

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 April 11, 2018, meeting of the Board of Estimates is now called to order. In the interest of promoting order in the efficiencies of these hearings, persons who are disruptive to these hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from my office dated April 9, 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 move approval 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:

American Paving Fabrics, Inc.	\$8,000,000.00
Cinch Mechanical, LLC	\$1,500,000.00
Fallsway Construction Company, LLC	\$1,500,000.00
S G K Contracting, Inc.	\$1,500,000.00
Weber Steel Service & Associates, LLC	\$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:

Albrecht Engineering, Inc.	Engineer
C.C Johnson & Malhotra, P.C.	Architect Engineer Land Survey
MIN Engineering, Inc.	Engineer
SuYash Consulting, LLC	Engineer

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Barbara Ann Stein	1122 Sarah Ann Street	G/R \$48.00	\$ 320.00
2. Phyllis Freed	303 N. Carrollton	G/R Avenue	\$ 916.00 \$100.00
3. Tridack, LLC	307 N. Carrollton Avenue	G/R \$100.00	\$ 916.00

Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

4. Desmond R. Scruggs	2703 Fenwick Avenue	L/H	\$25,575.00
5. Carolyn E. Burton-Page	2704 Fenwick Avenue	F/S	\$47,000.00
6. Michael Walter Harris	2711 Fenwick Avenue	L/H	\$22,275.00
7. Paulett Eames, Jr. and Laureene A. Eames	2715 Hugo Avenue	F/S	\$25,000.00

Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick/Hugo/28th Street Project.

8. Daley DiFranco & Co., LLC	2209 Booth Street	L/H	\$11,700.00
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Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options cont'd</u>			
9. G. H. Goldberg, LLC.	2023 E. Biddle Street	G/R \$42.00	\$ 385.00

Funds are available in account no. 9910-908636-9588-900000-704040, FY16 Whole Block Demo Project.

10. A & P, LLC	2309 Harford Road	G/R \$108.00	\$ 900.00
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Funds are available in account no. 9910-908044-9588-90000-704040, Gateway Park Project.

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

DHCD - Condemnations

11. Donte Summers	2305 Harford Road	L/H	\$ 1,600.00
12. Michael Sollberger	2313 Harford Road	L/H	\$ 1,400.00
13. Sean, LLC	2317 Harford Road	G/R \$90.00	\$ 600.00

Funds are available in City Funds, account no. 9910-908044-9588-900000-704040, Gateway Park Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
14. Brian Davis	151 Willard Street	F/S	\$ 7,000.00
15. Brian Davis	153 Willard Street	F/S	\$17,000.00

Funds are available in account no. 9910-906126-9588-900000-704040, FY17 CORE Demo Project.

DHCD - Condemnation or Extinguishment

16. Myrtle H. Harris and Francis Harris (both Deceased)	3427 Hickory Avenue	G/R \$25.00	\$ 166.67
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Funds are available in City Bond Funds, account no. 9910-907079- 9588-900000-704040, Tax Sale Ground Rents Project.

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

UPON MOTION duly made and seconded, the Board approved the foregoing Options, Condemnations, and the Condemnation or Extinguishment.

MINUTES

Department of Housing and Community Development - First Modification to Memorandum of Understanding for Demolition and Stabilization

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Modification to Memorandum of Understanding for Demolition and Stabilization (modification) between the Maryland Department of Housing and Community Development and the Maryland Stadium Authority.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 10, 2017, the Department entered into a MOU to improve the blighted properties in Baltimore. While the acquisition, relocation, and demolition of the properties continue pursuant to the original MOU, the two parties proposed a modification.

The modification will allow for the deconstruction of a select group of properties to be undertaken by the City and to clarify the minimum annual funding commitment of the Department to be \$21,300,000.00 for FY 17, FY 18 and FY 19.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Modification to Memorandum of Understanding for Demolition and Stabilization between the Maryland Department of Housing and Community Development and the Maryland Stadium Authority.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Schreiber Brothers Development, LLC., Developer, for the sale of the City-owned properties located at 1026 and 1032 N. Gilmore Street.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 1026 N. Gilmore Street
5,000.00 - 1032 N. Gilmore Street
\$10,000.00

BACKGROUND/EXPLANATION:

The Developer wishes to purchase the vacant buildings located at 1026 and 1032 N. Gilmore Street for the purpose of rehabbing the properties as single family rental properties. The purchase and improvements to the site will be financed through private sources.

The City is authorized to dispose of the property by virtue of Article II, Section 15 of the Baltimore City Code. The property was journalized and approved for sale on December 22, 2010.

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

The properties were each valued at \$4,368.00. Therefore, the statement of purpose and rationale is not applicable.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Schreiber Brothers Development, LLC., Developer, for the sale of the City-owned properties located at 1026 and 1032 N. Gilmor Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Unified Efforts, Inc., Developer, for the sale of the City-owned property located at 2517-2521 Woodbrook Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation and extension of the vacant building as a Violence Prevention Youth Center with a structured After School Academic program. The property is located in the Penn-North neighborhood.

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

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

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 2517-2521 Woodbrook Avenue is \$6,500.00 and the purchase price is \$3,500.00.

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

- the sale will continue the elimination of blight, and
- it will also eliminate the structural deterioration of the property which occurred prior to the waiver valuation.

MINUTES

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Unified Efforts, Inc., Developer, for the sale of the City-owned property located at 2517-2521 Woodbrook Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Utopia Properties, LLC, Developer, for the sale of the City-owned property located at 3912 Park Heights Avenue.

AMOUNT OF MONEY AND SOURCE:

\$4,500.00

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation of the vacant building into a single family home, which will be rented to a tenant at market rate.

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

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

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 3912 Park Heights Avenue is \$7,000.00 and the purchase price for \$4,500.00.

The property is being sold to Utopia Properties, LLC below the price determined by the Waiver Valuation Process because of the following reasons:

- the sale will continue the elimination of blight,
- the renovations will be to the specific benefit to the immediate community, and
- this sale will return the vacant property to the tax rolls.

MINUTES

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Utopia Properties, LLC, Developer, for the sale of the City-owned property located at 3912 Park Heights Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Jalala Faria, Developer, for the sale of the City-owned property located at 802 Whitmore Avenue (Block 2373, Lot 046).

