

**MINUTES****REGULAR MEETING**

Honorable Brandon M. Scott, President  
Honorable Bernard C. "Jack" Young, Mayor  
Honorable Joan M. Pratt, Comptroller and Secretary  
Andre M. Davis, City Solicitor  
Rudolph S. Chow, Director of Public Works  
Dana P. Moore, Deputy City Solicitor  
Matthew W. Garbark, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The November 20, 2019 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the Memorandum from my office dated November 18, 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 items contained on the routine agenda."

MINUTES

City Solicitor: "I move approval Mr. President."

Comptroller: "I Second."

President: "All those in favor say AYE. All opposed say NAY. The motion carries routine agenda items have been adopted."

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

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

Allied Control Services, Inc.	\$ 8,000,000.00
C & D Waterproofing Corp.	\$ 8,000,000.00
Midlantic Marking, Inc.	\$ 1,500,000.00
Power and Combustion, Incorporated	\$ 11,760,000.00
R & R Contracting Utilities, Inc.	\$ 1,500,000.00
Railroad Constructors, Inc.	\$ 8,000,000.00
Total Civil Construction & Engineering, LLC	\$ 3,780,000.00

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 t

Russell Corrosion Consultants, LLC	Engineer
WSP USA Inc.	Architect Landscape Architect Engineer Construction Management

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

## MINUTES

Mayor's Office of Criminal Justice (MOCJ) - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2019 through June 30, 2020.

1. **SINAI HOSPITAL OF BALTIMORE** **\$500,000.00**  
**(SINAI HOSPITAL)**

Accounts: 5000-511020-2255-702300-603051	\$300,000.00
1001-000000-2255-702300-603026	\$200,000.00

**MWBOO GRANTED A WAIVER ON OCTOBER 24, 2019.**

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$825,084.00**  
**(ACC)**

Accounts: 5000-511020-2255-702300-603051	\$300,000.00
1001-000000-2255-702300-603026	\$525,084.00

**MWBOO GRANTED A WAIVER ON OCTOBER 24, 2019.**

In 2018, the General Assembly passed House Bill 113 - The Tyrone Ray Safe Streets Act - to provide Baltimore City with State funding to support the Safe Streets Program implementation. Through the Governor's Office of Crime Control and Prevention, MOCJ will receive \$3.6 million to fund six additional Safe Streets sites.

The Sinai Hospital will provide Safe Streets Program services at the Belvedere site and the ACC will provide services at the Sandtown site. The organizations will focus on mediations, which have been shown to be most effective in reducing shootings and homicides in Baltimore. The sites will utilize a team of Violence Interrupters to sustain previous efforts to eradicate violence by focusing on the following approach: identifying and detecting potential shooting events, identifying and detecting individuals and groups at highest risk of involvement of shootings or killing, interrupting potential violence by mediating conflicts and preventing retaliation, changing behaviors and norms of those at highest risk of involvement of shooting or killing, and using data to inform daily efforts and make necessary changes to interruption strategies.

**MINUTES**

MOCJ - cont'd

The agreements are late because budget review and revisions delayed 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 agreements.

**MINUTES**

Mayor's Office of Criminal Justice - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Baltimore Mediation Center, Inc. The period of the agreement is effective upon board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$30,000.00 - 5000-511020-2255-702300-603051

**BACKGROUND/EXPLANATION:**

On December 12, 2018, the Board of Estimates approved and authorized acceptance of a grant award from the Governor's Office of Crime Control and Prevention to fund the Safe Streets Baltimore Program expansion from four communities to ten. A portion of the award was allocated to staff development, which will fund training.

Baltimore Mediation Center, Inc. will utilize the funds to provide alternative mediation training services for Safe Streets Baltimore staff. Baltimore Mediation Center, Inc. will focus on teaching Safe Streets Baltimore staff conflict mediation methods that are currently not covered in the mandatory Safe Streets training curriculum.

**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 Consultant Agreement with Baltimore Mediation Center, Inc. The President **ABSTAINED**.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
1. William S. Braverman and Ethel Braverman	1824 E. Biddle St.	G/R \$35.00	\$ 321.00
2. Gary W. Waicker and Diane L. Waicker	1838 E. Biddle St.	G/R \$37.50	\$ 344.00

Funds are available in account no. 9910-910427-9588-900000-704040, EBDI Acquisitions.

3. Ellen G. Politzer	509 E. 27 <sup>th</sup> St.	G/R \$69.00	\$ 633.00
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Funds are available in account no. 9910-904177-9588-900000-704040, Greenmount Acquisition.

