

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
Dana P. Moore, Deputy City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The March 7, 2018 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and the efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from our office dated March 5, 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: "I so move, Mr. President."

Comptroller: "Second."

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

| | |
|--------------------------------------|-----------------|
| A-Connection, Inc. | \$ 1,120,000.00 |
| Autumn Contracting, Inc. | \$ 8,000,000.00 |
| Cynergy Electric Company, Inc. | \$ 8,000,000.00 |
| Priceless Industries, Inc. | \$ 8,000,000.00 |
| The American Asphalt Paving Co., LLC | \$ 8,000,000.00 |
| W.F. Wilson & Sons, 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:

| | |
|--|--------------------------|
| Buchart-Horn, Inc. | Engineer Architect |
| Crabtree, Rohrbaugh & Associates, Architects | Architect |
| Dhillon Engineering, Inc. | Architect Engineering |

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

| | |
|--|--|
| George William Stephens, Jr. & Assoc., Inc. | Landscape Architect Engineer Land Survey |
| GWWO, Inc./Architects | Architect |
| MA Engineering Consultants, Inc. | Property Line Survey |
| SP Arch, Inc. | Landscape Architect Architect |

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

MINUTES

Department of Communication Services - Amendment No. 2 to the
Consulting Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Consulting Agreement (Amendment) with The Battles Group, L.L.C. The amendment will extend the period of the original agreement through March 25, 2019. The Board is also requested to authorize payment through Expenditure Authorization.

AMOUNT OF MONEY AND SOURCE:

\$99,750.00 - 2039-000000-1330-158400-603018

BACKGROUND/EXPLANATION:

On March 25, 2015, the Board approved the original agreement in the amount of \$204,750.00. The period was for two years or upon completion of all project phases whichever comes latest, but in no case longer than three years.

The Battles Group, L.L.C. will assist the Department, the Municipal Telephone Exchange, the Mayor's Office of Information Technology and the City in providing Telecommunication Consulting Services for upgrading the citywide legacy telephone system to VoIP.

On March 29, 2017, the Board approved the first amendment for one year and increased the amount of by \$99,750.00.

This amendment will extend the period of the original agreement through March 29, 2019 and will increase the amount by \$99,750.00. This amendment is necessary due to delays in project implementation as a result of infrastructure not being ready, pricing negotiations, and shared services.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Communication Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Consulting Agreement with The Battles Group, L.L.C.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to The SG Group, LLC for an amount that is less than the lien amount for the property located at 3647 Cottage Avenue.

AMOUNT OF MONEY AND SOURCE:

| <u>Property Address</u> | <u>Assessed Value</u> | <u>Flat Taxes & Water</u> | <u>Total Liens</u> | <u>Recommended Assignment Amount</u> |
|-------------------------|-----------------------|-------------------------------|--------------------|--------------------------------------|
| 3647 Cottage Avenue | \$3,000.00 | \$2,773.38 | \$9,630.66 | \$3,000.00 |

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 3647 Cottage Avenue (Block 3327F, Lot 094) in May 2017 for \$9,630.66.

The SG Group, LLC has offered to purchase the Tax Sale Certificate for \$3,000.00, file the petition to foreclose, acquire title to the property, and return it to productive use. The assignment amount of \$3,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on this property.

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate to The SG Group, LLC for an amount that is less than the lien amount for the property located at 3647 Cottage Avenue.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the transient rate at the City-owned Arena Garage that is managed by the PABC. The Parking Facility Rate Adjustments are effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

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

| Arena Garage Transient Rate Adjustments | | | |
|---|--------------|---------------|-------------------------|
| Rate to be Adjusted | Current Rate | Proposed Rate | Date of Last Adjustment |
| Up to 4-12-hour rate | \$18.00 | \$19.00 | April 2017 |
| Up to 12-24-hour rate | \$20.00 | \$21.00 | April 2017 |

APPROVED FOR FUNDS BY FINANCE

MINUTES

PABC - cont'd

UPON MOTION duly made and seconded, the Board approved the adjustments to the transient rate at the City-owned Arena Garage that is managed by the PABC.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the transient rate at the City-owned Water Street Garage that is managed by the PABC. The Parking Facility Rate Adjustments are effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

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

| Water Street Garage Transient Rate Adjustments | | | |
|--|--------------|---------------|-------------------------|
| Rate to be Adjusted | Current Rate | Proposed Rate | Date of Last Adjustment |
| Increase evenings and weekends | \$9.00 | \$10.00 | August 2014 |
| Up to 12-24-hour rate | \$19.00 | \$20.00 | June 2017 |

APPROVED FOR FUNDS BY FINANCE

MINUTES

PABC - cont'd

UPON MOTION duly made and seconded, the Board approved the adjustments to the transient rate at the City-owned Water Street Garage that is managed by the PABC.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

817 - 820

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

EXTRA WORK ORDERS

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

Department of Public Works/Office
of Engineering and Construction

- | | | | | |
|--|---|----------------------|---|---|
| 1. EWO #001, \$248,000.00 - SC 918S, Advanced Site Preparation for Headworks Improvements at the Back River Wastewater Treatment Plant | - | Allan Myers MD, Inc. | - | - |
| \$ 9,999,000.00 | - | | - | - |

The Office of Engineering & Construction will direct Allan Myers MD, Inc. to change the sequence of construction and accelerate various work activities to accommodate the construction of SC 918H, Headworks Improvements and Wet Weather Flow Equalization. The base design under SC 918S requires Allan Myers MD, Inc. to perform a single surcharge over the location of the proposed Grit Removal Facility, to be constructed under SC 918H. The soils are currently located on the proposed Influent Pumping Station site, also to be constructed under SC 918H. Before the soils from the Influent Pump Station site can be moved to the proposed Grit Removal Facility area, the existing Baltimore County force mains located in the Grit Removal Facility area must be relocated. For SC 918H-S, the original work sequence (relocate Baltimore County force mains then move soils from the Influent Pump Station to the Grit Removal Facility) would result in a delay to the start of the SC 918H site excavation. The delay expense under SC 918H is estimated to be approximately \$650,000.00/month, and could add upwards of \$7 million to that contract. To avoid the delay impact to SC 918H, the City's Construction Management discussed with Allan Myers MD, Inc. the idea of expediting the surcharge work under SC 918S. Ultimately, the agreement was reached to perform the surcharging in two (2) phases. The first phase will

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> |

DPW/OEC - cont'd

involve removing the existing surcharge soils from the IPS site and performing surcharge of the area east of the existing Baltimore County force mains and involve performing surcharge of the remaining site of the proposed Grit Removal Facility. This two phase sequencing will allow the surcharge efforts to be performed concurrently with the relocation of the existing Baltimore County force mains and, more importantly, allow the SC 918H site excavation to start on time by June 29, 2017.

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 which are MBE: 5.13% and WBE: 0.00%

2. EWO #001, \$ 0.00 - WC 1230R, Prettyboy Reservoir Dam Gatehouse Facility Improvement
-
- | | | | | |
|-----------------|---|--------------------|--------|----|
| \$ 2,479,000.00 | - | The Whiting-Turner | 9 | 90 |
| | | Contracting Co., | months | |
| | | Inc. | | |

The Office of Engineering & Construction is requesting additional time to complete the required bridge repairs at the Prettyboy Dam per the Maryland Department of Environment inspection as required in their Permit. The bridge repairs were not included in the original W.C. 1230R scope of work.

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 which are MBE: 19% and WBE: 1%

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> |

DPW/OEC - cont'd

| | | | | |
|--|--------------|---------------------|----------|----|
| 3. EWO #002, \$0.00 - WC 1295R, Towson Generator and Main Substation | | | | |
| \$ 6,928,385.00 | \$ 19,407.02 | Cianbro Corporation | 194 days | 42 |

Under this contract, the general contractor was required to reach out to the Baltimore Gas Electric (BGE) and coordinate a design and installation of a new service feeder paid by the City. On November 2, 2017, Time Impact Analyze (TIA) were reviewed by the Office of Engineering and Construction Project Controls and agreed on November 9, 2017 by the contractor via email for a total of 194 days non-compensable time extension based on BGE revised completion date of BGE new service feeder installation. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the agency.

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 which are MBE: 28.9% and WBE: 8.1%

Department of Transportation

| | | | | |
|---|---|----------------------------|----------|----|
| 4. EWO #001, \$2,000,000.00 - TR 16019, Conduit System Reconstruction at Various Locations Citywide JOC | | | | |
| \$ 4,766,400.00 | - | Highlander Contracting Co. | 365 days | 66 |

Currently, the Conduit Section has three active conduit system reconstruction projects that will be expiring and/or running out of money in the next few months. In order to provide

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

continuity of conduit repairs while the agency advertises for a contract, this change order is required to respond to BGE's service request for duct line reconstruction and urgent conduit repairs and permit the time to complete a new Capital Improvement Program (CIP) and advertise a new contract. The additional money comprises of increasing quantities to preexisting line items in the contract in the order of field frequency and usage. The Notice to Proceed was issued on September 1, 2016 with a completion date of September 1, 2018. This time extension for 365 days will result in a new completion date of August 31, 2019.

MBE/WBE PARTICIPATION:

The contract contains the following goals: MBE: 27% and WBE: 3%

5. **TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-----------------------|-----------------------|---------------------|
| \$2,200,000.00 | 9962-932007-9563 | 9962-932007-9563-2 |
| Other | Construction Reserve | Contingencies |
| | Conduit Construction | Conduit System |
| | | Reconstruction |

This transfer will fund the costs associated with change order #1 on Project TR 16019, Conduit System Reconstruction with Highlander Contracting Company in the amount of \$2,000,000.00.

MINUTES

Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and related Audit Digest.

1. Mayor's Office of Human Services Biennial Financial Audit Fiscal Years ended June 30, 2016 and 2015.

President: "The first item on the non-routine agenda can be found on page 11. Department of Audits, Audits Report and Related Audit Digest, Mayor's Office of Human Services Biennial Financial Audit, Fiscal Years 2015 and 2016. So, will the parties please come forward? Who's here? Anybody here from Human Service? Good morning."

