

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 - **ABSENT**
Dana P. Moore, Deputy City Solicitor
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from my office dated January 28, 2019, 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."

Deputy City Solicitor: "Mr. President, I move that all the items on the non-routine agenda be approved."

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Comptroller: "I second the motion."

President: "All of those in favor say Aye. All of those opposed, Nay. The routine agenda has been adopted. The first item, oh before we get started -- what did she say?"

Deputy Comptroller: "Excuse me um --."

President: "Oh okay you're going to have to restate that Motion because it's for the routine agenda not the non-routine agenda."

Deputy City Solicitor: "Oh okay. Um - I probably should have approved all the non-routine anyway. Mr. President, I move that all of the items on the routine agenda be approved."

Comptroller: "I second."

President: "All those in favor say Aye. All opposed Nay. The Motion carries. The routine agenda has been adopted. Before we get started, I want to recognize Councilman Stokes who has joined us, Councilman Robert Stokes welcome this morning."

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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:

Delta Electrical Contractors, Inc.	\$ 1,500,000.00
Kimball Construction Co., Inc.	\$33,260,000.00
Seeram Enterprise LLC	\$ 1,500,000.00
Shelly Foundations, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Century Engineering, Inc.	Engineer Land Survey
Louis Berger U.S., Inc.	Architect Landscape Architect Engineer
Shah & Associates, Inc.	Engineer

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

MINUTES

Baltimore Development Corporation - Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Office Lease Agreement with Spiniello Companies, Inc., Tenant, for the premises containing 912 total rentable square feet, located at 2901 Druid Park Drive. The period of the Lease Agreement is November 1, 2018 through October 1, 2019, with the option to renew for one additional 1-year that may be exercised by the Tenant.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

Monthly Installments

\$13,680.00

\$1,140.00

(Base rent for the first year)

BACKGROUND/EXPLANATION:

The base rent is payable to the City for the first year and a 4% increase for the remaining term upon execution of the renewal option, the renewal amount will be equal to four percent from the prior lease year.

Spiniello Companies, Inc. will use the premises for an administrative office and for no other purpose with an additional one-year renewal option that may be exercised by the Tenant.

MBE/WBE PARTICIPATION:

N/A

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Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Office Lease Agreement with Spiniello Companies, Inc., Tenant, for the premises containing 912 total rentable square feet, located at 2901 Druid Park Drive.

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Baltimore Development Corporation - First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Lease Agreement (First Amendment) with the Baltimore City Health Department for the premises containing 15,821 total sq. ft. of floor area consisting of 7,670 sq. ft. on the second floor, 7,670 sq. ft. located on the third floor and 481 sq. ft. in the sub-basement storage area in the property known as 7 East Redwood Street. The period of the First Amendment is January 1, 2019 through December 31, 2023.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installments</u>	<u>Period</u>
\$232,855.27	\$19,404.61	1/1/19 - 12/31/19
\$239,840.93	\$19,986.74	1/1/20 - 12/31/20
\$247,036.15	\$20,586.35	1/1/21 - 12/31/21
\$254,447.24	\$21,203.94	1/1/22 - 12/31/22
\$262,080.66	\$21,840.05	1/1/23 - 12/31/23

BACKGROUND/EXPLANATION:

On September 25, 2013, the Board approved the lease agreement with the Baltimore City Health Department. The period of the lease agreement was November 1, 2013 through December 31, 2018, with the option to extend for additional period.

This First Amendment exercises the option to renew for an additional five years, January 1, 2019 through December 31, 2023.

The rent will escalate 3% annually during the renewal period.

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Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Lease Agreement with the Baltimore City Health Department for the premises containing 15,821 total sq. ft. of floor area consisting of 7,670 sq. ft. on the second floor, 7,670 sq. ft. located on the third floor and 481 sq. ft. in the sub-basement storage area in the property known as 7 East Redwood Street.

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the transient and monthly rates at the City-owned West Street Garage that is managed by the PABC.

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 and monthly rates charged at the West Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendations submitted below. This rate adjustment was unanimously approved by the PABC Board of Directors.

West Street Garage Transient Rate Adjustment			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Up to 1 hour	\$0.00	\$1.00	Never

MINUTESPABC - cont'd

West Street Garage Monthly Rate Adjustment			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Monthly Market	\$130.00	\$135.00	November 2017

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the adjustment to the transient and monthly rates at the City-owned West Street Garage.

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the transient rate at the City-owned Penn Station Garage that is managed by the PABC.

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 the Penn Station 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.

Penn Station Garage Transient Rate Adjustment			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Up to 14 hours	\$19.00	\$20.00	September 2017

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PABC - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the adjustment to the transient rate at the City-owned Penn Station Garage.

MINUTESSpace Utilization Committee - Amendment to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Lease Agreement (Amendment) with Park Heights Renaissance, Inc. (PHR), Tenant, for the rental of the property at 3939 Reisterstown Road, suites 268 and 283 consisting of approximately 4,109 square feet. The Amendment extends the period of the agreement to July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installments</u>
\$16,990.71	\$1,415.90

BACKGROUND/EXPLANATION:

On November 22, 2017, the Board approved the lease agreement with the PHR. The Leased Premises will continue to be used for office space by the PHR to provide community based planning, human development, and housing services. The City will remain responsible for the parking area, exterior of the building, all interior common areas, all equipment and systems serving the building, trash and snow removal, and utilities including water, gas and electric. The Tenant will remain responsible for liability insurance, security and janitorial services.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Park

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Space Utilization Committee - cont'd

Heights Renaissance, Inc. Tenant, for the rental of the property at 3939 Reisterstown Road, suites 268 and 283 consisting of approximately 4,109 square feet.

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Space Utilization Committee - First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Lease Agreement (First Amendment) with Sandtown-Winchester Senior Center, Inc., Landlord, for the rental of the property at 1601 Baker Street, consisting of approximately 11,117 square feet. The amendment will extend the period of the agreement to December 1, 2018 through June 30, 2024.

AMOUNT OF MONEY AND SOURCE:

<u>Annual</u>	<u>Monthly Installments</u>	
\$30,091.25	\$4,298.75	12/1/18 - 6/30/19
\$59,322.75	\$4,943.56	7/1/19 - 6/30/20
\$61,102.43	\$5,091.87	7/1/20 - 6/30/21
\$62,935.50	\$5,244.63	7/1/21 - 6/30/22
\$64,823.57	\$5,401.96	7/1/22 - 6/30/23
\$66,768.28	\$5,564.02	7/1/23 - 6/30/24

Account: 1001-000000-3024-768600-603013

BACKGROUND/EXPLANATION:

On December 24, 2014, the Board approved the original agreement with the Landlord. The period of the agreement was December 1, 2013 through November 30, 2018, with the option to renew for an additional five-year period. The City has exercised its renewal option and will extend the period of the agreement five-years and 7-months.

The leased premises will be used by the Health Department for municipal purposes by the Office of Aging and Care Services.

MINUTESSpace Utilization Committee - cont'd

All other rentals, conditions and provisions of the lease agreement dated December 24, 2014, will remain in full force and effect.

The Space Utilization Committee approved this Amendment to Lease Agreement on January 15, 2019.

The First Amendment is late because of negotiations in extending the lease agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Lease Agreement with Sandtown-Winchester Senior Center, Inc., Landlord, for the rental of the property at 1601 Baker Street, consisting of approximately 11,117 square feet.

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

The Board is requested to approve and authorize execution of the Interdepartmental Lease Agreement between the Baltimore City Office of Information Technology, Tenant, and Department of General Services, Landlord, for the rental of a portion of the property known as 401 E. Fayette Street, being on the Lower Level 2, 2nd, 3rd, and 4th floors, containing 20,546 sq. ft. The period of the agreement is July 1, 2018 through June 30, 2019, with the option to renew for five 1-year periods.

AMOUNT OF MONEY AND SOURCE:

\$249,960.00 - 1001-000000-1471-165700-603096

BACKGROUND/EXPLANATION:

The leased premises will be used for administrative offices for the Baltimore City Office of Information and Technology.

The Landlord is responsible for the interior and exterior of the building, including foundations, roof, walls, gutters downspouts maintenance and repairs of HVAC systems, providing heat and air conditioning (not individual window ventilation systems) except for damages caused by the sole negligence of the Tenant, employees, guests, agents, invitees and contractors.

The Landlord is responsible for trash removal, janitorial, pest control, clean floors, snow and ice removal, interior and exterior lighting, sewer/plumbing & electric repairs, replacing air filters once every 6 months for HVAC systems and utilities. Also, the Landlord will have a security guard in the entrance lobby from 6:00 a.m. to 6:00 p.m. If Tenant needs a security guard after 6:00 p.m., the Tenant will be responsible for the cost and expense.

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Space Utilization Committee - cont'd

The Tenant accepts the premises in its existing condition and will not make any alterations, additions, or improvements without Landlord's written consent. The Tenant will provide all equipment including refrigerators or any other kitchen appliances, telephone and computer services and placing debris into trash receptacles. The Tenant will keep the passageway areas clean and in orderly condition free of Tenant's equipment and furniture, which will not impede ingress and egress.

The Space Utilization Committee approved this Interdepartmental Lease Agreement on December 18, 2018.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Interdepartmental Lease Agreement between the Baltimore City Office of Information Technology, Tenant, and Department of General Services, Landlord, for the rental of a portion of the property known as 401 E. Fayette Street, being on the Lower Level 2, 2nd, 3rd, and 4th floors, containing 20,546 sq. ft.

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Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Behavioral Health System Baltimore, Inc. (BHSB). The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 5000-531119-3070-518500-603051

BACKGROUND/EXPLANATION:

On August 8, 2018, the Board approved the Intergovernmental Agreement (IGA) with the State of Maryland, Department of Public Safety and Correctional Services/Division of Parole and Probation (DPSCS/DPP) in the amount of \$400,000.00 for the period of July 1, 2018 through June 30, 2019.

The IGA established the terms and conditions of the Grant Award from the DPSCS/DPP for the purpose of funding the BHSB to contract with providers for substance abuse treatment services.

The BHSB will administer substance abuse treatment services to certain offenders in the criminal justice system.

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

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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Health Department - cont'd

UPON MOTION duly made and seconded, the Board **DEFERRED** the agreement with Behavioral Health System Baltimore, Inc. for one week.

MINUTES**CITY COUNCIL BILL:**

18-0309 - An Ordinance concerning Sale of Property - 732 West Lexington Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all of its interest in certain property known as 732 West Lexington Street (Block 0586, Lot 002) and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved City Council Bill 18-0309 and directed that the bill be returned to the City Council with the recommendation that it be approved and passed by that Honorable Body. The President **ABSTAINED**.

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. 3330 Greenmount Avenue	3326 Greenmount Avenue, LLC	One non-illuminated cornice sign 10' x 2'6"
\$210.90 - Flat Charge		
2. 2501 Eutaw Place	Beth Am Synagogue	ADA Ramp 47 sq.ft., stairs 98 sq. ft.
\$140.60 - Flat Charge		

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

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

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Department of Audits - Audit Reports

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

1. Enoch Pratt Free Library A Component Unit of The City of Baltimore, Maryland Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2018.

President: "The first item on the non-routine agenda can be found Page 15, item no. 1, Enoch Pratt Free Library, A Component Unit of the City of Baltimore, Comprehensive Annual Financial Report for the Fiscal Year -- Fiscal Year Ended June 30, 2018. Will the parties please come forward?"

