

**MINUTES****REGULAR MEETING**

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

President: "Good morning. The January 10, 2018 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 disr-- disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the memorandum from my office dated January 8, 2018, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

MINUTES

City Solicitor: "Mr. uh -- President, I would move the Board's approval of all items on the routine agenda as corrected."

Comptroller: "Second."

President: "All of those in favor say Aye. All of those opposed, Nay. The routine agenda has been adopted."

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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:

ACM Services, Inc.	\$ 1,500,000.00
Aspen Building Products, Inc.	\$ 1,500,000.00
Donald Excavating, Inc.	\$ 1,500,000.00
Garney Companies, Inc.	\$1,275,360,000.00
M&E Sales, Inc.	\$ 1,250,000.00
McNew Excavating, Inc.	\$ 1,500,000.00
Native Sons, LTD.	\$ 56,620,000.00
Plexus Installations, Inc.	\$ 1,500,000.00

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:

Dewberry Engineers Inc.	Engineer Landscape Architect Land Survey
Environ-Civil Engineering, Ltd.	Engineer
Gale Associates, Inc.	Engineer Architect
Glyndon Engineering & Technology Co.	Engineer

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

Mai, LLC	Land Survey
RJN Group, Inc.	Engineer
Rummel, Klepper & Kahl, LLP	Engineer Landscape Architect Land Survey
Sidhu Associates, Inc.	Engineer

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Option</u>			
1. Daniel A. Burton, LLC	2117 Booth Street	L/H	\$10,368.00

Funds are available in account 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

DHCD - Rescission of Condemnation and Approval of Option

2. Paul Wye Nochumowitz and Amy Sue Nochumowitz	1329 Myrtle Avenue	G/R \$60.00	\$ 550.00
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Funds are available in City Bond Funds, Account No. 9910-905142-9588-900000-704040, Upton Ball Fields Project.

On June 21, 2017, the Board approved the acquisition of the \$60.00 ground rent interest, by condemnation, in the property located at 1329 Myrtle Avenue for \$600.00. The amount of \$600.00 was incorrect. However, since the original Board approval, the owners have negotiated a sale price in the amount of \$550.00 and would like to proceed with a voluntary settlement.

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.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
	<u>DHCD - Condemnation</u>			
3.	Shelton Miller	313 N. Carrollton Avenue	G/R \$100.00	\$ 666.67

Funds are available in City Bond Funds, Account No. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the \$100.00 ground rent interest for the property located at 313 N. Carrollton Avenue.

UPON MOTION duly made and seconded, the Board approved the foregoing Option, Rescission of Condemnation and Approval of Option, and Condemnation.

**MINUTES**

Department of Real Estate - Amendment to Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Agreement of Sale with Positive Youth Expressions, Inc., Purchaser.

**AMOUNT OF MONEY AND SOURCE:**

\$1,600.00 - Purchaser provided a good faith deposit of \$700.00

**BACKGROUND/EXPLANATION:**

The authority to sell this property was approved by City Council Ordinance No. 477 approved on December 6, 1973.

On May 3, 2017, the Board of Estimates approved an Agreement of Sale between Positive Youth Expressions, Inc. (Purchaser) and the Mayor and City Council (City) to purchase the property known as NS 15 ft. alley 1<sup>st</sup> N of Mosher St. 120 ft. E of Dukeland St. (Block 2395, Lot 067) (the Property) at a sales price of \$7,000.00, determined by appraisal.

The Purchaser has requested the sales price of the Property be reduced to \$1,600.00. This amendment reduces the sales price to \$1,600.00.

**STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED PRICE**

The Purchaser has provided plans to build a Community Youth Center which, when completed, will consolidate the Property and 3 lots purchased through the tax sale process (1001, 1005 and 1007 N. Dukeland Street). The Community Youth Center will provide child care, educational services/activities for adults, children and youth, as well as outreach services to women and children who reside in the area.

**MINUTES**

Department of Real Estate - cont'd

The cost for the project, including re-development and foreclosure, is estimated at \$768,400.00. All funding is provided by the Daniel G. and Jean K. Schuster Foundation which has provided proof of sufficient resources.

The Property is being sold below the appraised price for the following reasons:

- specific benefit to the immediate community by providing a Community Center delivering child care and youth and adult education, activities and services,
- elimination of blight,
- creation of jobs during construction, and
- the property and 3 other lots will be returned to the tax rolls.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement of Sale with Positive Youth Expressions, Inc., Purchaser.



MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

10 - 11

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

**MINUTES****TRANSFER OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Public Works/Office of Engineering and Construction</u>			
1.	<b>\$1,000,000.00</b>	9958-930007-9526 Construction Reserve Impervious Removal/ Greening	9958-931007-9525-6 Construction

The transfer will cover costs associated with the installation of Route Signs for Street Sweeping. This is a citywide project that will be coordinated with the Department of Transportation and will be completed in four phases.

Department of Transportation

2.	<b>\$ 15,000.00</b>	9950-914042-9528 Construction Reserve - Inspire School Support	9950-915042-9527 Reconstruction of Footways Citywide
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This transfer will fund the costs for printing and preliminary expenses and other related costs necessary to advertise Project TR 18013, Reconstruction of Footway Citywide.

Department of Housing and Community Development

3.	<b>\$ 225,000.00</b>	9910-913015-9587 Plan and Development Project Management (Reserve)	9910-906152-9588 HCD Capital Project Support
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This transfer will move appropriations, in accordance with the FY 2018 Ordinance of Estimates, for staff costs directly providing support for capital planning and development for the implementation of capital projects.

**MINUTES****TRANSFER OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of General Services</u>			
4.	<b>\$1,705,000.00</b>	9916-906098-9194 Clarence Mitchell Courthouse Roof (Reserve)	9916-902198-9197 Mitchell Courthouse Roof (Active)
	<b>\$1,025,000.00</b>	9916-906098-9194 Clarence Mitchell Courthouse Roof (Reserve)	9916-902198-9197 Mitchell Courthouse Roof (Active)

The roof at Mitchell Courthouse is aged and has exceeded its useful life. A new roof needs to be constructed in order to alleviate these conditions.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Agreement with Southwest Partnership, Inc. The period of the Agreement is January 1, 2018 through December 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 6000-609018-6311-483200-406001

**BACKGROUND/EXPLANATION:**

This Agreement authorizes a cooperative effort to utilize funding and in-kind resources for MOED to recruit and employ a Career Navigator to provide workforce services for residents in the Southwest Partnership neighborhood.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Mayor's Office of Employment - Ratification of First  
Development (MOED) Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the First Amendment to Agreement with Civic Works, Inc. The First Amendment to Agreement extends the period of the agreement through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$82,500.00 - 4000-806417-6313-474805-603051  
4000-806418-6313-474805-603051

**BACKGROUND/EXPLANATION:**

On October 12, 2016, the Board approved the original agreement with Civic Works, Inc. for the period of October 1, 2016 through September 30, 2017 in the amount \$82,500.00.

The original agreement allowed Civic Works, Inc. to design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success of 15 Baltimore City out-of-school youth, ages 16 to 24 years old.

This First Amendment to Agreement will extend the period of the agreement through September 30, 2018. This will allow for the expansion of participants by 15 making the total 30. This First Amendment to Agreement will also increase the funding by \$82,500.00, making the total amount \$165,000.00.

The First Amendment to Agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

MINUTES

MOED - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the First Amendment to Agreement with Civic Works, Inc.

MINUTES

EXTRA WORK ORDERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

16 - 19

All of the EWOs had been reviewed and approved

by the Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation/DOT Engineering & Construction

- |    |   |        |  |                     |
|----|---|--------|--|---------------------|
| 1. | EWO # 001, \$0.00 - TR 17011, Resurfacing Highways at<br>Various Locations - Northeast Sector I |        |  |                     |
|    | \$1,993,522.41  | \$0.00 | Manuel Luis<br>Construction<br>Co., Inc. | 180      80<br>days |

This authorization request is for a 180 day non-compensatory time extension in order to extend the contract. Extra time is needed to complete ongoing weather and temperature-sensitive work being done on the contract. With the construction season coming to an end due to the cooler temperatures and the anticipated impending inclement weather, the time extension will allow for the completion of this project within the spring of 2018 and to resurface additional locations within the same Sector.

The work requested under this change order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications. The Notice to Proceed was effective March 15, 2017 with a completion date of November 10, 2017. The request will extend the contract to May 9, 2018. This is the first time extension. An Engineer's Certificate of Completion has not been issued.

MBE/WBE PARTICIPATION:

The Contractor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 19% MBE and 7% WBE goals established in the original agreement.



**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>

Department of Transportation/DOT Engineering & Construction

2.	EWO # 001, \$0.00 - TR 17012, Resurfacing Highways at <u>Various Locations - Northwest Sector II</u>			
	\$1,829,535.71	\$0.00	Manuel Luis Construction Co., Inc.	180    100 days

This authorization request is made by the DOT's Engineering & Construction Division for a 180 day non-compensatory time extension in order to extend the contract. Extra time is needed to complete ongoing weather and temperature-sensitive work being done on the contract. With the construction season coming to an end due to the cooler temperatures and the anticipated impending inclement weather, the time extension will allow for the completion of this project within the spring of 2018 and to resurface additional locations within the same Sector.

The work requested under this change order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications. The Notice to Proceed was effective March 15, 2017 with a completion date of November 10, 2017. The request will extend the contract to May 9, 2018. This is the first time extension. An Engineer's Certificate of Completion has not been issued.

**MBE/WBE PARTICIPATION:**

The Contractor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 19% MBE and 7% WBE goals established in the original agreement.

**MINUTES**

**EXTRA WORK ORDERS**

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

Department of Transportation/DOT Engineering & Construction

3.	EWO # 001, \$0.00 - TR 17013, Resurfacing Highways at Various Locations - Southwest Sector III			
	\$1,668,371.31	\$0.00	Manuel Luis Construction Co., Inc.	180 66 days

This authorization request is made by the DOT's Engineering & Construction Division for a 180 non-compensatory day time extension in order to extend the contract. Extra time is needed to complete ongoing weather and temperature-sensitive work being done on the contract. With the construction season coming to an end due to the cooler temperatures and the anticipated impending inclement weather, the time extension will allow for the completion of this project within the spring of 2018 and to resurface additional locations within the same Sector.

The work requested under this change order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications. The Notice to Proceed was effective March 15, 2017 with a completion date of November 10, 2017. The request will extend the contract to May 9, 2018. This is the first time extension. An Engineer's Certificate of Completion has not been issued.

**MBE/WBE PARTICIPATION:**

The Contractor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 20% MBE and 8% WBE goals established in the original agreement.

**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>

Department of Transportation/DOT Engineering & Construction

4.	EWO # 001, \$0.00 - TR 17014, Resurfacing Highways at <u>Various Locations - Southeast Sector IV</u>			
	\$1,938,425.00	\$0.00	Machado Con- struction Company	180 days 100

This authorization request is made by the DOT's Engineering & Construction Division for a 180 day non-compensatory time extension in order to extend the contract. Extra time is needed to complete ongoing weather and temperature-sensitive work being done on the contract. With the construction season coming to an end due to the cooler temperatures and the anticipated impending inclement weather, the time extension will allow for the completion of this project within the spring of 2018 and to resurface additional locations within the same Sector.

