal in

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

MBE/WBE PARTICIPATION:

On August 19, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- 7. ALLIED CONTRACTORS, INCORPORATED
 SUNBELT RENTALS, INC.
 H & E EQUIPMENT SERVICES,
 INC.
 METRO BOBCAT, INC.

	\$ 0.00	Renewal
Contract No. B50003116 - Construction Equipment Rental Services - Departments of General Services, Public Works - P.O. Nos. Various		

On October 23, 2013, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. On November 9, 2016, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period November 15, 2017 through November 14, 2018. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 9, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

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>
<u>Bureau of Purchases</u>		
8. CITIROOF CORPORATION	\$ 300,000.00	
SIMPSON OF MARYLAND, INC.	500,000.00	
AUTUMN CONTRACTING, INC.	200,000.00	
	<u>\$1,000,000.00</u>	Renewal

Contract No. B50003575 - On-Call Roofing Services - Department of General Services - P.O. Nos. P529221, P529222, and P529224

On October 8, 2014, the Board approved the initial award in the amount of \$2,000,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This first renewal in the amount of \$1,000,000.00 is for the period October 8, 2017 through October 7, 2018, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 29, 2014, it was determined that no goals would be set to encourage small businesses to bid as prime contractors.

MWBOO GRANTED A WAIVER.

9. METROPOLITAN PROTECTIVE SERVICE, INC.	\$750,000.00	Increase
Contract No. B50004352 - Armed Security Guards - Department of General Services, Recreation and Parks, Health Department - P.O. No. P534694		

On March 2, 2016, the Board approved the initial award in the amount of \$150,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$750,000.00 is necessary to allow continued

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

use in protecting City facilities. This increase will make the award amount \$1,235,000.00. The contract expires on March 1, 2018, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 26, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. However, the vendor is an MDOT certified MBE with intentions to become City certified after opening a local office, and has identified an MBE/WBE, Police Protection LLC, for utilization moving forward.

- | | | |
|--|---------------|-------------|
| 10. CCG SYSTEMS, INC. | \$ 373,163.00 | Sole Source |
| Contract No. 08000 - FASTER WEB Migration Agreement - Department of General Services - Fleet Management - Req. No. R757074 | | |

The Board is requested to approve and authorize execution of a FASTER WEB Migration Agreement with CCG Systems, Inc. The period of the agreement is October 25, 2017 through October 24, 2018.

The vendor is the sole provider of the FASTER system and software currently used by Fleet for vehicle information. 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 practicable 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.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these proprietary services are only available from the owner of the software and are not available from subcontractors.

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|--|---------|----------------------|
| 11. VALLEY PET MEMORIAL SERVICES, INC. | \$ 0.00 | Assignment Agreement |
| Contract No. B50003950 - Provide Transportation, Cremation and Disposal of Animal Carcasses - Health Department - P.O. No. P530695 | | |

The Board is requested to approve and authorize execution of an Assignment Agreement with Greenlawn Cemetery Company, Inc. to Valley Pet Memorial Services, Inc.

On April 1, 2015, the Board approved an award of Contract B500003950 to Greenlawn Cemetery Company, Inc. Valley Pet Memorial Services, Inc. has acquired the rights, title and interest in Greenlawn Cemetery Company, Inc. and is requesting assignment of Contract B50003950 to Valley Pet Memorial Services, Inc.

MBE/WBE PARTICIPATION:

Not applicable.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
12. FRANKFORD TOWING, INC.	\$ 0.00	
FRANKFORD TOWING, LLC	700,000.00	
FRANKFORD TOWING ASSOCIATES, LLC	0.00	
FRANKFORD TOWING SERVICE, LLC	100,000.00	
TED'S TOWING SERVICE, INC.	0.00	
MEL'S TOWING & SERVICE CENTER, INC.	0.00	
	<u>\$ 800,000.00</u>	Renewal

Contract No. B50002251 - Citywide Police Requested Towing Services - Department of Transportation - P.O. Nos. Various

On August 15, 2012, the Board approved the initial award in the amount of \$1,800,000.00. The award contained two 1-year renewal options. All renewal options have been exercised. An extension is necessary to allow the City to complete a revision of the towing regulations before re-bidding the requirements. The period of the extension is September 1, 2017 through August 31, 2019. 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 practicable 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.