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to 802 Whitmore Avenue to Jalala Faria, for the total purchase price of \$3,500.00, which will be paid to the City of Baltimore at the time of settlement.

The Developer wishes to purchase the vacant building located at 802 Whitmore Avenue for the purpose of a single family dwelling for sale or rental. The purchase and improvements to the site will be financed through private sources.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code. The property was journalized and approved for sale on April 30, 2009.

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

The property located at 802 Whitmore Avenue was priced pursuant to the Appraisal Policy of Baltimore City via the Waiver Valuation Process at \$6,218.00 and will be sold for \$3,500.00.

MINUTES

DHCD - cont'd

The rationale for the sale below the waiver valuation price is that the sale will:

- serve a specific benefit to the immediate community,
- eliminate blight, and
- return the property to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Jalala Faria, Developer, for the sale of the City-owned property located at 802 Whitmore Avenue (Block 2373, Lot 046).

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Unity Properties, Inc., Developer, for the sale of the City-owned properties located at 51, 105, 109, 111, and 121 S. Fulton Avenue.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 51 S. Fulton Avenue
 5,000.00 - 105 S. Fulton Avenue
 5,000.00 - 109 S. Fulton Avenue
 5,000.00 - 111 S. Fulton Avenue
5,000.00 - 121 S. Fulton Avenue
\$25,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The project will be privately and publicly financed, including Low Income Housing Tax Credit.

The Developer plans to purchase the five vacant buildings and rehabilitate each building into two rental units which will be rented at 30-60% of the area median income. The Developer proposes to invest approximately \$250,000.00 in acquisition and renovation costs, per building, at a total investment of \$1,250,000.00.

This is the first phase of a larger project that will consist of the acquisition and rehabilitation of approximately 25 properties on three blocks of Fulton Avenue with a total project cost of approximately \$17,000,000.00.

The aforementioned properties have been journalized and approved for sale on December 22, 2010.

MINUTES

DHCD - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE WAIVER VALUATION PRICE:

Each property was priced at \$6,200.00 pursuant to the appraisal policy of Baltimore City using the Waiver Valuation process.

The properties will be sold to Unity Properties, Inc. for \$5,000.00 each, which is below the waiver valuation price because of the following reasons:

- the sale will help to promote a specific benefit to the immediate community,
- the sale and rehabilitation will help to eliminate blight from the neighborhood, and
- the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Unity Properties, Inc., Developer, for the sale of the City-owned properties located at 51, 105, 109, 111, and 121 S. Fulton Avenue.

MINUTES

Department of Housing and - Land Disposition and
Community Development (DHCD) Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition and Acquisition Agreement, which outlines the exchange of the property, located at 2224 Druid Hill Avenue (Block 0303, Lot 034), owned by NR2C, LLC, Developer, for a comparable property, located at 1737 E. Oliver Street (Block 1494, Lot 037), owned by the Mayor and City Council.

AMOUNT OF MONEY AND SOURCE:

The City agrees to pay for all settlement costs associated with the property acquired by the City, not to exceed \$600.00 total.

Account: 9910-906126-9588-900000-704040

BACKGROUND/EXPLANATION:

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

NR2C, LLC received notice of the City's intent to demolish the property located at 2224 Druid Hill Avenue. Because the Developer intended to rehabilitate the property, a property exchange was proposed for a comparable Mayor and City Council-owned property in an area better suited for redevelopment. The Developer will deliver good and marketable title and as a condition of the exchange, has agreed to rehabilitate 1737 E. Oliver Street within 12 months from the date of settlement.

The City will receive clear and marketable title to 2224 Druid Hill Avenue, subject to any municipal liens, in exchange for a comparable Mayor and City Council property.

MINUTES

DHCD - cont'd

The determination of comparability is based on a valuation for both 2224 Druid Hill Avenue and 1737 E. Oliver Street, which determined that the property located at 2224 Druid Hill Avenue is valued at \$16,000.00, while the property at 1737 E. Oliver Street is valued at \$8,666.00.

The liens at 2224 Druid Hill Avenue total approximately \$113.20 and are itemized as follows:

Real Property taxes 15/16 7/21/16	\$ 40.00 PRTL
Property Registration #081730	<u>73.20</u>
Total Liens	\$113.20

This exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the property through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens. As such, the City has agreed to pay for all title work and associated settlement costs, on the properties the City is receiving, not to exceed \$600.00.

STATEMENT OF PURPOSE AND RATIONALE FOR TRANSFER OF PROPERTY BY MEANS OF COMPARABLE EXCHANGE:

The rationale for the exchange of properties was to ensure that the severity of blight at 2224 Druid Hill Avenue would be successfully eliminated, while simultaneously ensuring that a willing and able Developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition and Acquisition Agreement, which outlines the exchange of the property, located at 2224 Druid Hill Avenue (Block 0303, Lot 034), owned by NR2C, LLC, Developer, for a comparable property, located at 1737 E. Oliver Street (Block 1494, Lot 037), owned by the Mayor and City Council.

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 page:

1480

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$15,000.00	9950-902465-9509	9950-906570-9508
State Rev.	Constr. Res. -	Curb Repair Contract
	Curb Repair	Citywide
	Citywide	

This transfer will cover the costs of prints and other related costs necessary to advertise project TR 18012, Curb Repair Contract Citywide.

Department of General Services

2. \$74,741.90	9916-901410-9194	9916-913730-9197
General Funds	Elevator	Wolman
	Replacement	Elevator
	Various Buildings	Upgrade (Active)
	(Reserve)	

This transfer will provide funds to the Department for the replacement and upgrade of the elevators in the Abel Wolman Municipal Building, to bring them to current code compliance. The replacement and upgrade will include renovation of the elevator machine room, new cab interiors, hoist way, ADA compliance, controls and all associated in-house costs. Elevators in the Abel Wolman Municipal Building have a high priority status for the importance of service provided to both the public and other agencies. The elevators have reached the stage where the needed parts for maintenance and repair are no longer being manufactured.

MINUTES

Environmental Control Board - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of funds to the Baltimore City Foundation from the Environmental Control Board for the BMORE Beautiful Care-A-Lot Program.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 1001-000000-1170-138600-603026

BACKGROUND/EXPLANATION:

The Environmental Control Board requests approval to transfer funds to the Baltimore City Foundation for the BMORE Beautiful Care-A-Lot Program, to provide grants to Baltimore neighborhoods and youth participants working to maintain identified vacant lots within their community.