The work requested under this change order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements to the existing roadway and is not limited to only the items and locations expressed in the contract specifications. The Notice to Proceed was effective March 15, 2017 with a completion date of November 10, 2017. The request will extend the contract to May 9, 2018. This is the first time extension. An Engineer's Certificate of Completion has not been issued.

**MBE/WBE PARTICIPATION:**

The Contractor will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 20% MBE and 9% WBE goals established in the original agreement.

**MINUTES**Health Department - Agreements and Grant Award  
Agreement Modification

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

AGREEMENTS

1. **HEALTH CARE ACCESS MARYLAND, INC. \$268,500.00**

Account: 4000-403317-3001-599000-603051

Health Care Access Maryland, Inc. will provide for the development and implementation of a technology system to support the Accountable Health Communities (AHC) model, which connects Medicaid and Medicaid beneficiaries to necessary social services. The period of the Agreement is May 1, 2017 through April 30, 2018.

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

**MWBOO GRANTED A WAIVER.**

2. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC. \$ 32,000.00**

Account: 5000-569718-3023-273302-603051

AIDS Interfaith Residential Services, Inc. will provide clients with food items and/or gift cards that can be used to purchase food and deliver hot meals to home bound and medically fragile HIV positive clients. The period of the Agreement is July 1, 2017 through June 30, 2018.

The Agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire

## MINUTES

Health Department - cont'd

package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

3. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$45,979.00**

Account: 4000-424518-3023-273313-603051

Light Health and Wellness Comprehensive Services, Inc. will provide Health Education Risk Reduction (HERR) services for clients living with HIV about transmission and how to reduce the risk of HIV transmission. The Light Health and Wellness Comprehensive Services, Inc. will recruit clients through health fairs, informational sessions, referrals from collaborating agencies, and by word of mouth. Some agencies will include University of Maryland, Johns Hopkins Hospital, Total Health Care, Chase Brexton, and other programs within the Eligible Metropolitan Area. Most services will be provided in-house at LIGHT, but staff has the ability to meet the client at the collaborating agency to provide HERR and other psychosocial support services. The period of the Agreement is July 1, 2017 through June 30, 2018.

This Agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration (PHPA) programmatically manages Ryan White Part B HIV/AIDS State Special services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

GRANT AWARD AGREEMENT MODIFICATION

4. **MARYLAND FAMILY NETWORK** **\$5,338.00**

Account: 4000-475918-3080-294600-404001

On October 4, 2017, the Board approved the original Agreement in the amount of \$667,301.00 for the period of July 1, 2017 through June 30, 2018 for Early Head Start. Of this amount, \$533,840.00 was the amount of funding provided by the Maryland Family Network for support services and \$133,461.00 was the Department's portion of nonfederal matching funds.

This modification provides a one percent cost-of-living allowance in the amount of \$5,338.00 for Early Head Start center staff, and increases the total amount of funding by Maryland Family Network to \$539,178.00.

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

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Grant Award (NGA) from the Maryland Department of Aging (MDoA) for State Allocations. The period of the NGA is July 1, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$1,280,966.00 - 5000-535418-3044-768000-405001

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to accept and utilize funds received from the MDoA for State funded programs. These funds will provide a variety of services for older adults residing in Baltimore City.

The NGA is late because it was recently received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Grant Award from the Maryland Department of Aging for State Allocations.

**MINUTES**

Health Department - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Grant Award (NGA) from the Maryland Department of Aging (MDoA) for the FY'18 Senior Insurance Program. The period of the NGA is April 1, 2017 through March 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$26,813.00 - 4000-433418-3044-273300-404001

**BACKGROUND/EXPLANATION:**

This NGA provides funding to support public education about health insurance plan options to Baltimore City senior residents and their families.

The NGA is late because it was inadvertently misplaced.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance Notice of Grant Award from the Maryland Department of Aging for the FY'18 Senior Insurance Program.



**MINUTES**

Health Department - Revised Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Revised Notice of Grant Award (NGA) for Senior Medicare Patrol from the Maryland Department of Aging (MDoA). The period of the NGA is June 1, 2017 through May 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$10,516.00 - 4000-436418-3044-761900-404001

**BACKGROUND/EXPLANATION:**

On October 4, 2017, the Board approved the original Notice of Grant Award in the amount of \$2,703.00. The grant award provides funding for outreach, education and counseling, and an anti-fraud program to increase older adult awareness of health care fraud, and assists individuals in resolving fraud issues.

This revised NGA in the amount of \$10,516.00 will make the total grant award amount \$13,219.00.

The NGA is late because it was just received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Revised Notice of Grant Award for Senior Medicare Patrol from the Maryland Department of Aging.

**MINUTES**

Health Department - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the purchase of gift cards for distribution to clients that participate in program activities.

**AMOUNT OF MONEY AND SOURCE:**

\$ 200.00	- 20 McDonald's gift cards @ \$10.00 ea.
200.00	- 20 Subway gift cards @ 10.00 ea.
400.00	- 20 Target gift cards @ 20.00 ea.
400.00	- 20 Walmart gift cards @ 20.00 ea.
<b>\$1,200.00</b>	- 5000-584417-3160-792200-603050

**BACKGROUND/EXPLANATION:**

The gift cards will be distributed to primary and secondary victims of crime to purchase bare essentials such as food, clothing, hygiene and household products.

The Youth Services and Advocacy Project is implemented in targeted schools and communities in Baltimore City. Victim services are designed to address emergency and fundamental needs, while victims and survivors receive trauma informed care through peer support and mental health related services.

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

**MINUTES**

Health Department - cont'd

**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 for distribution to clients that participate in program activities.

## MINUTES

Mayor's Office of Human Services (MOHS) - Head Start Amendments  
to Agreements

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

1. **DAYSPRING PROGRAMS, INC.** **\$ 27,260.00**

Account: 4000-486318-1772-515600-603051

On June 7, 2017, the Board approved an advance of funds in the amount of \$804,394.00 for the Dayspring Programs in order to provide Head Start services to 584 eligible children in Baltimore City for 6 hours a day, 5 days per week for 170 days. On August 9, 2017, the Board approved the Agreement for the remaining funds in the amount of \$4,021,969.00. On November 1, 2017, the Board approved Amendment No. 1 in the amount of \$38,646.00 for a mandatory 1% federal Cost-of-Living Adjustment for all staff, making the award amount \$4,865,009.00.

This Amendment No. 2 will increase the amount of the award by \$27,260.00, making the total award amount \$4,892,269.00. The additional funding supports the required improvements to the Head Start facility in order to address health and safety issues as a result of an award by the United States Department of Health and Human Services. All other terms and conditions of the original Agreement unchanged.

2. **UNION BAPTIST CHURCH-SCHOOL, INC.** **\$222,000.00**

Account: 4000-486318-1772-516000-603051

On June 7, 2017, the Board approved an advance of funds in the amount of \$242,230.00 for the Union Baptist Church-School in order to provide Head Start services to 175 eligible children in Baltimore City for 6 hours a day, 5 days per week for 170 days. On August 9, 2017, the Board approved the Agreement for the remaining funds in the amount of \$1,211,148.00.

**MINUTES**

MOHS - cont'd

On November 8, 2017, the Board approved Amendment No. 1 in the amount of \$11,276.00 for a mandatory 1% federal Cost-of-Living Adjustment for all staff, making the award amount \$1,464,654.00.

This Amendment No. 2 will increase the amount of the award by \$222,000.00, making the total award amount \$1,686,654.00. The additional funding supports the required improvements to the Head Start facility in order to address health and safety issues as a result of an award by the United States Department of Health and Human Services. All other terms and conditions of the original agreement unchanged.

**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 Head Start Amendments to Agreements.

**MINUTES**

Mayor's Office of Human Services - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with St. Vincent de Paul of Baltimore, Inc. The period of the Agreement is September 15, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$92,435.00 - 1001-000000-3572-772800-603051

**BACKGROUND/EXPLANATION:**

Under the terms of this Agreement, St. Vincent de Paul of Baltimore, Inc. will use the funds to provide meal service to homeless individuals residing at the Pinderhughes emergency shelter and the Bridge Housing Project.

The Agreement is late because of delays in budget negotiations with the Provider.

**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 Agreement with St. Vincent de Paul of Baltimore, Inc.

**MINUTES**

Department of Transportation - Developer's Agreement No. 1555

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1555 with 2521, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$16,384.00

**BACKGROUND/EXPLANATION:**

2521, LLC would like to install new water service to its proposed new building located at 2521 North Charles Street. This agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$16,384.00 has been issued to 2521, 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 the Developer's Agreement No. 1555 with 2521, LLC, Developer.

**MINUTES**

Department of Transportation - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Cedonia Community Association, Inc. The period of the MOU is effective upon Board approval for five years with an option to renew for an additional five years.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The MOU establishes the framework for the owner to maintain the community sign and landscaped areas surrounding the community sign within the right-of-way for the Cedonia Community Association, Inc. at the east side of Cedonia Avenue adjacent to Block 0672J, Lot 001, Ward 26, Section 440, all at its sole cost and subsequently for the owner to perform ongoing maintenance of all aspects of the project during the term of the memorandum of understanding.

**MBE/WBE PARTICIPATION:**

This is not a competitive procurement. The Developer is paying for all costs.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Cedonia Community Association, Inc.



**MINUTES**

Department of Transportation - FY 2018 Ridesharing/Commuter Assistance Program Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the FY 2018 Ridesharing/Commuter Program Grant Agreement with the Maryland Department of Transportation for Fiscal Year 2018. The period of the grant is July 1, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$81,538.00 - 5000-518318-2303-248800-600000

**BACKGROUND/EXPLANATION:**

This grant agreement provides for the continued operation of the Ridesharing/Commuter Assistance Program to promote the use of alternatives to the single occupant vehicle including mass transit, carpools, and vanpools in Baltimore City.

The grant agreement is late due to obtaining approval from an external agency.

**MBE/WBE/DBE PARTICIPATION:**

This grant agreement establishes the framework for roles and responsibilities for the subject project. The future procurement as a result of the outlined funding above will be considered for minority participation.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the FY 2018 Ridesharing/Commuter Program Grant Agreement with the Maryland Department of Transportation for Fiscal Year 2018.

**MINUTES**

Department of Transportation - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with the Maryland Department of Transportation. The period of the Grant Agreement is effective upon Board approval and will terminate when all payments of the grant have been made or on June 1, 2019, whichever occurs sooner.

**AMOUNT OF MONEY AND SOURCE:**

\$91,350.00 - 9950-904181-9527-000000-490358 - State Revenue

**BACKGROUND/EXPLANATION:**

The Maryland Bikeways Program was established and approved by the General Assembly to provide State transportation funding to support and expedite projects that improve bicycle transportation in the State.

The Maryland Department of Transportation has granted \$91,350.00 to the Department of Transportation for the Covington Street Bicycle Boulevard, including installation of bicycle lanes and pavement markings, signage, and improved crossings on Covington Street between Key Highway and East Fort Avenue, Maryland. The project will enhance bicyclist safety and access for both residents and visitors and connect to schools, parks and tourist attractions and residential neighborhoods.

The project's scope of work will include, but is not limited to installation of bicycle lane pavement markings, flex posts, bicycle friendly storm drain grates, and pavement treatments implementing a Bicycle Boulevard on Covington Street between Key Highway and East Fort Avenue, fabrication and installation of bicycle signage on Covington Street between Key Highway and East Fort Avenue, preparation of quarterly status reports and final reports as requested by the Department and monitoring and supervising the compliance of all provisions of this agreement.