Acting City Auditor: "Good morning, Honorable Bo-- Board members. Audrey Askew, Deputy City Auditor. This Audit is -- is for the Mayor's Office of Human Services for June 30, 2016 and 2015. They've been issued an unmodified opinion on the financial statements. We would like to just bring a note up that um -- for the period of 2016, 2015 we audit all trans -- any tr -- we can - - we have the ability to audit any transaction that occurred within that period regardless of year of origin of the transaction. If

MINUTES

you turn to the first page, I'm going -- I will highlight a few of the summary items -- that I would like to note for the financial statements, as opposed to presenting you the financial statements. Note that both years ending balance -- for a couple of the HUD programs, had large credit balances. Each of these accounts had an -- balances in excess of \$4,000,000.00. We've noted that MOHS MI -- MA -- HMIS System was in the process of being updated by an outside firm. This prevented drawdown requests -- to HUD. As a result, HUD system prevented and locked MOHS from requesting drawdowns for this entire period. That's what's -- that's what created that \$4 million -- the -- expenditures that showed up during our year of audit. Once the system was developed, that HMIS system, MOHS subsequently allowed -- they were allowed to request draws from HUD. There were approximately 30 to 40 draws from the backlog for this period. Currently, MOHS -- they have received all back payments and subsequently MOHS has implemented a system to request draws as soon as they are due. So, that issue has been corrected or rectified. If you turn to the next page, current year Findings,

MINUTES

Finding one: Revenue and Expenditure Netting. Both Revenue and Expenditure Transactions recorded within the same account. We noted that which caused a netting effect of the transactions. This could cause -- this inc -- this did cause an improper recording of other age -- um -- I'm sorry -- in addition they were -- there were -- um -- improper recording um -- of other agency transactions within MOHS' accounts. Now, we recommend MOHS review the detail within the general ledger to ensure the accuracy of transactions posted to their accounts. Finding Two: Controls over User Access. Audit of the logical access controls over the housing pro software application it administers the homeless services program. We know that three management employees have the authority to provide user access and perform day-to-day activities. This could result in invalid or inappropriate transactions and -- as well as create fictitious employees. We recommend the st -- the assignment of user access controls be performed by a system administrator, who does not have the authority to pro -- process transactions. And

MINUTES

the final Finding is related to the controls over payroll records. Just to note that um -- from the time that agencies enter their transactions into e-time, that's when the electronic process occurs. Before that, it's a manual process. So, currently all agencies are required to implement controls um -- at that time. At that point, when it -- when it entered in to MIHS -- I'm -- I'm sorry, into e-time, that's when the controls from that agency um -- has been lifted. So, we noticed several issues or concerns over the controls over the payroll records and you see them noted here. We recommend training um -- for recording and reporting time for accuracy and completing -- in completeness as well as um -- one of the items we recommend is that any agencies that we render um -- Findings, they have the opportunity to come back to um -- the Department of Audits and we can follow up um -- later on and then -- uh -- another period for record."

Comptroller: "Audrey."

President: "Okay. I'm sorry. Are -- are you uh -- from the Mayor's Office of Human Services?"

Mr. Assad (Amir) Assadi: "Yes, Amir Assadi, Mayor's Office of Human Services."

MINUTES

Acting City Auditor: "I want to say one thing. The original document that -- that you received um -- had Department of General Services on it -- it has been subsequent -- subsequently corrected and it should have been issued um -- as of Monday or Tuesday of this week. I want to let you know the original documents you did have had Department of General Services on it."

Comptroller: "And it -- it should be?"

Acting City Auditor: "And it should be um -- Mayor's Office of Human Services."

Comptroller: "Okay. Thanks."

President: "Okay. Please note that the audit has been **NOTED.**"

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MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

827 - 830

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFERS OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|-----------------------|---------------------|
| <u>Baltimore Development Corporation</u> | | |
| 1. \$867,174.19 | 9910-910063-9600 | 9910-905360-9601 |
| 2 nd Parks & Public | Construction | Lexington Market |
| Facilities | Reserve (Lexington | Improvements |
| Economic | Market) | |
| Development Fund | | |

This transfer will provide funds to Lexington Market, Inc. for reimbursement of construction/architectural designs, construction details, determining structural viability, schematics, site surveys, subsurface exploration, massing studies associated with the renovations and upgrades at Lexington Market.

Department of Recreation and Parks

| | | |
|--------------------------------|------------------|------------------|
| 2. \$ 14,000.00 | 9938-910058-9475 | 9938-911058-9474 |
| 1 st Parks & Public | FY 16 Park/Rec | FY 16 Park/Rec |
| Facilities | Facility Signage | Facility Signage |
| | (Reserve) | (Active) |

This transfer will provide funds to cover the costs associated with design services for Park signage.

Department of Transportation

| | | |
|------------------------|------------------|------------------|
| 3. \$ 15,000.00 | 9950-901069-9512 | 9950-906102-9512 |
| GF (HUR) | Neighborhood | Safe Routes to |
| | Traffic Calming | School-G |

This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18302, "Safe Routes to School-G."

MINUTES

TRANSFERS OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---|---|--|
| <u>Department of Transportation - cont'd</u> | | |
| 4. \$15,000.00 GF (HUR) | 9950-901069-9512 Neighborhood Traffic Calming | 9950-909101-9512 Safe Routes to School-F |
| This transfer will fund the costs of prints and other related costs necessary to advertise project TR 16008, "Safe Routes to School-F." | | |
| 5. \$15,000.00 State Constr. Rev. | 9950-906216-9515 Constr. Reserve - Resurfacing-South- east | 9950-901874-9514 Resurfacing Hwys. SE IV |
| This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18009 "Resurfacing Hwys. SE IV." | | |
| 6. \$15,000.00 State Constr. Rev. | 9950-909215-9515 Constr. Reserve - Resurfacing-South- west | 9950-904873-9514 Resurfacing Hwys SW III |
| This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18008 "Resurfacing Hwys SW III." | | |
| 7. \$15,000.00 State Constr. Rev. | 9950-908214-9515 Constr. Reserve - Resurfacing-North- west | 9950-901872-9514 Resurfacing Hwys NW II |
| This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18007 "Resurfacing Hwys NW II." | | |

MINUTES

TRANSFERS OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|---|---------------------------|
| <u>Department of Transportation - cont'd</u> | | |
| 8. \$ 15,000.00 | 9950-903846-9515 | 9950-902871-9514 |
| State Constr. Rev. | Constr. Reserve - Resurfacing-North- east | Resurfacing Hwys. NE I |

This transfer will fund the costs of prints and other related costs necessary to advertise project TR 18006 "Resurfacing Hwys. NE I."

Department of Planning

| | | |
|---|--|---|
| 9. \$ 90,000.00 | 9904-902152-9129 | 9904-901152-9127 |
| 1 st Comm. and Eco. Dev. Loan | Baltimore City Heritage Area (Reserve) | Baltimore City Heritage Area (Active) |

This transfer will fund the Heritage Area's Small Cap Grant Program that makes small, but strategic capital grants to improve, protect, and restore historic and cultural sites within the Baltimore National Heritage Area. Small Cap Grants require the grantee match funds 1:1 with other investments. To date, the program has leveraged approximately \$13.00 for every \$1.00 of Small Cap funds distributed

Department of General Services

| | | |
|---|--|---|
| 10. \$300,000.00 | 9916-907221-9194 | 9916-907321-9197 |
| 2 nd Parks & Public Facilities Loan | Streetcar Museum Fire Suppression System (Reserve) | Streetcar Museum Fire Suppression System (Active) |

MINUTES**TRANSFERS OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---|-----------------------|---------------------|
| <u>Department of General Services - cont'd</u> | | |
| The Baltimore Streetcar Museum, a City-owned building, needs a new fire suppression system and upgrades to the incoming water service, as well as ancillary improvements to the roof. | | |
| <u>Department of Housing and Community Development</u> | | |
| 11. \$ 40,616.00 | 9914-912018-9585 | 9914-919018-9586 |
| General Fund | Anchor Institution | Anchor Institution |
| Revenue | Initiative | Initiative |
| 300,000.00 | " " | " " |
| 1 st Comm. & Eco. | | |
| Dev. | | |
| <u>\$340,616.00</u> | | |

The purpose of this transfer will move funds to enable the Baltimore City Anchor Plan, an economic and community development strategy focused on specific anchor institutions throughout Baltimore City, to continue those and other anchor-related projects.

MINUTES

Mayor's Office of Human Services - Provider Agreements

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

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$35,000.00**

Account No.: 4000-480018-3572-333629-603051

St. Vincent de Paul of Baltimore, Inc. will use funds to operate the Sarah's Hope emergency shelter for homeless women and families. The funds will cover personnel costs for a Children's Coordinator to provide support services to youth and families residing at the shelter. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late due to a delay in receiving the project budget from St. Vincent de Paul of Baltimore, Inc.

2. **THE SALVATION ARMY, A GEORGIA CORPORATION** **\$46,581.00**
FOR THE SALVATION ARMY BALTIMORE, MARYLAND

Account No.: 5000-529118-3572-754900-603051

The Salvation Army, a Georgia Corporation for the Salvation Army Baltimore, Maryland will use funds to offset a small portion of their staffing and operating costs for their emergency shelter, "The Booth House." The Booth House is a 76 bed facility that provides 18 family rooms for homeless families. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Human Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed Provider Agreements.

MINUTES

Mayor's Office of Human - Second Renewal of Inter-
Services (MOHS) governmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Second Renewal of the Inter-governmental Agreement with the Maryland State Department of Human Resources and the Baltimore City Department of Social Services (MD DHR BCDSS). The period of the renewal is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$314,128.00 - 5000-502817-3572-764500-405001

BACKGROUND/EXPLANATION:

On October 14, 2015, the Board approved the original Inter-governmental Agreement between the MD DHR BCDSS and the MOHS, in the amount of \$314,128.00, that granted funding to the MOHS to provide emergency overnight shelter beds and support services to 100 to 250 homeless families and individuals per year with two renewal option in the same amount for a total of \$942,384.00.

The period of the original Inter-governmental Agreement was July 1, 2014 to June 30, 2017. On July 26, 2017, the Board approved the first renewal in the amount of \$314,128.00, for the period of July 1, 2017 through June 30, 2018.

On February 1, 2018, the MOHS received a Letter of Intent from the MD DHR BCDSS to renew the funding by exercising the contract extension option included in the original agreement. The second renewal option will be for the period of July 1, 2018 through June 30, 2019 in the amount of \$314,128.00, the same level as the original Inter-governmental Agreement.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

MOHS - cont'd

UPON MOTION duly made and seconded, the Board approved the Second Renewal of the Inter-governmental Agreement with the Maryland State Department of Human Resources and the Baltimore City Department of Social Services.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 14 to GWWO, Inc. under Project No. 1234, On-Call Design Services. The period of the task assignment is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$151,751.43 - 9938-915052-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include revised schematic design and construction documents for the Druid Hill Park Reptile House Renovation.

MBE/WBE PARTICIPATION:

Including this task, the Consultant has achieved:

MBE: 16.96%

WBE: 18.89%

MWBOO FOUND VENDOR IN COMPLIANCE

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT</u> | <u>TO ACCOUNT</u> |
|----------------------|----------------------------|--------------------------|
| \$165,000.00 | 9938-914052-9475 | 9938-915052-9474 |
| State (Program | Druid Hill Park | Druid Hill Park |
| Open Space) | Community Service | Community Service |
| | Center (Reserve) | Center (Active) |

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task #14, to GWWO, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 14 to GWWO, Inc. under Project No. 1234, On-Call Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Recreation and Parks - First Amendment to Mount
Vernon Place Restoration
Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Mount Vernon Place Conservancy Restoration and Services Agreement (First Amendment) with Mount Vernon Place Conservancy, Inc. (Conservancy). The First Amendment will extend the period of the agreement through April 10, 2022.