The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance visits and work completed. Budgeted funds in excess of the amount required to support agency operations in Fiscal Year 2018 will be transferred and used to fund this grant program.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the transfer of funds to the Baltimore City Foundation from the Environmental Control Board for the BMORE Beautiful Care-A-Lot Program.

MINUTES

Department of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3401 Brewers Green Way	Brewers Green Development, LLC	14 Planters 12' x 3'
	\$1,764.00 - Annual Charge	
2. 5502 Park Heights Avenue	Jungwhan Oh	Single face electric sign 10' x 4'
	\$ 636.00 - Flat Charge	
3. 119 W. 39 th Street	CW Properties, LP	Two 4" conduit @ 4 linear ft.
	\$ 28.00 - Annual Charge	
4. 655 President Street	Harbor East Parcel B Retail, LLC	Double face electric sign 2'7" x 1'8"
	\$ 421.80 - Flat Charge	

MINUTES

Department of Transportation - cont'd

<u>Location</u>	<u>Applicant</u>	<u>Privilege/Size</u>
5. 2401 E. Monument Street	2401 E. Monument Street, LLC	Awning 30" x 3"
<p>\$ 567.00 - Flat Charge</p>		

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

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

MINUTES

Department of Transportation - Developer's Agreement No. 959-E

ACTION REQUESTED OF B/E:

The Board is requested to approve a Developer's Agreement with FRP Hollander 95, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$93,830.00

BACKGROUND/EXPLANATION:

The Developer would like to install new water to its proposed new building located at 1801, 1821, 1841 62nd Street, MD 21237. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

An Irrevocable Letter of Credit in the amount of \$93,830.00 has been issued to FRP Hollander 95, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved the Developer's Agreement with FRP Hollander 95, LLC, Developer.

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 15011, Resurfacing Highways at Various Locations, Northeast, Sector I.

AMOUNT OF MONEY AND SOURCE:

\$306,537.64 - 9950-906221-9514-000000-200001

BACKGROUND/EXPLANATION:

All work on TR 15011 is substantially completed and all punch list items are complete. P. Flanigan & Sons, Inc. has requested a partial release of retainage in the amount of \$306,537.64. The City holds \$308,537.64.00 in retainage. The remaining amount of \$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 15011, Resurfacing Highways at Various Locations, Northeast, Sector I.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

1. TELETRAC NAVMAN

US, LTD	\$ 670,000.00	Renewal
Contract No. B50003586 - Automatic Vehicle Location (AVL) - Departments of General Services, Public Works, Transportation etc. - P.O. No. P531131		

On April 8, 2015, the Board approved the initial award in the amount of \$935,532.00. The award contained three 1-year renewal options. On October 21, 2015, the Board approved an increase in the amount of \$350,000.00. This first renewal in the amount of \$670,000.00 is for the period April 9, 2018 through April 8, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 14, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

2. PRO-FIX MEDICAL REPAIR

& SALES, LLC	\$ 0.00	Renewal
Contract No. 08000 - Stretcher Repairs - Baltimore City Fire Department - P.O. No. P538919		

On March 15, 2017, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$0.00 is for the period March 15, 2018 through March 14, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as sole source procurement. These services are only available from the vendor, and are not available from subcontractors.

3. KEY RISK MANAGEMENT

SERVICES, LLC	\$5,000,000.00	Renewal
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Contract No. B50003192 - Workers Compensation Claims Administration - Department of Finance - Risk Management - P.O. No. P526712

On March 26, 2014, the Board approved the initial award in the amount of \$13,614,900.00. The award contained two renewal options. On March 15, 2017, the Board approved the first renewal in the amount of \$4,800,000.00. This final renewal in the amount of \$5,000,000.00 is for the period April 1, 2018 through March 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On February 7, 2012, MWBOO set goals of 17% MBE and 10% WBE. Key Risk Management Services, LLC was found in compliance.

MBE: Claims Assist, LLC	1%	\$ 206,390.00	1.8%
SPRC, LLC	13%	2,747,267.00	23.7%
Sutherland Data Products, Ltd.	1%	101,523.00	0.9%
Tyson Investigative Services Inc.	<u>2%</u>	<u>130,701.00</u>	<u>1.1%</u>
	17%	\$3,185,881.00	27.5%

MINUTES

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

WBE: All Pro Placement Service, Inc.	2%	\$ 799,863.00	6.9%
Comprehensive Investigations, Inc.	2%	387,619.00	3.3%
Expert Medical Opinions	3%	417,780.00	3.6%
Mary Kraft & Associates, Inc.	2%	568,659.00	4.9%
Restore Rehabilitation, LLC	1%	295,817.00	2.6%
	10%	\$2,469,738.00	21.3%

MWBOO FOUND VENDOR IN COMPLIANCE.

4. MID-ATLANTIC BOAT SALES, LLC
 d/b/a ANNAPOLIS INFLATABLES \$ 29,450.00 Low Bid
 Solicitation No. B50005288 - Provide Two Inflatable Emergency
 Rescue Boats - Baltimore City Fire Department - Req. No.
 R783085

Vendors were solicited by posting on CitiBuy. On February 9, 2018, three bids were received and opened. Award is recommended to the lowest responsible, responsive bidder.

MBE/WBE PARTICIPATION:

Not applicable. The requested award amount is below the MBE/WBE subcontracting threshold of \$50,000.00. On February 7, 2012, MWBOO set goals of 17% MBE and 10% WBE. Key Risk Management Services, LLC was found in compliance.

5. ANSI-ASQ NATIONAL
 ACCREDITATION BOARD \$ 32,200.00 Sole Source
 Contract No. 08000 - ANAB Assessment for Accreditation -
 Baltimore Police Department - Crime Lab - Req. No. R790561

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

The vendor is the manufacturer's sole authorized source of performing assessments and issuing accreditation for the Baltimore Police Department Crime Lab, accreditation occurs every four years. This is a one-time award. 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 meets the requirement for certification as a sole source procurement as this service is only available from the vendor, and is not available from subcontractors.

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, Increases to Contracts and Extensions except for item no. 3, which was **DEFERRED** for two weeks until April 25, 2018.