MBE/WBE PARTICIPATION:

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

MINUTES

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

Contractor did not achieve the WBE goal.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.FRANKFORD TOWING ASSOCIATES, LLC

MBE: Chaudry Towing, Co. Inc.	7.5%	\$14,278.00	15.3%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>	<u>2,760.00</u>	<u>3.0%</u>
	10%	\$17,038.00	18.3%

	<u>Commitment</u>	<u>Performed</u>	
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WBE: CC Press Net, Inc.	2.75%	\$ 1,530.00	1.6%
Baltimore Auto Supply, Co., Inc.	<u>0.25%</u>	<u>0.00</u>	
	3%	\$ 1,530.00	1.6%

Contractor did not achieve the WBE goal.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.FRANKFORD TOWING SERVICE, LLC

MBE: Chaudry Towing, Co. Inc.	7.5%	\$ 6,822.00	13.7%
JJ Adams Fuel Oil Co., LLC	<u>2.5%</u>	<u>1,251.00</u>	<u>2.5%</u>
	10%	\$ 8,073.00	16.2%

WBE: CC Press Net, Inc.	2.75%	\$ 1,530.00	3%
Baltimore Auto Body Supply Co.	<u>0.25%</u>	<u>0.00</u>	
	3%	\$ 1,530.00	

Contractor has performed less than \$50,000.00.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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<u>Bureau of Purchases</u>		
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UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts, and Extensions. The Board further approved and authorized execution of the sole source FASTER WEB Migration Agreement with CCG Systems, Inc. (Item no. 10) and the Assignment Agreement with Valley Pet Memorial Services, Inc. (Item No. 11).

MINUTES

Bureau of the Budget and Management Research (BBMR) - Grant Award, Grant Agreement, and Appropriation Adjustment Order No. 27

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award to the Department of Recreation and Parks (DRP), Service 4731 (Park Programs) from the National Park Foundation (NPF) and approve and authorize execution of the Grant Agreement for the Ft. McHenry National Monument and Historic Shrine, the Baltimore National Heritage Area (BNHA), the Department of Recreation and Parks, and the NPF for the 2017-2018 Every Kid in a Park Focus Grant Program (EKIP). The period of the Grant Agreement is effective upon Board approval through August 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$21,000.00 - The funds will come from the National Park Foundation. The appropriation will be placed in the detailed fund account number 6000-680518-4792-65880-406001.

No appropriation adjustment action is required.

BACKGROUND/EXPLANATION:

The goal of the EKIP Focus Grant Program is to raise local community awareness of the importance of connecting kids to the outdoors.

The total Grant Award is \$142,820.00 for the project "Fourth Graders Explore Baltimore's Parks. Of that amount, \$21,000.00 will be given to the DRP and \$121,820.00 will be given to the BNHA. The DRP will use the funds for programs at Gwynns Falls/Leakin Park. The BNHA, a non-profit, will use the funds for programs at Ft. McHenry National Park.

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award to the Department of Recreation and Parks, Service 4731 (Park Programs) from the National Park Foundation (NPF) and approved and authorized execution of the Grant Agreement for the Ft. McHenry National Monument and Historic Shrine, the Baltimore National Heritage Area, the Department of Recreation and Parks, and the NPF for the 2017-2018 Every Kid in a Park Focus Grant Program.

MINUTES

Bureau of the Budget and Management Research (BBMR) - Grant Award, TD Green Streets Recipient Agreement 2017, and Appropriation Adjustment Order No. 29

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Arbor Day Foundation and approve and authorize execution of the TD Green Streets Grant Recipient Agreement 2017 with the Department of Recreation and Parks, Service 4731 (Park Programs) and the Arbor Day Foundation. The period of the Grant Award and the TD Green Streets Grant Recipient Agreement 2017 is effective upon Board approval through November 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - The funds will come from the Arbor Day Foundation. The appropriation will be placed in the Special Fund, detailed fund account number 6000-605918-4792-658800-406001.

No appropriation adjustment action is required.

BACKGROUND/EXPLANATION:

Baltimore City Recreation and Parks, Friends of Druid Hill Park volunteers, and the MD Department of Natural Resources will collaborate to build a nature play space in Druid Hill Park. The space will be comprised of natural materials collected from the storage and processing yard managed by Forestry.

Logs, stumps, branches, and mulch processed from downed City trees will be delivered to the site and the space will conform to playground safety and liability guidelines. The funds will support staff time used to design and build the play space and to hold volunteer service days and a community celebration. Signage will educate the public about the importance of connecting children to nature.