**MINUTES**

DOT - cont'd

**MBE/WBE/DBE PARTICIPATION:**

This Grant Agreement establishes the framework for roles and responsibilities for the subject project. Future procurement as a result of the outlined funding above will be considered for minority participation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the Maryland Department of Transportation.

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

The Board is requested to approve the following applications for a Minor Privilege Permits. 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.	1522 Eastern Avenue	District 46 Enterprises, Inc.	Single face electric sign 2' x 10'
	\$ 318.00 - Flat charge		
2.	2121 Eastern Avenue	Adrian Sushko	Awning w/signage 15.5' x 3'
	\$ 210.90 - Flat charge		
3.	402 E. Patapsco Avenue	Hannah Kagan	One awning 20' x 2'
	\$ 210.90 - Flat charge		
4.	417 E. Patapsco Avenue	Patricia Wills	One awning 8' x 2'4"
	\$ 210.90 - Flat charge		
5.	419 E. Patapsco Avenue	Teresita Alvarez Topacio	One awning 8' 53/8" x 3' 97/8"
	\$ 210.90 Flat charge		
6.	911 W. 36 <sup>th</sup> Street	911-913 West 36 <sup>th</sup> Street, LLC	Outdoor seating 20' x 4'
	\$ 337.50 - Annual charge		

## MINUTES

Department of Transportation - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
7.	1100 S. Charles Street	1100 Charles, LLC	24 Oriel windows five 2 <sup>nd</sup> floor, six 3 <sup>rd</sup> floor, seven 4 <sup>th</sup> floor, six 5 <sup>th</sup> floor, one canopy 225 sq. sf.
	\$18,900.20 Annual charge		
8.	120 W. North Avenue	North Avenue Arts, LLC	Double face electric sign 4.75' x 4.75'
	\$ 358.74 Flat charge		
9.	9 East Mount Royal Avenue	9 East Mount Royal, LLC	One canopy 335 sq. ft., two planters 117.5 sq. ft. each
	\$2,183.50 Annual charge		
10.	2040 Harford Road	Yusang Chung	One awning 43' x 4'
	\$1,083.60 Flat charge		
11.	3120 Erdman Avenue	Baltimore Medical System, Inc.	Single face electric sign 37.72 sq. ft.
	\$ 396.06 Flat charge		
12.	2220 Reisterstown Road	Tatvamasi, LLC	Egress stairway 20' x 3'
	\$ 234.40 Annual charge		

**MINUTES**

Department of Transportation - cont'd

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

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

**MINUTES**

Department of Transportation (DOT) - Fiscal Year 2018 Operating Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Fiscal Year 2018 Operating Grant Agreement with the Maryland Department of Transportation and the Maryland Transit Administration (MTA). The period of the Fiscal Year 2018 Operating Grant Agreement is July 1, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000,000.00 - 5000-580818-2303-248700-405001

**BACKGROUND/EXPLANATION:**

The Department of Transportation is a recipient of a Federal Transit Act Grant to fund operating expenses associated with the provisions of transportation services for the Charm City Circulator (Large Urban Operating, Circulator).

The purpose of this Fiscal Year 2018 Operating Grant Agreement is to provide for the undertaking of a public transportation service with financial assistance under the MTA's public transportation program. The assistance provided by this Grant consists of a combination of federal, state, and local funds.

This Fiscal Year 2018 Operating Grant Agreement is late because additional time was required to obtain approval from an external agency.

**APPROVED FOR FUNDS BY FINANCE****MBE/WBE/DBE PARTICIPATION:**

This Operating Grant Agreement establishes the framework for roles and responsibilities for the subject project. Future procurement.

**MINUTES**

DOT - cont'd

As a result, the outlined funding above will be considered for minority participation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fiscal Year 2018 Operating Grant Agreement with the Maryland Department of Transportation and the Maryland Transit Administration.



**MINUTES**

Department of Transportation - Refund of Excess Proceeds  
from an Auction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment, by Expenditure Authorization, of the refund of excess proceeds from a City vehicle auction to the registered owner, Sanja Marie Carter.

**AMOUNT OF MONEY AND SOURCE:**

\$8,153.00 - 1001-000000-1950-505215-401774

**BACKGROUND/EXPLANATION:**

The refund represents the proceeds beyond the expenses of receiving, storing, and disposing of the vehicle in question at auction. The refund is in accordance with AM-303-1 and Article 31, Section 97 of the Baltimore City Code.

The registered owner and/or lienholder was properly notified that the vehicle was at the Towing Section, and the vehicle remained unclaimed. Therefore, the vehicle was sold at auction and the owner has requested the refund of the excess proceeds from the auction.

**MBE/WBE PARTICIPATION:**

N/A

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

UPON MOTION duly made and seconded, the Board approved payment, by Expenditure Authorization, of the refund of excess proceeds from the City vehicle auction to the registered owner, Sanja Marie Carter.

**MINUTES**

Department of Transportation - Amendment No. 3 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with Sabra Wang & Associates, Inc. for Project No. 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consultant Services. The Amendment No. 3 extends the period of the Agreement will extend through December 10, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$500,000.00 - increase in upset limit

**BACKGROUND/EXPLANATION:**

On June 11, 2014, the Board approved the original agreement in the amount of \$1,000,000.00 with Sabra Wang & Associates, Inc., to assist the Traffic Division with various activities such as ITS, traffic engineering services, field surveys, design for traffic signals, detector engineering services, detectors, closed circuit television traffic monitoring, variable message signs, and field condition inspection.

On May 18, 2016 the Board approved Amendment No. 1 to allow for an increase in the upset limit by \$300,000.00 to fully complete extra work.

On January 25, 2017 the Board approved Amendment No. 2 to allow for a six month time extension and an increase to the upset limit by \$100,000.00 to fully complete extra work.

This amendment will allow for an increase to the upset limit by \$500,000.00 and a one-year time extension to continue the ongoing various phases of design work and maintain the schedule assigned tasks.

**MINUTES**

Department of Transportation - cont'd

This approval will result in a total upset limit of \$1,900,000.00.

**DBE PARTICIPATION:**

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

**DBE: 25%**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 3 to Agreement with Sabra Wang & Associates, Inc. for Project No. 1183, Traffic Signals & ITS and Traffic Engineering On-Call Consultant Services.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Century Engineering, Inc. under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. This amendment will extend the period of the agreement through March 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On April 1, 2015, the Board approved the original three year Agreement in the amount of \$3,000,000.00 with Century Engineering, Inc., which provided for engineering design services that would include reconstruction, resurfacing, streetscapes, developing roadway alignment, Americans with Disabilities Act (ADA) pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments, National Environmental Policy Act (NEPA) clearance and other engineering related tasks with the project.

This amendment will allow for a one year time extension extending the period through March 31, 2019 this will allow for the continued design services for various projects.

**MINUTES**

Department of Transportation - cont'd

**DBE PARTICIPATION:**

Century Engineering, Inc. The Consultant will comply with Title 49 Code of Federal Regulations Part 26 and the DBE goal established in the original agreement.

**DBE: 25%**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement with Century Engineering, Inc. under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with STV Incorporated under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. This amendment will extend the period of the agreement through December 23, 2018.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On December 24, 2014, the Board approved the original three year Agreement in the amount of \$3,000,000.00 with STV Incorporated, which provided for engineering design services that would include reconstruction, resurfacing, streetscapes, developing roadway alignment, Americans with Disabilities Act (ADA) pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments, National Environmental Policy Act (NEPA) clearance and other engineering related tasks with the project.

This amendment will allow for a one year time extension extending the period through December 23, 2018 this will allow for the continued design services for various projects.

**DBE PARTICIPATION:**

STV Incorporated, will comply with Title 49 Code of Federal

**MINUTES**

Department of Transportation - cont'd

Regulations Part 26 and the DBE goals established in the original agreement.

**DBE: 25%**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement with STV Incorporated under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects.

**MINUTES**

Baltimore Development Corporation - Lease Agreement

**ACTION REQUESTED BY B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with the Department of Human Resources (Tenant), for the rental space of the premises located at 7 East Redwood Street, containing 38,071 square feet of space on the 14<sup>th</sup> floor, 7,670 rental space on the 15<sup>th</sup>, 16<sup>th</sup>, and 17 floors, 234 square feet of rental space in the Main Lobby area, and 7,157 square feet of rental space on the 20<sup>th</sup> floor. The period of the Lease Agreement is May 1, 2018 through April 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

Annual

\$647,171.44 - 1001-000000-1601-172500-603013

The rent will escalate at three percent annually thereafter.

**BACKGROUND/EXPLANATION:**

The Department of Human Resources, a City agency, will use the premises for administrative office and for no other purpose.

The Tenant will comply with all Federal, State and Local Laws, Ordinances and Regulations, including but not limited to the Americans With Disabilities Act, applicable to the Premises, to the Tenant's use of the Premises or to any common areas of the Property, and Tenant will make any changes or improvements to the Premises.

**APPROVED FOR FUNDS BY FINANCE****MBE/WBE PARTICIPATION:**

N/A



**MINUTES**

Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Department of Human Resources, for the rental space of the premises located at 7 East Redwood Street, containing 38,071 square feet of space on the 14th floor, 7,670 rental space on the 15th, 16th, and 17 floors, 234 square feet of rental space in the Main Lobby area, and 7,157 square feet of rental space on the 20th floor.

**MINUTES**

Baltimore City Fire Department (BCFD) - General Release of Claims and Indemnification

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the General Release of Claims and Indemnification with HealthCare Access Maryland, Inc. (HCAM). The period of the General Release of Claims and Indemnification is July 1, 2017 to December 31, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$93,600.00 - 1001-000000-6100-618500-603026

**BACKGROUND/EXPLANATION:**

The ratification is for the wrap-up and payment of satisfactorily rendered case management services for the Baltimore City Operation Care pilot project that have extended beyond the original contract, approved June 21, 2017 for the term of July 1, 2016 to June 30, 2017 in the amount of \$186,121.00.

The HCAM continued to perform past the original contract period and has been provided notice by the BCFD that the services will end December 31, 2017. This general release of claims and indemnification agreement is intended to address the wrap-up of the professional service delivery by HCAM for Baltimore City Operation Care during the period from July 1, 2017 to December 31, 2017.

The agreement is late because the review and approval delayed processing.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

BCFD - cont'd

UPON MOTION duly made and seconded, the Board ratified the General Release of Claims and Indemnification with HealthCare Access Maryland, Inc.

**MINUTES**

Fire Department - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Agreement with the University of Maryland Emergency Medicine Associates, P.A.

**AMOUNT OF MONEY AND SOURCE:**

\$28,800.00

**BACKGROUND/EXPLANATION:**

On July 12, 2017, the Board approved the original agreement in the amount of \$173,200.00 for the period from July 1, 2017 through June 30, 2018.

This Amendment will increase funding by \$28,800.00 making the new total for FY'18 \$202,000.00. The Amendment will also increase the number of physicians serving as Deputy Medical Director from one to two by replacing Jerrilyn Jones, M.D. with Jennifer Guyther, M.D., and adding David Marcozzi, M.D. as Deputy Medical Directors of EMS in addition to the services of Wade Gaasch, M.D., as Medical Director previously included in the original agreement. In these roles, the physicians will provide medical oversight of BCFD EMS patient care and emergency medical dispatch in accordance with requirements in the Code of Maryland Regulations (COMAR) 30.03.03.03 and the contract scope of services.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Fire Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement with the University of Maryland Emergency Medicine Associates, P.A.