City Auditor: "Good morning Honorable members of the Board. Audrey Askey City Auditor. If you turn to Page two, Enoch Pratt Free Library received an unmodified opinion. They had no findings. Mr. President, I will not speak on behalf of the Library, but I will say as the Auditor, um - that the Library took your concerns, your comments um -- very seriously. At the end of 2017, you noted some items that you wanted them to make some changes to, and they worked diligently to make those changes. And I will say that your concerns and your comments were addressed successfully."

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Department of Audits placed an experienced financial audit team under the director of Travon Tillman to ensure the successful completion of the audit. The Library hired an accountant Victoria, which is to my right. She has extensive public accounting experience. She was instrumental in ensuring that the Library operated in accordance with standards. One of the primary prior year's audit concern was the need to hire an Accountant and purchase accounting software. Although the Library has retained the same software, they have learned how to use the existing software to its maximum capacity. Overall, again, we are very pleased with the outcome, the turnaround of the operations. No findings, no issues. We ask that the Library continue to build on its progress."

President: "Thank you. Madam Mayor."

Mayor: "Let me just say to the Library, you were here last year--"

Mr. Stanley Estremsky: "Yes ma'am."

Mayor: "and we thank you for taking it very seriously, ah -- we asked that you employ someone who would assist you in this effort and obviously it has paid off. Thank you. Continue the

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Good work."

Comptroller: "And I would just like to commend you for taking the um -- issue seriously and getting an unmodified and no findings. That's -- you're to be commended for your progress."

Mr. Estremsky: "Thank you, and -- and we would like to thank Ms. Askew and Mr. --."

Comptroller: "State your name. State your name."

President: "Hold the mic up."

Mr. Estremsky: "I'm sorry. Stanley Estremsky, the Chief Financial Officer at the Pratt Free Library. Ah -- and we would just like to thank Ms. Askew, Mr. Tillman and -- and their team for working hard with us and continuing to advise us as we go down our journey, and we're -- we're a work in process. But it is un-mistakable we going in the right direction."

Comptroller: "Yes you are. Thank you."

Mayor: "And we hope that our other agencies are taking heed because we do this audits for specific reasons, and that is to -- audits are done to provide opportunities for corrections and we shouldn't have to see the same thing over and over again, and I

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know how the Library has struggled over the years, so we thank you. And so again, I hope this is a lesson to all of our agencies. Thank you."

President: "Thank you. The Audit has been NOTED."

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Department of Audits - cont'd

2. Baltimore Police Department Biennial Performance Audit Report
Fiscal Years Ended June 30, 2017 and 2016.

President: "The second item on non-routine agenda can be found on page 15, item no. 2, Baltimore Police Department Biennial Performance Audit Report Fiscal Years Ending June 30, 2017 and 2016. Will the parties please come forward?"

City Auditor: "Good morning."

Deputy Police Commissioner: "Good morning."

City Auditor: "Police Patrol: Percent of time patrol officers spend on proactive policing. Finding No. One; Fiscal Year 2016 Performance Measure Target -- Target Not Met. The Baltimore Police Department (BPD) did not meet its target for percent of time patrol officers spend on proactive policing during Fiscal Year 2016. Based on the information contained in the Fiscal Year 2018 Budget Book, BPD reported actual percentage of time spent proactively policing at 14% yet the established target was 40%. BPD did meet its 2017 target. Since BPD met its target in Fiscal Year 2017 for the percent of time patrol officers spend on proactive policing, we recommend that the Police Department continue with its plan."

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Deputy Commissioner: "Good morning everyone. Ah -- Deputy Commissioner Bonaparte from the Baltimore Police Department. Ah -- yes we have ah -- made uh -- we are making strides in these areas. We recognize our deficiencies uh -- that has been reported. A lot of these ah -- issues were obviously related to staffing shortages that the agency has experienced. Ah -- moving effectively actually this Sunday we'll be moving to a new ah -- staffing uh - - shift for the entire agency, ah -- which will essentially help to do better performances as it relates to proactive patrolling. Other steps that we have done ah -- have been to increase the telephone reporting unit, which is actually working 24 hours, seven days a week, essentially taking calls for service that normally a police officer would have to respond to in the field. This way they are able to intercept those calls at our Communication Center, and those reports are being actively done ah -- ov -- over in the Communication Center by police officers. In addition to that, we also have the on-line police reporting ah -- that's also into

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effect as well as members ah -- ah -- the citizens can also report to the districts as well, to make those reports. All of these things make us more efficient. So, two things that we have accomplished, is our current staffing and patrol which we know is very important for us to be able to prevent crime. So we are working towards sufficiently staffing patrol. A better work schedule for the officers, a better and we're expecting to have better ah -- performance measurables as it relates that."

Comptroller: "What -- What's the new staffing shift?"

Deputy Commissioner: "The um -- ma'am."

Comptroller: "The new -- you said you are going to have a new staffing shift."

Deputy Commissioner: "Yes. The new shift starts this Sunday."

Comptroller: "Uh -- uh."

Deputy Commissioner: "Um -- and it essentially is three, eight hour shifts. So the officers will be working five on and then they will have two days off and then they will have five on and then three days off. And its three shifts as opposed to what to what we're working now, the ten-hour shifts. We attribute that ah

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-- um that work schedule to a lot of things. Um -- our attrition rate and things like that, we have found out that that shift is just not conducive for us. We were never able to meet those staffing numbers as well."

Comptroller: "Okay."

City Auditor: "Findings no. two and six; No Written Policies and Procedures. BPD did not did not provide written policies and procedures for monitoring, controlling, and reporting valid and reliable information related to the performance measure: percent of time patrol officers spend on proactive policing for Fiscal Years '17 and '16. In addition, the Department did not provide a written or documented standard operating procedure policy for monitoring and reporting accurate, verifiable, and reliable data relative to the performance measure target, number of recruits hired for Fiscal Years '17 and '16."

Chief of Staff: "Madam Mayor, Mr. President, Madam Comptroller, Jim Gillis, Chief of Staff for the Police Department. With regard to the written policies and procedures, um -- one of the mandates

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of the Consent Decree is to have written policies and procedures, specifically with regard to community policing as well as to recruitment and hiring. Those are in the process of being drafted. I believe some of them have been drafted already, and they have to be approved by the DOJ and the monitoring team. They will be completed very soon um -- and will provide the guide that we need that we didn't have back then for setting those performance goals."

City Auditor: "Thank you."

Chief of Staff: "Yes."

City Auditor: "Page six finding No. Three: No Documentation to Support the Actual Performance Measures for Fiscal Years '17 and '16. The Audit Department requested documentation to support the actual amounts reported for percentage of time patrol officers spent on proactive policing during Fiscal Years '17 and '16 of 29% and 14%. BPD was unable to provide the records to support the actual amounts reported for both years."

Chief of Staff: "Again, Jim Gillis on behalf of the Police Department. The exact same response as the last one. Those

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policies are in the process of being completed.”

City Auditor: “Okay. Police Recruiting and Training; Number of completed applications received. Finding No. Four; Fiscal Years '17 and '16 Performance Measure Targets Not Met. BPD did not meet its Fiscal Years '17 and '16 targets for number of completed applications received. The targets established and recorded in the Budget Books were 2,500 and 2,300 for Fiscal Years 2017 and 2016. Reported actual completed applications received were 1,186 for Fiscal Year 2017 and 1,882 for Fiscal Year '16, a shortfall of the targets by 1,314 and 418 for 2017 and 2016. In addition, the support provided by BPD for actual applications received was not consistent with the actuals reported in the Budget Books. The support provided by the Police Department to validate the number of completed applications received was 1,311 for Fiscal Year 2017 and 1,789 for Fiscal Year '16. This relates to 125 more completed applications than reported as actuals in 2017. But 93 less completed applications as reported in 2016.”

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Chief of Staff: "Jim Gillis again on behalf of the Police Department. With regard to recruitment and hiring, ah -- we did fall short of our goals from Fiscal Years 2016 and 2017. Um -- we obviously would like to hire more people all the time. That is one of the top priorities of the -- of the Police Administration and the Mayor's Administration, and in the last year actually with the Mayor's help and with the City Council President's help um -- and the Bloomberg I-Team we have improved and modernized the technology to help with recruitment, and we actually have had four-fold increase of applications in the last calendar 2018; and that is due to the ability to take the test to apply to Police Officer anywhere in the country, you don't have to fly to Baltimore and take it on written paper test anymore and you can also apply on-line anywhere in the country as well."

City Auditor: "That's good. Finding No. Five; Again, Police Recruiting and Training Number of Recruits hired Fiscal Years '17 and '16 Performance Measure Targets Not Met. BPD did not meet its Fiscal Years '17 and '16 targets for number of recruits hired."

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We kind of addressed this. The targets established and recorded in the Budget Books were 200 for both Fiscal Years. Reported actual number of recruits hired were 153 for 17 and 99 for Fiscal Year '16; a shortfall of the targets in the amount of 47 and 101 for '17 and '16. We kind of addressed it I don't know if you want to say anything additional?"

Chief of Staff: "I -- I'll just add to um -- the hiring is a place where you are seeing a bottle neck still a little bit. It is just that recruitment to hiring process are essentially two sides of the same coin. We have to cure the recruitment problem before we can cure the hiring problem and that's where we are now. And so we have the -- this influx of applications, it's a great problem to have. Now we have to process them and have the folks hired."

City Auditor: "Okay. Other Issues Concerns of the Biennial Audit Oversight Commission. The Percent of new hires, recruits that are City residents. There was a decrease in the applications received by BPD in 2017 of 478 compared to Fiscal Year 2016. In Fiscal Year '17, of the 1,311 applications received, 153 applicants were successfully hired. Twenty-nine of the 153 new hires were City

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residents. In Fiscal Year 2016, of the 1,789 applications received, 99 applicants were successfully hired, and 17 were City residents."

Chief of Staff: "Again Jim Gillis, and I don't know if the Deputy has anything to add, but --."

Deputy Commissioner: "Yeah I do, but if you wanted to start --."

Chief of Staff: "I was just going to say that this again for all of us I think is, one of the primary goals and objectives for hiring for the Police Department and while we have and not being where we want to be in the years passed, and we are still not where we want to be with regard to hiring City residents. We are trying to address the issues that we are finding to help people get hired from the City. Tax incentives, which the City Council and the Mayor have put forth um -- to incentivize people to be hired from the City and live here. Um -- there's legislation in Annapolis as well right now obviously um -- there are issues that we've identified at the agency, for example, folks not doing as well as they need to in the physical agility test that we have implemented a program to help people successfully pass that and it has doubled

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the number of folks who have gotten through part of the application process and, those types of things that we're trying to do to address this particular issue. We are also out in the community ah -- I don't know the specific number of but a lot more than we ever have been in terms of local hiring."

Deputy Commissioner: "I would just add to that, that also, we also as the agency recognize and have to look at how do -- how are we able to ah -- have hiring sustained for Baltimore residents. Ah -- obviously we know the mandates of the Maryland Police Training Commission and things of that nature as the agency hires that they are -- we're finding that many of our people at times are becoming eliminated um -- because of pre-hiring things. So how do we that? How do we better accomplish that is to try to get into the school levels, educate ah -- young people about and identifying people who want to be law enforcement ah -- officers at a later date. So we're thinking about proactively how to engage the school systems and things like that, similar to like ROTC programs or things like that. So this way we can have an influx of City residents and ah -- eligible candidates to become police officers."