AMOUNT OF MONEY AND SOURCE:

\$35,000.00 - 1001-000000-1773-179600-603026

BACKGROUND/EXPLANATION:

On April 11, 2012, the Board approved the original agreement in the amount of \$35,000.00 for the period of five years, with a five year renewal option.

The agreement allowed for the transfer of responsibility for park maintenance and public programming at the Washington Monument from the City to the Conservancy. In addition, the Conservancy also agreed to restore the Washington Monument.

The City agreed to provide an annual grant (provided by the Department of Transportation) in the amount of \$35,000.00 to the Conservancy for the five consecutive fiscal years from 2012 to 2016 for a total sum of \$175,000.00.

This First Amendment will extend the period of the five year renewal by one year April 10, 2022 and will provide additional funding of \$35,000.00 from the Department of Housing and Community Development.

MINUTES

Department of Recreation and Parks - cont'd

The First Amendment will allow for payment of personnel costs associated with operating and maintaining the Washington Monument and the surrounding public green space.

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 First Amendment to Mount Vernon Place Conservancy Restoration and Services Agreement with Mount Vernon Place Conservancy, Inc.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

| | <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|----|---|--|--|
| 1. | 100 East Pratt Street | 100 Pratt Street Ventures, LLC 100 Pratt Street Holdings, LLC | Two single face electric signs @ 25.78 sq. ft. each |
| | \$1,082.76 - Flat charge | | |
| 2. | 3404 Eastern Avenue | Fastax Properties of Baltimore | One flat sign 26 sq. ft. |
| | \$ 109.20 - Flat charge | | |
| 3. | 3300 Greenmount Avenue | Xiangle, Li | Awning w/signage 26 sq. ft. |
| | \$ 210.90 - Flat charge | | |
| 4. | 1817 Maryland Avenue | 1817 Maryland Avenue, LLC | One set of steps 48" x 12" |
| | \$ 210.90 - Flat charge | | |
| 5. | 625 President Street k/a 820 Aliceanna Street | Harbor East Parcel B Hotel, LLB | One single face electric sign 11.73 sq. ft., one double face electric sign 1.5' x 1.5' |
| | \$ 492.66 Flat charge | | |

MINUTES

Department of Transportation - cont'd

| | <u>LOCATION</u> | <u>APPLICANT</u> | <u>PRIVILEGE/SIZE</u> |
|----|-------------------------|---------------------------------|-----------------------|
| 6. | 3208 St. Paul Street | The Johns Hopkins University | Outdoor seating |
| | \$ 337.50 Annual charge | | |

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. The President **ABSTAINED** on item no. 6.

MINUTES

Department of Transportation - Partial Release of Retainage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to P. Flanigan & Sons, Inc. for TR 15013, Resurfacing Highways at Various Locations, Southwest Sector III.

AMOUNT OF MONEY AND SOURCE:

\$215,195.64 - 9950-910223-9514-000000-200001

BACKGROUND/EXPLANATION:

All work on TR 15013 was completed as of December 31, 2016. Subsequently, P. Flanigan & Sons, Inc. has requested a partial release of retainage in the amount of \$215,195.64. The City holds \$217,195.64 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for the partial release of retainage to P. Flanigan & Sons, Inc. for TR 15013, Resurfacing Highways at Various Locations, Southwest Sector III.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 17 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

| | | |
|---------------------|---|--------------------------------|
| \$ 33,223.17 | - | 9962-908070-9562-900000-705032 |
| 53,202.00 | - | 9962-909063-9562-900000-705032 |
| 13,202.00 | - | 9962-915071-9562-900000-705032 |
| <u>\$ 99,627.17</u> | | |

BACKGROUND/EXPLANATION:

Under this task assignment Johnson, Mirmiran & Thompson, Inc. is authorized to provide the Conduit Section with Construction Inspector (PW-II) services for the Conduit Capital Maintenance Construction Contracts TR 14009, Conduit System Reconstruction at Various Locations, Citywide (JOC), TR 16018, Conduit System Reconstruction at Various Locations, Citywide (JOC), and TR 16019, Conduit System Reconstruction at Various Locations, Citywide.

MBE/WBE PARTICIPATION:

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

MBE: 27% and **WBE:** 10%

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|----------------------|------------------------------|----------------------------|
| \$ 650,000.00 | 9962-941002-9563 | 9962-909063-9562-5 |
| Other | Construction Reserve | Inspection |
| | Conduit Replacement | Conduit System |
| | Program | Reconstruction |

This transfer will cover the deficit and fund the costs associated with Task No. 17 on Project 1217, On-Call Construction Project Management Services with Johnson, Mirmiran & Thompson, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 17 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 01 to STV, Inc. under Project No. 1257, On-Call Infrastructure Design Services.

AMOUNT OF MONEY AND SOURCE:

\$197,832.93 - 9962-911067-9562-900000-703032

BACKGROUND/EXPLANATION:

Under this task assignment STV, Inc. is authorized to provide on-site staff support and engineering assistance for the Conduit Section. The scope of work includes, but is not limited to right-of-way permitting review, record plans research, conduit record document cataloging, JOC contract document preparation, and field representation and inspection for routine and emergency projects.

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.

MBE: 27% and **WBE:** 10%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|----------------------|------------------------------|----------------------------|
| \$ 217,616.23 | 9962-941002-9563 | 9962-911067-9562-3 |
| Other | Construction Reserve | Design Conduit |
| | Conduit Replacement | Repair JOC |
| | Program | |

This transfer will cover the costs associated with Task No. 1 on Project No. 1257 for TR 15019, On-Call Conduit Infrastructure Design Services with STV, Inc. in the amount of \$197,832.93.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 01 to STV, Inc. under Project No. 1257, On-Call Infrastructure Design Services. The Transfer of Funds was approved, **SUBJECT** to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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 State of Maryland Transit Administration (MTA). The period of the memorandum of understanding is effective upon Board approval and will remain in effect unless terminated by one of the parties. This MOU may be terminated by either party upon 30 days advance written notice to the other party.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The purpose of this MOU is for the MTA to assist the Department of Transportation with the required ADA paratransit services. The MTA provides the City with Federal and State funding to partially fund the special shuttle services within the City, including the Charm City Circulator and Harbor Connector services.

The MTA and the City cooperatively plan the public transit services within the City so that MTA's fixed route services and the City's special shuttle services provide a comprehensive public transportation network.

Titles II & III of the Americans with Disabilities Act of 1990 (ADA), provide that no entity shall discriminate against an individual with a disability in connection with the provision of transportation service. Therefore, the ADA sets forth specific requirements for vehicle and facility accessibility and the provision of service, including complementary paratransit service.

The MTA will continue to provide the mobility services in the City of Baltimore at no cost to the City, in full compliance with all

MINUTES

Dept. of Transportation - cont'd

ADA requirements pertaining to complementary paratransit services for MTA's fixed-route services and the City's special shuttle services. The City will continue to cooperate with the MTA in the provision of MTA's transit services including the ADA accessibility of existing and proposed bus stops.

MBE/WBE/DBE PARTICIPATION:

N/A

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

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 250 Charm City, LLC. (Charm) The period of the MOU is effective upon Board approval for ten years, with automatic renewals for consecutive 5-year terms, unless either party gives 90 days written notice to the other party prior to the end of the current term of its intention not to renew.

AMOUNT OF MONEY AND SOURCE.

\$150.00 - 6000-617418-2303-248700-600000

BACKGROUND/EXPLANATION:

Charm controls a light pole located on the property owned by the City identified as Block 0668, Lot 008A, adjacent to 250 West Pratt Street owned by Charm.

The City as part of the Bike Sharing Program within the City will install a Bicycle Sharing Station on the property of Charm City, LLC in which Charm permitted the City to connect the Bike Sharing Station to the light pole to be used as the power source for the station.

The purpose of this MOU is to document the desire and intent of Charm to power the Station as its sole cost and expense (subject to the cap) of \$150.00, and to grant the City the right to perform and maintain the electrical connection.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with 250 Charm City, LLC.

MINUTES

Department of Transportation - Temporary Construction
Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Temporary Construction Easement Agreement between Harbor Point Open Space Corporation (Harbor Point) and Allan Myers MD, Inc. The period of the Temporary Construction Easement Agreement is effective upon Board approval and will terminate upon the termination date. The termination date will be the date Allan Myers, MD, Inc. completes all work required to be performed by it pursuant to the Design Build Agreement.

AMOUNT OF MONEY AND SOURCE:

\$10.00 - 9950-905023-9508-900010-709044

BACKGROUND/EXPLANATION:

The City plans to build, design, engineer and construct the Central Avenue project which extends along Central Avenue and include the Central Avenue/Harbor Point Connector Bridge (Bridge Project).

The City and Allen Myers MD, Inc. have requested an easement for the right to certain temporary access over, across, upon and through the Open Space Property to assist with the development and construction of the Bridge Project. The Bridge Project will include the construction of the proposed connector bridge and work associated with the said bridge. The scope of services will include but are not limited to; travel lanes, sidewalks, bicycle lanes, traffic signals, and storm drains.

Harbor Point grants a temporary non-exclusive easement to enter the property in order to perform and complete the Bridge Project in compliance with the Design Build Agreement.

MINUTES

Dept. of Transportation - cont'd

MBE/WBE/DBE PARTICIPATION:

The Contractor will comply with Title 49 of the Federal Regulations 49CFR26 and the DBE goal established in the original agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Temporary Construction Easement Agreement between Harbor Point Open Space Corporation and Allan Myers MD, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project 1505, SC 845R, SC 852R, On-Call Project and Construction Management Assistance Services. The period of the original agreement will expire on February 23, 2020. The period of the Task Assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$ 80,000.00 - 9956-905527-9551-900020-705032 SC 845R
152,420.16 - 9956-910533-9551-900010-705032 SC 852R
\$232,420.16

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of Construction Management Assistance and Inspection Services from Whitman, Requardt & Associates, LLP on SC 852R Denitrification Filters and Related Work for the ENR Facilities at Patapsco Wastewater Treatment Plant and SC 845R, ENR Nitrification Facilities Patapsco Wastewater Treatment Plant. This task will provide one Document Control Engineer for SC 852R and SC 845R.

The scope of the original agreement includes: assisting Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, RFI reviews and responses, and construction administrative support.

MINUTES

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

MBE/WBE PARTICIPATION:

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

The Task No. 007 includes the following participation:

MBE: 0%

WBE: 0%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project 1505, SC 845R, SC 852R, On-Call Project and Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 008 to Whitman, Requardt & Associates, LLP under Project 1505, SC 967, On-Call Project and Construction Management Assistance Services. The original agreement will expire on February 23, 2020. The period of the Task Assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$287,916.15 - 9956-903579-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of Inspection Services for the on-going work on SC 967, Urgent Need Improvements to Baltimore City Sanitary Sewers in Various Locations-Part A. The work requested is within the original scope of the agreement.