MINUTES

Department of Public Works/Office - Amendment No. 3 to Agreement of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with RJN Group, Inc. The Amendment No. 3 will extend the period of the Agreement for six months through September 14, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The RJN Group, Inc. was awarded Project 1163 in March 2012 to provide flow, rainfall and groundwater monitoring services and also to perform an evaluation of the City existing billing flume network.

The project was for a period of 6 years ending March 2018.

Under this Amendment No. 3, RJN Group, Inc. will continue to provide flow, rainfall and groundwater monitoring services and additionally provide engineering services support and use of Slicer RTK automated solver with existing Baltimore City Wastewater Flow Data. The City is required under the Consent Decree to monitor flow and rainfall prior to and following completion of any sanitary sewer construction project to ascertain the effectiveness of the construction project. Rainfall and flow monitoring is required by the Consent Decree, therefore the program needs to be extended the 6 months.

The scope of the original agreement involves the flow and rainfall monitoring services to be performed in various sewersheds throughout the City. The flow and rainfall monitoring network will be designed, installed, operated and maintained to provide representative, accurate, and precise data of sufficient quality to use for hydraulic model calibration and for verification of the

MINUTES

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

effectiveness of the ongoing construction project. Further, the project will include evaluation of the existing network of flumes currently used for billing adjacent jurisdictions.

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%

WBE: 9%

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 3 to Agreement with RJN Group, Inc.

MINUTES

Department of Public Works - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of funds to the Baltimore City Foundation for the BMORE Beautiful Grant Program.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - 1001-000000-5152-386504-603026

BACKGROUND/EXPLANATION:

The Department of Public Works requests approval to transfer funds to the Baltimore City Foundation for the BMORE Beautiful Grant Program, to provide grants to Baltimore neighborhoods and youth participants working to enhance, renew, and revitalize their neighborhood.

The grants range from \$500.00 to \$1,000.00, and will be awarded to 15 neighborhoods participating in the BMORE Beautiful Program. Funds previously allotted to the Clean Corps Campaign within the Department will be transferred to fund this grant program.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the transfer of funds to the Baltimore City Foundation for the BMORE Beautiful Grant Program.

MINUTES

Bureau of the Budget and - cont'd
Management Research

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention for the Forensics Enhancements program. The Board further approved the Appropriation Adjustment Order No. 66 to transfer unallocated Federal funds within the Baltimore City Police Department from Service 621 to Service 642 (Crime Laboratory).

MINUTES

Department of Recreation and Parks - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of an Agreement between the Maryland Military Department and the Maryland Military Monuments Commission. The period of the agreement is effective upon Board approval and will terminate upon the later of (i) the date the Mortars are successfully removed or (ii) the date upon which the City receives the funds.

AMOUNT OF MONEY AND SOURCE:

\$1,200.00 - 2096-796668-7960-866800-600000

BACKGROUND/EXPLANATION:

The Maryland Military Department wishes to claim and remove two Army six-inch Newton/Stokes mortars from the Private Henry G. Costin Monument at Medal of Honor Congressional Park (City Property) located at Dolphin and Howard Streets for the purpose of restoring and displaying them at the Fifth Regiment Armory Museum.

The Maryland Military Department will perform the removal of the rare relics from WWI and the Department of Recreation and Parks will perform the masonry work, filling in the exposed holes in the ground with bricks after the mortars are removed, and cleaning and refurbishing the Henry G. Costin Monument, which will remain on the property. The mortars only will become the property of the Maryland Military Department upon execution of this agreement. The Maryland Military Monuments Commission will provide a grant to the City in the amount of \$1,200.00 to help with the cost of restoring property.

MINUTES

Department of Recreation and Parks - cont'd

The City of Baltimore Commission for Historical and Architectural Preservation supports turning over the mortars to the State and will work closely with a conservator to preserve the Costin Monument.

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 between the Maryland Military Department and the Maryland Military Monuments Commission.

MINUTES

Baltimore Development Corporation - Assignment and Assumption
of Lease Agreement _____

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Assignment and Assumption of Lease Agreement between Marine Associates, LLC, Assignor, and 400 Key Highway Piers, LLC, Assignee.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On March 2, 2005, the Board approved a Lease Agreement, as amended on September 13, 2006, with the Assignor for use of the Inner Harbor Marine Center.

The Assignor wishes to assign its rights to the Lease Agreement to the Assignee. Section XI (D)(1) of the Lease Agreement requires that any assignment of the Lease Agreement must be requested in writing and is subject to the approval of the Board.

The Assignor requested the assignment in writing on October 27, 2017. Through this Assignment and Assumption of the Lease Agreement, the Assignee will assume all obligations of the Assignor under the Lease.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Assignment and Assumption of Lease Agreement between Marine Associates, LLC, Assignor, and 400 Key Highway Piers, LLC, Assignee.

MINUTES

Baltimore Development Corporation (BDC) - Fourth Amendment to Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fourth Amendment to Land Disposition Agreement (Fourth Amendment to LDA) with CBAC Borrower, LLC. (Developer).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 31, 2012, the City entered into a Land Disposition Agreement (LDA) with CBAC Gaming, LLC for the sale of eight City-owned lots to be developed into a parking garage for the Horseshoe Casino VLT facility. As part of the LDA, CBAC Gaming, LLC also received an option to purchase two other parcels, 701 W. Ostend Street and 1411 Warner Street. On August 21, 2013, April 20, 2016 and June 28, 2017, the LDA was amended and the rights of CBAC Gaming, LLC have been assigned to CBAC Borrower, LLC.

An amendment to the current LDA will set the terms for the delivery of an animal care replacement facility at a new location. The Third Amendment to the LDA included a third option parcel that is necessary in order to accommodate the Developer's plans for a golf-related entertainment project. That third parcel is the site of the City's existing animal shelter and rescue facility, which is operated by the Baltimore City Health Department and its contractor, Baltimore Animal Rescue and Care Shelter, Inc. The Third Amendment provided that the Developer is required to construct to City specifications with its own funds, a replacement animal care facility on private property at 2800 Wegworth Lane that the Developer at that time had under contract. On completion of the replacement facility, the City would swap, plus cash to equalize with the cost of the replacement facility, with the Developer such that the City would own the newly-constructed replacement facility and the Developer would acquire the existing

MINUTES

BDC - cont'd

animal shelter site for its development project. Construction of the replacement facility on Wegworth Lane, being funded by private dollars on private property, would not constitute "public works" requiring compliance with the City Charter public bidding provisions (Article VI, Section 11).