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As well as the Police Auxiliary and the Cadet Program, as well I think the -- the Mayor has ah -- re-enacted for us in the agency and we think that's going to help us in the future as well. So it's kind of two ways."

President: "Well -- Well I hope that um -- we're actually targeting our high schools. Because I remember a couple of years ago um -- I stumbled across some information that the Police Department was actually recruiting in the County schools and were not recruiting in the City schools. So, um -- I'm hoping that that problem has been rectified, and that we're actually going to our high schools recruiting those kids, you know, in our -- in our high schools right here in Baltimore City."

Deputy Commissioner: "Yes sir. Madam Mayor."

Mayor: "Yeah um -- because one of the things that we've asked is that our high school students can come out of high school and you know, we've set up the job fair and we had the Police Department there in 2018. We expect them to be there in April of 2019,

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because we're recruiting directly from our own high schools and our young people can come straight out of high school at 18, stay two years in the cadet program at \$35,000.00, and then go directly into the Academy. That is the -- ah -- the plan."

Deputy Commissioner: "Yes ma'am."

City Auditor: "The percent of City residents that apply and are rejected. The reasons why they are being rejected. The percent of City residents that applied and not hired were 90% and 92% during Fiscal Years '17 and '16, respectively. According to BPD, some reasons applicants were rejected included integrity, needed expungement, failed polygraph, drug use, criminal history, poor driving record, tax fraud and other various reasons that were not compliant with BPD requirements. Did you want to say anything?"

Deputy Commissioner: "Again I --."

President: "You, you already said the reasons for this--"

Deputy Commissioner: "Right."

President: "--so we don't have to hear it again."

City Auditor: "Okay. The Number of Patrol Officers. According to the Police Strength Report provided by BPD, there were 897

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patrol officers in 17, and 960 in 16. There was a decrease in the number of patrol officers in 17 of 63 patrol officers compared to Fiscal Year '16. We also determined that the number of patrol officers on leave and not available to patrol were 171 in '17, and 161 in 16. Also, according to BPD, the reports do not capture the number of patrol officers on administrative leave. In addition, BPD only provided the quantity and not the list of patrol officers for the each category. And then unless you want to speak to that?"

Deputy Commissioner: "Ah yes."

City Auditor: "Okay."

Deputy Commissioner: "I will. Ah -- we have um -- we have certainly um -- emphasized the patrol first um -- agenda here within the agency. Um -- recognizing that um -- you know patrol is the most important part of the agency right now. We are as an agency, are going over a civilianization effort um -- whereas we're taking police officers who are doing administrative functions and we're putting them back into patrol. There's a comprehensive plan that has been developed and being submitted working with um -- the

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-- Mayor's Office, as well as Finance, to try to convert some of these positions into civilian positions, so we know that effort is underway and we're obviously we're looking towards ah -- staffing patrol at a desirable level so that um -- we're able to provide better services to the citizens. As a result of the outcomes in terms of the measurables a lot of these things that we're looking at obviously we have ah -- ah an IT plan that's being submitted so therefore, we can begin to capture outcomes in performance measures ah -- better as well, once that's implemented. That's already been drafted in terms of what we've done, it will just go -- we're in the implementation phase right now."

City Auditor: "Thank you."

President: "Is it um -- possible um -- because I see an increase from 2016 from 161 to 171 that ah -- on leave and not able to patrol. Ah -- could you tell us what those reasons are and why they are not um -- and how long they have been on leave."

Deputy Commissioner: "I -- I do not have the answer --."

President: "Well can you get it back to the Board?"

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Deputy Commissioner: "To last question and get that for you. But I can tell you that that number is attributed to either suspensions from medical or for dis -- or OPR investigations as well. Um -- we're working towards obviously the medical, the new um -- collective bargaining agreement that we have with the -- ah -- FOP ah -- will enable us to do um -- more things as it relates to our medical issues. We recognize that that's a problem um -- so we're actually actively working on um -- addressing the medical issues as well. The other part of the OPR, the Commissioner and I just had a conversation about that yesterday as well."

President: "Cause no one um -- have a problem with those who are hurt in the line of duty."

Deputy Commissioner: "Yes."

President: "But if they're on medical just because they're on medical, they should be treated just like any other City employee. They can't be on medical for four and five years. As a matter of fact, they only can be on medical for 90 days and then they have to either find another job or they have to come back to work."

Deputy Commissioner: "Yes sir."

President: "This practice of staying on medical for years has to stop."

Deputy Commissioner: "Yes sir and we've recognized that. Yes sir."

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City Auditor: "Finally, the number of patrol officers on light duty medical leave, administrative leave and military leave. We noted that Detailed Out, which mean patrol officers performing other duties, increased significantly in Fiscal Year '17 to 55, compared to Fiscal Year '16 to 11. The difference, according to BPD is due to the change in reporting. The Detailed Out value in Fiscal Year '17 included full-duty and non-full duty personnel, which was not the case in the Fiscal Year the Fiscal Year '16 report. According to BPD, Detailed Out means that the officer is assigned to the patrol district but is working in another assignment outside of the patrol district and not officially transferred to the new district. These officers are not carrying out patrol duties in their other assignments. However, they are included in the overall total and the total -- and the district's overall total as a patrol officer, they are just not available to field the patrol. Detailed Out Full Duty means, the officer is

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able to carry out law enforcement duties without restrictions, while Detail Out Non-Full Duty means the officer is not able to carry out their law enforcement duties for example, injured. We also noted that the Suspended category for decreased --has decreased substantially in Fiscal Year 17 to 15 compared to Fiscal Year 2016 that was 46."

Deputy Commissioner: "Yes. Yes. Ah -- we -- we have addressed um -- many of these ah -- results -- audit results here. Ah -- we did a complete overhaul on how we're reporting staffing in the Chief of Patrol's Office in particular, because that's where the vast majority of um -- ah -- the personnel are in the agency. Um -- a lot of it we had -- uh determined that it was occurring because of how we were capturing and reporting and how Human Resources was capturing and reporting information; like for example, an officer that may have been detailed out to another district for or another assignment that there ah -- personnel order just hadn't caught up. So the book would show or reflect one ah -- one data point but on the other side, because the actual personnel order had not caught up, that is where sometimes you have these deficiencies. So we did an examination of that um -- here recently, and we have, we're very comfortable with where we

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are in terms of where our personnel actually are and how they're being um -- categorized in the agency as well. Is there another point to that that I missed?"

City Auditor: "That was it."

Deputy Commissioner: "Okay."

President: "Well we're um -- absolutely um -- glad that the contract was done where the shift can be um -- changed and the Commissioner has the ability to do a staffing plan, and despite the shortage um -- we really appreciate the hard work that our good man and women have done to patrol the streets of Baltimore."

Deputy Commissioner: "Yes sir. Thank you very much."

President: "So you can re -- relay that back to the officers."

Mayor: "I'd like to also add um -- Mr. President, that there are quite a few things that have been done especially through 2018, because there are a lot of things that we recognize. One, not having the application on line, and now we have to manage the pain of more applications, where you were getting 50 applications a month, and now you're getting 60 to 70 applications a week. So, that may even in your staffing development plan, there needs to be

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some consideration as to what is needed to onboard individuals into the Police Department. The Cadet Program is designed to help us to increase more of Baltimore City residents becoming police officers as well as the new campaign, recruitment campaign, that I know you all will be implementing. Ah -- thanks to the work of the Bloomberg team ah -- and how we're now engaging the community involvement in helping us to determine ah -- help more individuals become police officers. I think the new test ah -- will also be helpful the one that we implemented in November 2018; we introduced it ah -- to help us to become more community oriented and also constitutional policing was included in this particular test. So, we think that that will bode well also. Um -- I also would hope that we would take in consideration all of the things as it relates to this particular audit, but also how do we ah -- get to where we need to get to, and I think ah -- Deputy Commissioner Bonaparte, who and I have had this discussion around, you know, the percentage of who should be on patrol and you know the freezing of hiring of police officers from -- for about three I think it was what three or four years --"

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Deputy Commissioner: "Um -- um --."

Mayor: "Ah -- helped to create a top heavy organization and that's not to say we can't make use of folks and put them in the streets, because I know that we will."

Deputy Commissioner: "Yes ma' am."

Mayor: "Ah -- but at the same time I think that the other thing that we're creating Mr. President, Comptroller and members of the Board, is a plan to keep folks in patrol, because patrol is the back bone and so were looking at when police officers come out of the -- out of the um -- Academy. You know, it's like when they come out of the Cadet Program, now you're going to the Academy. So there's a bump there. And our goal is to keep people in patrol for at least four or five years, but that has to be made ah -- as ah -- as great of an opportunity as any other opportunity in the Police Department. So, those things are working out as well. But I also want to say thank you to the FOP as well --."

Deputy Commissioner: "Yes ma'am."

Mayor: "Because this contract was I think three, four, five years

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without ah -- getting us back to a schedule that I think is going to be more meaningful to the public, and so ah -- to the FOP team, and to everyone who was engaged in this effort to get us this contract that will put more people ah -- in our -- in our streets and in our communities protecting our citizens I think will bode well. And so, I'm really grateful to see us continuing to work together. I'd also like to add um -- Mr. President, Comptroller and members of the Board, that we put computers in all of our police cars. And I know that's making a difference --."

Deputy Commissioner: "Yes ma'am."

Mayor: "In terms of how you are able to respond to the citizenry and also not have to come back to the Police Department, because that's what they used to have to do, is go back ah -- to their various um -- jurisdictions and fill out paperwork and then go back. This way the paperwork can be done in the field and transferred to headquarters. So, let's keep up the work. Thank you."

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Deputy Commissioner: "Yes ma'am. Very well said. Thank you."

President: "Any other comments? Thank you."