4. Nancy Medin	4746 Park Heights Avenue	G/R \$90.00	\$ 600.00
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Funds are available in account no. 9910-903183-9588-900000-704040, Ground Rent Acquisition, Park Heights

5. Edward F. Gerber	2718 Hugo Avenue	G/R \$90.00	\$ 750.00
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Funds are available in account no. 9910-904326-9588-900000-704040, Fenwick CHM Project.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Options</u>			
6. Ronnie Marc Goldberg, (an undivided $\frac{1}{4}$ interest), Glen Howard Goldberg, (an undivided $\frac{1}{4}$ interest), R. Marc Goldberg, - Custodian for Rachel Beth Goldberg, a Minor under the Maryland Uniform Transfers to Minor Act, (an undivided $\frac{1}{6}$ interest); Glenn H. Goldberg - Custodian for Jared Scott Goldberg, a Minor under the Maryland Uniform Transfers to Minor Act, an undivided $\frac{1}{6}$ interest), Glenn H. Goldberg - Custodian for Cameron Seth Goldberg, a Minor under the Maryland Uniform Transfers to Minor Act, (an undivided $\frac{1}{6}$ interest)	135 S. Calverton Rd.	G/R \$50.00	\$ 459.00

Funds are available in account no. 9904-912058-9127-900000-704040, Rachel Wilson Park Project.

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



## MINUTES

OPT IONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation or Redemption</u>			
7. Estate of Louis Limmer	3217 Woodland Ave.	G/R \$78.00	\$ 520.00
Funds are available in account no. 9910-903183-9588-900000-704040, Ground Rent Acquisition, Park Heights Project.			
8. Blue Diamond Trading Company	1838 E. Biddle St.	Sub G/R \$120.00	\$ 550.00
Funds are available in account no. 9910-910427-9588-900000-704040, EBDI Acquisitions			
9. Abrian Bloom and Judith Bloom	2514 E. Biddle St.	G/R \$90.00	\$ 600.00
Funds are available in account no. 9910-905640-9588-900000-704040, Ground Rent Acquisition, FY 17 Core Funded.			
10. Atlantic Federal Savings and Loan Association, now known as Branch Banking and Trust Co.	1626 Holbrook St.	G/R \$60.00	\$ 400.00
Funds are available in account no. 9910-904177-9588-900000-704040, Block 1112 Site Assembly Project.			

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Rescission of Condemnation/Voluntary Settlement</u>			
11. Lois Sommers Eckmann, Personal Representative of the Estate of Milton Sommers	4717 Homer Avenue	G/R \$600.00	\$ 600.00

Funds are available in account no. 9910-903183-9588-900000-704040, Ground Rent Acquisition, Park Heights Project.

On August 21, 2019, the Board approved the acquisition by condemnation of the \$600.00 ground rent interest in the property located at 4717 Homer Avenue. Since the original Board approval, the owner has agreed to the offered price and would like to proceed with a voluntary settlement. The Department has secured appraisals, held negotiations with the owner of the said interest and is in compliance with the requirements of the Uniform Relocation Act for replacement housing payment and relocation assistance. As a result, the option in the amount of \$600.00 for the property interest has been obtained from the owner. This property will be redeveloped. Therefore, the Board is requested to rescind the original approval and grant approval the voluntary settlement.

In the alternative, should there be a failure to fully execute the sales agreement, DHCD requests permission to purchase the property interest by condemnation. Pursuant to the provisions he City Code (2000 Edition) and/or provisions of the Baltimore City Public Local Law, §21-16 and 21-1, dated October 1, 1999.

It is necessary that the City, with the prior approval of the Board of Estimates, deposit with the Clerk of the Court of the appropriate jurisdiction in Baltimore City the sum covering the estimated fair market value of the property interest.

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing Options, Condemnations or Redemptions, and Rescission of Condemnation/Voluntary Settlement.

## MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2019 through June 30, 2020, unless otherwise indicated.

1. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 78,179.00**

Account: 4000-499019-3023-513200-603051

Park West Health Systems, Inc. will utilize the funds to screen and refer all patients who are identified as HIV negative and at an increased risk for exposure or partners of HIV positive persons to Pre-Exposure Prophylaxis (PrEP). The organization will participate in the Health Department's supported provider training on PrEP screening, referrals and prescriptions. The organization will also provide testing for other sexually transmitted diseases, including but not limited to gonorrhea, chlamydia, and syphilis as well as Hepatitis C. The period of the agreement is July 1, 2019 through December 31, 2019.

The agreement is late because the Department received a supplemental funding award on June 27, 2019, which was approved by the Board on July 31, 2019.

**MWBOO GRANTED A WAIVER ON NOVEMBER 5, 2019.**

2. **HEALTHCARE FOR THE HOMELESS, INC.** **\$664,585.00**

Account: 5000-523020-3030-764900-603051

Healthcare for the Homeless, Inc. will utilize the funds to provide health care services for homeless persons through its clinic and outreach program in the greater Baltimore area.

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

**MWBOO GRANTED A WAIVER ON SEPTEMBER 23, 2019.**

## MINUTES

Health Department - cont'd

3. **HEALTHCARE FOR THE HOMELESS, INC.** **\$313,150.00**

Account: 5000-569720-3023-273325-603051

Healthcare for the Homeless, Inc. will utilize the funds to provide limited short-term assistance to support emergency, temporary, or transitional housing to enable a client or family to gain or maintain outpatient/ambulatory health services. Housing related referral services include, assessment, search placement, advocacy, and the fees associated with these services.

The agreement is late because the Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages State Special Services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 30, 2019.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

4. **ABELL FOUNDATION** **\$176,100.00**

Account: 7000-711520-3080-292300-407001

Under this Grant Agreement, the funds will be used to support the Family Planning Access Project. The goal of the project is to ensure that Baltimore City residents have the resources to make healthy decisions about their bodies, sexuality, and reproduction. The period of the Grant Agreement is October 1, 2019 through September 30, 2021.