**MINUTES**

Office of the City Council - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to solicit donations for a Baltimore Corps Associate for the First District City Council office. The period of the campaign will be effective upon Board approval through October 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community and the general population. A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

Baltimore Corps' mission is to enlist talent to advance social impact in Baltimore and to build a movement for equity. Baltimore Corps' Fellowship Program effectively develops, connects, and retains talented professionals in the social impact sector in Baltimore City. Mr. Cohen's office provides a strategic and diverse platform for these talented individuals to work directly with local leaders in addressing the challenges and fostering valuable relationships. This funding will explicitly fund a Baltimore Corps Associate for the First District City Council office.

## MINUTES

Office of the City Council - cont'd

Since being elected in 2016, Mr. Cohen has partnered with Baltimore Corps to effectively confront critical issues impacting our city. Our current Baltimore Corps Fellow coordinates Baltimore Rising, a civic engagement and democracy building initiative. This past summer, Baltimore Rising convened a cohort of 17 Leaders with 14 Leaders completing the full course. These Leaders have been actively organizing in their communities to register new voters, host community gatherings, and volunteer at civic events. We have additionally brought together a coalition of 25 progressive organizations to formally commit capacity to advocate for automatic voter registration and/or Election Day registration. Our Baltimore Corps Fellow continues to lead on this tremendous work.

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

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to solicit donations for a Baltimore Corps Associate for the First District City Council office. The President **ABSTAINED**.

**MINUTES**

Office of the City Council - Rescission and Approval of  
Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to rescind the previous approval of November 8, 2017 for this Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City.

The Board is requested to endorse a Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to provide recommendations, when asked, to local individuals, businesses, civic leaders, the foundation community, and the general public to financially support the Southeast Community Development Corporation, the Baltimore Stars Project, Baltimore Corps, the Creative Alliance, The Intersection, Banner Neighborhoods, Safe Streets, Healthcare for the Homeless, and Casa De Maryland. The period of the campaign will be effective upon Board approval through December 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The previous Governmental/Charitable Solicitation Application was declined by the Board of Ethics. The Board of Ethics recommended the omission of certain language and the addition of clarifying language.

Potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.



## MINUTES

Office of the City Council - cont'd

Mr. Cohen's office seeks to offer recommendations, when asked, to the following nonprofits organizations to be supported financially by local individuals, businesses, civic leaders, and the foundation community:

- the Southeast Community Development Corporation offers homeownership counseling, bolstering neighborhood development & environmental sustainability,
- the Baltimore Stars Project is an emerging program promoting youth development, college readiness and career skills,
- Baltimore Corps builds the capacity of Baltimore's most promising leaders to accelerate social innovation,
- the Creative Alliance is an arts & cultural center in Highlandtown. The Creative Alliance cultivates emerging talent through its "Artist in Residence Program," facilitates arts and education programs and curates cultural events,
- The Intersection equips young people with civic leadership skills to become leaders in their communities,
- Banner Neighborhoods engages with residents, businesses and other stakeholders to support strong neighborhood development throughout Southeast Baltimore. Banner neighborhoods also facilitates several youth programs focused at increasing academic outcomes, and experiential learning opportunities,
- Safe Streets, an anti-violence initiative, employs ex-offenders to mediate conflict. Safe Streets' programming has reduced violence by 27% in the 4 areas they are active in,

**MINUTES**Office of the City Council - cont'd

- Healthcare for the Homeless has been a long-standing direct service provider for people experiencing homelessness throughout Baltimore. It provides and links people with healthcare services and housing assistance, and
- Casa De Maryland advocates on behalf of the Latin community throughout Maryland. It also provide legal services, English language classes and serve as a community support.

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board rescinded the previous approval of November 8, 2017 for this Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City. The Board further endorsed the Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to provide recommendations, when asked, to local individuals,

**MINUTES**

Office of the City Council - cont'd

businesses, civic leaders, the foundation community, and the general public to financially support the Southeast Community Development Corporation, the Baltimore Stars Project, Baltimore Corps, the Creative Alliance, The Intersection, Banner Neighborhoods, Safe Streets, Healthcare for the Homeless, and Casa De Maryland. The President **ABSTAINED**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Subscription Agreement for its investment in EnCap Flatrock Midstream Fund IV, L.P., managed by EnCap Flatrock Midstream Fund IV GP, LLC, a Texas liability company jointly controlled by EnCap Investments, L.P. and Flatrock Energy Advisors, LLC (Flatrock) and managed day-to-day by Flatrock.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000,000.00 - Initial investment of F&P Funds

No General Fund monies are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The F&P Board of Trustees conducted a search for a real assets investment manager and, as a result of that search, selected EnCap Flatrock Midstream Fund IV GP, LLC to initially receive \$20,000,000.00 to be invested in its EnCap Flatrock Midstream Fund IV, L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subscription Agreement for its investment in EnCap Flatrock Midstream Fund IV, L.P., managed by EnCap Flatrock Midstream Fund IV GP, LLC, a Texas liability company jointly controlled by EnCap Investments, L.P. and Flatrock Energy Advisors, LLC (Flatrock) and managed day-to-day by Flatrock. The Comptroller **ABSTAINED**.

**MINUTES**

Police Department - Project Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Project Grant Award Agreement with the Maryland Department of Transportation (MDOT), Maryland Highway Safety Office (MHSO). The period of the Project Grant Award Agreement is November 8, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - 4000-404918-2042-198100-600000

**BACKGROUND/EXPLANATION:**

The Project Grant Award Agreement is for the "Safe Walking" Project No. LE-Baltimore City PD-2018-032. Under the terms of the grant award from the MDOT/MHSO, the funding will allow the Department to conduct pedestrian and bicycle traffic enforcement initiatives throughout the City.

The Department will also utilize the funding to educate the public about the danger points associated with violating traffic laws through literature distributions at checkpoints.

The Project Grant Award Agreement is late because it was recently received from the Grantor.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Project Grant Award Agreement with the Maryland Department of Transportation, Maryland Highway Safety Office.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorized execution of the Agreement with Rummel, Klepper & Kahl, LLP under SC 945R, Engineering Services for Inspection & Analysis of Baltimore City Wastewater Collection System.

**AMOUNT OF MONEY AND SOURCE:**

\$ 814,500.00 (Wastewater Revenue Bonds)  
185,500.00 (County Grants)  
**\$1,000,000.00** - 9956-908655-9551-900020-703032

**BACKGROUND/EXPLANATION:**

This project will support review of available information including existing City Geographic Information Systems (GIS) data, perform spatial and attribute queries to identify and extract the utilities to be inspected, preparation of maps for field crews, field reconnaissance of manhole, Quality Assurance (QA)/Quality Control (QC) of reconnaissance survey data, preparation of maps for inspection of manholes and sewer lines, conducting sewer and manhole inspections as necessary, preparation of contract documents including plans, maps, specification, cost estimates, permit applications, right of entry agreements, right of way documents, and community outreach documents in addition to bid phase services and project management.

**MBE/WBE PARTICIPATION:**

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

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

**MINUTES**

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

<b>MBE:</b> DM Enterprises of Baltimore, Inc.	\$170,000.00	17%
Tech International Corporation	<u>100,000.09</u>	<u>10</u>
	<b>\$270,000.09</b>	<b>27%</b>
 <b>WBE:</b> Chesapeake Environmental Management, Inc.	 <b>\$100,000.03</b>	 <b>10%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 895,950.00	9956-909612-9549	
Wastewater	Constr. Res. Sewer	
Revenue Bonds	System Rehab-Main	
	Outfall	
204,050.00	" "	
(County)		
<u>\$1,100,000.00</u>		
\$1,000,000.00	-----	9956-908655-9551-3
		(Design)
<u>100,000.00</u>	-----	9956-908655-9551-9
		(Administration)
<b>\$1,100,000.00</b>		

The funds are needed to cover the cost of SC 945, Inspection Analysis of Wastewater System in the Herring Run, High Level and Dundalk Sewersheds.



**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Rummel, Klepper & Kahl, LLP under SC 945R, Engineering Services for Inspection & Analysis of Baltimore City Wastewater Collection System. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1351, Urgent Need Water Infrastructure Rehabilitation.

**AMOUNT OF MONEY AND SOURCE:**

\$160,415.50 - 9960-905747-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of November 1, 2017, Spiniello Companies has completed 97% of all work on Water Contract No. 1351, Urgent Need Water Infrastructure Rehabilitation. The Contractor has requested a Partial Release of Retainage in the amount of \$160,415.50. The City holds \$229,165.00 in retainage for the referenced project. The remaining \$68,749.50 is sufficient to protect the interests of the City.

**MWBOO APPROVED THE RELEASE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for the Partial Release of Retainage to Spiniello Companies for Water Contract No. 1351, Urgent Need Water Infrastructure Rehabilitation.

**MINUTES**

Department of Public Works/Office - Expenditure of Funds  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay DSM Properties, LLC, under Solid Waste Contract (SWC) No. 13310R, Cell 6 Leachate Conveyance System Improvements at Quarantine Landfill.

**AMOUNT OF MONEY AND SOURCE:**

\$46,675.22 - 9948-920100-9517-900200-702064

**BACKGROUND/EXPLANATION:**

This EWO is outside of the original scope of work and was requested by the agency.

On July 16, 2014, the Board approved SWC No. 13310R to DSM Properties, LLC for the amount of \$1,479,162.00. The Notice to Proceed (official start of work) was September 22, 2014 and the construction completion date was January 15, 2015.

The Office of Engineering and Construction is requesting that additional funds be added to this contract to pay for additional work that has already been performed by the Contractor. Due to the unforeseen conditions during the initial construction, the Contractor was requested to perform additional work which included: excavation and replacement of unsuitable material from the landfill in order to create a stable soil compaction area for the placement of the new "Mega Ditch and Smart Ditch" drainage system; removal of additional muck from the two storm water basins and removal of additional existing concrete segments at three different locations which were impeding the construction of the new non-potable water line; removal of additional muck from the two storm water basins, Basin A and Basin B which was created by additional run-off of rain and greater than average seasonal

**MINUTES**

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

rainfall; and purchasing of data gathering equipment, which was used to provide backup information on data showing the new 6" HDPE fusion process's integrity at the fused joints. The cost has been reviewed and found to be reasonable.

The purpose of this contract was to install 3,500 LF of dual 6' HDPE leachate force main and 4,200 LF of 6" HDPE water line, electrical improvements to an existing control panel, installation of one chemical storage building, 8,300 sq. of 12" thick asphalt millings roadway, 120 sq. of full depth paving and sediment removal from two on site storm water management basins.

This request is late because of an inadvertent oversight while performing project closeout.

**MBE/WBE PARTICIPATION:**

The MBE goals of 14.1% and the WBE goals of 3.0% were assigned to the original agreement. The Vendor fulfilled 3.7% the MBE goals and 3.07% of the WBE goals. The MBE goal was not met because the subcontractor put DSM Properties, LLC on notice that they could not finish the job and the Prime could not find a replacement without jeopardizing the schedule for project completion. Therefore, the Prime had to finish the work.