* * * * *

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the properties listed below by gift from Habitat for Humanity of the Chesapeake, Inc., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

<u>Address</u>	<u>Block Lot</u>	<u>Interest</u>
1435 N. Parrish St	0034 147	Fee Simple
1437 N. Parrish St	0034 146	Fee Simple
1439 N. Parrish St	0034 145	Fee Simple
1441 N. Parrish St	0034 144	Fee Simple
1443 N. Parrish St	0034 143	Fee Simple
1445 N. Parrish St	0034 142	Fee Simple
1447 N. Parrish St	0034 141	Fee Simple
1449 N. Parrish St	0034 140	Fee Simple
1451 N. Parrish St	0034 139	Fee Simple
1453 N. Parrish St	0034 138	Fee Simple
1455 N. Parrish St	0034 137	Fee Simple
1457 N. Parrish St	0034 136	Fee Simple
1459 N. Parrish St	0034 135	Fee Simple
1461 N. Parrish St	0034 134	Fee Simple

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

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DHCD - cont'd

The Owner has offered to donate to the City, title to the properties listed above. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 9, 2018, other than water bills, are as follows:

<u>1435 N. Parrish St.</u>			
Bill		Date	Amount
Real Property Tax		2018-2019	\$ 24.98
Real Property Tax		2017-2018	30.50
Real Property Tax		2016-2017	36.02
Real Property Tax		2015-2016	41.54
Tax Sale		5/15/2017	51.37
Miscellaneous	8015562	6/6/2016	213.59
Miscellaneous	8086274	8/29/2016	240.65
Miscellaneous	8282097	6/12/2017	<u>200.80</u>
Total Liens Owed:			\$839.45

<u>1437 N. Parrish St.</u>			
Bill		Date	Amount
Real Property Tax		2018-2019	\$ 24.98
Real Property Tax		2017-2018	30.50
Real Property Tax		2016-2017	36.02
Real Property Tax		2015-2016	<u>41.54</u>
Total Liens Owed:			\$133.04

MINUTES

DHCD - cont'd

<u>1439 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1441 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1443 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1445 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

MINUTES

DHCD - cont'd

<u>1447 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1449 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1451 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

<u>1453 N. Parrish St.</u>		
Bill	Date	Amount
Real Property Tax	2018-2019	\$ 24.98
Real Property Tax	2017-2018	30.50
Real Property Tax	2016-2017	36.02
Real Property Tax	2015-2016	<u>41.54</u>
Total Liens Owed:		\$133.04

MINUTES

DHCD - cont'd

<u>1455 N. Parrish St.</u>			
Bill	Date		Amount
Real Property Tax	2018-2019		\$ 24.98
Real Property Tax	2017-2018		30.50
Real Property Tax	2016-2017		36.02
Real Property Tax	2015-2016		41.54
Tax Sale	5/15/2017		<u>51.37</u>
Total Liens Owed:			\$184.41

<u>1457 N. Parrish St.</u>			
Bill	Date		Amount
Real Property Tax	2018-2019		\$ 24.98
Real Property Tax	2017-2018		30.50
Real Property Tax	2016-2017		36.02
Real Property Tax	2015-2016		41.54
Tax Sale	5/15/2017		51.37
Miscellaneous 8015596	6/6/2016		213.59
Miscellaneous 8086290	8/29/2016		240.65
Miscellaneous 8282113	6/12/2017		<u>200.80</u>
Total Liens Owed:			\$839.45

<u>1459 N. Parrish St.</u>			
Bill	Date		Amount
Real Property Tax	2018-2019		\$ 24.98
Real Property Tax	2017-2018		30.50
Real Property Tax	2016-2017		36.02
Real Property Tax	2015-2016		<u>41.54</u>
Total Liens Owed:			\$133.04

MINUTES

DHCD - cont'd

		<u>1461 N. Parrish St.</u>		
	Bill		Date	Amount
Real Property Tax			2018-2019	\$ 24.98
Real Property Tax			2017-2018	30.50
Real Property Tax			2016-2017	36.02
Real Property Tax			2015-2016	41.54
Tax Sale			5/15/2017	51.37
Miscellaneous	8015604		6/6/2016	213.59
Miscellaneous	8086308		8/29/2016	240.65
Miscellaneous	8282121		6/12/2017	<u>200.80</u>
Total Liens Owed:				\$839.45

UPON MOTION duly made and seconded, the Board approved the acquisition of the foregoing properties by gift from Habitat for Humanity of the Chesapeake, Inc., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located Block 7095, Lot 086 by gift from Mr. William Tanbusch, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property at Block 7095 Lot 086. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 25, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

Block 7095 Lot 086

Tax Sale	326751	\$51,909.85
Real Property Tax	2018-2019	405.92
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Real Property Tax	2009-2010	Included in Tax Sale
Real Property Tax	2008-2009	Included in Tax Sale
Real Property Tax	2007-2008	Included in Tax Sale
Real Property Tax	2006-2007	Included in Tax Sale
Miscellaneous	7324411	Included in Tax Sale
Miscellaneous	7428139	Included in Tax Sale
Miscellaneous	8336075	475.46
Miscellaneous	8585887	283.67
Environmental	54752357	Included in Tax Sale
Environmental	54752365	Included in Tax Sale
Environmental	54752373	Included in Tax Sale
Environmental	54752381	Included in Tax Sale
Registration	207989	688.50
Total Taxes Owed		<u>\$53,763.40</u>

UPON MOTION duly made and seconded, the Board **DEFERRED** for one week the acquisition of the leasehold interest in the property located Block 7095, Lot 086 by gift from Mr. William Tanbusch, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the Leasehold interest in the property located at 2567 Edmondson Avenue by gift from Mr. Earl Bravo, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 2567 Edmondson Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 24, 2018, other than water bills, are as follows:

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DHCD - cont'd2567 Edmondson Avenue

Tax Sale	318550	\$ 9,848.99
Real Property Tax	2018-2019	276.12
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Miscellaneous	7585441	Included in Tax Sale
Miscellaneous	7970643	Included in Tax Sale
Miscellaneous	7972326	Included in Tax Sale
Miscellaneous	8180184	Included in Tax Sale
Miscellaneous	8279119	266.08
Miscellaneous	8386658	247.76
Miscellaneous	8513061	134.53
Miscellaneous	8555484	215.34
Miscellaneous	8603920	164.80
Registration	400481	951.60
Total Taxes Owed		<u>\$12,105.22</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the Leasehold interest in the property located at 2567 Edmondson Avenue by gift from Mr. Earl Bravo, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 3707 W. Belvedere Avenue, Block 4575, Lot 017, by gift from The Development Corporation of Northwest Baltimore, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 3707 W. Belvedere Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 14, 2018, other than water bills, are as follows:

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DHCD - cont'd3707 W. Belvedere Avenue

Tax Sale	306227	\$ 537.90
Real Property Tax	2018-2019	0.00
Miscellaneous	7711575	44.69
Miscellaneous	8022485	43.96
Registration	088734	<u>130.00</u>
Total Taxes Owed		\$ 756.55

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 3707 W. Belvedere Avenue, Block 4575, Lot 017, by gift from The Development Corporation of Northwest Baltimore, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 314 S. Pulaski Street, Block 0272, Lot 066, by gift from Pulaski 314, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 314 S. Pulaski Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through January 24, 2019, other than water bills, are as follows:

MINUTES

DHCD - cont'd314 S. Pulaski Street

Real Property Tax	2018-2019	\$352.31
Miscellaneous	Property Registration 822812	<u>130.00</u>
Total Taxes Owed		\$482.31

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 314 S. Pulaski Street, Block 0272, Lot 066, by gift from Pulaski 314, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at Block 2177, Lot 077, by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at Block 2177, Lot 077. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 10, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'dBlock 2177, Lot 077

Real Property Tax	2018-2019	\$ 24.52
Miscellaneous	7794514	10.73
Registration	206388	95.00
Total Taxes Owed		<u>\$130.25</u>

UPON MOTION duly made and seconded, the Board **DEFERRED** for one week the acquisition of the fee simple interest in the property located at Block 2177, Lot 077, by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than wa ter bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 138 Willard Street, Block 2174A, Lot 032, by gift from American National Savings Bank, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 138 Willard Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 10, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

138 Willard Street

Tax Sale	269281	\$6,462.66
Real Property Tax	2018-2019	\$ 98.08
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Real Property Tax	2009-2010	Included in Tax Sale
Real Property Tax	2008-2009	Included in Tax Sale
Real Property Tax	2007-2008	Included in Tax Sale
Real Property Tax	2006-2007	Included in Tax Sale
Real Property Tax	2005-2006	Included in Tax Sale
Miscellaneous	3992880	Included in Tax Sale
Miscellaneous	4166716	Included in Tax Sale
Miscellaneous	4205522	Included in Tax Sale
Miscellaneous	4295523	Included in Tax Sale
Miscellaneous	4568135	Included in Tax Sale
Miscellaneous	5096060	Included in Tax Sale
Miscellaneous	5180351	Included in Tax Sale
Miscellaneous	5397211	Included in Tax Sale
Miscellaneous	5403936	Included in Tax Sale
Miscellaneous	5759337	Included in Tax Sale
Miscellaneous	5765136	Included in Tax Sale
Miscellaneous	5930292	Included in Tax Sale
Miscellaneous	6001614	Included in Tax Sale
Miscellaneous	6052047	Included in Tax Sale
Miscellaneous	6151609	Included in Tax Sale
Miscellaneous	6300438	Included in Tax Sale
Miscellaneous	6672398	Included in Tax Sale
Miscellaneous	6721500	Included in Tax Sale

MINUTES

DHCD - cont'd138 Willard Street

Miscellaneous	6764120	Included in Tax Sale
Miscellaneous	6968697	Included in Tax Sale
Miscellaneous	7058753	Included in Tax Sale
Miscellaneous	7314891	Included in Tax Sale
Miscellaneous	7437288	Included in Tax Sale
Miscellaneous	7613185	\$ 307.68
Miscellaneous	8027278	\$ 179.08
Miscellaneous	8237976	\$ 296.25
Miscellaneous	8241309	\$ 276.90
Miscellaneous	8377988	\$ 586.38
Miscellaneous	8431249	\$ 140.73
Miscellaneous	8515033	\$ 138.29
Miscellaneous	8637266	\$ 128.09
Environmental	52567245	Included in Tax Sale
Environmental	53642385	<u>Included in Tax Sale</u>
	Total Taxes Owed	<u>\$8,614.14</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 138 Willard Street, Block 2174A, Lot 032, by gift from American National Savings Bank, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1936 W. Franklin Street, Block 0119, Lot 097, by gift from Mr. John McKay and Ms. Barbara McKay, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owners have offered to donate to the City, title to the property located at 1936 W. Franklin Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 10, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd1936 W. Franklin Street

Real Property Taxes	2018-2019	\$141.57
Miscellaneous Bill	7890155	286.50
Property Registration	016466	<u>130.00</u>
Total Taxes Owed		\$558.07

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1936 W. Franklin Street, Block 0119, Lot 097, by gift from Mr. John McKay and Ms. Barbara McKay, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1552 Richland Street, Block 3403, Lot 083, by gift from Mr. Harvey Dobbins Jr. and Ms. Eileen Reeder, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owners have offered to donate to the City, title to the property located at 1552 Richland Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 13, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd1552 Richland Street

Real Property Tax	2018-2019	\$664.52
Miscellaneous Bill	8657355	160.00
Registration	812838	<u>130.00</u>
Total Taxes Owed		\$954.52

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1552 Richland Street, Block 3403, Lot 083, by gift from Mr. Harvey Dobbins Jr. and Ms. Eileen Reeder, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement with Park Heights Renaissance, Inc. (PHR). The Grant Agreement is effective upon Board approval through July 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$ 740,000.00	-	9910-903963-9587	-	Park Heights (Reserve)	-	VLT
231,027.32	-	9910-903152-9588	-	Park Heights	-	FY18 - VLT
40,410.16	-	9910-904122-9588	-	Park Heights	-	FY17 - VLT
\$1,011,437.48						

BACKGROUND/EXPLANATION:

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

The City provided funds to support the PHR's operations since it was established using a variety of funding sources. The funds will support the cost of personnel, operations, a community clean-up program, educational programming, and real estate development.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Housing and - cont'd
Community Development

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/</u>	<u>TO ACCOUNT/</u>
\$ 740,000.00	9910-903963-9587 Park Heights (Reserve) - VLT	
231,027.32	9910-903152-9588 Park Heights - FY18 - VLT	
<u>40,410.16</u>	9910-904122-9588 Park Heights - FY17 - VLT	
\$1,011,437.48	-----	9910-905188-9588 Pimlico Local Impact Aid - VLT

This transfer will provide funding to support the PHR's program and operations for fiscal year 2019.