The scope of the original agreement includes: assisting the Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, RFI reviews and responses, and construction administrative support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 10% WBE goals established in the original agreement.

MINUTES

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

This task contains the following participation:

MBE: 32.81%

WBE: 19.97%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 008 to Whitman, Requardt & Associates, LLP under Project 1505, SC 967, On-Call Project and Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 006 to Alpha Corporation under Project 1501, ER 4019, On-Call Project and Construction Management Assistance Services. The period of the original agreement will expire on November 17, 2019. The period of the Task Assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

| | | |
|---------------------|---|--------------------------------|
| \$ 20,731.83 | - | 9960-901749-9557-900020-703032 |
| 20,731.83 | - | 9960-905721-9557-900020-703032 |
| 20,731.83 | - | 9960-908094-9557-900020-703032 |
| 20,731.83 | - | 9960-910609-9557-900020-703032 |
| 93,195.98 | - | 9960-911610-9557-900020-703032 |
| 83,024.58 | - | 9960-925100-9557-900020-703032 |
| 10,365.94 | - | 9956-909569-9551-900020-703032 |
| \$269,513.82 | | |

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of constructability review on various projects. This task will continue the work currently being performed under Task 001, Construction Management Assistance which provides Project Control Analysis (PCA) work which aligns with the original scope of the agreement. ER 4019 is part of the Municipal Separate Storm Sewer (MS4) project. The PCA will provide support to the delivery team during the design phase to investigate other means of procurement as well as design acceleration options and planning. The work will be for the Department of Public Works/Office of Engineering and Construction.

MINUTES

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 10% WBE goals established in the original agreement.

This task includes the following participation:

MBE: 0%

WBE: 0%

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 006 to Alpha Corporation under Project 1501, ER 4019, On-Call Project and Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 09 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance Services. The original agreement will expire on January 12, 2020. The period of the Task Assignment is 27 months.

AMOUNT OF MONEY AND SOURCE:

\$817,703.68 - 9956-906647-9551-900020-705032

BACKGROUND/EXPLANATION:

The Department needs inspection services on SC 953 Wastewater Engineering Services for Sewer Improvements in the Gwynns Run Area of the High Level Sewershed for the duration of the project.

The scope of the original agreement includes: assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, request for information (RFI) reviews and responses, and contract administrative support.

The scope of the construction project includes: Cured-In-Place Pipe (CIPP) lining of approximately 89,200 LF of existing 8" sanitary sewer, 3,600 LF of existing 10" sanitary sewer, 2,200 LF of existing 1" sanitary sewer, and 40 LF of existing 15" sanitary sewer; Rehabilitation of approximately 1,100 LF of 8" through 12" sanitary sewers by open cut method. Rehabilitation of approximately 727 sanitary house connections by various methods and replacing approximately 223 sanitary house connections by

MINUTES

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

open cut. Rehabilitation of approximately 594 sanitary sewer manholes by various methods. Associated wastewater by-pass pumping or control of flows of sewers and/or manholes to be repaired, replaced, constructed, or rehabilitated and continuous monitoring of the by-pass operation; Restoration of pavement, alleys, sidewalks, and site restoration including planting trees.

MBE/WBE PARTICIPATION:

The Consultant will comply with MBE/WBE programs in accordance with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement. The agreement is not in compliance because the invoices for the WBE have not been submitted to the Agency. Further tasks to be assigned will be in compliance with both MBE/WBE goals.

This task contains the following participation:

| | | |
|-------------------------------------|---------------------|--------|
| MBE: E2CR, Inc. | \$144,178.70 | 18.00% |
| Sidhu Associates | <u>134,995.30</u> | 17.00% |
| TOTAL: | \$279,174.00 | |
| | | |
| WBE: Ross Technical Services | \$179,916.14 | 22.00% |
| Constellation Design Group | <u>200,000.00</u> | 24.00% |
| TOTAL: | \$379,916.19 | |

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 09 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 07 to Alpha Corporation under Project 1501, On-Call Project and Construction Management Assistance Services. The original agreement will expire on November 17, 2019. The period of the Task Assignment is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$1,153,875.14 - 9956-905653-9551-900020-705032

BACKGROUND/EXPLANATION:

The Department needs inspection services for the duration of the project. The Consultant will be providing assistance on SC 910, Improvements to the Sanitary Sewer Collection System in the Herring Run Sewershed-Part 2 Chinquapin Run.

The scope of the original agreement includes: assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, request for information (RFI) reviews and responses, and contract administrative support.

The scope of the construction project includes: approximately 12,800 linear feet (LF) of stream stabilization by various methods; approximately 4,900 LF of Cured-In-Place Pipe (CIPP) lining; approximately 5,000 LF of sewer cleaning and closed circuit television (CCTV) inspection; approximately 13,500 LF of replacement of sanitary sewers by open cut method; approximately 61 each of new installation of sanitary sewer manholes; associated wastewater by-pass pumping or control of flows of sewers and/or manholes to be repaired, replaced, constructed or rehabilitated

MINUTES

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

and continuous monitoring of the by-pass operation; approximately 300 LF of 42-inch casing pipe by jacking method; restoration of pavement, alleys, and sidewalks, and site restoration including planting trees.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement are MBE: 27% and WBE: 10%. The current MBE/WBE status of this agreement is 16.48% and 0%. The agreement is not in compliance because the invoices for WBE have not been submitted to the Agency.

Further tasks to be assigned will be in compliance with both MBE/WBE goals.

This task contains the following participation:

MBE: 18.94%

WBE: 32.29%

| | | |
|--|---------------------|---------------|
| MBE: Glyndon Engineering & Technology | \$218,492.03 | 18.94% |
| WBE: Constellation Design Group | \$165,182.41 | 14.31% |
| The Robert B. Balter Co. | <u>207,270.03</u> | <u>17.96%</u> |
| TOTAL: | \$372,453.23 | 32.28% |

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 07 to Alpha Corporation under Project 1501, On-Call Project and Construction Management Assistance Services.

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 Metra Industries, Inc. for Water Contract No. 1310R, AMI/R Urgent Need Metering Infrastructure Repair & Replacement, Various Locations (3" & Lager Water Service).

AMOUNT OF MONEY AND SOURCE:

\$230,280.75 - 9960-911613-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1310R was completed as of December 04, 2017. Subsequently, Metra Industries, Inc. has requested a partial release of retainage in the amount of \$230,280.75. The City holds \$328,972.50 in retainage. The remaining \$98,691.75 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for the Partial Release of Retainage to Metra Industries, Inc. for Water Contract No. 1310R, AMI/R Urgent Need Metering Infrastructure Repair & Replacement, Various Locations (3" & Lager Water Service).

MINUTES

Department of Public Works - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an Expenditure of Funds to pay BASF Corporation.

AMOUNT OF MONEY AND SOURCE:

\$109,824.84 - 2070-000000-5501-630066-604027

BACKGROUND/EXPLANATION:

The BASF Corporation provided Centrifuge Polymer to the Wastewater Treatment Plants for the past several years. BASF Corporation had a Master Blanket Purchase Order number P521816 which expired on October 10, 2017. A requisition to create a new master blanket Purchase Order for chemical was submitted in CitiBuy to the Bureau of Procurement on November 8, 2017. A new master blanket purchase order for this commodity, P541941, was issued by the Bureau of Procurement to Polydyne, Inc. effective December 14, 2017.

Due to the length of time it took to put the new contract out to bid and make the award to the new vendor, the old master blanket purchase order expired. However, additional loads of emulsion polymer were needed at both Wastewater Plants thus requiring the plants to place orders with the previous vendor, BASF Corporation.

The Department is requesting approval to pay BASF Corporation for the emulsion polymer provided after the old contract lapsed and before the new contract was awarded.

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 BASF Corporation.

MINUTES

Department of Public Works - Deed of Release and Surrender

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Deed of Release and Surrender to Eutaw Place Partners, LLC.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Eutaw Place Partners, LLC, a Maryland Limited Liability Corporation is requesting a release an 18' wide right-of-way known as the former bed of Jordan Street, in accordance with Ordinance No. 17-079 approved by the Mayor on December 18, 2017.

MBE/WBE PARTICIPATION:

This item is not a result of City procurement and the above named entity is responsible for all costs. MBE/WBE does not apply.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed of Release and Surrender to Eutaw Place Partners, LLC.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the following Community Development Block Grant Agreement with Pigtown Main Street, Inc. The period of the Community Development Block Grant Agreement is July 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$ 8,000.00 - 2089-208918-5930-715926-603051
42,000.00 - 2089-208918-5930-715972-603051
\$50,000.00

BACKGROUND/EXPLANATION:

This agreement will provide CDBG funds to subsidize the subgrantee's operating expenses. The subgrantee will utilize the funds to revitalize the Washington Village (Pigtown) neighborhood by attracting and retaining businesses and engaging in community sanitation and greening efforts. The subgrantee will facilitate economic development in the Washington Boulevard Commercial Business District by providing technical assistance and workshops to new and existing businesses.

MBE/WBE PARTICIPATION:

FOR FY 2018, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$88,730.00.

MBE: \$23,957.10

WBE: \$ 8,873.00

MINUTES

Department of Housing and - cont'd
Community Development

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 2016 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2017 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Community Development Block Grant Agreement with Pigtown Main Street, Inc.

MINUTESEnoch Pratt Free Library - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

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

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> |
|------------------|-------------|
| John Damond | 5 |
| John Jewitt | 5 |
| Erin Kelly | 5 |
| Shaileen Beyer | 5 |
| Alprescia Rivers | <u>5</u> |
| Total | 25 |

Ms. Shumaker 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. Shumaker to remain in pay status.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

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

MINUTES

Mayor's Office of Immigrant - Safe Cities Network Agreement
and Multicultural Affairs

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Safe Cities Network Agreement with VERA Institute of Justice, Inc. (Vera). The Safe Cities Network Agreement is effective upon Board approval for one year, unless terminated earlier according to provisions provided.

AMOUNT OF MONEY AND SOURCE:

| | | |
|---------------------|---|--------------------------------|
| \$100,000.00 | - | VERA |
| 95,115.07 | - | 6000-631218-1250-775700-603051 |
| 4,884.93 | - | 5000-535918-1250-775700-603026 |
| <u>\$200,000.00</u> | | |

BACKGROUND/EXPLANATION:

In March 2017, the Mayor's Office of Immigrant and Multicultural Affairs (MIMA) responded to Vera's SAFE (Safety and Fairness for Everyone) Cities Network RFP process seeking to match public funds towards universal legal representation for immigrants in cities and counties. As a result, Baltimore City was selected and awarded matching funds in the amount \$100,000.00 by Vera's catalyst fund to provide direct legal representation of eligible immigrants living in the City of Baltimore. Vera's matching grant award of \$100,000.00, along with the City's grant of \$100,000.00 for a total of \$200,000.00 will fund Capital Area Immigrants' Rights Coalition, a legal service provider qualified to do business and is in good standing in the State of Maryland.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Immigrant - cont'd
and Multicultural Affairs

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Safe Cities Network Agreement with VERA Institute of Justice, Inc.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 11 to Gant Brunnett Architects, Inc. under Project No. 1218, School #28 Renovations. The original agreement will expire on March 31, 2019. The period of the Task Assignment is approximately two years.