The Developer's contract to acquire the Wegworth Lane property was terminated because the seller of that property was unable to find a suitable site to relocate its business. Thus the transaction contemplated by the Third Amendment is in jeopardy of collapsing for lack of a site for an animal shelter replacement facility. The BDC has identified another site on Giles Road in Cherry Hill, however the property is owned by the City; constructing the animal shelter replacement facility on City-owned land would constitute "public works" requiring compliance with the public bidding requirements of the City Charter.

Article VI, §11(e)(i) of the City Charter describes the circumstances under which the public bidding process can be dispensed with when "...no advantage will result in seeking, or it is not practicable to obtain competitive bids."

In this case, the Developer has an existing LDA with the City for the purchase of property on which there is currently a City facility. As part of the consideration under the LDA, the Developer is required to replace that facility. For the past 18 months, the Developer, in cooperation with the City, has invested substantial time and money with architects, engineers, and a contract to design and price the cost of the replacement facility on private property. Now, that private property is no longer available, the development that the City has sought under the LDA is in jeopardy of being abandoned unless another site for the replacement facility can be found. The Giles Road site is ideal for the replacement facility.

The terms of the Third Amendment require that the construction of the replacement facility be subject to competitive bidding for the

MINUTES

BDC - cont'd

major subcontractors pursuant to a contract and at a price approved by the Department of Housing and Community Development. Thus safeguards are in place regarding the construction cost of the replacement facility.

No advantage to the City will result from discarding all that has been done to date and putting this project out for public bid. The Department of Finance has reviewed this matter and has recommended that the Fourth Amendment to LDA, which substitutes the City-owned Giles Road site for the privately owned Wegworth Lane site, be approved and that the public bidding process for construction of the animal shelter replacement facility on Giles Road may be dispensed with for the reasons stated above.

MBE/WBE PARTICIPATION:

The Developer has agreed to comply with the MBE requirements as described in Title 14, Subtitle 3 of the State Finance and Procurement Article in the Land Disposition Agreement.

IT IS HEREBY CERTIFIED, PURSUANT TO ARTICLE VI, SECTION 11 (e) (i) OF THE CITY CHARTER THAT THE ABOVE PROCUREMENT IS OF SUCH A NATURE THAT NO ADVANTAGE WILL RESULT IN SEEKING NOR WOULD IT BE PRACTICAL TO OBTAIN COMPETITIVE BIDS.

WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE AND THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fourth Amendment to Land Disposition Agreement with CBAC Borrower, LLC.

MINUTES

Bureau of Solid Waste - 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 Northeast Maryland Waste Disposal Authority (NMWDA). The period of the MOU is effect upon Board approval through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$197,172.21 -1001-000000-5161-389700-603026

BACKGROUND/EXPLANATION:

In order to expedite the procurement of the mandatory regulatory compliance work at the Quarantine Road Landfill required by Maryland Department of Environment Refuse Disposal Permit No. 2014-WMF-0325, the Bureau of Solid Waste enlisted the aid of the NMWDA. The NMWDA has on-call contracts to facilitate such work in order for it to be completed in a timely manner. The proposed work includes regulatory requirements and will be replaced by Project 1272, On-call Solid Waste Engineering Services once the funding of the Project becomes available in FY 2019. The major scope of work to be completed included:

- landfill Volumetric and Stormwater Reporting, Leachate Monitoring, and Miscellaneous Regulatory Compliance Work at the Landfill, and
- landfill Gas and Miscellaneous Regulatory Compliance Work at the Landfill.

The Department of Public Works hereby certifies that written Notice of the intent to enter into a Memorandum of Understanding with the Northeast Maryland Waste Disposal Authority for performance of regulatory compliance work at Quarantine Road Landfill has been provided to the Department of Finance in accordance with the City Charter at Article VI, §11 (e) (i).

MINUTES

Bureau of Solid Waste - cont'd

PURSUANT TO ARTICLE VI, §11 (e) (i) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED THAT NO ADVANTAGE WILL RESULT IN SEEKING NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS. WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE AND THE INTENT TO USE NORTHWEST MARYLAND WASTE DISPOSAL AUTHORITY TO PERFORM THE WORK. THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

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 Memorandum of Understanding with the Northeast Maryland Waste Disposal Authority.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

1504 - 1509

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

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

- | | | |
|----|---|-----------------|
| 1. | B50005206, O.E.M.
and Aftermarket
Parts and Repair
Services - Body
Shop

(Dept. of General
Services - Fleet
Management) | \$15,000,000.00 |
|----|---|-----------------|
- a. Beaver's Auto Body
Repair Center, Inc.
 - b. Beltway International,
LLC
 - c. C & W Body and Fender
Shop, Inc.
 - d. Lord's Collision Experts,
Inc.
 - e. Al Packer's White Marsh
Ford, LLC
 - f. R & E Body & Paint, Inc.
t/a Maaco Collision Repair
 - g. Donahoo Collision Center,
LLC
 - h. Herman Born & Sons,
Incorporated
 - i. Waddell's Customs LLC
 - j. Harbor Truck Sales and
Service, Inc. t/a
Baltimore Freightliner
 - k. Linthicum-Ferndale Auto
Body, Inc.
 - l. The Middleton & Meads
Company

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'd**MWBOO SET GOALS OF 3% FOR MBE AND 1% FOR WBE.**a. Beaver's Auto Body Repair Center, Inc.

MBE: Brooklyn Progressive Auto Paint Group, Inc.	1.00%
Chavis Enterprises, LLC	0.50%
Millennium Auto Parts	See Note Below *
Silverback Business Center, LLC	0.75%
Superior Automatic Sprinkler Corp.	0.50%
Total	2.75%
WBE: Robnet, Inc.	0.25%
The Fitch Dustdown Company	0.25%
Chesapeake Wiper & Supply, Inc.	0.50%
Ackerman and Baynes, LLC	0.25%
Total	1.25%

*The bidder did not achieve the MBE goal. The MBE subcontractor's signature could not be verified.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

It is recommended that the Vendor be given 10 days from the award to come into compliance.

b. Beltway International, LLC

MBE: Millennium Auto Parts	3%
WBE: Chesapeake Wiper & Supply, Inc.	.5%
Robnet, Inc.	.5%
Total	1%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'dc. C & W Body and Fender Shop, Inc.