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

MINUTES

Department of Housing and - cont'd
Community Development

receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement with Central Baltimore Partnership, Inc. (CBP). The Grant Agreement is effective upon Board approval for 12 months.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 9910-907225-9588

BACKGROUND/EXPLANATION:

The CBP was established in 2006 to spur revitalization in Central Baltimore through partnerships with nonprofit organizations, anchor institutions, funders, private developers and investors. The revitalization efforts include physical redevelopment, neighborhood grants, tours, planning efforts, and marketing. Since its organization, the CBP has initiated Spruce-Up Grants, Explore the Core, and the HCPI Strategic Acquisition Fund.

To accomplish these objectives, the CBP established a Strategic Acquisition Fund that is intended to facilitate redevelopment of vacant properties in commercial corridors that support existing redevelopment efforts or can attract investment and development. The Department is providing \$100,000.00 to the Strategic Acquisition Fund that will be used for acquisition, appraisal, studies, environmental stabilization, and personnel costs associated with managing the fund.

The CBP will make the funds available to its development partners who will pursue acquisition, stabilization and ultimately redevelopment.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Housing and - cont'd
Community Development

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

MINUTES

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

The Board is requested to approve and authorize execution of the various Community Development Block Grant Agreements. The period of the agreement is July 1, 2018 through June 30, 2019, unless otherwise indicated.

1. **GREATER BALTIMORE COMMUNITY HOUSING** **\$ 27,880.00**
 RESOURCE BOARD, INC. (GBCHRB)

Account: 2089-208919-5930-436384-603051

The GBCHRB will utilize the funds to procure a Consultant to provide technical expertise in planning, designing and conducting an effective program of fair housing education, training, analysis and administration in Baltimore City. The Consultant will provide general fair housing ordinance education, fair housing education for persons with disabilities, regional fair housing advocacy, special fair housing awareness events and fair housing curriculum support in Baltimore City Public Schools. The period of the agreement is October 1, 2018 through September 30, 2019.

2. **BANNER NEIGHBORHOODS COMMUNITY** **\$ 99,600.00**
 CORPORATION INC.

Account: 2089-208919-5930-436630-603051

Banner Neighborhoods Community Corporation, Inc. will utilize the funds to provide out-of-school and summer activities for youth of Southeast Baltimore in educational support, recreational leagues/clubs, life skills development, job readiness, entrepreneurship training, and community improvement projects.

MINUTES

DHCD - cont'd

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00, AS FOLLOWS:

MBE: \$0.00

WBE: \$0.00

3. LIVING CLASSROOMS FOUNDATION, INC. \$ 75,000.00
(LCF)

Account: 2089-208919-5930-424930-603051

Living Classrooms Foundation, Inc. will utilize the funds to support the operating expenses of the POWER House Community Hub located at 316 S. Caroline Street. Services will be provided to youth ages 5 - 18 that reside in the Perkins Homes Public Housing development and other nearby communities within the LCF target Investment Zone. Youth will receive free after-school, evening and summer programming that will support in-school learning through an academic enrichment curricula and cultural arts education including STEM education, health and physical education, college/career readiness and service learning.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00, AS FOLLOWS:

MBE: \$0.00

WBE: \$0.00

4. ARUNDEL COMMUNITY DEVELOPMENT SERVICES, \$120,000.00
INC.

Account: 2089-2089919-5930-260062-603051

Arundel Community Development Services, Inc. will utilize the

MINUTES

DHCD - cont'd

funds to administer a rehabilitation deferred loan program for low- and moderate-income owner occupant households that reside in the Brooklyn/Curtis Bay area. The funds will be utilized to subsidize operating expenses. The period of the agreement is October 1, 2018 through September 30, 2019.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00, AS FOLLOWS:

MBE: \$0.00

WBE: \$0.00

5. **HABITAT FOR HUMANITY OF THE CHESAPEAKE, INC. \$240,000.00**

Account: 2089-208919-5930-431662-603051

Habitat for Humanity of the Chesapeake, Inc. will utilize the funds to subsidize its operating expenses. Habitat for Humanity of the Chesapeake, Inc. will complete the rehabilitation, sale, and settlement of nine vacant properties for first time, owner-occupancy by low- and moderate-income households within the Woodbourne-McCabe and Sandtown-Winchester areas of Baltimore City.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$40,856.67, AS FOLLOWS:

MBE: \$11,031.30

WBE: \$ 4,085.66

On August 8, 2018, 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

MINUTES

DHCD - cont'd

file a Federal FY 2018 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, 2018 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements. The President **ABSTAINED** on item no. 3.

MINUTES

Retiree Benefits Trust (OPEB) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Subscription Agreement and Partnership Agreement for its investment in Siris Partners IV, L.P. on behalf of the OPEB.

AMOUNT OF MONEY AND SOURCE:

\$4,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees conducted a search for a private equity investment manager and as a result of that search selected Siris Capital Group, LLC, a minority-owned fund manager specializing in communication companies, to accept an initial OPEB investment of \$4,000,000.00, to be placed with Siris Partners IV, L.P.

The search and selection process was conducted with the assistance and advice of the ERS's investment advisor, Pension Consulting Alliance.

MWBOO GRANTED A WAIVER.

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Subscription Agreement and Partnership Agreement for its investment in Siris Partners IV, L.P. on behalf of the OPEB.

MINUTES

Retiree Benefits Trust (OPEB) - cont'd

UPON MOTION duly made and seconded, the Board **DEFERRED** for one week the Subscription Agreement and Partnership Agreement for its investment in Siris Partners IV, L.P. on behalf of the OPEB.

MINUTES

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested by the Board of Trustees of the Employees' Retirement System (ERS) to approve a Subscription Agreement for its investment in Siris Partners IV, L.P.

AMOUNT OF MONEY AND SOURCE:

\$20,000,000.00 - approximately of ERS funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The ERS Board of Trustees conducted a search for a private equity investment manager and as a result of that search selected Siris Capital Group, LLC, a minority-owned fund manager specializing in communication companies, to accept an initial investment of \$20,000,000.00, to be placed with Siris Partners IV, L.P.

The search and selection process was conducted with the assistance and advice of the ERS's investment advisor, Pension Consulting Alliance.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board **DEFERRED** for one week the Subscription Agreement for its investment in Siris Partners IV, L.P..

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. Gregory McLean	112 S. Calverton Road	F/S	\$28,000.00

Funds are available in account no. 9910-905640-9588-900000-704040, FY 16 CORE Demo Project.

2. Ronald Fishkind and Barbara Wallach, Successor Trustees of the Adele W. Fishkind GST Trust FBO the Barbara Wallach Family	2724 Tivoly Avenue	G/R \$96.00	\$ 880.00
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Funds are available in account no. 9910-904326-9588-900000-704040, CHM Project.

DHCD - Rescission of Condemnation/Approval of Option

3. Gerald Kinchen	1611 E. Federal Street	L/H	\$17,520.00
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Funds are available in account no. 9910-904177-9588-900000-704040, FY 17 CORE Demo Project.

On July 25, 2018, the Board approved the acquisition of the leasehold interest by condemnation in the property located at 1611 E. Federal Street for the amount of \$17,520.00. Since the original Board approval, the Owner has agreed to the City's offer price and would like to proceed with a voluntary settlement. Therefore, the Board is requested to rescind the prior condemnation approval and approve the option agreement for 1611 E. Federal Street in the amount of \$17,520.00.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
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.			
<u>DHCD - Condemnations</u>			
4. Rosalee Smith	534 N. Mount Street	L/H	\$ 1,967.00
Funds are available in account no. 9910-904177-9588-900000-704040, Citywide Acquisitions.			
5. N.B.S., Inc.	530 N. Mount Street	L/H	\$ 1,200.00
Funds are available in account no. 9910-904177-9588-900000-704040, Citywide Acquisitions.			
UPON MOTION duly made and seconded, the Board approved and authorized the foregoing Options, and Rescission of Condemnation/Approval of Option and Condemnations.			

MINUTES

Mayor's Office of Human Services - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between the Housing Authority of Baltimore (HABC) and the Mayor's Office of Human Services (MOHS). The MOU is effective upon Board approval for a period of five years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This MOU will establish the policies and procedures for the Housing Plus pilot program, wherein the HABC will identify and renovate up to 50 housing units to house homeless families and MOHS will screen and refer eligible household to the project, and provide supportive services to enrolled households.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the Housing Authority of Baltimore City and the Mayor's Office of Human Services.

MINUTES**TRANSFERS OF FUNDS**

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

529 - 530

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 General Services</u>			
1.	\$ 50,000.00	9916-905229-9194	9916-906329-9197
	General Funds	Shot Tower	Shot Tower
		Interior &	Interior &
		Masonry - Reserve	Masonry - Active
	300,000.00	"	"
	2 nd Parks & Public		
	Facilities Loan		
	400,000.00	"	"
	3 rd Public Building		
	Loan		

This transfer will provide funds to the Department for the exterior masonry stabilization and interior stairway renovation at the Phoenix Shot Tower and all associated in-house costs.

Department of Recreation and Parks

2.	\$ 35,000.00	9938-907081-9475	9938-907740-9474
	2 nd Parks & Public	Park Trail Network	Jones Falls Greenway
	Facilities	(Reserve)	Phase V (Active)

This transfer will provide funds to cover the costs associated with construction administration for Jones Falls Trail - Phase V TR 11319.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
3. \$500,000.00	9960-906068-9558	9960-905746-9557
Revenue Bonds	Watershed Rd & Culvert Maint.	Prettyboy Reservoir Road Resurfacing

This transfer will use funds for the Project Prettyboy Reservoir Road Resurfacing.

MINUTES

Department of Recreation - Amendment No. 1 to On-Call
and Parks Consultant Agreements

The Board is requested to approve and authorize execution of the Amendment No. 1 to On-Call Consultant Agreements.

The On-Call Consultant Agreements will provide architectural design services for renovation and improvement of various Park and Recreation facilities.

	<u>CONSULTANT</u>	<u>PROJECT NUMBER</u>	<u>AMOUNT</u>
1.	GANNETT FLEMING, INC.	1232	\$0.00

On February 10, 2016, the Board approved the original On-Call Consultant Agreement in the amount of \$1,500,000.00 for three years under Project 1232, On-Call Engineering Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through February 10, 2020.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 25% MBE AND 10% WBE.

Gannett Fleming, Inc. did not meet the MBE or WBE goals. However, MWBOO found the Consultant compliant based on good faith effort as of January 14, 2019.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

MINUTES

Department of Recreation - cont'd
and Parks

	<u>CONSULTANT</u>	<u>PROJECT NUMBER</u>	<u>AMOUNT</u>
2.	RUMMEL, KLEPPER & KAHL, LLP	1232	\$0.00

On July 20, 2016, the Board approved the original On-Call Consultant Agreement in the amount of \$1,500,000.00 for three years under Project 1232, On-Call Engineering Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through July 20, 2020.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 25% MBE AND 10% WBE.

Based on the documentation submitted by Rummel, Klepper & Kahl, MWBOO found the Consultant compliant based on good faith effort as of January 23, 2019.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

3.	MAHAN RYKIEL ASSOCIATES, INC.	1233	\$0.00
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On February 24, 2016, the Board approved the original three-year agreement in the amount of \$1,200,000.00 under Project 1233, On-Call Landscape Architectural Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through February 24, 2020.

MINUTES

Department of Recreation - cont'd
and Parks

CONSULTANT**PROJECT NUMBER****AMOUNT****MBE/WBE PARTICIPATION:**

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

MWBOO SET GOALS OF 11% MBE AND 10% WBE.