**MINUTES**

Health Department - cont'd

The Grant Agreement is late because it was received on September 25, 2019 and delayed during the administrative review process.

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

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Mayor

**ABSTAINED** on item no. 4.

**MINUTES**

Health Department - Ratification of Second Amendment  
to Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Second Amendment to Notice of Grant Award (NGA) from the Maryland Department of Aging (MDoA).

**AMOUNT OF MONEY AND SOURCE:**

\$6,306.00 - 5000-575919-3044-273300-405001

**BACKGROUND/EXPLANATION:**

On February 13, 2019, the Board approved the original NGA in the amount of \$18,917.00 for the period of September 30, 2018 through September 29, 2019.

On August 7, 2019, the Department received a second NGA from the MDoA increasing the funds by \$6,306.00, making the new total amount \$25,223.00.

The Second Amendment to NGA allowed the Department to expand the outreach, education, and counseling services to Medicare beneficiaries. The beneficiaries will obtain help to apply for benefits related to Medicare.

The Second Amendment to NGA is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board ratified the Second Amendment to Notice of Grant Award from the Maryland Department of Aging.

**MINUTES**

Health Department - Employee Expense Statements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Jennifer Martin for expenses incurred during the month of August 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$13.80 - local transportation  
14.00 - transportation  
**\$27.80** - 1001-000000-3030-271200-603001

**BACKGROUND/EXPLANATION:**

Ms. Martin did not submit her employee expense statement in a timely manner.

The Administrative Manual, Section 240-11, states the Employee Expense Reports that are submitted more than 40 workdays after the last calendar day of the month in which the expenses were incurred require the Board's approval.

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved an Employee Expense Statement to reimburse Ms. Jennifer Martin for expenses incurred during the month of August 2019.



MINUTES

EXTRA WORK ORDER AND TRANSFER OF FUNDS

\* \* \* \* \*

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

5470 - 5474

All of the EWOs have been reviewed and approved  
by the Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.  
The Transfer of Funds was approved  
SUBJECT to receipt of a favorable report  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation

- |   |                     |                                     |          |            |
|---|---------------------|-------------------------------------|----------|------------|
| 1. EWO #003, (\$2,094.00) - TR 08313, East Baltimore Life Science Park - Phase 1D |                     |                                     |          |            |
| <u>\$1,731,597.35</u>   | <u>\$160,331.05</u> | <u>P. Flanigan &amp; Sons, Inc.</u> | <u>-</u> | <u>95%</u> |

As a result of reaching the project close-out audit, this final EWO represents a net credit in the amount of (\$2,094.00). This final EWO reconciles contract bid items, including overrun and underrun adjustments for items used during the project.

**DBE PARTICIPATION:****DBE SET GOALS OF 20%.**

The Contractor achieved 19% goal.

- |  |                     |   |          |  |
|--|---------------------|---|----------|--|
| 2. EWO #010, (\$527.90) - TR 10318, Rehabilitate Roadways Around East Baltimore Life Science Park - Phase 2A |                     |   |          |  |
| <u>\$4,469,920.31</u>  | <u>\$495,619.45</u> | <u>Monumental Paving &amp; Excavating, Inc.</u> | <u>-</u> |  |

As a result of completing the project close-out audit, this final EWO represents a net credit in the amount of (\$527.90). This final EWO reconciles contract bid items, including overrun and underrun adjustments for items used during the project.

**DBE PARTICIPATION:****DBE SET GOALS OF 25%.**

The Contractor achieved 24.65% goal.

**MINUTES****EXTRA WORK ORDERS**

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

Department of Recreation and Parks

3. EWO #003, \$43,204.36 - RP 17806, Cahill Fitness and Wellness Center
- |                 |             |                           |        |
|-----------------|-------------|---------------------------|--------|
| \$17,698,000.00 | \$77,834.15 | Dustin Construction, Inc. | - .18% |
|-----------------|-------------|---------------------------|--------|

This EWO is necessary for envelope testing and inspection of a 10' x 10' sample mock up curtain wall. This sample structure will determine the compliance of the installed system in accordance with the contract specifications. The EWO will be offset by credit deductions for computer aided design drawings and use of PVC in lieu of cast iron and modifications to the return and transfer grilles will be installed. The Department and the engineer Rummel, Klepper & Kahl, LLC have reviewed the proposal of Dustin Construction, Inc. and found the cost to be reasonable and acceptable for this field of work. The Department requested the change order and the work is within the scope of the advertised contract.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 18%

**WBE:** 4%

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
4.	\$50,000.00	9938-904119-9475	9938-908049-9474
	2 <sup>nd</sup> Parks &	Park Building	Cahill Community
	Public	Renovations	Center (Active)
	Facilities	(Reserve)	

This transfer will provide funds to cover the costs associated with authorized change orders for RP 17806, Cahill Fitness and Wellness Center.