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay DSM Properties, LLC, under Solid Waste Contract No. 13310R, Cell 6 Leachate Conveyance System Improvements at Quarantine Landfill.

**MINUTES**

Department of Public Works - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement for Mr. Andrew Hofert for the month of September 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$50.00 - 2071-000000-5521-632401-603020

**BACKGROUND/EXPLANATION:**

Mr. Hofert submitted his Application for Operator in Training (Temporary) Certificate on September 18, 2017.

Mr. Hofert is entitled to reimbursement for his application. His paper work was not submitted to this office in a timely manner as he was waiting to receive his Temporary D1 License from the State of Maryland.

Mr. Hofert's expense statement is being submitted to the Board for approval because it had exceeded the 40 work day period allowed for reimbursement submittals to Accounts Payable per AM-240-11. Mr. Hofert has now been made aware of the proper procedures for submitting reimbursements and other eligible activities.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the Employee Expense Statement for Mr. Andrew Hofert for the month of September 2017.



## MINUTES

DHCD - cont'd

3. **JULIE COMMUNITY CENTER, INC.** **\$ 43,000.00**

Accounts: 2089-208918-5930-435526-603051	\$ 9,943.04
2089-208918-5930-435530-603051	\$ 13,463.85
2089-208918-5930-435534-603051	\$ 10,194.90
2089-208918-5930-435539-603051	\$ 9,398.21

The organization will provide a variety of public services to low and moderate-income persons that reside in Southeast Baltimore. Services will include direct services and/or referrals to emergency social services, health services, youth services, and adult education/GED classes.

RATIFICATION OF AGREEMENT

4. **PARKS & PEOPLE FOUNDATION, INC.** **\$ 22,000.00**

Account: 2089-208918-5930-427838-603051

The purpose of the CDBG Agreement was to provide funding to subsidize the transportation costs of the SuperKids Camp 2017.

SuperKids Camp 2017 served predominately low-income, rising 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> grade students by offering a six-week reading enrichment program. The program was designed to help students enrolled in the Baltimore City Public School System improve or maintain their reading skills during the summer months. The period of the CDBG Agreement was July 1, 2017 through August 4, 2017.

On June 28, 2017, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2017 Annual Action Plan for the following formula programs:

**MINUTES**

DHCD - cont'd

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2017 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, these agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements with the Service Providers and the Ratification of Agreement. The Mayor **ABSTAINED** on item no. 4.



**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 1126 N. Stricker Street by gift from Mohamed Abdelrahman Ali and Zahara H. Mohamed, Owners, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owners agree 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 Owners are donating the subject vacant dwelling at 1126 N. Stricker Street to the City as a contribution to the Sandtown Winchester Project. The property is in an area scheduled for redevelopment, and accepting the donation will save acquisition expense and time.

Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code (2000 Edition) and subject to the prior approval of the Board, the Department may acquire, for and on behalf of the City, by gift any single-family or multiple family dwelling unit or other structure or lot within the City, for development and redevelopment.

The Commissioner of Housing has made the required determination with regard to this property. This property will be redeveloped. 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 December 3, 2017, other than water bills, which must be paid as part of the transaction, are as follows:

## MINUTES

DHCD - cont'd1126 N. Stricker Street

Real Property Taxes	Tax Year 2017/2018	\$	72.18
Real Property Taxes	Tax Year 2016/2017		88.74
Real Property Taxes	Tax Year 2015/2016		105.30
Real Property Taxes	Tax Year 2014/2015		173.20
Real Property Taxes	Tax Year 2013/2015		138.42
Real Property Taxes	Tax Year 2012/2013		156.19
Real Property Taxes	Tax Year 2011/2012		224.13
Real Property Taxes	Tax Year 2010/2011		40.00
	<b>Total:</b>	<b>\$</b>	<b>998.16</b>

Tax Sale	Tax Sale Dated 2015	<b>\$</b>	<b>6,019.25</b>
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Miscellaneous Bill	#6345011 W U10591	\$	255.74
Miscellaneous Bill	#6619290 W U12740		219.83
Miscellaneous Bill	#6654248 W U13097		328.63
Miscellaneous Bill	#6767586 W U14258		313.83
Miscellaneous Bill	#6951107 W U15417		172.18
Miscellaneous Bill	#7109689 W U17039		277.97
Miscellaneous Bill	#7327083 W U18126		256.52
Miscellaneous Bill	#7501927 W U19809		318.84
Miscellaneous Bill	#7638059 W U20507		222.23
Miscellaneous Bill	#7726466 W U21392		250.12
Miscellaneous Bill	#6345011 W U10591		252.53
Miscellaneous Bill	#6619290 W U12740		216.63
Miscellaneous Bill	#6654248 W U13097		325.43
Miscellaneous Bill	#6767586 W U14258		310.65
Miscellaneous Bill	#6951107 W U15417		170.32

## MINUTES

DHCD - cont'd

Miscellaneous Bill	#7109689 W U17039	274.76
Miscellaneous Bill	#7327083 W U18126	253.38
Miscellaneous Bill	#7501927 W U19809	314.51
Miscellaneous Bill	#7638059 W U20507	218.99
Miscellaneous Bill	#7726466 W U21392	250.12
Miscellaneous Bill	#7956600 W U23028	368.11
Miscellaneous Bill	#8091456 W U24427	256.75
Miscellaneous Bill	#8133498 W U24848	275.67
Miscellaneous Bill	#8203390 W U25334	242.49
Miscellaneous Bill	#8314106 W U26392	164.80

**Total: \$ 6,511.03**

Environnemental Citation	52523941	\$ 1,500.00
Environnemental Citation	54596176	\$ 300.00
Property Registration		\$ 1,583.40

**Total Outstanding Liens: \$16,911.84**

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1126 N. Stricker Street by gift from Mohamed Abdelrahman Ali and Zahara H. Mohamed, Owners, **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 1012 N. Stricker Street, Block 0062, Lot 007 by gift from Ms. Pamela Bunn, 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. Bunn, has offered to donate to the City, title to the property at 1012 N. Stricker 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 November 17, 2017, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale Cert. #305099	10/21/2015	\$ 2,457.62
Real Property Tax	2017-2018	345.76
Real Property Tax	2016-2017	423.76
Real Property Tax	2015/2016	Incl. in TS
Real Property Tax	2014/2015	Incl. in TS
Miscellaneous Bill	7345515	Incl. in TS
Miscellaneous Bill	7456254	Incl. in TS
Miscellaneous Bill	7589856	Incl. in TS
Miscellaneous Bill	7590235	Incl. in TS
Miscellaneous Bill	7681851	Incl. in TS
Miscellaneous Bill	7766215	Incl. in TS
Miscellaneous Bill	7767973	Incl. in TS
Miscellaneous Bill	7990351	160.18
Miscellaneous Bill	8054686	286.59
Miscellaneous Bill	8234866	18,959.93
Property Registration	423774	<u>Incl. in TS</u>
<b>Total Taxes Owed:</b>		<b>\$22,633.84</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1012 N. Stricker Street, Block 0062, Lot 007 by gift from Ms. Pamela Bunn, 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 1703 N. Montford Avenue, Block 1464, Lot 077 by gift from Mr. Raymond Waters, 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. Waters, has offered to donate to the City, title to the property at 1703 N. Montford 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 November 2, 2017, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Real Property Tax	2017-2018	\$ 81.74
Real Property Tax	2016-2017	90.12
Real Property Tax	2015-2016	106.68
Real Property Tax	2014-2015	Incl. in TS
Real Property Tax	2013-2014	Incl. in TS
Tax Sale 300122	5/18/2015	\$ 1,118.73
Miscellaneous	7386899	Incl. in TS
Miscellaneous	7498991	Incl. in TS
Miscellaneous	8080517	278.02
Miscellaneous	8135089	146.95
Miscellaneous	8242018	253.75
Miscellaneous	8342420	162.40
Environmental Citation	53725933	Incl. in TS
Environmental Citation	54619226	1,500.00
Property Registration	059878	<u>301.60</u>
<b>Total Taxes Owed:</b>		<b>\$4,039.99</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1703 N. Montford Avenue, Block 1464, Lot 077 by gift from Mr. Raymond Waters, 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 355 S. Bentalou Street, Block 0271, Lot 077 by gift from Mr. Andrew Zeisberg, 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. Zeisberg, has offered to donate to the City, title to the property at 355 S. Bentalou 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 November 16, 2017, other than water bills which must be paid as part of the transaction is as follows:



## MINUTES

DHCD - cont'd

Tax Sale Cert. #306310	Date: 05/16/16	\$ 8,966.01
Real Property Tax	2017-2018	73.56
Real Property Tax	2016-2017	90.12
Real Property Tax	2015-2016	Incl. in TS
Real Property Tax	2014-2015	Incl. in TS
Real Property Tax	2013-2014	Incl. in TS
Miscellaneous Bill	6165872	Incl. in TS
Miscellaneous Bill	6763262	Incl. in TS
Miscellaneous Bill	6869721	Incl. in TS
Miscellaneous Bill	6880124	Incl. in TS
Miscellaneous Bill	7018088	Incl. in TS
Miscellaneous Bill	7067853	Incl. in TS
Miscellaneous Bill	7328081	Incl. in TS
Miscellaneous Bill	7388556	Incl. in TS
Miscellaneous Bill	7575277	Incl. in TS
Miscellaneous Bill	7635428	Incl. in TS
Miscellaneous Bill	7635428	Incl. in TS
Miscellaneous Bill	7799919	Incl. in TS
Miscellaneous Bill	7950389	Incl. in TS
Miscellaneous Bill	8117624	277.91
Miscellaneous Bill	8265951	99.79
Miscellaneous Bill	52752532	Incl. in TS
Property Registration	204365	<u>Incl. in TS</u>
<b>Total Taxes Owed</b>		<b>\$ 9,507.39</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 355 S. Bentalou Street, Block 0271, Lot 077 by gift from Mr. Andrew Zeisberg, 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 2622 McElderry Street, Block 1642, Lot 012 by gift from Teia Greenhill and Nicole Lenora Davis, Owners, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owners agree 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.

Teia Greenhill and Nicole Lenora Davis, has offered to donate to the City, title to the property at 2622 McElderry 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 November 02, 2017, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale Cert. #299707	Date: 05/18/15	\$10,206.04
Real Property Tax	2017-2018	253.42
Real Property Tax	2016-2017	605.13
Real Property Tax	2015-2016	719.13
Real Property Tax	2014-2015	Incl. in 2015 TS
Real Property Tax	2013-2014	Incl. in 2015 TS
Real Property Tax	2012-2013	Incl. in 2015 TS
Real Property Tax	2011-2012	Incl. in 2015 TS
Miscellaneous Bill	6148175	Incl. in 2015 TS
Miscellaneous Bill	6197560	Incl. in 2015 TS
Miscellaneous Bill	6473847	Incl. in 2015 TS
Miscellaneous Bill	6804090	Incl. in 2015 TS
Miscellaneous Bill	7156342	Incl. in 2015 TS
Miscellaneous Bill	7507254	99.11
Miscellaneous Bill	7824576	114.07
Miscellaneous Bill	7932056	32,531.40
Environmental Fine	52985538	Incl. in 2015 TS
Registration	029521	<u>344.00</u>
	<b>Total Taxes Owed</b>	<b>\$44,872.30</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 2622 McElderry Street, Block 1642, Lot 012 by gift from Teia Greenhill and Nicole Lenora Davis, Owners, **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 333 S. Smallwood Street, Block 0272, Lot 036 by gift from Bank of America, N.A. 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.