As of January 14, 2019, MWBOO found the Consultant compliant.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

- | | | | |
|----|---|------|--------|
| 4. | FLOURA TEETER LANDSCAPE
ARCHITECTS, INC. | 1233 | \$0.00 |
|----|---|------|--------|

On May 4, 2016, the Board approved the original three-year agreement in the amount of \$1,200,000.00 under Project 1233, On-Call Landscape Architectural Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through May 4, 2020.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 11% MBE AND 10% WBE.

The Consultant did not meet the MBE or WBE goals. However, MWBOO found the Consultant compliant based on good faith effort as of January 14, 2019.

MINUTES

Department of Recreation - cont'd
and Parks

	<u>CONSULTANT</u>	<u>PROJECT NUMBER</u>	<u>AMOUNT</u>
	MWBOO FOUND CONSULTANT IN COMPLIANCE.		
5.	MURPHY & DITTENHAFER, INC.	1234	\$0.00

On April 6, 2016, the Board approved the original three-year agreement in the amount of \$4,500,000.00 under Project 1234, On-Call Architectural Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through April 6, 2020.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 20% MBE AND 10% WBE.

As of January 14, 2019, MWBOO found the Consultant in compliance.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

6.	GWWO, INC.	1234	\$0.00
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On January 13, 2016, the Board approved the original three-year agreement in the amount of \$4,500,000.00 under Project 1234, On-Call Architectural Design Services. This Amendment No. 1 will extend the On-Call Consultant Agreement through January 13, 2020.

MINUTES

Department of Recreation - cont'd
and Parks

MBE/WBE PARTICIPATION:

GWWO, Inc. will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original On-Call Consultant Agreement.

MWBOO SET GOALS OF 20% MBE AND 10% WBE.

Based on the nature of the contract and the corrective plan submitted by GWWO, Inc., MWBOO found the Consultant compliant based on good faith effort as of January 23, 2019.

MWBOO FOUND CONSULTANT IN COMPLIANCE.**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to the foregoing On-Call Consultant Agreements. The President vote **NO** on item nos. 1, 2, 4 and 5.

MINUTES

Department of Public Works - Modification No. 1 to Memorandum
of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Modification No. 1 to Memorandum of Understanding (MOU) with the Maryland Department of Natural Resources (DNR). The Modification No. 1 extends the period of the MOU through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9958-911429-9525-900020-703032

BACKGROUND/EXPLANATION:

On October 4, 2017, the Board approved the MOU for the period of October 1, 2017 through December 31, 2018 in the amount of \$200,000.00. Cherry Hill has been experiencing flooding problems during the heavy rains for over a decade. The City is addressing these problems and increasing the neighborhood's resiliency. The funding provided by the DNR will increase the impact of this project by supporting at least three green infrastructure projects that will help to address both water quality and water quantity issues within the Cherry Hill neighborhood.

The requirement for a feasibility analysis by the Maryland Department of the Environment SRF to establish those practices to move forward to construction made it necessary to extend the original timeline for this project. Additional unforeseen delays were experienced due to the approval of City agency reviews of facility locations taking longer than anticipated. No work may be initiated under this Modification No. 1 to the MOU until it has been fully executed by all parties and the Contractor has been instructed to proceed by the Department.

AUDITS NOTED THE NO-COST TIME EXTENSION.

MINUTES

Department of Public Works - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Modification No. 1 to Memorandum of Understanding with the Maryland Department of Natural Resources.

MINUTES

Department of Public Works - Pilot Polychlorinated Biphenyls
(PCBs) Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Pilot Polychlorinated Biphenyls Study Agreement with the University of MD Baltimore County (UMBC). The period of the Agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$ 50,238.00 - Fiscal Year 2019*
42,757.00 - Fiscal Year 2020
\$ 92,995.00 - 2072-000000-5181-613200-603026

*Only Fiscal Year 2019 funding is requested at this time for the first year of the 2-year agreement.

BACKGROUND/EXPLANATION:

The City and the UMBC will perform a two-year pilot study to perform laboratory analyses to detect polychlorinated biphenyls (PCBs) and to work collaboratively with the City and the United States Geological Survey to demonstrate the use of innovative monitoring and analysis techniques for the PCBs. Several watersheds in the Baltimore region have mandated reductions in polychlorinated biphenyls (PCBs) per total maximum daily loads (TMDLs) in tidal waters of the watersheds (MDE, 2011). These mandated reductions are the responsibility of the MS4 jurisdiction that the watershed is contained in. This study will focus on the Back River watershed. This watershed was selected because many organizations are currently collecting data from the Back River watershed and its streams for other purposes and there are two existing stream flow gaging stations in this watershed. The results of this study will be translatable to other watersheds with PCB TMDLs as well.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Public Works - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Pilot Polychlorinated Biphenyls Study Agreement with the University of MD Baltimore County.

MINUTES

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

The Board is requested to approve and authorize execution of the Provider Agreements and Grant Award. The period of the Provider Agreements is October 1, 2018 through September 30, 2019, with the option to renew for one additional one-year period, unless otherwise indicated.

PROVIDER AGREEMENTS

1. **SINAI HOSPITAL OF BALTIMORE, INC.** **\$179,888.05**

Account: 4000-806418-6313-497805-603051
 4000-806419-6313-497805-603051

The agreement is for professional services.

Under this agreement, the Sinai Hospital of Baltimore, Inc. will design and deliver innovative programming and comprehensive services resulting in academic achievement and employment success for 30 Baltimore City residents. Sinai Hospital of Baltimore, Inc. will increase employment and education prospects for participants through skills training, leadership development and the provision of life and workplace readiness skills.

AUDITS REVIEWED AND HAD NO OBJECTION.

2. **THE URBAN ALLIANCE FOUNDATION, INC.** **\$ 90,000.00**

Accounts: 1001-000000-6313-734705-603051
 4000-806419-6313-734705-603051

The agreement is for professional services.

MINUTESMayor's Office of Employment Development - cont'd

Under this agreement, The Urban Alliance Foundation, Inc. will provide to 15 Baltimore City high school seniors who are economically disadvantaged paid internships, training, mentoring, and case management through a sector based model focused on careers in hospitality. The maximum length of time a participant can remain in training is one year.

AUDITS REVIEWED AND HAD NO OBJECTION.

GRANT AWARD

3. **U.S. DEPARTMENT OF LABOR FAMILY HEALTH \$ 787,500.00**
INTERNATIONAL (FHI)

Account: 4000-427019-6331-456000-404001

Under the terms of this Grant Award Agreement, the funds will be used to deliver Workforce Services to 125 young adults. MOED will conduct recruitment and intake activities, develop system referrals and assessments, provide orientation, and individual success plans to each program participant. In addition, the Youth Services Division will directly manage programming for participants to include supportive services, work readiness training and job placement. The period of the Grant Award is July 1, 2018 through September 30, 2021.

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

The Provider Agreements and the Grant Award are late because additional time was required to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Mayor's Office of Employment Development - cont'd

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

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:

544 - 546

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/
Department of Recreation and Parks

1. RP 17808R, Lakeland Bob Andrews \$ 397,800.00
 Recreation Center Construction,
 Window Replacements Inc.

MWBOO SET GOALS OF 21% FOR MBE AND 6% FOR WBE.

MBE: Stokit Supply Company, Inc.	\$ 2,500.00	0.62%
Melendez General Contracting, LLC	82,000.00	20.61%
Total	\$ 84,500.00	21.23%
 WBE: Roane's Rigging & Transfer Company, Inc.	 \$ 24,400.00	 6.03%

MWBOO FOUND VENDOR IN COMPLIANCE.

Department of Recreation and Parks

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$190,000.00	9938-917059-9475	
1 st Parks & Public Facilities	Casino Local Impact Aid FY 17 Recreation Facility Renovation (Reserve)	
42,000.00	" "	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
150,000.00	9938-910062-9475	
Other Fund	Lakeland Recreation	
Revenue	Center	
\$382,000.00	-----	9938-911063-9474
		Lakeland Recreation
		Center (Active)

This transfer will provide funds to cover the costs associated with the award of Lakeland Recreation Center Window Replacements under RP 17808R to Bob Andrews Construction, Inc.

Bureau of Procurement

3. B50005567, Tree Nu Leaf, LLC \$249,000.00
Pit Maintenance

(Recreation &
Parks - Forestry)

MWBOO SET GOALS OF 3% FOR MBE 3% FOR WBE.

MBE: Completed Commercial \$0.00 0.00%
Maintenance, Co., Inc.

WBE: \$0.00 0.00%

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement - cont'd

The bidder did not meet the MBE and WBE goals for this contract. Completed Commercial Maintenance, Co., Inc. is not a certified MBE with Baltimore City. The bidder did not submit a WBE.

Award is recommended to Nu Leaf, LLC, as the lowest responsive bidder, subject to within 10 days of award submitting a plan to MWBOO to come into compliance.

MINUTES

Baltimore City Fire Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice (GAN) from the Maryland Emergency Management Agency. The period of the GAN is September 30, 2016 through September 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$44,092.00	-	4000-459917-2121-604900-404001
<u>11,023.00</u>	-	1001-000000-2121-226400-603020
\$55,115.00		

BACKGROUND/EXPLANATION:

This grant was originally approved by the Board on November 11, 2016 in the amount of \$6,250.00. On February 8, 2017, the Board approved an amendment to the award because it required new language from the United States Department of Transportation. On November 22, 2017, the Board approved the GAN to increase the funds in the amount of \$30,912.50. This GAN will provide an increase in funding in the amount of \$55,115.00 for FY 2017 making the total award amount \$92,277.50.

This grant has a multi-year performance period and may be eligible for an increase each year. The amount of funds reflects the increase awarded for year three. This GAN will cover expenditures for hazardous materials planning, community outreach planning, and or training.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Baltimore City Fire Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Adjustment Notice from the Maryland Emergency Management Agency.

MINUTES

Police Department - Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Intergovernmental Agreement with the Office of the State's Attorney. The period of the agreement is July 1, 2018 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 4000-421819-2255-793401-603026

BACKGROUND/EXPLANATION:

On August 15, 2018, the Board approved and authorized a grant award for the "Jag 13" grant, Award #2017-DJ-BXD-0314 in the amount of \$749,624.00. A portion of the funds were allocated to the Office of the State's Attorney. Funded by this grant, the Office of the State's Attorney will utilize the funds to continue its Smartphone Service.

This agreement is late because of the delay in the administrative process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement with the Office of the State's Attorney.

MINUTES

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention for the Juvenile Crime Reduction Initiative grant, Award #BJAG-2016-0017. The period of the agreement is December 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 4000-429319-2021-690700-607004

BACKGROUND/EXPLANATION:

The Baltimore City Police Department's Juvenile Crime Reduction Initiative is designed to address high incidents of juvenile crime in Baltimore City. The program aggressively tracks juvenile offenders by utilizing a security integration model of multi-agency collaboration with state, local law enforcement agencies, public safety agencies and community partners. The Grant Award provide funds for overtime.

This Grant Award is late because the award document was recently received.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention for the Juvenile Crime Reduction Initiative grant, Award #BJAG-2016-0017.