5.	EWO #002, \$23,134.48 - RP 17822, Renovations to Bocek Park Field House			
	\$723,549.00	\$17,304.65	Bob Andrews Construction, Inc.	- 68%

The EWO is necessary for a new concrete sidewalk around Bocek Field House. During the demolition phase of the project, it was discovered the sidewalk adjacent to the Bocek Field House contained negative drainage, which will damage the foundation of the newly renovated field house. The modifications will require removal and replacement of the sidewalk with a new 5" sidewalk in accordance with Baltimore City requirements. The construction will include below grade brick parging and concrete testing. The Department has reviewed all costs and finds the cost to be reasonable and acceptable for this field of work. The Department requested the change order.

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation and Parks - cont'd

MBE/WBE PARTICIPATION:

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

**MBE:** 19%

**WBE:** 6%

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
6.	\$40,000.00	9938-911079-9475	9938-912079-9474
	3 <sup>rd</sup> Parks & Public Facilities	Bocek Park Athletic Center (Reserve)	Bocek Park Athletic Center (Active)

This transfer will provide funds to cover the costs associated with authorized change orders for RP 17822, Renovations to Bocek Park Field House.

Department of Transportation

7.	EWO #001, \$0.00 - TR 17023, ADA JOC Contract Citywide			
	\$347,000.00	-	J. Villa Construction,	180 days 48%

The Department has requested a 180-day non-compensable time extension. The notice of proceed was issued on October 29, 2018 with an original completion date of October 28, 2019. This EWO

**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

will result in a new completion date of April 25, 2020. The additional time is needed to complete required work due to additional ramp locations under TR 17023, ADA JOC Contract Citywide.

**MBE/WBE PARTICIPATION:**

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 28, 2019.**

**MBE: 17%**

**WBE: 5%**

**MINUTES**

Baltimore Development Corporation - First Amendment to Ground Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Ground Lease Agreement (Amendment) with CBAC Borrower, LLC, Tenant.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On October 31, 2012, the Board approved a ground lease agreement with CBAC Gaming, LLC that was subsequently assigned to the Tenant, CBAC Borrower, LLC, on July 1, 2013. The Ground Lease Agreement allows the Tenant to operate a Video Lottery Terminal (VLT) facility on the property, as gaming operations may only be conducted on land owned by the City.

The Tenant wishes to expand their VLT facility by constructing an outdoor gaming/entertainment patio on their adjacent, privately-owned property. In order to comply with State of Maryland gaming laws, the Tenant has conveyed the outdoor patio property to the City.

The Amendment will allow for gaming operations on the outdoor patio area in accordance with the agreed upon design plans.

**MBE/WBE PARTICIPATION:**

The Tenant will comply with the MBE and WBE requirements established in the original ground lease agreement.

**MBE:** 27%

**WBE:** 10%

**MINUTES**

Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Ground Lease Agreement with CBAC Borrower, LLC, Tenant.



**MINUTES**Space Utilization Committee - Lease Agreement Renewal**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Lease Agreement Renewal with The Baltimore Rowing Club, Inc., dba Baltimore Community Rowing, Tenant, for the rental of a portion of property known as 3301 Waterview Avenue (Block 7610, Lot 15), for the use of 47% of space in the lower level, containing 3,050 sq. ft. The period of the Lease Agreement Renewal is November 16, 2019 through November 15, 2020.

**AMOUNT OF MONEY AND SOURCE:**

<u>Rent</u>	<u>Installments</u>
\$5,030.00	\$2,515.00 - payable in two installments

**BACKGROUND/EXPLANATION:**

On July 11, 2018, the Board approved the original Lease Agreement for the period of November 16, 2017 through November 15, 2018 with the option to renew for two one-year periods.

On January 9, 2019, the Board approved an Amendment and First Renewal Agreement for the period of November 16, 2018 through November 15, 2019.

The Baltimore Community Rowing is exercising their second renewal option.

All other rentals, conditions and provisions of the original Lease Agreement dated July 11, 2018 and the Amendment and First Renewal dated January 9, 2019, will remain in full force and effect.

**MINUTES**Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved the Lease Agreement Renewal with The Baltimore Rowing Club, Inc., dba Baltimore Community Rowing, Tenant, for the rental of a portion of property known as 3301 Waterview Avenue (Block 7610, Lot 15), for the use of 47% of space in the lower level, containing 3,050 sq. ft.

**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 below listed 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>
704 McCabe Avenue	5165C, 003	Fee Simple
706 McCabe Avenue	5165C, 004	Fee Simple
714 McCabe Avenue	5165C, 008	Fee Simple
721 McCabe Avenue	5165, 062	Leasehold
723 McCabe Avenue	5165, 061	Fee Simple

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for all title work and all associated settlement costs, and open water bills. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The Owner will donate all its interest to the City for zero dollars. 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. Water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 18, 2019, other than water bills, is as follows:

MINUTES

DHCD - cont'd

704 McCabe Avenue

Real Property Tax	2019-2020	<u>\$288.73</u>
Total Liens Owed:		<b>\$288.73</b>

706 McCabe Avenue

Real Property Tax	2019-2020	<u>\$288.73</u>
Total Liens Owed:		<b>\$288.73</b>

714 McCabe Avenue

Real Property Tax	2019-2020	<u>\$216.55</u>
Total Liens Owed:		<b>\$216.55</b>

721 McCabe Avenue

Real Property Tax	2019-2020	<u>\$288.73</u>
Total Liens Owed:		<b>\$288.73</b>

723 McCabe Avenue

Real Property Tax	2019-2020	<u>\$288.73</u>
Total Liens Owed:		<b>\$288.73</b>

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 at 1710 Presstman Street by gift from Habitat for Humanity of the Chesapeake, Inc., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The Owner agrees to pay for all title work and all associated settlement costs, and open water bills. Therefore, no City funds will be expended.