Bank of America, N.A., has offered to donate to the City, title to the property at 333 S. Smallwood 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 November 21, 2017, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Real Property Tax	2017-2018	\$ 0.00
	<b>Total Taxes Owed</b>	<b>\$ 0.00</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 333 S. Smallwood Street, Block 0272, Lot 036 by gift from Bank of America, N.A. Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills

**MINUTES**

Department of Housing and - Intergovernmental Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Intergovernmental Agreement for Land Disposition with the Housing Authority of Baltimore City (HABC) for the sale of the City-owned property located at 417 E. 23<sup>rd</sup> Street.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00

**BACKGROUND/EXPLANATION:**

The HABC is in the process of redeveloping its inventory of scattered site public housing units in the Barclay Neighborhood. In order to enhance the revitalization of the neighborhood, the Department and the HABC have identified properties owned by the Mayor and City Council for inclusion in the Barclay Redevelopment Project. The HABC issued a Request for Qualifications (RFQ) in 2005 seeking qualified development teams to manage the redevelopment of the Barclay Neighborhood and selected Telesis Baltimore Corp. (Developer) as the development team for this project. Upon selection, Telesis worked with the community, the HABC, the Department, and the Department of Planning to create a neighborhood revitalization plan. The project will include a mix of rehabilitated row homes and new construction, as well as a mix of affordable and market rate rental and homeownership units.

The authority to sell this property is within Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code and the Barclay Urban Renewal Plan.

**MINUTES**

Department of Housing and - cont'd  
Community Development

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

N/A - Pursuant to Baltimore City's Appraisal policy, "unimproved real property with an assessed value of \$2,500.00 or less will not require an appraisal." This property is assessed for \$1,000.00.

The property is to be conveyed from the Mayor and City Council of Baltimore to the Housing Authority of Baltimore City for below the assessed value to allow for the redevelopment of the Barclay Neighborhood. This sale will provide the following benefits:

- this development will eliminate neighborhood blight caused by a City-owned vacant lot, and
- return the property to the tax rolls with its eventual sale to Telesis.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement for Land Disposition with the Housing Authority of Baltimore City for the sale of the City-owned property located at 417 E. 23rd Street.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Mr. Justin Carpio, Developer, for the sale of the City-owned properties located at 914 and 918 W. Franklin Street.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,000.00 - 914 W. Franklin Street  
5,000.00 - 918 W. Franklin Street  
**\$10,000.00**

**BACKGROUND/EXPLANATION:**

The project will involve the complete rehabilitation of the two vacant buildings as single family homes, which will be sold to homeowners at market rate. The properties are located in the Harlem Park neighborhood.

The authority to sell the properties, is given under Baltimore City Code, Article 13, § 2-7(h) of the Baltimore City Code.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 914 and 918 W. Franklin Street is \$6,500.00 each for the total price of \$13,000.00. The purchase price is \$5,000.00 for each property for the total price of \$10,000.00.



**MINUTES**

Department of Housing and - cont'd  
Community Development

The properties are being sold to Mr. Justin Carpio below the price determined by the Waiver Valuation Process because of the following reasons:

- the sale and the rehabilitation will help to promote a specific benefit to the immediate community,
- the sale and rehabilitation will continue the elimination of blight
- facilitate owner-occupied home ownership, and
- create jobs during reconstruction and will return properties to the tax rolls.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Mr. Justin Carpio, Developer, for the sale of the City-owned properties located at 914 and 918 W. Franklin Street.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Mr. Nathan Gorham, Developer, for the sale of the City-owned properties located at 1703 and 1709 Edmondson Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$1,500.00 - 1703 Edmondson Avenue  
1,500.00 - 1709 Edmondson Avenue  
**\$3,000.00**

**BACKGROUND/EXPLANATION:**

The project will consist of two vacant buildings located at 1703 and 1709 Edmondson Avenue, to be rehabbed and once rehabbed will be rented out.

The City will dispose of the properties by virtue of Article II, Section 15 of the City Charter (2010 Edition) and Article 28, Subtitle 8 of the City Code (2010 Edition).

The properties were journalized and approved for sale on July 6, 1960.

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

The properties were valued pursuant to the Waiver Valuation Process of Baltimore City Appraisal Policy. The Waiver Valuation price for 1703 and 1709 Edmondson Avenue is \$4,000.00 each for the total price of \$8,000.00. The purchase price is \$1,500.00 for each property for the total price of \$3,000.00.

The properties are being sold to Mr. Gorham below the price determined by the Waiver Valuation Process because of the following reasons:

**MINUTES**

Department of Housing and - cont'd  
Community Development

- the sale and the rehabilitation will help to promote a specific benefit to the immediate community,
- the sale and rehabilitation will continue the elimination of blight, and
- will return properties to the tax rolls.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Mr. Nathan Gorham, Developer, for the sale of the City-owned properties located at 1703 and 1709 Edmondson Avenue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with 2812 Strathmore Ave, LLC d/b/a Brick by Brick Solutions, Developer, for the sale of the City-owned property located at 1402 Druid Hill Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$266.66

**BACKGROUND/EXPLANATION:**

2812 Strathmore Ave LLC, doing business as Brick by Brick Solutions, will purchase the vacant building known as 1402 Druid Hill Avenue from the City of Baltimore for rehabilitation and market rate sale. The provisions of Article 13, §2-7(h) (2) (ii) (C) of the Baltimore City Code authorize the City to sell these properties.

The purchase price and improvements to the site will be financed with private funds and CORE funds from the State of Maryland.

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

In accordance with the City's appraisal policy, a waiver valuation determined the price of this vacant building to be \$4,500.00.

The project is receiving CORE financing from the State of Maryland, which requires the City to sell the properties at the nominal value of \$266.66 each. The difference between the price and waiver value, is the City's contribution to the project.

**MINUTES**

Department of Housing and - cont'd  
Community Development

This vacant building will be sold for less than the waiver value, because the poor condition requires extensive and immediate remediation, the rehabilitation will be a specific benefit to the community, eliminate blight, and return a vacant building to the tax rolls.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with 2812 Strathmore Ave, LLC d/b/a Brick by Brick Solutions, Developer, for the sale of the City-owned property located at 1402 Druid Hill Avenue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Row Homes, LLC, Developer, for the sale of the City-owned property located at 1020 N. Patterson Park Avenue (Block 1570, Lot 034).

**AMOUNT OF MONEY AND SOURCE:**

\$2,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title, and interest in 1020 N. Patterson Park Avenue for \$2,000.00 which will be paid to the City at the time of settlement.

The project will involve the rehabilitation of the existing building into a single family home for re-sale.

The authority to sell the property located at 1020 N. Patterson Park Avenue is given under the Middle East Urban Renewal Plan, approved by the Mayor and City Council of Baltimore by Ordinance No. 79-1202, originally approved on November 30, 1979 and last amended by Ordinance No. 14-0384, approved on October 1, 2014.

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

Pursuant to the Appraisal Policy of Baltimore City, the Waiver Valuation Process determined that the property located at 1020 N. Patterson Park Avenue was valued at \$3,000.00. The property is being sold for \$2,000.00.

**MINUTES**

DHCD - cont'd

The property will be sold below the Waiver Valuation Price for the following reasons:

- the sale will be a specific benefit to the community,
- the sale will add to the elimination of blight on the block,
- the sale will create jobs during reconstruction, and
- the sale will return of the property to the City's tax rolls.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Row Homes, LLC, Developer, for the sale of the City-owned property located at 1020 N. Patterson Park Avenue (Block 1570, Lot 034).

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Row Homes, LLC, Developer, for the sale of the City-owned property located at 1105 N. Collington Avenue (Block 1533, Lot 068).

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title, and interest in 1105 N. Collington Avenue for \$1,000.00 which will be paid to the City at the time of settlement.

The project will involve the rehabilitation of the existing building into a single family home for re-sale.

The authority to sell the property located at 1105 N. Collington Avenue is given under Baltimore City Code, Article 13, §2-7(h).

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

Pursuant to the Appraisal Policy of Baltimore City, the Waiver Valuation Process determined that the property located at 1105 N. Collington Avenue was valued at \$2,800.00. The property is being sold for \$1,000.00.



**MINUTES**

DHCD - cont'd

The property will be sold below the Waiver Valuation Price for the following reasons:

- the sale will be a specific benefit to the block and the community,
- the sale will complete the elimination of blight of an entire block,
- the sale will create jobs during reconstruction, and
- the sale will return of the property to the City's tax rolls.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Row Homes, LLC, Developer, for the sale of the City-owned property located at 1105 N. Collington Avenue (Block 1533, Lot 068).

**MINUTES**

Department of Housing and                    - Grant Agreement  
Community Development (DHCD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Agreement with Park Heights Renaissance, Inc. The term of the Agreement is effective upon Board approval through July 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$ 482,732.40 - Racetrack Impact Funds  
           579,314.55 - Slot Revenue  
\$1,062,046.95 - 9910-903152-9588

**BACKGROUND/EXPLANATION:**

The Park Heights Renaissance, Inc. (PHR) is a nonprofit organization established in 2007 to implement the Park Heights Master Plan. The PHR provides a variety of community services in addition to undertaking development initiatives that reflect the Master Plan's recommendations.

The City has provided funds to support the PHR's operations since it was established, using a variety of funding sources. In Fiscal Year 2018, the PHR has a total of \$1,141,458.58 available to support its programs and operations. This includes the following sources:

- \$340,000.00 - in FY18 Slots Revenue to support a community clean-up program, educational programming including Community Schools and HIPPY, Safe Streets and predevelopment efforts,
- \$500,000.00 - in former Racetrack Impact Funds to support PHR's core personnel and operations,

**MINUTES**

DHCD - cont'd

- \$265,458.58 - in unspent Fiscal Year 2017 Slots Revenue to support future positions, community association support and communications, supplement community clean up initiatives and support development efforts, and
- \$36,000.00 - from other HCD resources to support future positions.

The PHR has requested that \$1,062,046.95 be approved through this Grant Agreement and the balance of funds through future amendments.

**MBE/WBE PARTICIPATION:**

The Grantee has signed a Commitment to Comply with the Minority and Women's Business Enterprise Program, Article 5 Subtitle 28 of the Baltimore City Code.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 482,732.40	9910-903963-9587 Racetrack Funds	
328,000.00	9910-903963-9587 Pimlico Local Impact Aid - VLT	
<u>251,314.55</u>	9910-904122-9588	
<b>\$1,062,046.95</b>	Pimlico Local Impact Aid - VLT	
\$ 482,732.40	-----	9910-903152-9588 PHR - FY 2018 Racetrack Impact Funds
<u>579,314.55</u>	-----	9910-903152-9588
<b>\$1,062,046.95</b>		PHR - FY 2018 Pimlico Local Impact Aid - VLT

This transfer will provide appropriations to support Park Heights Renaissance's programs and operations for fiscal year 2018. Parts of these appropriations are from a carry-forward from fiscal year 2017.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with Park Heights Renaissance, Inc. The Transfer of Funds was approved SUBJECT to

**MINUTES**

DHCD - cont'd

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 as required by 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 Procurement

1. <u>DIGICON CORPORATION</u>	<u>\$ 37,454.40</u>	<u>Renewal</u>
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Contract No. 06000 - YouthWorks System Software Enhancements and Hosting Agreement - Mayor's Office of Employment Development - P.O. No. P527034

On August 13, 2014, the Board approved the initial award in the amount of \$41,214.10. The award contained five 2-year renewal options. Subsequent actions have been approved. This second renewal is necessary to provide continuity of software system hosting and training required to process applicants for the YouthWorks program. This second renewal is for the period December 1, 2017 through November 30, 2019, with three 2-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

2. <u>VEHICLE MAINTENANCE PROGRAM, INC.</u>	<u>\$ 20,000.00</u>	<u>Renewal</u>
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Contract No. B50004428 - Truck Chains & Links for Fire Department - Fire Department - P.O. P534005

On December 24, 2015, the Board approved the initial award in the amount of \$26,700.00. 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 \$20,000.00 is for the period December 23, 2017 through December 22, 2018.