AMOUNT OF MONEY AND SOURCE:

\$229,020.04 - 9904-905228-9127-900000-703032

BACKGROUND/EXPLANATION:

Under this task assignment, Gant Brunnett Architects, Inc. will provide design, bid analysis, and post award services for renovations to School #28. The duration of this task is approximately two years.

MBE/WBE PARTICIPATION:

Gant Brunnett Architects, Inc. has committed to utilize the following firms:

| | | |
|---------------------------------|-------------|--------|
| MBE: Johnson Consultants | \$65,182.38 | 28.46% |
| Daniels Consultants | 14,269.08 | 6.23% |
| EBA Engineering | 6,142.72 | 2.68% |
| WBE: A square Plus | \$18,454.44 | 8.0% |

APPROVED BY MWBOO

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 11 to Gant Brunnett Architects, Inc. under Project No. 1218, School #28 Renovations.

MINUTES

Department of General Services - Supplemental Agreement for
Project 1219 and Ratification

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Supplemental Agreement for Project 1219, On-Call Civil Structural Engineering Services with Alpha Corporation. The Supplemental Agreement is effective upon Board approval through September 8, 2019.

The Board is also requested to ratify tasks assignments that were not processed before the original agreement expired. The Original Agreement expired on September 08, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A, funds will be identified as tasks are processed.

BACKGROUND/EXPLANATION:

On September 09, 2015, the Board approved the original agreement for a two-year period with an upset dollar amount of \$1,000,000.00. A task in the amount of \$333,926.15 has been approved to date. The current dollar amount available under the upset limit is \$666,073.85. Due to an administrative error, the original agreement expired before tasks were completely processed. This Supplemental Agreement for Project 1219 will allow Alpha Corporation to continue to provide services for ongoing projects as needed by the Department of General Services.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with the MBE goal of 27% and the WBE goal of 10% that were approved in the original agreement for Project 1219.

AUDITS NOTED THE ON-CALL AGREEMENT AND WILL REVIEW EACH TASK ASSIGNMENT.

MINUTESDepartment of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Supplemental Agreement for Project 1219, On-Call Civil Structural Engineering Services with Alpha Corporation. The Board further ratified the tasks assignments that were not processed before the original agreement expired on September 08, 2017.

MINUTES

Department of Public Works/ - Agreement with Baltimore
Bureau of Water & Wastewater City Community College

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Baltimore City Community College to conduct six sessions of a Utility Installer Water Certification Preparation Course for the Department of Public Works, Bureau of Water and Wastewater - Utilities Maintenance Division. The period of the agreement is effective upon Board approval through March 31, 2020, with the option to renew for two additional years.

AMOUNT OF MONEY AND SOURCE:

\$24,570.00 - 2071-000000-5521-393204-603020
24,570.00 - 2070-000000-5521-393400-603020
\$49,140.00

BACKGROUND/EXPLANATION:

The Department of Public Works requires that employees who are considered Operators of Water Systems hold temporary or full certification. In order to prepare our utilities employees to successfully take and pass the certification exam, the agency has enlisted the assistance of Baltimore City Community College to train these employees.

Baltimore City Community College has provided a custom curriculum that enables these employees to be exposed to the technical requirements of the certification process as it relates to the actual work environment of the water industry. Baltimore City Community College has provided previous training for the City, and we are requesting that the Board approve this session of training for Water Utility Operators.

MINUTESBureau of Water & Wastewater - cont'd

This request is for six instructional class sessions for employees hired as Utility Installer Repairers. The training will take place on-site at a City facility, using existing equipment and materials, and will begin upon Board approval. Each session will be invoiced for \$8,190.00, as we have requested six sessions which total \$49,140.00.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Baltimore City Community College to conduct six sessions of a Utility Installer Water Certification Preparation Course for the Department of Public Works, Bureau of Water and Wastewater - Utilities Maintenance Division.

MINUTES

Mayor's Office of Employment Development (MOED) - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Maryland State Department of Labor, Licensing and Regulation. The period of the Grant Award is December 1, 2017 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$9,467.00 - 4000-419218-6312-456000-404001

BACKGROUND/EXPLANATION:

The MOED has received a Grant Award to purchase signage for the interior of the East and Westside Career Centers and external signage for the Eastside Career Center. A standardized template will be created and will be designed to include new language for the American Job Center. Printing materials, outreach tools, posters, and banners will also be purchased to aide outreach activities.

The Grant Award is late because additional time was required to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the Maryland State Department of Labor, Licensing and Regulation.

MINUTES

Mayor's Office of Employment Development (MOED) - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Maryland State Department of Labor, Licensing and Regulation. The period of the Grant Award is January 15, 2018 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$255,213.00 - 4000-809918-6312-456000-404001

BACKGROUND/EXPLANATION:

The MOED has received a Grant Award to administer a highway or capital transit related training and workplace life skills program for low-skilled, unemployed, or underemployed Baltimore City residents. The training program will consist of hands on, project-based highway and capital transit construction related occupational training, job readiness and comprehensive case management and employment services.

The Grant Award is late because of the late notification of approval from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the Maryland State Department of Labor, Licensing and Regulation.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|--|--------------|---------|
| 1. VALLEY CHEVROLET, LLC t/a AUTONATION CHEVROLET TIMONIUM | \$500,000.00 | Renewal |
| Contract No. B50003375 - O.E.M. Parts and Service for General Motors Vehicles - Department of General Services - Fleet Management - P.O. No. P526746 | | |

On March 26, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. Subsequent actions have been approved and one renewal option has been exercised. This final renewal in the amount of \$500,000.00 is for the period April 1, 2018 through March 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 24, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. There are no certified MBEs or WBEs who are authorized General Motors parts or service providers.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------|---------|
| 2. CHEMRITE, INC. | \$ 0.00 | Renewal |
| Contract No. B50004849 - Phosphoric Acid-15% - Department of Public Works - Water and Wastewater - P.O. No. P539310 | | |

On March 29, 2017, the Board approved the initial award in the amount of \$100,000.00. The award contained four 1-year renewal options. This first renewal is for the period April 15, 2018 through April 14, 2019, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

MBE/WBE PARTICIPATION:

On December 21, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------------|----------------|
| 3. <u>STRATIVIA LLC</u> | <u>\$ 9,000.00</u> | <u>Renewal</u> |
| Contract No. 08000 - Annual Website Maintenance - Office of the City Council President - P.O. No. P530884 | | |

On April 21, 2015, the City Purchasing Agent approved the initial award in the amount of \$9,000.00. The award contained three renewal options. The vendor is the sole provider of the customized software and consequently the sole provider of the maintenance and support for the software for the City Council President's website. Two renewal options have been exercised. This final renewal in the amount of \$9,000.00 is for the period April 22, 2018 through April 21, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|--|----------------|----------------|
| 4. <u>SECURITY EQUIPMENT CO.</u> | <u>\$ 0.00</u> | <u>Renewal</u> |
| Contract No. B50003321 - New Holland Equipment O.E.M. Parts and Service - Department of General Services - Fleet Management - P.O. No. P526556 | | |

On February 26, 2014, the Board approved the initial award in the amount of \$225,000.00. The award contained two renewal options. On March 8, 2017, the Board approved the first

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On February 5, 2014, it was determined that no goals would be set because of no opportunity to segment the contract. There are no O.E.M. Parts and Service centers for New Holland listed.

MWBOO GRANTED A WAIVER.5. FIRST CALL

SECURITY EQUIPMENT CO.

SECOND CALL

TURF EQUIPMENT AND SUPPLY
COMPANY, INC.

\$ 0.00

Renewal

Contract No. B50003397 - O.E.M. Parts and Service for Toro Equipment - Department of General Services - Fleet Management - P.O. Nos. P526887 and P528564

On April 9, 2014, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period April 9, 2018 through April 8, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On February 15, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. There

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

are currently no certified MBEs or WBEs who are authorized Toro parts or service providers.

MWBOO GRANTED A WAIVER.

| | | |
|--|----------------------------|---------|
| 6. SUBURBAN SALES AND RENTAL CENTER, INC. | \$200,000.00 | |
| SNAP-ON INDUSTRIAL DIVISION OF IDSC HOLDINGS LLC | 100,000.00 | |
| FASTENAL COMPANY | 200,000.00 | |
| HILTI, INC. | 100,000.00 | |
| | <u>\$600,000.00</u> | Renewal |

Contract No. B50004414 - Hand and Power Tools and Related Hardware Items - Department of General Services - P.O. Nos. P534611 and P534614

On February 24, 2016, the Board approved the initial award in the amount of \$500,000.00. The award contained three 1-year renewal options. On October 5, 2017, the City Purchasing Agent approved an increase in the amount of \$24,000.00. This second renewal in the amount of \$600,000.00 is for the period April 1, 2018 through March 31, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 14, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|---------|---------|
| 7. HOLABIRD ENTERPRISES OF MARYLAND, INC. t/a TRANS-TECH TRANSMISSION CENTER | \$ 0.00 | Renewal |
| Contract No. B50003329 - Heavy Duty Automatic Transmission and Differential Rebuild and Repair Service - Department of General Services - Fleet Management - P.O. No. P526856 | | |

On April 2, 2014, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. On January 11, 2017, the Board approved the first renewal in the amount of \$900,000.00. This final renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 24, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------|---------|
| 8. MYERS TIPCO TECHNOLOGIES, INC. | \$ 0.00 | Renewal |
| Contract No. B50003973 - Hydraulic Hoses and Fittings - Department of General Services - Fleet Management - P.O. No. P530898 | | |

On April 15, 2015, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period May 1, 2018 through April 30, 2019, 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> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement

MBE/WBE PARTICIPATION:

On February 24, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 9. ANCHOR SOFTWARE, LLC | \$ 12,152.37 | Renewal |
| Contract No. 08000 - MaxCASS Perpetual License Agreement - Department of Public Works - Req. No. P535218 | | |

On April 26, 2016, the City Purchasing Agent approved the initial award for the amount of \$11,022.55. On February 28, 2017, the City Purchasing Agent approved the first renewal for the amount of \$11,573.68. The Board is requested to approve the second renewal for the amount of \$12,152.37. The second renewal will make the total contract amount \$34,748.60.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|---|--------------|---------|
| 10. MUNICIPAL EMERGENCY SERVICES, INC. | \$100,000.00 | Renewal |
| Contract No. B50003162, Fire Hose - Fire Department - Req. No. P526529 | | |

On February 26, 2014, the Board approved the initial award for the amount of \$150,000.00. On January 28, 2015, the Board approved the first renewal at no cost. On September 9, 2015, the Board approved an increase for the amount of \$241,056.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

On October 21, 2015, the Board approved the second renewal for the amount of \$150,000.00. On February 15, 2017, the Board approved the third renewal for the amount of \$100,000.00. The Board is requested to approve the fourth renewal for the amount of \$100,000.00. The fourth renewal will make the total amount \$741,056.00.