MINUTES

Circuit Court - FY 2019 Sub-Vendor Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the FY 2019 Sub-Vendor Contract with Behavioral Health System Baltimore, Inc. The period of the FY 2019 Sub-Vendor Contract is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$263,018.00 - 5000-500719-1100-117400-405001

BACKGROUND/EXPLANATION:

The FY 2019 Sub-Vendor Contract will provide for all court ordered competency and responsibility evaluations that occur as a result of actions before the Circuit and District Courts in Baltimore City. These evaluations are conducted by the Medical Services Division of the Circuit Court. A principal function of this program is to divert those who would normally be hospitalized in either Clifton T. Perkins Hospital Center or the various regional facilities within the state. In approximately 80% of all referrals, defendants who would be hospitalized from 30-60 days are diverted into either community resources or resources within the local detention centers. The Pre-Sentence evaluation portion of the contract provides for evaluations after verdicts that provide proper use of outpatient facilities.

The contract is late because of delays in the signature process.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the FY 2019 Sub-Vendor Contract with Behavioral Health System Baltimore, Inc.

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. BEECHER EMISSION SOLUTION
TECHNOLOGIES, LLC | \$ 30,000.00 | Renewal |
| Contract No. 08000 - Ward Diesel Filter Systems - Department
of General Services - Fleet Management - P.O. No. P534359 | | |

On January 20, 2016, the Board approved the initial award in the amount of \$30,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$30,000.00 is for the period March 1, 2019 through February 28, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as sole source procurement.

- | | | |
|--|---------|---------|
| 2. ADVANCE SCALE OF MARYLAND,
LLC | \$ 0.00 | Renewal |
| Contract No. B50005254 - Preventative Maintenance for Truck
Scales - Department of Public Works - Solid Waste - P.O. No.
P542538 | | |

On February 7, 2018, the Board approved the initial award in the amount of \$34,480.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 will provide scale maintenance and repair services for various equipment within the Solid Waste Division. The period of the renewal is February 12, 2019 through February 11, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

Not applicable. Below the MBE/WBE subcontracting threshold of \$50,000.00.

- | | | |
|---|---------------------|-----------------|
| 3. <u>INTERDYNAMICS, INC.</u> | <u>\$ 24,000.00</u> | <u>Increase</u> |
| Contract No. 06000 - Psychological Services - Police Department
- P.O. No. P544686 | | |

On August 13, 2018, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. On October 3, 2018, the Board approved an increase in the amount of \$50,000.00. This increase in the amount of \$24,000.00 is necessary to pay outstanding invoices until new agreements are entered. This increase will make the award amount \$99,000.00. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 17, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------------------|--------------------|
| 4. <u>TRAFFICWARE, LLC</u> | <u>\$ 44,000.00</u> | <u>Sole Source</u> |
| Contract No. 08000 - Trafficware Factory Repair Parts -
Department of Transportation - Safety Division - Req. No.
R813778 | | |

The vendor is the manufacturer's sole authorized source for the repair of all Trafficware equipment within the United States. These products must be compatible with the City's

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 - cont'd

existing traffic and pedestrian signal equipment. The repairing of traffic signal control equipment must be fully comparable and calibrated for installation in the existing control system and control cabinets. The period of the award is November 30, 2018 through November 30, 2019. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

- | | | | |
|----|--|-----------------------|------------------|
| 5. | <u>AXON ENTERPRISE, INC.</u> | <u>\$4,619,976.00</u> | <u>Agreement</u> |
| | Contract No. 08000 - Tasers and Related Equipment - Police Department - Req. No. To be determined. | | |

The Board is requested to approve and authorize execution of an Agreement with Axon Enterprise, Inc. The period of the agreement is February 1, 2019 through October 31, 2023.

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 - cont'd

The vendor is the manufacturer's sole authorized source of these products, which must be compatible with currently issued equipment within Baltimore City Police Department. 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 these commodities are only available from the distributor and are not available from subcontractors.

- | | | |
|--|--------------|----------------------|
| 6. SAF-GUARD SAFETY SHOE CO. | \$250,000.00 | Cooperative Contract |
| County of Fairfax, Virginia Cooperative Contract Number #4400008194 - Safety Shoes - Finance - Risk Management, Occupational Safety - Req. No. N/A | | |

On January 30, 2018, the County of Fairfax, Virginia awarded the competitively bid, cooperative solicitation IFB2000002431 (Contract #4400008194 - Safety shoes) to Saf-Guard Safety Shoe Co. which will be used to purchase OSHA certified safety shoes and footwear for designated City employees. The period of the award is January 30, 2019 through January 31, 2021, with two 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

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:

On January 17, 2019, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized distributor/manufacturer.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------------|-------------------------|
| 7. W.W. GRAINGER,
INC. | \$ 250,000.00 | Cooperative
Contract |
| Sourcewell Cooperative Contract No. #121416 - Public Safety and Emergency Management Related Equipment, Supplies and Services - Finance - Risk Management, Occupational Safety - Req. No. N/A | | |

On January 31, 2017, Sourcewell Cooperative awarded the competitively bid, cooperative solicitation #121416 to W.W. Grainger, Inc. which will be used to purchase OSHA certified safety shoes and footwear for designated City employees. The period of the award is January 30, 2019 through February 1, 2021.

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 - cont'd

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:

On January 17, 2019, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized distributor/manufacturer.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------------|--------------------------|
| 8. COLUMBIA TELECOMMUNICATIONS CORPORATION | \$ 208,000.00 | Ratification and Renewal |
| Anne Arundel County Contract No. 17-036 - Engineering Services for County Telecommunications - Baltimore City Information Technology (BCIT) - P.O. No. P543595 | | |

On April 25, 2018, the Board approved the initial award in the amount of \$175,000.00. The award contained four 1-year renewal options. The Board is requested to ratify the first of four 1-year renewal options. This contract is for engineering consulting review, inspections, testing, assessment and related engineering services for broadband networks. The primary deliverable under this contract is the Baltimore City Fiber and Broadband Strategy and Implementation Plan. The period of the ratification is June 1, 2018 through January 29, 2019. The period of the renewal is January 30, 2019 through May 31, 2019, with three 1-year renewal options remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

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:

On March 28, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract. MBE/WBE businesses were encouraged to bid as the awarded prime contractor, which is solely responsible for the specific labor categories.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---|---|
| 9. | AXON ENTERPRISE, INC.
f/k/a TASER INTERNATIONAL,
INC. | Fourth Amendment
to Integration
Agreement |
| | \$3,362,000.00 | |
| Contract No. B50004050 - Body Worn Cameras - Baltimore Police
Department - P.O. No. P534915 | | |

The Board is requested to approve and authorize execution of the Fourth Amendment to Integration Agreement with Axon Enterprise, Inc. The contract expires on October 31, 2023 with two 1-year renewal options remaining.

On March 16, 2016, the Board approved the initial award in the amount of \$11,690,668.53. Three amendments have been approved. This fourth amendment will allow the City to acquire upgraded

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 - cont'd

software with new features allowing the electronic control weapons (tasers) to integrate with the body worn cameras as well as automatic triggering of the cameras with detection of gunshots.

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:

On June 3, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 10. PH & S PRODUCTS, LLC | \$ 35,040.00 | Low Bid |
| Solicitation No. B50005639 - Nitrile Medical Gloves - Baltimore Police Department - Req. No. R806908 | | |

Vendors were solicited by posting on CitiBuy. Nine bids were opened on January 7, 2019 and award is recommended to the lowest responsible bidder. The period of the award is January 30, 2019 through June 30, 2019.

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 - cont'd

MBE/WBE PARTICIPATION:

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

- | | | |
|---|---------|-------------------------------|
| 11. a. K & K ADAMS, INC. | | |
| b. P & J CONTRACTING CO.,
INC. | \$ 0.00 | Ratification
and Extension |
| Contract No. B50003217 - Whole Block Building Demolition -
Department of Housing and Community Development - P.O. Nos.
P527554, P527554 | | |

On February 5, 2014, the Board approved an initial award in the amount of \$15,000,000.00. On March 1, 2017, the Board approved the 1st no-cost renewal. This extension is necessary to continue services for the whole block demolition projects prior to getting a new contract in place. The ratification is for the period February 5, 2018 through February 4, 2019. The extension is for the period February 5, 2019 through August 31, 2019. The above amount is the City's estimated requirement.

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

- | | | |
|---------------------------------|-------------------|------------------|
| a. <u>K & K ADAMS, INC.</u> | <u>Commitment</u> | <u>Performed</u> |
|---------------------------------|-------------------|------------------|

MBE: N/A

WBE: N/A

This Vendor has not performed any work on this contract.

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 - cont'd

buildings and facilities within the City to achieve substantial cost savings, making the total award amount \$666,923.00. The period of the ratification is June 29, 2018 through January 23, 2019. The period of the renewal is January 24, 2019 through June 28, 2019.

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

MWBOO SET GOALS OF 21% FOR MBE AND 4% FOR WBE.

ZERODRAFT MARYLAND T/A ZERONET USA

On December 24, 2018, MWBOO found Zerodraft in non-compliance.

Based on the letter Zerodraft submitted and the supporting letter from the Department of Public Works, MWBOO reviewed and approved Zerodraft's participation plan. The MBE and WBE participation plan is as follows:

	<u>Commitment</u>	<u>Performed</u>
MBE: Spirit Electric, LLC	31%	
WBE: Lighting Maintenance, Inc.	17%	

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES**INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS****VENDOR **AMOUNT OF AWARD** **AWARD BASIS****Bureau of Procurement - cont'dSIMMS PROJECT MANAGEMENT, LLC

	<u>Commitment</u>	<u>Performed</u>	
MBE: Hunt Consulting	21%	\$ 17,805.08	(38.3%)
WBE: Shantec Electric, Inc.	2%	\$ 28,115.00	(60.4%)

MWBOO FOUND VENDOR IN COMPLIANCE.

13. CIANBRO CORPORATION \$ 0.00 Extension
Contract No. B50002089 - Drawbridge Operations - Department of Transportation - P.O. No. P519471

On January 18, 2012, the Board approved the initial award in the amount of \$2,447,640.00, subsequent actions followed. The award expires on January 31, 2019. This extension will allow for continued drawbridge operations for the Department while the solicitation is advertised and awarded. The period of the extension is February 1, 2019 through August 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 5, 2011 it was determined that no goals would be set because of no opportunity to segment the contract.

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 - cont'd

- | | | |
|--|----------------|------------------|
| 14. <u>THE BEST BATTERY COMPANY, INC.</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| Contract No. B50003292 - Vehicle, Motorcycle, Generator and Lawn & Garden Batteries - Department of General Services - Fleet Management - P.O. No. P526328 | | |

On January 29, 2014, the Board approved the initial award in the amount of \$700,000.00, subsequent actions followed. The award expires on February 27, 2019. This extension will allow for the purchase of batteries required while the new contract is awarded. The period of the extension is February 28, 2019 through June 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 18, 2013 it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------------|------------------|
| 15. <u>WERT BOOKBINDING, INC.</u> | <u>\$23,500.00</u> | <u>Extension</u> |
| Contract No. B50003866 - Book Binding Services - Enoch Pratt Free Library - P.O. No. P529820 | | |

On January 5, 2015, the City Purchasing Agent approved an initial award with subsequent actions approved. The contract expires on January 31, 2019. This extension will allow for continued book binding services for the Enoch Pratt Free Library while the new solicitation (B50005655) is advertised, reviewed and awarded. Bids are due on March 27, 2019. The period of the extension is February 1, 2019 through May 31, 2019. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

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

16. a. DENVER-ELEK, INC.
b. J.F. FISCHER, INC.