**MBE/WBE PARTICIPATION:**

Not applicable. Initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |              |         |
|--|--------------|---------|
| 3. CLEAN FUELS ASSOCIATES,<br>INC.   | \$100,000.00 | Renewal |
| Contract No. B50003617 - Fuel System Testing and Inspection of Fuel Facilities - Department of General Services - P.O. No. P529175 |              |         |

On October 15, 2014, the Board approved the initial award in the amount of \$260,000.00. This sole renewal in the amount of \$100,000.00 is for the period December 1, 2017 through November 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 1, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

- |  |              |         |
|--|--------------|---------|
| 4. FIRST POTOMAC ENVIRONMENTAL<br>CORPORATION, INC.<br>TITO CONTRACTING, INC.  | \$500,000.00 | Renewal |
| Contract No. B50003698 - Interior/Exterior Painting of Facilities - Department of Recreation and Parks - P.O. Nos. P529762 and P529763 |              |         |

On December 17, 2014, the Board approved the initial award in the amount of \$500,000.00. The award contained three 1-year renewal options. On December 21, 2016, the Board approved the first renewal in the amount of \$200,000.00. This second renewal in the amount of \$500,000.00 is for the period December 17, 2017 through December 16, 2018, with one 1-year renewal option 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 Procurement

**MBE/WBE PARTICIPATION:**

On August 27, 2014, MWBOO set goals of 15% MBE and 5% WBE. On November 6, 2017, MWBOO found First Potomac Environmental Corporation in compliance. On November 7, 2017, MWBOO found Tito Contractors, Inc. in non-compliance. The vendor has agreed to meet the goals, therefore, the Board is requested to allow the vendor to come in compliance within 10 days.

First Potomac Environmental, Inc.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> UK Construction & Management, LLC	15%	\$8,098.77	15%
<b>WBE:</b> Superior Painting & Contracting, Co., Inc.	5%	\$2,699.59	5%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Tito Contractors, Inc.

<b>MBE:</b> Housing Evaluation Plus, Inc.	15%	\$ 0.00	0%
<b>WBE:</b> Innovative Building Solutions, Inc.	1.25%	\$ 0.00	0%

**MWBOO FOUND VENDOR IN NON COMPLIANCE.**

- STORMWATER MAINTENANCE, LLC Ratification and Renewal  

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



MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement

On October 14, 2016, the Board approved the initial award in the amount of \$441,844.62. The award contained two renewal options. On August 10, 2016, the Board approved the first renewal in the amount \$0.00. Due to an oversight, timely approval of the final one-year renewal option was missed. The period of the ratification is October 14, 2017 through January 10, 2018. The period of the renewal is January 11, 2018 through October 13, 2018, with on renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 27% MBE and 10% WBE. Stormwater Maintenance, LLC was found in compliance on October 10, 2017.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> A. Halcon Contractors, Inc.	32.25%	\$ 0.00	0%
<b>WBE:</b> Stormwater Maintenance, LLC	32.28%	\$30,841.13	37.1%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Vendor has shown good faith efforts. Per contracting agency, the MBE was not used because of changes in the requirements which eliminated the services to be performed by the MBE.

- 6. ABACUS CORPORATION \$225,000.00 Increase

Contract No. B50004963 - Unarmed Uniformed Security Guard Services - Citywide - P.O. No. P539839

On June 21, 2017, the Board approved the initial award in the amount of \$4,000,000.00. The award contained five 1-year renewal options. On August 29, 2017, the City Purchasing Agent approved an increase in the amount of \$50,000.00. This second

## 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 Procurement

increase is necessary to allow continued use in protecting City facilities. Most purchase order releases are per location for an entire fiscal year. This increase is to add the Paquin School location. This increase will make the award amount \$4,275,000.00. The contract expires June 20, 2018, with five 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 20, 2017, MWBOO set goals of 11% MBE and 2% WBE. On December 8, 2017, Abacus Corporation was found in compliance.

**MWBOO GRANTED A WAIVER FROM THE WBE GOAL.**

7. P. FLANIGAN & SONS,  
INCORPORATED \$2,000,000.00 Increase  
 Contract No. B50004177 - Paving Materials - Hot and Cold Patch  
 - Departments of Transportation and Public Works - P.O. No.  
 P532590

On August 26, 2015, the Board approved the initial award in the amount of \$6,756,750.00. Due to increased usage of the materials to pave City roads and increase is necessary. This increase will make the award amount \$8,756,750.00. The contract expires on August 25, 2018. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 3, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from the manufacturer.

**MWBOO GRANTED A WAIVER.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

8. HD SUPPLY WATERWORKS, LIMITED PARTNERSHIP FERGUSON ENTERPRISES, INC.	\$150,000.00	Increase
Contract No. B50004153 - Waterworks Repair Parts - Department of Public Works - P.O. No. P532496		

On August 26, 2015, the Board approved the initial award in the amount of \$300,000.00. On September 13, 2017, the Board approved an increase in the amount of \$75,000.00. Due to increased occurrences of broken water main pipes an increase in the amount of \$150,000.00 is necessary. This increase will provide funding through the remaining term of the contract. This increase will make the award amount \$525,000.00. The contract expires August 31, 2018. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On June 11, 2015, it was determined that no goals would be set because of no opportunity to segment the contract. This contract covers the purchase of commodities only.

**MWBOO GRANTED A WAIVER.**

9. KEYSTONE UNIFORM CAP	\$ 34,486.85	Low Bid
Solicitation No. B50005226 - 8 Point Hats - Baltimore City Police Department - Req. No. R775317		

Vendors were solicited by posting on CitiBuy. On December 11, 2017, the three bids received were opened. Award is recommended to the lowest, responsive, and responsible bidder. The period of the award is January 8, 2018 through January 7, 2019, with two 1-year renewal options.

## 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 Procurement

**MBE/WBE PARTICIPATION:**

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

## 10. SIRCHIE ACQUISITION

COMPANY, LLC	\$ 86,038.65	Low Bid
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Solicitation No. B50005179 - Forensic Supplies for Mobile Crime Lab - Police Department - Req. No. R763075

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace and in local newspapers. On December 6, 2017 the four bids received were opened. Award is recommended to the lowest responsive, responsible bidder. The period of the award is January 16, 2018 through January 15, 2019, with three 1-year renewal options.

**MBE/WBE PARTICIPATION:**

On August 30, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. Two MBE vendors were identified and notified by email and through CitiBuy.

**MWBOO GRANTED A WAIVER.**

## 11. ATLANTIC EMERGENCY

SOLUTIONS	\$2,025,041.00	Cooperative Contract
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Houston-Galveston Area Council Contract Number FS12-17 - Pierce Rear Mount Aerial Ladder Truck and Enforcer Squad Suppression Unit - Department of General Services, Fleet Management - Req. Nos. R780417 and R780422

On enforcer squad suppression unit and one enforcer rear mount aerial ladder truck will be purchased from a competitively

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

bid, cooperative inter-local contract agreement between the Baltimore Regional Cooperative Purchasing Committee and Houston-Galveston Area Council. These trucks will replace older equipment in the City's fleet, as part of Fleet Management's planned replacement program. The contract expires on November 30, 2019.

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 goods, equipment, and/or service is recommended.

**MBE/WBE PARTICIPATION:**

On May 15, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

12. CORRELLI INCORPORATED  
 FLEETPRIDE, INC.  
 WASTE EQUIPMENT SALES AND  
 SERVICE, LLC  
 THC ENTERPRISES, INC. t/a  
 MID-ATLANTIC WASTE SYSTEMS

\$900,000.00	Extension
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Contract No. B50002613 - Aftermarket Parts and Service for Heavy Duty Trucks and Equipment - Department of General Services - Fleet Management - P.O. Nos. P522357, P522358, P522359 and P522360

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement

On December 5, 2012, the Board approved the initial award in the amount of \$2,500,000.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to continue repair services while a new solicitation B50005269 is awarded. The extension is for the period February 1, 2018 through June 30, 2018. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 18, 2012, it was determined that no goals would be set because of no opportunity to segment the contract. Repairs are to be performed and warranted by authorized dealers.

**MWBOO GRANTED A WAIVER.**

13. VONAGE BUSINESS NETWORKS

INC. f/k/a iCORE NETWORKS, INC.	\$100,000.00	Extension
Contract No. B50002762 - Hosted VoIP System for State's Attorney's Office - State's Attorney's Office - P.O. P522477		

On January 23, 2013, the Board approved the initial award in the amount of \$324,383.88. The award contained two renewal options. Both renewals have been exercised. An extension is necessary to allow time for MOIT and the MTE to establish and provide the City's VoIP telephone system at the State's Attorney Office. The extension is for the period January 13, 2018 through January 12, 2019. 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 Procurement

**MBE/WBE PARTICIPATION:**

On November 14, 2012, MWBOO set goals of 5% MBE and 0% WBE. Vonage Business Networks Inc. f/k/a iCore Networks, Inc. was found in non-compliance on November 29, 2017. Vendor is only able to utilize a subcontractor for the initial implementation phase and is expected to request a waiver of goals for the final year.

	<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> Bith Technologies, Inc.	5.00%	\$ 0.00

**WBE:** N/A

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

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions.

**MINUTES**

Department of Finance - Host City Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Host City Agreement between the Fédération Internationale de Football Association ("FIFA") and the United States Soccer Federation, Inc. ("Member Association") and the Mayor and City Council of Baltimore ("City") and the State of Maryland ("State"). If Baltimore is selected in 2020 as a Host City, this Agreement takes effect and its provisions will bind the City/State.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The 2026 FIFA World Cup is an international event where 48 national teams will compete in soccer tournaments against one another at venues selected by FIFA and the Member Association. Two official bids to host the event were submitted to FIFA: a joint bid by Canada, Mexico, and the United States, and a bid by Morocco.

As part of the joint bid of Canada, Mexico, and the United States, Baltimore offered to host one or more events. As part of the bidding process, FIFA requires this Host City Agreement (an adherence contract from FIFA) to now be executed by the City/State for hosting and staging the competition in 2026. Its execution represents an irrevocable offer to FIFA and the Member Association (which is our national FIFA member) to be appointed as a Host City under the conditions and terms set out in this Agreement and in subsequent agreements and amendments. The Agreement will be concluded and come into full legal effect for the parties when FIFA and the Member Association accept the City's/State's offer with a countersigned version of the Host City Agreement, expected to occur in 2020.