MWBOO GRANTED A WAIVER.

- | | | |
|---|-----|---------|
| 11. WASTE EQUIPMENT SALES AND SERVICES, LLC. | N/A | Renewal |
| Contract No. B50003366, Parts and Service for Transfer Trailers and Tankers - Department of General Services, Fleet Management - Req. No. P526867 | | |

On April 09, 2014, the Board approved the initial award for the amount of \$80,000.00. On March 25, 2015, the Board approved an increase for the amount of \$100,000.00. On March 15, 2017, the Board approved the first renewal for the amount of \$200,000.00. The Board is requested to approve the final renewal at no cost.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 12. MILTON S. HERSHEY MEDICAL CENTER | \$ 50,000.00 | Renewal |
| Contract No. 06000, Non-Emergent Air Transportation Services - Health Department - Req. No. P530994 | | |

On April 29, 2015, the Board approved the initial award for the amount of \$50,000.00. On April 06, 2016, the Board approved the first renewal for the amount of \$50,000.00. On April 26, 2017, the second renewal was approved the Board for the amount of \$50,000.00. The Board is requested to approve the third renewal for the amount of \$50,000.00. With the third renewal, the total contract amount will be \$200,000.00.

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> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Procurement

- | | | |
|--|---------------------|------------------------|
| 13. <u>SIEMENS INDUSTRIES, INC.</u> | <u>\$ 84,100.00</u> | <u>Selected Source</u> |
| Solicitation No. 08000 - i2 Central System Maintenance and Support - Department of Transportation - Req. No. R784764 | | |

Siemens i2 software and hardware that manages the ATMS integration for the Traffic Management Center is proprietary to Siemens Industries. No other company is capable of providing support for the i2 system and hardware to manage the traffic operations for the Department of Transportation. The period of the award is December 17, 2017 through December 16, 2018. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This is a maintenance and support for existing Advance Traffic Maintenance System provided by the vendor.

- | | | |
|---|---------------------|----------------|
| 14. <u>ERIE COTTON PRODUCTS, INC.</u> | <u>\$ 49,500.00</u> | <u>Low Bid</u> |
| Solicitation No. B50005270 - Shop Towels/Wiping Cloths (Fleet) - Department of General Services - Fleet Management - Req. No. R783119 | | |

Vendors were solicited by posting on CitiBuy. On January 29, 2018, the three bids received were opened. Award is recommended to the lowest responsive and responsible bidder. The award is for the period April 1, 2018 through March 31, 2021 with no

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Procurement

renewal options. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Award is below the MBE/WBE subcontracting threshold of \$50,000.00.

| | | |
|-------------|---------|----------------------|
| 15. ADT LLC | \$ 0.00 | Assignment Agreement |
|-------------|---------|----------------------|

Contract No. B50000984 - Installation, Repair & Maintenance for Commercial Security Alarm & Fire Protection Systems for Various Baltimore City Agencies: B50003927 - Maintenance, Repair & Installation Services for Electronic Security Systems; and B50004301 - Repair and Maintenance Services for Electronic Fire Alarm Systems and Associated Equipment - Departments of General Services, Public Works and Baltimore City Police Department, etc. - P.O. Nos. P508352, P530584 and P533699

The Board is requested to approve and authorize execution of an Assignment Agreement with ADT LLC.

On March 23, 2016, the Board approved the assignment of the above contracts to Protection One Alarm Monitoring, Inc. ADT LLC has acquired the rights, title and interest in Protection One Alarm Monitoring, Inc. and is requesting the assignment of these contracts to ADT LLC.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

MBE/WBE PARTICIPATION:

Not applicable. The Board is requested to approve the Assignment Agreement only.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contract and extensions. The Board also approved and authorized execution of the Assignment Agreement with ADT, LLC (item no. 15). The President **ABSTAINED** on item no. 3.

MINUTES

Bureau of the Budget and - Grant Award and Appropriation
Management Research (BBMR) Adjustment Order No. 56

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement from the Foundation to Promote Open Society. The period of the Grant Award is November 01, 2017 through April 30, 2019.

The Board is further requested to approve the Appropriation Adjustment Order to transfer Grant Funds within the Baltimore City Health Department from Service 715: Administration, to Service 307: Substance Abuse and Mental Health.

AMOUNT OF MONEY AND SOURCE:

\$180,000.00 - From: 4000-400018-3001-568000-603050 (Service 715)
To: 6000-606908-3070-268400-406001 (Service 307)

BACKGROUND/EXPLANATION:

The total grant award is \$270,000.00 and an appropriation order is being requested for \$180,000.00 for FY18.

The purpose of this grant award is to support the development and implementation of a dashboard showing real time capacity tracking system at addiction treatment facilities in Baltimore. This tool will strengthen access across the City and enable service delivery and coordination between behavioral health providers, healthcare institutions, community organizations, and other City institutions. The grant is late because of a delay in receiving the required documentation.

MBE/WBE PARTICIPATION:

N/A

MINUTES

BBMR - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement from the Foundation to Promote Open Society. The Board further approved the Appropriation Adjustment Order to transfer Grant Funds within the Baltimore City Health Department from Service 715: Administration, to Service 307: Substance Abuse and Mental Health.

MINUTESHealth Department - Agreements

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

3. **CHASE BREXTON HEALTH SERVICES, INC.** **\$297,446.00**

Account No.: 5000-569718-3023-274411-603051

Chase Brexton Health Services, Inc. will provide Health Education/Risk Reduction Services (HERR) for clients living with HIV, and how to reduce the risk of HIV transmission. HERR will include sharing information about medical and psychosocial support services and counseling clients to improve their health status. The period of the agreement is July 1, 2017 through June 30, 2018.

4. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 94,886.00**

Account No.: 5000-569718-3023-274412-603051

Chase Brexton Health Services, Inc. will provide Medical Nutrition Therapy that includes nutrition assessment and screening, dietary/nutritional evaluation, develop a nutrition plan, distribution of food and/or nutritional supplements per medical provider's recommendation and nutrition education and/or counseling.

All services will be pursuant to a medical provider's referral and based on a nutritional plan developed by the registered dietitian or other licensed nutrition professionals. Services will be provided in individual and/or group settings, outside of HIV Outpatient/Ambulatory Health Services. The period of the Agreement is July 1, 2017 through June 30, 2018.

The agreements are late because the Maryland Department of Health and Mental Hygiene's (DHMH) Prevention and Health Promotion Administration (PHPA) programmatically manages State Special services. The providers are asked to submit a budget, budget

MINUTES

Health Department - cont'd

narrative, and scope of services. BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

5. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$163,201.00**

Account No.: 4000-484818-3023-718000-603051

The University of Maryland's STAR TRACK Adolescent HIV Program has a long history of providing HIV care and supportive services to the youth of color with and at risk of HIV infection. They have implemented many initiatives aimed to assist men who have sex with men (MSM) and transgender youth. Specifically for this project, they will: Serve as a provider to engage HIV-positive and HIV-negative clients in HIV prevention and care services, including HIV testing, Pre-Exposure Prophylaxis (PrEP)/Antiretroviral (ART) management, and screening and referral to supportive services. The period of the Agreement is September 30, 2017 through September 29, 2018.

The agreement is late because of a delay in the Department's administrative process.

6. **GAY, LESBIAN, BISEXUAL, AND TRANSGENDER** **\$183,911.00**
COMMUNITY CENTER OF BALTIMORE &
CENTRAL MARYLAND, LTD (GLCCB)

Account No.: 4000-484718-3023-718000-603051

The GLCCB has been an important community resource for men who have sex with men (MSM) and transgender communities in Baltimore for more than two decades and among this community, reaching. MSM of color is an integral focus of the GLCCB's work. For the purposes of this project, the GLCCB will have their Peer Navigators assist HIV-negative clients with

MINUTES

Health Department - cont'd

accessing HIV prevention services, including PrEP, nPEP and supportive services. They will provide training among collaborative partners on best practices for providing PrEP, nPEP, and other prevention services in collaboration with the Department, Reach and other collaborative partners. The GLCCB will conduct programs and events to engage and inform the priority population, including town halls, community forums, educational events, social marketing activities, and support programs. It will conduct outreach to recruit and refer the priority population to the collaborative and other supportive service agencies, and participate in and contribute to P515-1506 meeting (e.g. collaborative-wide, navigator, provider, etc.) It will also submit data in accordance with the requirements and perform any other P515-1406 activities identified by the Department as essential. The period of the Agreement is September 30, 2017 through September 29, 2018.

This agreement is late because of a delay during the administrative review process.

7. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$426,360.00**

Account No.: 1001-000000-3100-295900-603051

The BMS will work with the Department to provide School Health services which consist of School Health Suite Coverage (SHSC) and School Based Health Centers (SBHC). The BMS will provide services at Tench Tilghman Elementary/Middle School, Harford Heights Elementary, Collington Square Elementary/Middle School, Northwestern High School, Patterson High School, Mergenthaler Vocational Technical High School, Paul Lawrence Dunbar High School, and Vanguard Collegiate Middle School/Furley.

The BMS will also provide extended school year coverage at Paul Lawrence Dunbar High School and Harford Heights Elementary for the period of July 1, 2017 through July 30, 2018.

MINUTESHealth Department - cont'd

The BMS will maintain approval from the Maryland Medical Assistance Program for designation of the school-based clinics at Collington Square Elementary/Middle School, Vanguard Collegiate Middle School, Harford Heights Elementary, Paul Lawrence Dunbar and Patterson High School as SBHC5. BMS will provide the Department with documentation of such approval. Should either of the sites lose its designation as a SBHC for any reason, BMS will notify the Department in writing within 15 days of the loss of such designation. The period of the agreement is July 1, 2017 through June 30, 2018.

The agreement is late because of the delay in finalizing the budget and scope of services.

MWBOO GRANTED A WAIVER.**8. ACTION IN MATURITY, INC. \$41,326.00**

Account No.: 4000-433518-3024-768905-603051

Action in Maturity, Inc. will serve as the community focal point for seniors and their caregivers. The services provided will include but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2017 through September 30, 2018.

This agreement is late because the Department was waiting on finalization of budget and signatures from the provider.

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

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

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with The Johns Hopkins University. The period was January 1, 2017 through December 31, 2017.

AMOUNT OF MONEY AND SOURCE:

\$872,513.00 - 4000-499016-3023-513200-603051

BACKGROUND/EXPLANATION:

JHU provided HIV counseling testing and referral services to high risk clients, and addressed ways to improve the quality and provisions of HIV counseling and testing. HIV Counseling, Testing, and Referral (CTR) services ensure that counseling and testing results are confidential. It also provided responsive HIV services and information to clients regardless of whether prevention counseling was provided, and adhere to local, state, and federal regulations and policies that govern provisions of HIV services.

The agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

ABSTAINED on.

MINUTES

Health Department - Ratification of Grant Award
and No-Cost Time Extension

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc. The period of the grant award was July 1, 2015 through June 30, 2016.

The Board is further requested to approve and authorize the No-Cost Time Extension for the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc. The No-Cost Time Extension will extend the period of the Grant Award through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 6000-626616-3080-292302-406001

BACKGROUND/EXPLANATION:

On November 18, 2015, the Department received the grant award from the Aaron Straus and Lillie Straus Foundation, Inc. for the Teen Pregnancy Prevention Initiative, in the amount of \$75,000.00 for the period of July 1, 2015 through June 30, 2016.

On October 16, 2017, the Grantor approved a no-cost time extension. This extension will allow for the continuation of Teen Pregnancy Prevention Initiative activities.

The grant award was late due to the administrative process and no-cost time extension is late because of a delay in receiving the required documentation.

APPROVED FOR FUNDS BY FINANCE

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

MINUTESHealth Department - cont'd

UPON MOTION duly made and seconded, the Board ratified the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc. The Board further approved and authorized the No-Cost Time Extension through June 30, 2019 for the Grant Award from the Aaron Straus and Lillie Straus Foundation, Inc.

MINUTES

Health Department - Amendment No. 1 and 2
to Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to ratify Amendment No. 1 and 2 to Notice of Grant Award from the Maryland State Department of Education. The period of the Amendment No. 1 and 2 to Notice of Grant Award was July 1, 2015 through September 30, 2017.

AMOUNT OF MONEY AND SOURCE:

Amendment No. 1 - N/A

Amendment No. 2 - \$10,000.00

Account: 4000-427116-3080-294300-404001

BACKGROUND/EXPLANATION:

On December 23, 2015, the Board approved the original Notice of Grant Award in the amount of \$2,313,136.00 for the period of July 1, 2015 through September 30, 2016.

On January 20, 2016, the Department received Amendment No. 1 from the Maryland State Department of Education. Amendment No. 1 allowed for the amendment of payment codes for all lines of the grant. All other conditions remained in effect.

On May 26, 2016, the Department received Amendment No. 2 from the Maryland State Department of Education in the amount of \$10,000.00 for the period of July 1, 2015 through September 30, 2017. The purpose of Amendment No. 2 allowed for a one-time discretionary funding in the amount of \$10,000.00.

The Amendments are late due to administrative delays.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board ratified Amendment No. 1 and 2 to Notice of Grant Award from the Maryland State Department of Education.

MINUTES

Health Department - Second Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Second Notice of Grant Award from the Maryland Department of Aging.

AMOUNT OF MONEY AND SOURCE:

\$42,246.00 - 4000-433418-3044-273300-404001

BACKGROUND/EXPLANATION:

On January 10, 2018, the Board approved the original Notice of Grant Award in the amount of \$26,813.00 for the period of April 1, 2017 through March 31, 2018.

This Second Notice of Grant Award will provide funds to support public education about health insurance plan options to Baltimore City senior residents and their families.

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 Second Notice of Grant Award from the Maryland Department of Aging.

MINUTES

Health Department - Notice of Award and Two-Month Advance

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notice of Award (NOA) from the U.S. Department of Health and Human Services, Health Resources and Services Administration. The period of the award is March 1, 2018 through February 28, 2019.

The Board is also requested to approve a two-month advance of funds to the Associated Black Charities, Inc. (ABC), Subgrantee. The period of the advance of funds is March 1, 2018 through April 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$3,098,625.00 - 4000-427718-3023-606100-404001
336,007.00 - 4000-498718-3023-606100-404001
\$3,434,632.00

The Two-Month Advance to ABC is as follows:

| <u>Amount</u> | <u>Program Services</u> | <u>Account No.</u> |
|-----------------------|-------------------------|--------------------------------|
| \$ 92,958.00 | Part A - Administration | 4000-427718-3023-273302-603051 |
| 2,633,831.00 | Part A - Providers | 4000-427718-3023-273303-603051 |
| 1,080.00 | MAI - Administration | 4000-498718-3023-606101-603051 |
| <u>285,606.00</u> | MAI - Providers | 4000-498718-3023-606102-603051 |
| \$3,013,475.00 | | |

BACKGROUND/EXPLANATION:

This NOA will allow the Department to provide funds for essential HIV/AIDS health care and other services to those who lack or are partially covered by health insurance. Covered services include primary medical care, case management, and assistance in obtaining medications, hospice care, substance abuse treatment, mental health services and other limited services in the areas of housing, transportation, food, legal, childcare, outreach services, and other supportive services to persons infected by HIV/AIDS.

MINUTES

Health Department - cont'd

The advance of funds will allow for continuity of Ryan White Part A formula and Minority AIDS Initiative services while scopes of services and budgets are being reviewed and approved for the current program year. Any funds advanced to ABC, prior to execution of an agreement are subject to the terms and conditions of said agreement. The Subgrantee agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notice of Award from the U.S. Department of Health and Human Services, Health Resources and Services Administration. The Board further approved a two-month advance of funds to the Associated Black Charities, Inc., Subgrantee. The Comptroller **ABSTAINED**.

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 to solicit donations from local individuals, businesses and the general population to support a summer youth job opportunity program "This Is Working." The period of the campaign will be effective upon Board approval through February 28, 2019.

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. "This is Working" is a workforce development program designed to build "on-ramps" between Baltimore's developing industries and our youth. We seek to expose young people to 21st century work, and develop deep relationships with employers. We will utilize best practices from across the county to teach critical life skills, such as communication, time management, workplace etiquette etc.

This program is a collaboration between partners in industry, nonprofits, and government. We have been working with the Mayor's Office of Economic Development and several non-governmental partners.

MINUTESOffice of the City Council - cont'd

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

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen to solicit donations from local individuals, businesses and the general population to support a summer youth job opportunity program "This Is Working." The President **ABSTAINED**.

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 Our Victorious City, a non-profit organization, to provide scholarships to benefit victims of violence. The period of the campaign, pending Board approval, will be effective upon Board approval through February 28, 2019.

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.

Our Victorious City, founded by Ms. Victory Swift, in memory of her late son Mr. Victorious Swift, seeks to end violence in Baltimore City. To do this, the organization offers scholarships for students who are victims of violence. The organization has also partnered with Ms. Tina Giles Forrester, the widow of Mr. James Forrester, to create a scholarship in his honor for young

MINUTESOffice of the City Council - cont'd

people interested in music. Mr. Cohen seeks to solicit donations on behalf of Our Victorious City to better support young people impacted by violence throughout Baltimore.

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 Application for submission to the Board of Ethics of Baltimore City to allow Mr. Zeke Cohen and staff to solicit donations for Our Victorious City, a non-profit organization, to provide scholarships to benefit victims of violence. The President **ABSTAINED**.

MINUTESLaw Department - Opinion - Request for Refund
of Real Property Taxes

The Board is requested to approve a refund of real property taxes for the following claimant:

It is the opinion of the Law Department that Ms. Connor, Claimant, meets the qualifications for a real property tax exemption as the surviving spouse of a disabled veteran, and that she is eligible to receive a refund of taxes because she is the surviving spouse of a veteran honorably discharged from the armed services, declared by the Veterans' Administration to have a permanent 100% service connected disability, and occupied a single family dwelling during the period in question. The dwelling house, owned by the Claimant, was formerly occupied by Mr. Connor, a disabled veteran, who was domiciled in the State at the time of his death. After her husband's death, the Claimant continues to reside in the dwelling house. It has been determined that the claimant is entitled to a refund of real property taxes, which were paid as follows:

| <u>Claimant</u> | <u>Property</u> | <u>Taxable Year</u> | <u>Amount</u> |
|---------------------------|-----------------|---------------------|--------------------|
| 1. ELLEN CONNOR | 3608 Duvall | 2016/2017 | \$ 3,695.23 |
| SURVIVING SPOUSE | Avenue | 2015/2016 | 2,880.64 |
| OF BARRY N. CONNOR | | 2014/2015 | <u>3,685.69</u> |
| | | Total Refund | \$10,261.56 |

Pursuant to the Tax Property Article, Section 7-208 (c), after a disabled veteran dies, the surviving spouse of the disabled veteran shall receive a disabled veteran's property tax exemption.

Pursuant to the Tax Property Article, Section 7-208(g), which empowers the governing body of a county or municipal corporation to authorize a refund to a disabled veteran or the surviving spouse of a disabled veteran who receives an exemption for real property taxes paid during taxable years in which an exemption was authorized but not granted.

MINUTESLaw Department - cont'd

A surviving spouse may apply for a refund for tax paid on the dwelling house while the exemption was available, only if the surviving spouse applies for the exemption during the 3-year period beginning with the calendar year in which the surviving spouse initially became eligible for an exemption.

UPON MOTION duly made and seconded, the Board approved a refund of real property taxes to Ms. Ellen Connor, surviving spouse of Barry N. Connor.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|--|-----------------|---------------|
| Department of Housing and Community Development | - Rescission of Condemnation and Approval of Option | | |

Rescission and Re-Approval

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|----------------------------|-------------------------------|-----------------|---------------|
| 1. The Chesed Fund, LTD | 16-20 N. Carrollton Avenue | F/S | \$9,000.00 |

On July 12, 2017, the Board approved the acquisition of the \$9,000.00 ground rent interest, by condemnation, in the property located at 16-20 N. Carrollton Avenue. Since the original Board approval the owner has agreed to the sale price in the amount of \$9,000.00 for the 16-20 N. Carrollton Avenue and would like to proceed with a voluntary settlement. In addition, the owner has an additional property that is included in the option as listed below.

| | | | |
|----------------------------|----------------------------------|-----|-------------|
| 2. The Chesed Fund, LTD | 1210-1218 W. Fairmount Avenue | F/S | \$24,150.00 |
|----------------------------|----------------------------------|-----|-------------|

Funds are available in City Bond Funds, Account No. 9910-914135-9588-900000-704040, Poppleton Project.

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|-----------------|-----------------|---------------|
| Department of Housing and Community Development | - cont'd | | |

UPON MOTION duly made and seconded, the Board approved the above-listed Rescissions and Re-Approvals.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|--|--|-----------------------------|---------------|
| <u>Department of General Services</u> | | | |
| 1. Chichi Nyagah-nash Robert Schley Phillip Locklear Renee Johnson Ray Lacher Bob Gibson Lynette Svoboda | 2018 Annual FASTER Conference Virginia Beach, VA March 25 - 28, 2018 (Reg. Fee \$725.00 each) | Internal Service Fund | \$3,824.92 |

The registration fee of \$725.00 per person is included in the FASTER support contract with CCG Systems and paid separately. Therefore, the disbursement to each attendee is \$521.58.