MBE: Millennium Auto Parts	1.25%
Brooklyn Progressive Auto Paint Group, Inc.	1.00%
L&J Waste Recycling, LLC	0.75%
Total	3%

WBE: Morgan Construction Services, Inc.	0.25%
Doug's Auto Recycling, Inc.	0.75%
Total	1%

MWBOO FOUND VENDOR IN COMPLIANCE.d. Lord's Collison Experts t/a Security Auto Body

MBE: Brooklyn Progressive Auto Paint Group, Inc.	2.00%
Millennium Auto Parts	0.50%
Eclipse Tinting Service, LLC	0.50%
Total	3%

WBE: Chesapeake Wiper & Supply, Inc.	1%
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MWBOO FOUND VENDOR IN COMPLIANCE.e. Al Packer's White Marsh Ford, LLC

MBE: A.J. Stationers, Inc.	1.5%
Millennium Auto Parts	1.5%
Total	3%

WBE: Viking Chemicals, Inc.	0.5%
Doug's Auto Recycling, Inc.	0.5%
Total	1%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'df. R&E Body Paint t/a Maaco Collision Repair

MBE: Brooklyn Progressive Auto Paint Group, Inc. 3%

WBE: Doug's Auto Recycling, Inc. 1%

MWBOO FOUND VENDOR IN COMPLIANCE.

g. Donahoo Collision Center, LLC

MBE: Millennium Auto Parts 3%

WBE: Robnet, Inc. 0.25%

The Fitch Dustdown Company 0.25%

Chesapeake Wiper & Supply, Inc. 0.50%

Total 1%

MWBOO FOUND VENDOR IN COMPLIANCE.

h. Herman Born & Sons, Inc.

MBE: Love's Cleaning Services 2.00%

Brooklyn Progressive Auto Paint Group, Inc. 0.75%

My Car Wash, LLC* 0.25%

Total 3%

WBE: Millennium2, Inc. Auto Glass 0.75%

Robnet, Inc. 0.25%

Total 1%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

*The MBE subcontractor is not in good standing with the Department of Assessment and Taxation. The Bidder will be allowed to substitute an approved MBE if My Car Wash, LLC is not in good standing at the time of award.

MWBOO FOUND VENDOR IN COMPLIANCE.

i. Waddell's Customs, LLC

MBE: McDel Enterprises, Inc.	1.5%
Millennium Auto Parts	See Note Below *
	1.5%

WBE: Doug's Auto Recycling, Inc.	1%
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*The Bidder did not achieve the MBE goal. The MBE subcontractor's signature could not be verified.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

It is recommended that the Vendor be given 10 days from the award to come into compliance.

j. Harbor Truck Sales and Service, Inc. t/a Baltimore Freightliners

MBE: Fire Safety Company	6%
WBE: Robnet, Inc.	1%
Millennium2, Inc. Auto Glass	9%
Viking Chemicals, Inc.	5%
	<hr/>
Total	15%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

Health Department - Ratification of an Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with the Maryland Institute College of Art (MICA). The period of the agreement was August 1, 2017 through December 31, 2017.

AMOUNT OF MONEY AND SOURCE:

\$26,334.00 - 5000-530318-3041-605800-603051

BACKGROUND/EXPLANATION:

MICA's Center for Social Design will work with the Department to foster creative, innovative and breakthrough design and communication solutions to address secondhand smoke exposure in public housing in Baltimore City.

This Agreement will allow the Department to complete the performance measures described in its Fiscal Year 2018 grant application to the Maryland Department of Health. This will allow the Department to reimburse MICA for services completed under this Agreement.

The Agreement is late because budget revisions delayed processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Agreement with the Maryland Institute College of Art.

MINUTES

Health Department - Ratification of the Third No-Cost Time Extension

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Third No-Cost Time Extension with the Robert Wood Johnson Foundation. The Third No-Cost Time Extension will extend the period of the agreement through May 15, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 13, 2016, the Board approved the original agreement in the amount of \$200,000.00 for the period of January 15, 2016 through January 14, 2017.

On November 23, 2016, the Board approved the first extension, extending the period through July 14, 2017.

On August 9, 2017, the Board approved the second extension, extending the period through November 15, 2017.

This extension will extend the period through May 15, 2018.

The Third No-Cost Time Extension is late because of delays at the administrative level.

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

UPON MOTION duly made and seconded, the Board ratified the Third No-Cost Time Extension with the Robert Wood Johnson Foundation.

MINUTES

Health Department - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY** **\$181,677.00**

Account: 4000-422118-3030-271400-603051

The Johns Hopkins University will provide medical expertise and clinical services to Tuberculosis Clinic patients. Services will include examinations, recommendations for therapy, education and outreach, and monitoring of adverse reactions in patients seen in the clinic. It will also provide direction and consultation regarding clinic policies and protocols, especially with regards to TB and HIV co-infection. The period of the agreement is January 1, 2018 through December 31, 2018.

The agreement is late because of delays in the administrative process.

MWBOO GRANTED A WAIVER.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$250,000.00**

Account: 4000-499018-3023-513200-603051

The Johns Hopkins University will provide routine HIV testing, counseling, linkage to care, and referrals for partner services and prevention services, including pre-exposure prophylaxis. The period of the agreement is January 1, 2018 through December 31, 2018.

The agreement is late because of delays in the administrative process.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

3. **STRONG CITY BALTIMORE, INC.** **\$ 49,920.00**

Account: 4000-408018-3100-295900-603051

Strong City Baltimore, Inc. through the Baltimore Corps, a fellowship for professionals, will provide the services of a Baltimore Corps Fellow to support the Department's telemedicine initiative. The goal of this initiative is to expand access to clinical and mental health services for Baltimore city students.

The Fellow will also provide support for the Department's city-wide trauma strategy, which will expand awareness/trauma informed care training as well as, scale community-based models to address trauma. This individual will work closely with Department's Bureau of School Health, the Chief Information Officer, and the Trauma Coordinator. The period of the agreement is October 6, 2017 through September 5, 2018.