**MINUTES**

Department of Finance - cont'd

The execution of the Host City Agreement also binds (without further signature) the City/State to the requirements contained in the document entitled "2026 FWC Hosting Requirements." These Requirements for the events are more detailed in nature than those specified in the Host City Agreement.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Host City Agreement between the Fédération Internationale de Football Association and the United States Soccer Federation, Inc. and the Mayor and City Council of Baltimore and the State of Maryland. The President voted **NO**.

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:

115 - 117

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

1. B50005151, Salt Eastern Salt \$5,300,000.00  
for Snow Removal Company, Inc.

(Dept. of Transportation)

**MWBOO SET GOALS OF 10% FOR MBE AND 6% FOR WBE.**

<b>MBE:</b> CBY Enterprises, Inc.	5%
Kelley's Trucking	3%
2Fyne Enterprises, LLC	2%
<b>Total</b>	<b>10%</b>

<b>WBE:</b> JM Dorsey, Inc.	2%
Fallsway Construction Co., LLC	4%
<b>Total</b>	<b>6%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

2. B50005008, Transpor- Higher Ground \$ 142,485.16  
tation Services Transportation  
for Infants and Todd- Services, Inc.  
lers Program

(Health Department)

**MWBOO GRANTED A WAIVER.**

3. B50005200, Stream- Safety League \$ 41,148.00  
Light Stinger LED HL Inc., d/b/a  
Flashlights, Model Atlantic Tactical  
#75430

(Police Department)

MINUTES

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation

4. TR 18001, Reconstruc- Thomas Construc- \$ 795,250.00  
 tion of Footways tion Group, LLC  
 Citywide

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

**MBE:** Brooks Contracting, \$294,242.50 36.99%  
 Inc.

**WBE:** Franqui Enterprises, \$ 95,430.00 12%  
 LLC

**MWBOO FOUND VENDOR IN COMPLIANCE.**

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$211,860.00	9950-904100-9504	
GF (HUR)	Constr. Res.	
	Footways Paving	
289,200.00	" "	
Others		
71,640.00	9950-909200-9504	
GF (HUR)	Constr. Res.	
	Alleys	
381,600.00	9950-903300-9504	
State Constr.	Constr. Res.	
Rev.	Tree Roots/Footways	
<b><u>\$954,300.00</u></b>		

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>
\$795,250.00	-----	9950-902468-9504-6 Structural & Improv.
119,287.50	-----	9950-902468-9504-5 Inspection
<u>39,762.50</u>	-----	9950-902468-9504-2 Contingencies
<b><u>\$954,300.00</u></b>		Reconstruction of Foot- ways Citywide

This transfer will fund the costs associated with the award of Project No. TR 18001, Reconstruction of Footways Citywide, to Thomas Construction Group, LLC.

**MINUTES**

Office of the Mayor - FY'18 First Quarterly Report for  
South Baltimore Gateway Partnership

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the first Quarterly Report of FY 2018 submitted by the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

**ACTION REQUESTED OF B/E:**

N/A

**BACKGROUND/EXPLANATION:**

Following a feasibility study led by the Mayor's Office and the Baltimore Casino Local Development Council (LDC), the Maryland General Assembly and the Mayor and City Council passed legislation in 2016 creating the South Baltimore Gateway Community Impact District later rebranded as the South Baltimore Gateway Partnership (SBGP). Baltimore City Council Bill 16-0694 was the enabling ordinance that established the SBGP.

Under State law, the SBGP must receive 50% of Casino Local Impact Grant (LIG) funds starting in FY'18. The purpose of these funds is to provide enhanced services and community development activities to communities in the South Baltimore Gateway, consistent with South Baltimore Gateway Master Plan. City Council Bill 16-0694 also requires that the Board of Estimates review and approve the SBGP's Bylaws, Strategic Plan and Annual Financial Plan.

In negotiating for the flow of the LIG funds designated for the SBGP from the State to the City to the Authority, the Director of Finance requested and the leadership of the SBGP agreed to submit quarterly updates to the Board of Estimates. The first quarterly update was issued to stakeholders and received by the Mayor's Office on October 27, 2017.

**MINUTES**

Office of the Mayor - cont'd

**MBE/WBE PARTICIPATION:**

No contracting for goods or services is contemplated at this time. It should be noted that, under the enabling ordinance establishing the Authority, the South Baltimore Gateway SBG is subject to the City's MBE/WBE policy.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the first Quarterly Report of FY 2018 submitted by the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

**MINUTES****TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
Johnathan Ricker	Child Homicide Investigations San Diego, CA Jan. 27 - 30, 2018 (Reg. Fee \$405.86)	Asset Forfeiture Fund	\$1,516.59

The registration costs of \$405.86 and transportation costs of \$304.96 were prepaid using a City-issued procurement card assigned to Tribuhvan Thacker. Therefore, the disbursement to Mr. Ricker is \$805.77.

The Board, UPON MOTION duly made and seconded, approved the Travel Request.



**MINUTES**

Mayor's Office - Non-Construction Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement with Mr. Davon Fleming. The period of the Non-Construction Consultant Agreement is January 3, 2018 through January 3, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$65,000.00 - 1001-000000-1250-775200-603026

**BACKGROUND/EXPLANATION:**

As a Consultant to the Mayor, Mr. Fleming will develop the operation of a program for City youth that focuses on the performing arts and community enrichment. Mr. Fleming will be paid at a rate of \$45.00 per hour, not to exceed a total amount of \$65,000.00.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Non-Construction Consultant Agreement with Mr. Davon Fleming.

**MINUTES**

Mayor's Office - Non-Construction Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Non-Construction Consultant Agreement with The Tucker Group LLC. The period of the Non-Construction Consultant Agreement is January 1, 2018 for three months, with the option to renew for one additional three-month period.

**AMOUNT OF MONEY AND SOURCE:**

\$36,000.00 - Fees  
4,000.00 - Expenses and costs  
**\$40,000.00** - 1001-000000-1250-775200-603026  
(not-to-exceed)

**BACKGROUND/EXPLANATION:**

As a Consultant to the Mayor, The Tucker Group LLC will provide for strategic consultation and tactical services for communications and the media. The Tucker Group LLC will be paid up to \$36,000.00 for fees at a rate of \$240.00 per hour, and up to \$4,000.00 in expenses not to exceed a total amount of \$40,000.00.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Non-Construction Consultant Agreement with The Tucker Group LLC.

## MINUTES

Department of Law - TRANSFER OF LIFE-TO-DATE  
SICK LEAVE

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

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

<u>Donors</u>	<u>Days</u>
Mark Dewire	1
Asenath Brown	5
Wendy Dabney	3
Carolyn DuBose	5
Veronda Evans	1
Gary Gilkey	3
Janet Henderson	2
Adam Levine	3
Shirl Randall	2
Michael Redmond	2
Michael Schrock	1
Cheryl Simpson Parker	1
Harold Weisbaum	<u>1</u>
<b>Total:</b>	<b>30</b>

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

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

## MINUTES

Department of Law - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Shawnte N. Wright.

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

1. Department of Public Works/Office of Engineering and Construction - SC 948, Brooklyn Wastewater Pumping Station Rehabilitation and Thioguard Chemical Feed Facility at Baltimore Street  
**BIDS TO BE RECV'D: 02/28/2018**  
**BIDS TO BE OPENED: 02/28/2018**
  
2. Department of Public Works/Department of Recreation & Parks - RP 14810, Clifton Tennis Courts & Parking Improvements  
**BIDS TO BE RECV'D: 02/14/2018**  
**BIDS TO BE OPENED: 02/14/2018**
  
3. Department of Transportation - TR 113310, Geometric Safety Improvements Phase II  
**BIDS TO BE RECV'D: 02/28/2018**  
**BIDS TO BE OPENED: 02/28/2018**

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

**MINUTES**

President: There being no more business before this Board, we will recess until 12 noon. Thank you. That's bid opening."

\* \* \* \* \*

**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 agencies had issued addenda extending the dates for receipt and opening of bids.

Department of General Services - GS 16816, Mitchell Courthouse  
Elevator Upgrade  
**BIDS TO BE RECV'D: 02/14/2018**  
**BIDS TO BE OPENED: 02/14/2018**

Bureau of Purchases - B50005154, Invitation for Bid  
for Citywide Violation Towing  
Section  
**BIDS TO BE RECV'D: 02/14/2018**  
**BIDS TO BE OPENED: 02/14/2018**

## MINUTES

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

Department of Public Works - SC 964, Improvements to the Sanitary Sewers in the North West Area of Baltimore City

Pleasants Construction, Inc.  
 Spiniello Companies  
 IPR Northeast  
 SAK Construction  
 AM-Liner East, Inc.  
 Metra Industries

Department of Public Works - SC 968, Urgent Needs: Improvements to Baltimore City Sanitary Sewers in Various Locations - Part B

Spinello Companies  
 IPR Northeast  
 Midas Utilities, LLC  
 Metra Industries  
 Civil Construction, LLC  
 Anchor Construction Corp.

Bureau of Purchases - B50005160, OEM Parts, Service and Warranty Repairs for International Heavy Trucks

Beltway International, LLC



## MINUTES

Bureau of Purchases

- B50005166, Emergency Medical  
Supplies

Care Management Consulting, LLC  
1<sup>ST</sup> Needs Medical  
EverReady First Aid  
Physio-Control, Inc.  
Southeastern Emergency Equipment  
Bound Tree Medical, LLC  
Midwest Medical Supply Company, LLC  
Nashville Medical & EMS Products, Inc.  
Teleflex Medical Incorporated  
Henry Schein EMS  
QuadMed  
Moore Medical Administration  
Hawkeye Medical, LLC  
Medline Industries, Inc.

**MINUTES****ACKNOWLEDGEMENT**

President: "I would like to remind everyone that this upcoming Monday, January 15<sup>th</sup>, is Dr. Martin Luther King Jr. Day. To honor the legacy of Dr. Martin Luther King Jr., Mayor Catherine E. Pugh will host an inaugural Dr. Martin Luther King Jr. Day, day of service. Dr. Martin Luther King Jr. was a public servant who devoted his life to the advancement of civil rights and equality. Building on this momentum, Baltimore begins a new tradition to honor this commitment and to encourage community-based organizations to organize and submit service projects that welcomes volunteers of all ages. Join Mayor Pugh's call to action and find a volunteer opportunity in your neighborhood. I would also like to encourage everyone to attend the 18<sup>th</sup> annual Dr. Martin Luther King Jr. parade. The parade commemorates the life of civil rights leader and icon Dr. Martin Luther King Jr. and begins on Monday at noon. More than 70 groups will participate. For it -- for more information, please visit [MLKDAY.dotbaltimorecitydot.gov](http://MLKDAY.dotbaltimorecitydot.gov). Thank you. Madam Mayor?"

## MINUTES

Mayor: "Let me just say thank you everyone for, um submitting so far, projects for our Day of Service and we also will announce this morning our ah -- honoree for the Martin Luther King Day parade. So, we encourage you to -- the NAACP is also having an open house that day, which gives everybody an opportunity to also volunteer with the NAACP. Thank you."

President: "Thank you. Any remarks? Okay. Yeah, um -- I forgot to recognize Vice President Middleton, who has joined us. You went in the corner. I didn't see you. Okay."

Mayor: "It was approved."

President: "Thank you for being here."

Mayor: "Thank you."

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 17, 2017.

  
JOAN M. PRATT  
Secretary