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the foregoing Grant Award from the Arbor Day Foundation and approved and authorized execution of the TD Green Streets Grant Recipient Agreement 2017 with the Department of Recreation and Parks, Service 4731 and the Arbor Day Foundation.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Muhammed Khalid	National Assn. of City Transportation Officials (NACTO) 2017 Conference Chicago, IL Oct. 29 - Nov. 1, 2017 (Reg. Fee \$545.00)	General Fund	\$1,889.78
2. Veronica McBeth	National Assn. Of City Transportation Officials (NACTO) 2017 Conference Chicago, IL Oct. 29 - Nov. 3, 2017 (Reg. Fee \$695.00)	General Fund	\$2,777.54

The subsistence rate for this location is \$286.00 per night. The hotel cost is \$219.00 for the night one through four plus hotel taxes of \$38.11 per night and for night five the hotel cost is \$251.23 and hotel taxes of \$43.71.

Ms. McBeth has been awarded a \$1,500.00 scholarship from the event sponsor, NACTO. The City will be responsible for \$582.54. The registration fee in the amount of \$695.00 was paid on a City-issued procurement card assigned to Dharendra Sinha.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
3. Deborah Pitts	American Water Works Association Water Quality Technology Conference Portland, OR Nov. 12 - 17, 2017 (Reg. Fee \$645.00)	Water Utility	\$2,363.51

The airfare cost of \$616.96 and the registration fee in the amount of \$645.00 were prepaid on a City-issued procurement card assigned to Binta Gallman. Therefore, the disbursement to Ms. Pitts is \$1,101.55. Ms. Pitts will pay for the cost of her hotel stay on November 17, 2017.

Baltimore City Fire Department

4. Teresa Everett	National Association of City Transportation Officials Designing Cities 2017 Conference Chicago, IL Oct. 29 - Nov. 3 2017 (Reg. Fee \$870.00)	General Funds	\$2,968.31
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The subsistence rate for this location is \$286.00 per day. The

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Fire Department - cont'd</u>			

hotel cost is \$259.00 per night, plus hotel taxes in the amount of 45.07 per night. The Department is requesting additional subsistence of \$13.00 per day for meals and incidentals. The registration fee of \$870.00 was prepaid on a City-issued procurement card assigned to Dhirendra Sinha. Therefore, the disbursement to Ms. Everett is \$2,098.31.

Health Department

5. Mary Anne Brennan*	National Consumer	Federal	\$4,101.24
Deborah Hamilton**	Voice for Quality	Ombudsman	
Charlene Fitch**	Long Term Care		
	Conference		
	Arlington, VA		
	Nov. 5 - 8, 2017		
	(Reg. Fee \$405.00*		
	\$455.00** each)		

The train fare in the amount of \$16.00 for each attendee and the registration fee in the amount of \$405.00 for Ms. Brennan and \$455.00 each for Mses. Hamilton and Fitch was prepaid on a City-issued procurement card assigned to Mr. Ryan Hemminger. This conference involves week-end travel. The disbursement to Mses. Brennan, Hamilton, and Fitch is \$896.08 each.

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

MINUTES**PROPOSAL AND SPECIFICATION**

1. Department of Transportation - TR 12311R, Replacement of Three Bridges over MD 295; Waterview Avenue Bridge, Annapolis Road Bridge and Maisel Street Pedestrian Bridge; Corridor Wide Guide Sign Replacement - Bush Street to City-County Line
BIDS TO BE RECV'D: 01/17/2018
BIDS TO BE OPENED: 01/17/2018

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

MINUTES

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

Mayor: "Thank you."

* * * * *

MINUTES

Clerk: "Good afternoon, the Board of Estimates is now in session for the receiving and opening of bids."

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Department of Public Works - SC 930R, Clinton Street Sewage System Improvements
BIDS TO BE RECV'D: 11/15/2017
BIDS TO BE OPENED: 11/15/2017

Department of Public Works - SC 950, Caroline Street Stormwater Pumping Station Upgrade
BIDS TO BE RECV'D: 11/15/2017
BIDS TO BE OPENED: 11/15/2017

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 General Services - GS 13817, Waxter Senior Center Elevator Upgrade

Delaware Elevator, Inc.
 Nichols Contracting, Inc.

MINUTES

Department of Public Works - WC 1366, Urgent Need Water
Infrastructure
Rehabilitation

J. Fletcher Creamer & Son, Inc.
Civil Construction, LLC
Monumental Paving and Excavating, Inc.
Spiniello Companies
Metra Industries
R.E. Harrington Plumbing & Heating Company, Inc.
Anchor Construction Corp.
Rustler Construction, Inc.

Bureau of Purchases - B50005139, Flatbed Trailers

The Hitch Man, Inc.
Stephan L. Green Trailers

Department of Finance - Tax Sale Auction of Tax
Liens

Chikesirim Ukaegbu

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, November 01, 2017.


JOAN M. PRATT
Secretary