**BACKGROUND/EXPLANATION:**

The Owner will donate all its interest at 1710 Presstman Street to the City for zero dollars. 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 October 28, 2019, other than water bills, are as follows:

<u>1710 Presstman Street</u>		
Real Property Taxes	2019-2020	\$ 360.91
Real Property Taxes	2019-2020	455.25
Real Property Taxes	2019-2020	526.75
Real Property Taxes	2019-2020	609.67
Tax Sale	5/13/2019	51.42
Tax Sale	5/16/2016	51.37
Miscellaneous 8204281	2/6/2017	166.94

## MINUTES

DHCD - cont'd

Miscellaneous 8330268	8/21/2017	127.03
Miscellaneous 8480790	2/12/2018	187.66
Miscellaneous 8513988	3/26/2018	149.57
Miscellaneous 8550196	5/15/2018	240.06
Miscellaneous 8641813	9/17/2018	179.20
Property Registration	10/28/2019	<u>577.20</u>
<b>Total Liens Owed:</b>		<b>\$3,683.03</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1710 Presstman Street 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 fee simple interests in the properties located at Block 6049, Lots 020, 053, 070; and Block 6050, Lots 027, 061, 090, and 124 by gift from Baltimore Green Space, 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, in the amount of \$3,300.00 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 is donating the vacant lots to the City as a contribution to the Frankford Community. The properties are in a stable area near the Four by Four Community where extensive rehab work is occurring. Accepting the vacant lots as gifts will save acquisition time and expenses.

Pursuant to the provisions of Article 13, 2-7 of the Baltimore City Code (2000 Edition) and subject to the prior approval of the Board of Estimates, the Department may acquire for an on behalf of the Mayor and City Council, by gift any single-family or multi-family dwelling unit or other structure or lot within the City for development and redevelopment. The Commissioners of the Department has made the required determination with regard to the properties and they will be redeveloped.

## MINUTES

DHCD - cont'd

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 October 21, 2019, other than water bills, are as follows:

	<u>Block 6049, Lot 020</u>	
Real Property Taxes	2019-2020	\$212.40
	<u>Block 6049, Lot 053</u>	
Real Property Taxes	2019-2020	61.36
	<u>Block 6049, Lot 070</u>	
Real Property Taxes	2019-2020	18.88
	<u>Block 6050, Lot 027</u>	
Real Property Taxes	2019-2020	49.56
	<u>Block 6050, Lot 061</u>	
Real Property Taxes	2019-2020	42.48
	<u>Block 6050, Lot 090</u>	
Real Property Taxes	2019-2020	106.20
	<u>Block 6050, Lot 123</u>	
Real Property Taxes	2019-2020	35.40
	<b>Total Municipal Liens</b>	<u><b>\$526.28</b></u>



**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the properties located at Block 6049, Lots 020, 053, 070; and Block 6050, Lots 027, 061, 090, and 124 by gift from Baltimore Green Space, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Threshold, Inc., Developer, for the sale of the City-owned property located at 418 E. Lafayette Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00

**BACKGROUND/EXPLANATION:**

The Developer wants to purchase 418 E. Lafayette Avenue to use it as part of a new construction of 8-10 townhomes for homeownership that the Developer is proposing to build in the 400 block of E. Lafayette Avenue.

The City may dispose of the properties/lots by virtue of Article II, §15 of the Baltimore City Charter (2010 Edition) and Article 13, 2-7 (h) (2) (ii) (c).

The purchase of the site will be paid for with private funds.

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

N/A

Vacant lots with an assessed value of \$2,500.00 or below do not require an appraisal. The vacant lot at 418 E. Lafayette Avenue Street is assessed for \$1,000.00.

## MINUTES

Department of Housing and - cont'd  
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Threshold, Inc., Developer, for the sale of the City-owned property located at 418 E. Lafayette Avenue.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreement with Comprehensive Housing Assistance, Inc. (CHAI). The period of the agreement is July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$46,750.00 - 2089-208920-5930-437191-603051

**BACKGROUND/EXPLANATION:**

The CHAI will assist low- and moderate-income households in purchasing a home for owner-occupancy by providing pre-purchase counseling and pre-purchase education workshops. CHAI will also provide mortgage delinquency and default resolution counseling to assist low- and moderate-income existing homeowners with foreclosure prevention and in obtaining mortgage modifications.

On August 22, 2019, the local U.S. Department of Housing and Community Development (HUD) Community Planning Development (CPD) Office informed the Department of Housing and Community Development (DHCD) that the City's Federal FY 2019 Annual Action Plan including the Community Development Block Grant funds (CDBG), had been approved by HUD Headquarters.