Ms. Renee Johnson will be attending the full conference on 3/28/2018, and will drive home on 3/29/2018. Therefore, the Department is requesting an additional day of subsistence in the amount of \$158.00 for hotel costs and \$63.44 for taxes. Therefore, the disbursement to Ms. Johnson is \$695.44.

Mayor's Office of Criminal Justice

| | | | |
|---------------|---|-------|------------|
| 2. Kenya Asli | NGMA Annual Conference Alexandria, VA April 4 - 5, 2018 (Reg. Fee \$785.00) | Grant | \$1,839.44 |
|---------------|---|-------|------------|

The subsistence rate for this location is \$322.00 per night. The hotel cost is \$253.00 per night, plus hotel taxes of \$33.53 per night. The hotel cost (including taxes) of \$1,066.57 and registration cost of \$785.00 were prepaid on a City-issued procurement card assigned to Renee Newton. Therefore, the disbursement to Ms. Asli is \$267.00.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|---|--|---------------|
| <u>Fire and Police Employees' Retirement System</u> | | | |
| 3. Paul DeSimone | Annual Conference and Exhibition New York, NY May 12 - 17, 2018 (Reg. Fee \$0.00) | Special Funds - Fire and Police | \$2,394.65 |

The subsistence rate for this location is \$327.00 per night. The hotel cost is \$369.00 per night, plus hotel room tax of \$54.42 per night, hotel resort fee of \$1.50 per night, and hotel occupancy tax of \$2.00 per night. The Department is requesting additional subsistence of \$210.00 to cover the cost of the hotel, and \$200.00 for meals and incidentals. Mr. DeSimone will be disbursed \$2,394.65.

| | | | |
|-----------------------|---|---------------------------------------|------------|
| 4. N. Anthony Calhoun | Institutional Investors Forum Monterey, CA March 10 - 15, 2018 | Special Funds- Fire & Police | \$1,634.37 |
|-----------------------|---|---------------------------------------|------------|

The allowed subsistence for this area is \$216.00 per day for a total of \$648.00. The hotel cost is \$555.00. The agency is requesting an addition \$27.00 to cover the cost of meals and incidental expenses.

Mr. Calhoun will attend the Institutional Investors' Forum from March 11-13, 2018. However, Mr. Calhoun will cover the remaining two days from March 14-15, 2018 at his own expense.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|-------------------------------|---|--------------------|---------------|
| <u>Baltimore City Council</u> | | | |
| 5. Hosea Chew | SHRM Annual Conference & Exposition Chicago, IL June 17 - 20, 2018 (Reg. Fee \$1,455.00) | General Funds | \$2,979.61 |

The subsistence rate for this location is \$289.00 per night. The cost of the hotel is \$279.00 per night plus taxes of \$48.55 per night. The Department is requesting additional subsistence of \$30.00 per day for meals and incidentals.

The registration costs of \$1,455.00, airfare costs of \$361.96 and the hotel costs of \$982.65 were prepaid using a City-issued procurement card assigned to Mr. Hosea Chew. Therefore, the disbursement to Mr. Chew is \$180.00.

Baltimore City Fire Department

| | | | |
|---|---|------------------|------------|
| 6. James Potteiger John Cashion Arthur Cate | Tricon Training Conference 2018 Anaheim, CA March 18 - 22, 2019 (Reg. Fee \$795.00 ea.) | General Funds | \$8,540.16 |
|---|---|------------------|------------|

The subsistence rate for this location is \$237.00 per night. The cost of the hotel is \$279.00 per night plus taxes of \$43.43 per night. The Department is requesting additional subsistence of \$40.00 per day for meals and incidentals.

The registration costs of \$795.00 were paid using a City-issued procurement card assigned to Mr. James Fischer for each attendee and the transportation costs of \$662.00 were prepaid using a City-issued procurement card assigned to Mr. James Potteiger for each attendee. Therefore, the disbursement to each attendee is \$1,389.72.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|-------------------------------------|--|---------------------|---------------|
| <u>Employees' Retirement System</u> | | | |
| 7. Adetutu Talabi | 112 th Government Finance Officers Association Annual Conference St. Louis, MO May 5 - 9, 2018 (Reg. Fee \$380.00) | Special Funds - ERS | \$1,699.88 |

The subsistence rate for this location is \$184.00 per night. The cost of the hotel is \$169.00 per night plus taxes of \$29.98 per night. The agency is requesting additional subsistence of \$25.00 for meals and incidentals for the days of May 5 - 8, 2018 plus \$40.00 for May 9, 2018, because this is the last day of the conference and also the day Ms. Talabi will return.

The registration cost of \$380.00 was prepaid by the Employees' Retirement System.

Baltimore Police Department

| | | | |
|-----------------------|--|------------------|------------|
| 8. Maxine Bickerstaff | Summit on Government Performance & Innovation Los Angeles, CA April 29 - May 3, 2018 (Reg. Fee \$0.00) | Asset Forfeiture | \$1,235.69 |
|-----------------------|--|------------------|------------|

Ms. Bickerstaff will pay the costs for April 29, 2018, which is prior to the conference. The transportation cost of \$383.96 was prepaid using a City-issued procurement card assigned to Tribhuvan Thacker. Therefore, the disbursement to Ms. Bickerstaff is \$851.73.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|---|--|--------------------|---------------|
| <u>Department of Public Works</u> | | | |
| 9. Stanley Davis Elwood Klump Jack McClinton | ABB Training - Admin and Installation Westerville, OH Feb. 25 - March 02, 2018 (Reg. Fee \$0.00) | | \$ 0.00 |
| 10. Stanley Davis Elwood Klump Jack McClinton | ABB Training - Engineering with Function Design Houston, TX Mar. 11 - Mar. 23, 2018 (Reg. Fee \$0.00) | | \$ 0.00 |
| 11. Stanley Davis Elwood Klump Jack McClinton | ABB Training - Hardware and Maintenance/Trouble- shooting Westerville, OH April 29 - May 4, 2018 (Reg. Fee \$0.00) | | \$ 0.00 |

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the City representative's absence will exceed five work days or involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Please be advised that ABB is paying for all of the travel arrangements and travel expenses for the three employees for the three separate classes.

MINUTESState's Attorney's Office**RETROACTIVE TRAVEL APPROVAL**

| | | |
|---------------------|---|------------|
| 12. Elizabeth Stock | Investigating and Prosecuting Homicide in the Era of Crime TV Conference St. Petersburg, FL Oct. 9 - 13, 2017 (Reg. Fee \$835.00) | \$2,015.52 |
|---------------------|---|------------|

On October 9 - 13, 2017, Ms. Stock traveled to St. Petersburg, Florida to attend the Investigating and Prosecuting Homicide in the Era of Crime TV Conference. The registration fee of \$835.00 was paid using EA000212621. The airfare costs of \$306.96, the hotel cost of \$570.00 and the hotel tax of \$74.10 were prepaid using a City-issued credit card assigned to Ms. Robin Haskins. Therefore, the disbursement to Ms. Stock is \$229.46.

This request is late because the notification of the grant award and acceptance of the award did not allow for submission prior to travel. The Department requests retroactive travel approval. The requested reimbursement to Ms. Stock is \$229.46 as follows:

TRAVEL REIMBURSEMENT

| |
|----------------------|
| \$ 49.68 - Shuttle |
| <u>179.78</u> - Food |
| \$229.46 |

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

MINUTES

State's Attorney's Office - cont'd

RETROACTIVE TRAVEL APPROVAL

13. Sarah Labus Smart Prosecution General \$ 968.21
 Smart Suite Research Funds
 Practitioner Fellow
 Academy Training
 Lansing, MI
 July 24 - 28, 2017
 (Reg. Fee \$0.00)

Ms. Labus travelled to the Smart Prosecution Academy, Enhancing Crime Prevention/Security Program which focused on the importance of using science and data to support criminal justice planning and programming; develop capacity to translate research into practice; support the implementation of evidence-based practice; and enhance public safety and improve the delivery of fair and cost effective justice.

This request is late because the receipt of the training material and time to schedule trip prevented submission for Board approval prior to the trip. The agency apologies for the delay.

TRAVEL REIMBURSEMENT

The subsistence rate for this location is \$159.00 per day. The hotel rate is \$75.00 per night, and the hotel taxes are \$9.75 per night. The hotel for the amount of \$339.00 and airfare for the amount of \$370.66 were prepaid using a City-issued procurement card issued to Ms. Robin Haskins. Therefore, Ms. Labus is requesting reimbursement in the amount of \$258.55.

| | | |
|---------------|---|----------------|
| \$ 45.90 | - | Transportation |
| 164.65 | - | Meals |
| 48.00 | - | Incidentals |
| <u>258.55</u> | | |

MINUTESCity Council**RETROACTIVE TRAVEL APPROVAL**

| | | |
|------------------------|--|---------|
| 14. Kristerfer Burnett | The Center for Popular Democracy Local Progress New City Councilmember Training Minneapolis, MN Dec. 15, 2017 (Reg. Fee \$0.00) | \$ 0.00 |
|------------------------|--|---------|

On December 15, 2017, Mr. Burnett traveled to Minneapolis, Minnesota to attend the Local Progress New City Councilmember Training. Local Progress paid the cost of airfare and hotel accommodations. Mr. Burnett is not seeking reimbursement for any meals/incidentals. City funds were not expended.

This request is late because Mr. Burnett was not provided the cost of the hotel booking until the conclusion of the travel. The Department requests retroactive travel approval.

UPON MOTION duly made and seconded, the Board approved the foregoing Travel Requests, Retroactive Travel Approvals, and Travel Reimbursements. The President **ABSTAINED** on item nos. 5 and 14. The Comptroller **ABSTAINED** on item nos. 3, 4, and 7.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of General Services - GS 14800R, Mitchell
Courthouse 3rd & 4th Floor
Courtrooms
BIDS TO BE RECV'D: 04/18/2018
BIDS TO BE OPENED: 04/18/2018

2. Department of Public Works/
Department of Recreation & Parks - RP 17808, Lakeland Recreation
Center Window Replacements
BIDS TO BE RECV'D: 04/11/2018
BIDS TO BE OPENED: 04/11/2018

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

MINUTES

President: "There being no more business before this Board, we'll recess until bid opening at 12 noon."

* * * * *

MINUTES

Clerk: "Good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. There are no addenda for today."

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that **NO ADDENDA WERE RECEIVED** extending the dates for receipt and opening of bids.

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 926, Electrical Distribution System Reliability Improvements Physical Security Upgrades & On-Site Power Generation at the Patapsco Waste Water Treatment Plant

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

Bureau of Procurement - B50005246, Trash Removal and Recycling Services (Baltimore Convention Center)

Republic Services of Baltimore
Apple Valley Waste
The Goode Companies, Inc.

Bureau of Procurement - B50005295, Portable Generators

Ramsay-Bliese Corp. d/b/a Leete Generators

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, March 14, 2018.



Handwritten signature of Joan M. Pratt, CPA.

JOAN M. PRATT
Secretary