The agreement is late because of a delay in receiving required documentation.

4. **BLACK MENTAL HEALTH ALLIANCE FOR
EDUCATION AND CONSULTATION, INC.** **\$70,000.00**

Account: 4000-483518-3080-294600-603051

The purpose of the ReCAST West Baltimore Project is to reduce the impact of trauma and build resilience in the Central West Baltimore communities so that young people can complete school and engage in the workforce.

The organization will provide Emotional Emancipation Circles, which are "within-group" gatherings designed to equip members of the Black community with fresh, powerful, and culturally relevant ways aimed at intra-racial healing support and

MINUTES

Health Department - cont'd

facilitation. The period of the agreement is October 1, 2017 through September 30, 2018.

The agreement is late because budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

- 5. **EDWARD A. MYERBERG SENIOR CENTER, INC.** **\$ 40,997.00**

Account: 4000-433518-3024-768914-603051

The Edward A. Myerberg Senior Center, Inc. will operate a senior program, which will serve as the community focal point for seniors and their caregivers. Services 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 17, 2017 through September 30, 2018.

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

- 6. **PROGRESSUS THERAPY, LLC** **\$316,500.00**

Accounts: 4000-427118-3080-294301-603051	\$100,957.00
4000-427118-3080-294302-603051	\$ 25,058.00
6000-622118-3080-292300-603051	\$ 5,694.00
6000-626318-3080-513200-603051	\$ 77,496.00
1001-000000-3080-288700-603051	\$107,295.00

Progressus Therapy, LLC will provide occupational, speech-language pathology therapy and special education services for the Baltimore Infants & Toddlers Program (BITP). Progressus

MINUTES

Health Department - cont'd

Therapy, LLC will coordinate their services with the BITP staff in compliance with local early intervention systems. This coordination will include orientation, training and time allocation for accumulation of documentation and reporting for compliance. The period of the agreement is July 17, 2017 through September 30, 2018.

The agreement is late because funding shortages delayed processing.

MWBOO GRANTED A WAIVER.

7. **CLARITY SERVICE GROUP, LLC A/K/A PENNUHURT GROUP, LLC** **\$410,500.00**

Accounts: 4000-427118-3080-294399-603051	\$ 44,627.00
4000-406818-3080-288500-603051	\$ 98,000.00
6000-622818-3080-292300-603051	\$ 50,657.00
6000-626318-3080-513200-603051	\$ 57,582.00
1001-000000-3080-288700-603051	\$159,634.00

Clarity Service Group, LLC will work with the Department's Baltimore Infants & Toddlers Program (BITP) to provide direct early intervention services according to the child's individual Family Services Plan. These services may include Special Instruction, Occupational Therapy, Physical Therapy, and Speech-Language Pathology. Clarity Service Group, LLC. will also provide staff with BITP's Eligibility Evaluation and Determination sites. The period of the agreement is July 1, 2017 through September 30, 2018.

The agreement is late because of the delay in receiving documentation from the sub-grantee.

MWBOO GRANTED A WAVIER

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements. The President **ABSTAINED** on item nos. 1 and 2.

MINUTES

Baltimore City Fire Department - Matching Fund Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Matching Fund Grant Agreement with the Maryland Institute for Emergency Medical Services Systems. The grant is effective upon Board approval through May 11, 2018.

AMOUNT OF MONEY AND SOURCE OF FUNDS:

\$11,102.00 - 5000-582618-3191-308700-605007 - State Funds
11,102.00 - 1001-000000-3191-308700-605007 - Matching Special
Funds

\$22,204.00

BACKGROUND/EXPLANATION:

The grant funding will allow the Medical Bureau to purchase one 12-Lead Monitor Defibrillator.

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 Matching Fund Grant Agreement with the Maryland Institute for Emergency Medical Services Systems.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Housing and Community Development</u>			
1. Sheneka Frasier-Kyer Tiffani Nunnally	HUD Program Managers School/ Nat'l Lead and Healthy Housing Conference April 30 - May 3, 2018 (Reg. Fee \$165.00 ea.)	Federal HUD Lead Hazard Reduction Demonstration Grant	\$2,536.96

The airfare cost of \$496.60 for Sheneka Frasier-Kyer and airfare cost of \$433.60 for Tiffani Nunnally and the registration fee of \$165.00 for each attendee were prepaid using a City-issued procurement card assigned to Alice Kennedy. The Department is requesting additional subsistence in the amount of \$19.79 per day per each attendee to cover the hotel taxes. Therefore, the disbursement to Shaneka Frasier-Kyer and Tiffani Nunnally is \$638.38 each.

Health Department

2. Rose Jefferson Melinda Turtle	CDC National Immunization Conference 2018 Atlanta, GA May 17 - 17, 2018 (Reg. Fee \$375.00 each)	MDH-IAP Grant	\$2,694.02
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The airfare in the amount of \$170.97 and the registration fee in the amount of \$375.00 for each attendee was prepaid using a City-issued procurement card assigned to Mr. Steven Radosevich. Therefore, the disbursement to Mses. Jefferson and Turtle is \$801.04 each.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System (F&P)</u>			
3. McKinley Smith	Annual Conference & Exhibition New York, NY May 11 - 16, 2018 (Reg. Fee \$1,250.00)	Special Funds - Fire & Police	\$3,926.65

The subsistence rate for this location is \$327.00 per night. The cost of the hotel is \$369.00 per night, plus an occupancy tax of \$2.00 per night, a New York unit fee of \$1.50 per night, and room taxes of \$54.43 per night.

The registration fee in the amount of \$1,250.00 was prepaid using cash reserve no. 475428, check no. 0010213621. The F&P is requesting additional subsistence of \$42.00 per day for the hotel and \$40.00 per day for meals and incidentals. Therefore, the disbursement to Mr. Smith is \$2,676.65.

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENTDepartment of Transportation

4. Kimberly Summers	2018 Specialized Transportation Symposium St. Louis, MO Feb. 27 - Mar. 2, 2018 (Reg. Fee \$0.00)	General Funds	\$ 931.00
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Ms. Summers traveled to St. Louis, Missouri on February 27 - March 2, 2018, to attend the 2018 Specialized Transportation Symposium.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Transportation - cont'd</u>			

The subsistence rate for this location was \$184.00 per day. The hotel rate was \$130.00 per night plus taxes of \$22.66 per night.