HUD's approval of CDBG program funding is effective July 1, 2019. The DHCD's Contracts Section began negotiating and processing CDBG agreements and MOU's as outlined in the Plan to be effective July 1, 2019 and beyond. Consequently, this agreement was delayed due to final negotiations and processing.

**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 Community Development Block Grant Agreement with Comprehensive Housing Assistance, Inc.

**MINUTES**

Department of Housing and - TRANSFER OF LIFE-TO-DATE SICK LEAVE  
Community Development

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

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

<u>Donors</u>	<u>Days</u>
James Majors	5
Olusegun Edidi	2
Karon Moore	5
Deidre Anderson	2
Monica Rode	2
Rashelle Celestin	5
David Kengere	3
Isabel Harner	3
Teresa Stephens	3
	<u>30</u>

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

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

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

## MINUTES

Mayor's Office of Homeless Services - Agreements

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

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Continuum of Care and the Emergency Solution Grant Programs.

1. **THE UNIVERSITY OF MARYLAND FOUNDATION, INC.** **\$ 35,000.00**

Account: 4000-407018-3574-759900-603026

The University of Maryland Foundation, Inc. runs a fellowship program through the University of Maryland, Baltimore County (UMBC) to provide graduate school education and training to returning Peace Corps Volunteers who are committed to careers in public service. The UMBC Fellow will assist the City in implementing a comprehensive communications strategy to engage stakeholders and disseminate information about homelessness and its solutions. The period of the agreement is effective upon Board approval through June 30, 2021.

2. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC.** **\$150,000.00**

Account: 4000-407120-5940-760900-603051

The Historic East Baltimore Community Action Coalition, Inc. will utilize the funds to provide emergency shelter and supportive services to ten youth, ages 18 to 24 in Baltimore City experiencing homelessness. Services will be provided under the Youth Opportunity Emergency Shelter program. The period of the agreement is July 1, 2019 through June 30, 2021.

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

**MWBOO GRANTED A WAIVER ON OCTOBER 4, 2019.**

**MINUTES**

Mayor's Office of Homeless Services - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

5494

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.

The President **ABSTAINED** on item no. 1.

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
1. <b>\$170,000.00</b>	9916-904255-9194	9916-904355-9197
3 <sup>rd</sup> Parks and Public Facilities Loan	City Hall Roof Replacement - Reserve	City Hall Roof Replacement - Active
<p>The roof at City Hall is aged and has exceeded its useful life. A new roof needs to be constructed in order to alleviate these conditions. This transfer will provide funds to Department of General Services for the roof replacement at City Hall and all associated in-house costs.</p>		
<u>Department of Transportation</u>		
2. <b>\$ 82,147.64</b>	9950-924080-9513	9950-910100-9512
State Constr. Rev. Series FY'18	Construction Reserve - Traffic Improvements Citywide	W. North Ave. at Pennsylvania
<p>This transfer will cover the deficit for Project TR 16302, W. North Avenue and Pennsylvania Ave. Intersection Improvements: N. Carey Street to Woodbrook Avenue.</p>		
3. <b>\$3,030,768.00</b>	9950-944002-9507	9950-905023-9508
Others	Construction Reserve - Reserve for Closeouts	Structural and Improvements Central Ave. Phase II
<p>This transfer is to cover the additional bridge costs and move the appropriation in the account for money to be received from the TIF for Project TR 12317, Central Avenue Streetscape and Harbor Point Connector Bridge.</p>		

## MINUTES

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

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

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

<u>Donors</u>	<u>Days</u>
Deborah Adams	3
Adewale Adetola	2
Keasha Brown	1
Tammy Horton	5
Dianne Jefferson	3
Darlene Macer	5
Erin Sher Smyth	3
Colles Corprew	<u>2</u>
	<b>24</b>

Ms. Wilson is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave will be exhausted on December 02, 2019. This transfer will allow Ms. Wilson to remain in pay status.

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

Upon motion duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Crystal Wilson.

**MINUTES**

Department of Planning - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Grant Award from the Baltimore Community Foundation. The period of the grant award is August 1, 2019 through July 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$10,000.00 - 7000-712920-1875-187400-407001

**BACKGROUND/EXPLANATION:**

The funds will be utilized to fund the Youth Sustainability Coordinator. The Youth Sustainability Coordinator coordinates the Green Smart Healthy Grant Challenge and organizes events with the Green Teams at City Schools. The remaining funds for the Youth Sustainability Coordinator position are coming from a separate grant (the Cities Connecting Children to Nature grant to Baltimore City Recreation and Parks) and general funds.

The grant award is late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of a Grant Award from the Baltimore Community Foundation.

## MINUTES

Department of Audits - Audit Report

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

1. Department of Public Works Biennial Performance Audit Report Fiscal Years Ended June 30, 2018 and 2017.

UPON MOTION duly made and seconded, the Board **DEFERRED** the Department of Public Works Biennial Performance Audit Report Fiscal Years Ended June 30, 2018 and 2017 for one week.