\$500,000.00

Extension

Contract No. B50003236 - Maintenance & Repair Services for Plumbing and Heating Systems - Department of Public Works, Department of General Services and others - P.O. Nos. P526182 and P526184

On January 29, 2014, the Board approved the initial award in the amount of \$6,000,000.00. The award contained two renewal options. Both renewals have been exercised. An extension is necessary to continue receiving critical services covered under this contract while a new contract is awarded. The contract expires on January 28, 2019. Solicitation No. B50005603 was advertised and bids are due on January 30, 2019. The above amount is the City's estimated requirement. The period of the extension is January 29, 2018 through July 31, 2019.

MBE/WBE PARTICIPATION:

On November 1, 2013, MWBOO set goals of 27% MBE and 0% WBE. On December 23, 2018, Denver-Elek, Inc. and J.F. Fisher, Inc. were found in compliance.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>		<u>AWARD BASIS</u>
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Bureau of Procurement - cont'd

	<u>Commitment</u>	<u>Performed</u>	
a. <u>Denver-Elek, Inc.</u>			
MBE: Spears Mechanical Contractors, Inc.	27%	\$ 157,720.13	78.3%

	<u>Commitment</u>	<u>Performed</u>	
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WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

b. J.F. Fischer, Inc.

MBE: Horton Mechanical Contractors, Inc.	27%	\$1,316,065.74	49.2%
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WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Increases to Contract and Extensions. The Board further approved and authorized execution of the Agreement with Axon Enterprise, Inc. (item No. 5) and the Fourth

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 - cont'd

Amendment to Integration Agreement with Axon Enterprise, Inc.
f/k/a Taser International, Inc. (item No. 9.). The Comptroller

ABSTAINED on item no. 16 b.

MINUTES

Bureau of Procurement - Donation of Excess Property

ACTION REQUESTED OF B/E:

The Board is requested to approve a donation of excess property to Second Chance, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Baltimore City Department of Recreation and Parks (BCRP) has two sinks, one bathtub, one toilet, three interior transoms/hardware, seven interior doors, and three radiators with covers that it has deemed as excess, in accordance with the City's Property Disposal Program policy, pursuant to AM-306-1.

These interior items are in fair condition and the BCRP would like to donate them to Second Chance, Inc., a non-profit organization located in Baltimore City. Second Chance, Inc. is in good standing with the State Department of Assessments and Taxation and the Secretary of State.

UPON MOTION duly made and seconded, the Board approved the donation of excess property to Second Chance, Inc.

MINUTES

Department of Finance - Amendment No. 1 to Consulting Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 1 to Consulting Agreement with S. Frank & Associates LLC (Consultant). This First Amendment to Consulting Agreement will extend the period of the agreement through February 20, 2019.

AMOUNT OF MONEY AND SOURCE:

\$22,960.00 - 1001-000000-1422-160800-603026

BACKGROUND/EXPLANATION:

The initial agreement in the amount of \$24,928.00 is for the period of December 7, 2018 through January 2019. The original scope of work was anticipated to be below \$25,000.00. Due to project complexity, the go live date for implementation was extended through February 3, 2019. The total project budget is \$47,888.00.

The Consultant will provide technical assistance to assist with the ADP Police Schedule Change Project. The project includes working with Payroll to provide technical services including planning, user testing and acceptance for project components including accrual profiles, creation of pay rules and schedule import. The project requires complex technical changes and is on an expedited schedule.

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 Amendment No. 1 to Consulting Agreement with S. Frank & Associates LLC.

MINUTES**TRAVEL REQUESTS**Department of Transportation

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Kimberly Summers	2019 Specialized Transportation Symposium Houston, TX Feb. 18 - 25, 2019 (Reg. Fee \$165.00)	General Funds	\$1,041.81

The subsistence rate for this location is \$192.00. The hotel rate is \$135.00 per night, plus hotel taxes in the amount of \$22.95 per night.

The registration fee in the amount of \$165.00 was prepaid on a City-issued procurement card assigned to Dhirendra Sinha. Ms. Summers paid her own airfare. Therefore, Ms. Summers will be disbursed \$876.81.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

Employees Retirement System (ERS)

2. Rinda Stidham	113 th Government Finance Officers Association Annual (OGFA) Conference Los Angeles, CA May 18, - 25, 2019 (Reg. Fee \$420.00)	Special Funds- ERS	\$1,945.86
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MINUTES**TRAVEL REQUESTS**ERS - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The subsistence rate for this location is \$246.00 per night. The hotel rate is \$218.00 per night, plus hotel taxes in the amount of \$34.226 per night. The registration fee in the amount of \$420.00 was paid directly to GFOA by ERS. The ERS is requesting additional subsistence in the amount of \$12.00 per day for meals and incidentals. The conference ends on May 21, 2019. Ms. Stidham will be staying at her own expense from 5/22/2019 through 5/25/2019.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

Baltimore City Council

3. Sharon Middleton	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$610.00)	Execu- tive Official Expense Account	\$3,342.06
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The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.

MINUTES**TRAVEL REQUESTS**Baltimore City Council - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The airfare in the amount of \$521.96, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Ms. Middleton. Ms. Middleton is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Ms. Middleton will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Ms. Middleton will be disbursed \$260.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

4. Eric Costello	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$660.00)	Execu- tive Official Expense Account	\$3,439.06
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The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.

MINUTES

TRAVEL REQUESTSBaltimore City Council - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The airfare in the amount of \$568.96, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Mr. Costello is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Mr. Costello will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Mr. Costello will be disbursed \$260.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

5. Edward L. Reisinger	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$710.00)	Execu- tive Official Expense Account	\$3,489.06
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The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.

MINUTES

TRAVEL REQUESTSBaltimore City Council - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The airfare in the amount of \$568.96, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Mr. Reisinger is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Mr. Reisinger will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Mr. Reisinger will be disbursed \$260.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

6. Kenneth Parker	International Conference of Shopping Centers RECon 2019 Las Vegas, NV May 18 - 23, 2019 (Reg. Fee \$610.00)	General Funds	\$3,312.06
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The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$309.00 per night, plus a hotel tax of \$41.34 per day, a resort fee of \$35.00 per day, and a resort fee tax of \$4.68 per day.

MINUTES**TRAVEL REQUESTS**Baltimore City Council - cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The airfare in the amount of \$491.96, hotel costs, and the registration fee were prepaid by a City-issued credit card assigned to Mr. Hosea Chew. Mr. Parker is requesting additional subsistence in the amount of \$146.00 per day for the hotel and \$40.00 per day for meals and incidentals. Mr. Parker will leave the day before the conference and return the day after the conference due to the conference location and flight times. Therefore, Mr. Parker will be disbursed \$260.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence 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.

7. Adam Abadir	Human Trafficking Best Practices Tour New Orleans, LA Feb. 13 - 15, 2019 (Reg. Fee \$0.00)	General Funds	\$ 786.74
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The hotel cost of \$255.58 and flight cost of \$283.96 were prepaid using a City-issued procurement card assigned to Mr. Hosea Chew. Therefore, the disbursement to Mr. Abadir is \$243.20.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
8. Adrienne Edwards	Dyadic Assessment of Naturalistic Caregiver-Child Experiences Fundamentals Long Island City, NY Feb. 4 - 8, 2019 (Reg. Fee \$835.00)	General Funds and Grant Funds	\$2,164.60

The registration fee of \$835.00 was prepaid using EA000319097, the transportation cost of \$227.00 and hotel cost of \$516.52 were prepaid using a City-issued credit card assigned to Ms. Jennifer Martin. Therefore, the disbursement to Ms. Edwards is \$586.08.

The Board, UPON MOTION duly made and seconded, approved the foregoing Travel Requests. The President **ABSTAINED** on item nos. 3, 4, 5, 6 and 7. The Comptroller **ABSTAINED** on item no. 2.

MINUTES

President: "There being no more business before the Board, we will recess until twelve o'clock noon. Thank you."

* * * * *

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Department of General Services</u>	- GS 15804, Police Headquarters Fire Alarm System Replacement <u>WITHDRAWN</u>
<u>Bureau of Procurement</u>	- B50005580, Enterprise Support Staff <u>BIDS TO BE RECV'D: 03/6/2019</u> <u>BIDS TO BE OPENED: 03/6/2019</u>

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 General Services - GS 15837, Hanover & Ostend Fire Facilities, Former Truck 6, Renovations

Mid-Atlantic General Contractors, Inc.
 E. Pikounis Construction, Co., Inc.
 Oakmont Contracting
 Boulevard Contractors Corp.
 Baltimore Contractors, Inc.
 Plano-Coudon LLC
 IMEC Group LLC
 Bensky Construction Co., LLC
 C & N Associates, LLC*

*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of C & N Associates, LLC NON-RESPONSIVE due to the company's failure to submit a complete original bid as required by the bid's instructions.

Department of General Services - GS 15838, City Hall Elevators Renovations

Nichols Contracting
 W.M. Schlosser Company, Inc.

MINUTES

Bureau of Procurement- B50005357, Medium and High
Voltage Electrical SystemsBluestar Technologies, Inc.
Reuter & Hanney, Inc.Bureau of Procurement- B50005830, Maintenance &
Repair Services for Plumbing
and Heating SystemsJ.F. Fischer, Inc.
RSC Electrical & Mechanical Contractor, Inc.
Reliable-Cain Heating and Cooling
Joseph Heil Company, Inc.
Kelly HVAC, Inc.
EMCOR Services Poole and Kent Corp
BMC Services LLC
JCM Control Systems, Inc.
Langenfelder Mechanical, Inc.
Denver-Elek, Inc. Mechanical ContractorsBureau of Procurement- B50005640, Crawler Dozer

Jesco, Inc.

Bureau of Procurement- B50005641, 8-Cubic Yard
Concrete Mixer TruckHarbor Truck Sales & Services, Inc.
Beltway International LLCBureau of Procurement- B50005642, Tractor with Front
Loader**NO BIDS WERE RECEIVED**

MINUTES

Bureau of Procurement

- B50005643, Compact Track
Loader with Cutting Edge

Correlli, Inc.

Clerk: "I make a Motion that we recall the bid of B50005638, Trail Sweeper ah -- for today."

Deputy City Solicitor: "Is there a second?"

Director of Public Works: "Second."

Deputy City Solicitor: "All in favor."

Director of Public Works: "Aye."

Clerk: "Aye."

Deputy City Solicitor: "The Motion passes."

Bureau of Procurement

- B50005638, Trail Sweeper

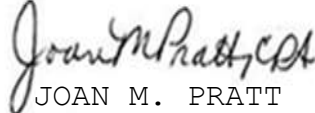
Tennant Sales and Service Company

Clerk: "Okay. Thank you. B50005638 was originally scheduled for 1/23/2019. However, one of the bidders' envelopes bore the incorrect bid number and that bid number was B50005635, and as a consequence, the bid was read under that number which again was B50005635, Whirlwind Sweeper and that bid was from Tennant Sales and Service. So, this bid will now -- is now being recalled so it can be properly read under the correct bid number which is B50005638, Trail Sweeper and the th -- bid that was submitted it was submitted from Tennant Sales and Service Company."

MINUTES

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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, February 6, 2019.



JOAN M. PRATT
Secretary