Ms. Summers personally incurred the costs of the airfare, hotel, hotel taxes, ground transportation, and meals and incidentals. Therefore, Ms. Summers requests reimbursement in the amount of \$931.00.

TRAVEL REIMBURSEMENT

\$334.96 - Airfare
390.00 - Hotel (\$130.00 x 3)
67.98 - Hotel Taxes (\$22.66 x 3)
45.00 - Ground Transportation
<u>93.06 - Meals and incidentals</u>
<u>\$931.00 - Total Reimbursement</u>

The travel request is late because Ms. Summers decided at the last minute to attend the Specialized Transportation Symposium. The travel request was not completed in time for Board approval prior to travel.

The Board, UPON MOTION duly made and seconded, approved the foregoing Travel Requests, Retroactive Travel Approval/Reimbursement and Travel Reimbursement. The Comptroller **ABSTAINED** on item no. 3.

MINUTES

Department of Audits - Audit Reports

The Board is requested to **NOTE** receipt of the following Audit Reports:

1. Fire Department Biennial Financial Report Fiscal Years Ended June 30, 2016 and 2015.
2. Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards.

President: "The first item on the non-routine agenda can be found on Page 57, item 1, Fire Department Biennial Financial Report Fiscal Year Ended June 30, 2016 and 2015. Will the parties please come forward? Huh -- Okay. We're -- we're -- going to do um -- one and two together so that will be page um -- 57 item number 1 and item number 2. Independent Audit Report on Internal Control Over Financial Report and Compliance and Other Matters."

Acting City Auditor: "Okay. Good morning members of the Board. My name is Audrey Askew Act -- Acting City Auditor. There was one Finding for the Fire Department Financial Audit. The Finding is incorrect accounting entry. The criteria Commission of Sponsoring

MINUTES

Organization, which is called COSO, requires entities to maintain a system of internal control that provides reasonable assurance that with transactions are properly recorded and accounted for to permit the preparation of reliable financial statements. During our 2016 testing of an expenditure of capital outlay, we noted an error in posting \$353,000.00 as a result of BAPS correcting an entry that was originally posted in 2008. The posting was to the Capital Projects Clearing Account. BAPS cannot post entries from 8 years ago. This is an accounting error. The cause and effort to correct a prior period 2008 out of balance account, BAPS incorrectly prepared a journal entry in 2016 as an attempt to correct the account balance within the Fire Department. Expenditures were overstated in 2016. As a result, the City may be exposed to reputation risk. In addition we have no information on the magnitude of these types of errors within the Fire Department of accounts, and the reason we don't is because we did not audit the entire accounts, which is selected as one, and noted that one issue in this particular iss - area, and we recommend the Fire Department perform periodic reviews of transactions posted to its

MINUTES

general ledger to ensure the accuracy and appropriateness of the accounting issue. If you turn to the last page, this is a summary of the Capital Projects Account. If you look at 2015, you will note there was no issues with that account. You had the Revenues coming at \$246,000.00, expenditures of \$111,000.00 you had a net excess of revenues over expenditures \$134,000.00 that's what you want to see in your accounts. But in '16, you see \$125 for revenues. That \$353,000.00, that's in expenditures see the City Capital Outlay went to \$456,000.00 that's because of this error that is in there that made a deficit. A deficit is not of a true deficit um -- because it really should not have been there, but we could not correct it. So, we left it there. But, it is netted there -- it is noted that you have an error and that it is posted. Also, you had eight years of audits. So, those eight years -- years of audits did um -- have some journal entries to tell you to post, and um -- they were - prob -- more than I'm likely quite sure BAPS posted those entries from '08 to 16. So, in a sense you're double counting this um -- If they were corrected in those -- within those prior years. That all I have to say."

MINUTES

Mr. Jim Fisher: "Good morning. Jim Fisher from Baltimore City Fire Department. Um -- we ah -- assisted the Audit Department with their audit and we thank them for their time and effort for the two year biennial audit. Uh - we've responded positively to this re -- request. We don't make these expenditures, the Finance Department through the Capital accounts do. We will review them on an annual basis and that's been -- what our response will be. Any questions?"

President: "Any questions from anybody? Okay."

Comptroller: "Been Noted."

President: "This um -- the Audit have been Noted."

Mr. Fisher: "Okay. Thank you."

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

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MINUTES

Clerk: "Good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. I apologize for the delay."

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Department of Public Works

- SC 927, Electrical Distribution System Reliability Improvements at the Back River Wastewater Treatment Plant

BIDS TO BE RECV'D: 04/25/2018

BIDS TO BE OPENED: 04/25/2018

MINUTES

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

Department of Transportation - TR 18006, Resurfacing Highways
at Various Locations, Northeast
Sector - I

Manuel Luis Construction, Co.
P. Flanigan & Sons, Inc.

Department of Transportation - TR 18007, Resurfacing Highways
at Various Locations, Northwest
Sector - II

Manuel Luis Construction, Co.
P. Flanigan & Sons, Inc.

Department of Transportation - TR 18008, Resurfacing Highways
at Various Locations, South-
west Sector - III

Manuel Luis Construction, Co.
P. Flanigan & Sons, Inc.

Department of Transportation - TR 18009, Resurfacing Highways
at Various Locations, South-
east Sector - IV

Manuel Luis Construction, Co.
P. Flanigan & Sons, Inc.

MINUTES

Department of Recreation & Parks - RP 17808, Lakeland Recreation Center Window Replacements

NO BIDS WERE RECEIVED.

Bureau of Purchases - B50005328, Baltimore City Shuttle/Transit Services
(TECHNICAL OPENING)

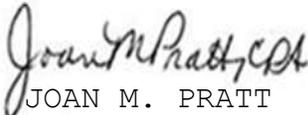
Transdev Services, Inc.
Errands Plus, Inc. t/a RMA Chauffeured

Bureau of Purchases - B50005213, Vehicle Upholstery Repair Services

Smith Auto Service, Inc.
dba Smith Auto Glass & Upholstery
Clearview Auto Glass and Repair

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 18, 2018.


JOAN M. PRATT
Secretary