**MINUTES**Department of Human Resources - Personnel Matters

The Board is requested to approve all of the Personnel Matters below:

Department of Human Resources

	<u>Hourly Rate</u>	<u>Amount</u>
1. <b>BRENNA ALEXANDER</b>	\$42.50	<b>\$ 7,650.00</b>

Account: 1001-000000-1603-172500-601009

Ms. Alexander will continue to work as a Contract Services Specialist II. She will be responsible for drafting job aides and guidance documents based on city policy and procedures, developing a year round communications calendar for Human Resources Practitioners, and developing human resources related brochures, forms and documents. The agreement is effective upon Board approval for two months.

Baltimore City Police Department

2. <b>LISA G. FINK</b>	\$42.22	<b>\$80,513.00</b>
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Account: 1001-000000-2041-776700-601009

Ms. Fink will work as a Contract Services Specialist II. Her duties will include but are not limited to researching, writing, editing and collaborating to develop departmental policies and procedures related to handling sexual assault investigations, misconduct investigations and discipline, first amendment protected activity, fair and impartial policing and stops, searches and arrests. She will also be responsible for developing E-Learning modules and in person training curriculums, drafting communications for departmental members on Consent Decree and policy requirements, proofreading written guidance, informational

**MINUTES**Department of Human Resources - cont'd

materials, PowerPoint presentations and other materials created and distributed by the Consent Decree Implementation Unit, supporting and troubleshooting problems for the departmental Qualified Bilingual Member program, monitoring and evaluating departmental contracts with language access related contracts and providing technical writing, assistance and expertise in associated policy areas. The period of agreement is effective upon Board approval for one year.

Enoch Pratt Free Library3. Reclassify the following filled position:Position No.: 15611

From: IT Specialist Supervisor  
Job Code: 00721  
Grade: 906 (\$53,001.00 - \$84,673.00)

To: IT Supervisor  
Job Code: 10261  
Grade: 936 (\$82,753.00 - \$132,342.00)

Cost: \$9,600.00 - 1001-000000-4501-339600-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

**THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

UPON MOTION duly made and seconded, the Board approved the foregoing Personnel Matters.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 14 to Rummel, Klepper & Kahl, LLP under Project 1209, On-Call Traffic Engineering Services. The Task Assignment is approximately 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$101,361.41 - 1001-000000-2303-749800-603026  
125,000.00 - 9950-912087-9512-900000-703032  
125,000.00 - 9950-909084-9512-900000-703032  
**\$351,361.41**

**BACKGROUND/EXPLANATION:**

The Department needs service support for its Dockless Vehicle Program and other Complete Streets design. The scope of services includes, but is not limited to traffic engineering support services, assistance with contract oversight for Dockless for Hire Providers, monitoring data from providers, assistance with drafting criteria for quarterly provider evaluations, assistance with programs and schedules for Resident Mobility Advisors, and attending community events and meetings when necessary.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%



**MINUTES**

Department of Transportation - cont'd

The Consultant has exceeded the MBE goal of 27%, achieving 39%; and WBE goal of 10%, achieving 12%.

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 18, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 14 to Rummel, Klepper & Kahl, LLP under Project 1209, On-Call Traffic Engineering Services.

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

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1609 Druid Hill Avenue	Y.M.C.A. of Central Maryland	ADA ramp 30' x 6'
Flat Charge: \$ 70.30		
2. 2740 Huntingdon Avenue	2740, LLC	Outdoor seating 20' x 4'
Annual Charge: \$337.50		

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

**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Alta Federal Hill, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$76,708.49 - 9950-903085-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for Alta Federal Hill, located at 1800 S. Hanover Street for the redevelopment of 275 apartment units and 1,000 sq. ft. of commercial retail for a total of 422,747 sq. ft. The Developer agrees to make a one-time contribution of \$76,708.49 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Alta Federal Hill, LLC, Developer.

**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Hamburg Street Apartments, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$5,982.30 - 9950-903085-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for Hamburg Street Apartments at 115 West Hamburg Street, constructing an apartment building with 33 units for a total of 30,000 sq. ft. The Developer agrees to make a one-time contribution of \$5,982.30 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Hamburg Street Apartments, LLC, Developer.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 27 to Whitman, Requardt & Associates, LLP under Project 1217, On-Call Construction Project Management Services. The Task Assignment is approximately 2 years.

**AMOUNT OF MONEY AND SOURCE:**

\$302,405.86 - 9950-903201-9508-900015-705032

**BACKGROUND/EXPLANATION:**

This task will provide construction management services for North Avenue (MTA bus lane construction) Corridor Improvements.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 29%

**WBE:** 10%

**THE EAR WAS APPROVED MWBOO ON OCTOBER 8, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$850,000.00	9950-944002-9507	9950-903201-9508
State Rev.	Constr. Res.	North Avenue
	Res. for Closeouts	Rising

This transfer will fund the costs associated with Task 27 on Project #1217, On-Call Construction Project Management Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 27 to Whitman, Requardt & Associates, LLP under Project 1217, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 5 to Floura Teeter Landscape Architects under Project 1233, On-Call Design Services. The period of the Task Assignment is approximately 6 months.

**AMOUNT OF MONEY AND SOURCE:**

\$93,554.73 - 9938-920050-9474-900000-703032

**BACKGROUND/EXPLANATION:**

The task will include a feasibility study for the Gwynns Falls Park Youth Campground.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 11%

**WBE:** 10%

The Consultant has achieved 2.10% of the MBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 19.59% of the WBE goal at this time.

**THE EAR WAS APPROVED BY MWBOO ON OCTOBER 24, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Recreation and Parks - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$100,000.00	9938-919050-9475	9938-920050-9474
27 <sup>th</sup> series Rec and Parks	Youth Campground in Gwynns Falls Park (Reserve)	Youth Campground in Gwynns Falls Park (Active)

This transfer will provide funds to cover costs associated with Task #5 for Project 1233, On-Call Design Services.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 5 to Floura Teeter Landscape Architects under Project 1233, On-Call Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.



**MINUTES****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:

5510 - 5512

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/Office  
of Engineering and Construction

- |                      |   |                 |
|----------------------|---|-----------------|
| 1. SC 955, (ER 4018) | Metra Industries,<br>Powder Mill<br>Inc.<br>Interceptor<br>Improvements &<br>Stream Restoration | \$16,125,832.50 |
|----------------------|---|-----------------|

**DBE PARTICIPATION:**

Metra Industries, Inc. has complied with the DBE goals. As part of their bid, Metra Industries, Inc. has committed to utilize the following:

<b>DBE/MBE:</b> Economic International Construction Company	\$2,905,000.00	18.01%
<b>DBE/WBE:</b> Empire Landscape, LLC R&R Contracting Utilities, Inc.	\$2,000,000.00 <u>600,000.00</u>	12.40% <u>3.72%</u>
	<b>\$2,600,000.00</b>	<b>16.12%</b>

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
2. \$4,703,446.00 State Water Quality Revenue	9956-907622-9549 Sewer System Rehab - Gwynn Falls	
1,444,366.38 Federal <u>Infrastructure</u>	" "	
<b>\$6,147,812.38</b>	-----	9956-906659-9551-6 Construction

The transfer will cover costs for SC 955, Powder Mill Interceptor Improvements & Stream Restoration.



**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Purchases

**MBE/WBE PARTICIPATION:**

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 01, 2019**

**MINUTES**

Department of Public Works/Office - Amendment No. 1 to Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) with Rummel, Klepper & Kahl, LLP (RK&K), Contractor, under Project 1196R (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System. The Amendment will extend the period of the agreement through January 9, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$550,000.00 - 9956-908655-9551-900020-703032

**BACKGROUND/EXPLANATION:**

On January 10, 2018, the Board approved an agreement with Rummel, Klepper & Kahl, LLP in the amount of \$1,000,000.00 for a period ending January 9, 2021. RK&K is to provide inspection and analysis of the City's wastewater collection system designated as Project 1196R (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System.

Due to a greater than anticipated number of Request for Information (RFIs) and submittals, the Contractor has exceeded the number of hours they were budgeted for their role in the project, however the project is still active. The Contractor has proposed and the City agrees that the Contractor should be compensated appropriately for their continued participation in providing engineering services for the rest of the construction phase and through the warranty period.

This Amendment No. 1 will extend the period of the agreement and increase the funds by \$550,000.00, making the total amount \$1,550,000.00. Approval of Amendment No. 1 will allow the Contractor to continue to assist the City's Construction Management Section with construction monitoring and inspection for Project 1196R (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System.

**MINUTES**

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

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%

<b>MBE:</b> DM Enterprises of Baltimore	\$ 96,265.38	17.50%
Tech International Corporation	<u>52,282.82</u>	<u>9.51%</u>
	<b>\$148,548.20</b>	<b>27%</b>

<b>WBE:</b> Chesapeake Environmental Management	\$ 55,049.40	10.01%
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**THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 25, 2019.**

**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
8.	\$555,413.82	9956-933004-9549	9956-908655-9551-3
	Wastewater	Sanitary Sewer	Design
	Revenue	Inspection Services	
	Bonds		

This transfer will provide funds to cover the costs associated with Project 1196R (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System.

**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement with Rummel, Klepper & Kahl, LLP, Contractor, under Project 1196R (SC 945R), Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System. 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**

Department of Public Works/Office - Amendment No. 1 to On-Call  
of Engineering and Construction Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to On-Call Agreement (Amendment No. 1) with Hazen & Sawyer, PC, Contractor, under Project 1226H, On-Call Environmental Engineering and Design Services. The Amendment No. 1 will extend the period of the agreement through March 9, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$378,930.63 (50%) - 9958-907090-9525-900020-703032  
 ER 4031 Stream Restoration N. Franklintown Rd.

378,960.64 (50%) - 9958-912990-9525-900020-703032  
 ER 4028 Western Run/Kelly Avenue  
 Environmental Restoration

**\$757,891.27** - Increase in upset limit

**BACKGROUND/EXPLANATION:**

On August 31, 2016, the Board approved the original agreement in the amount of \$909,531.09 for five years.

The Amendment No. 1 will extend the period through March 9, 2022 and increase the upset limit by \$757,861.27, making the total upset limit \$1,667,392.36.

The Amendment No. 1 is necessary for the City's Municipal Separate Storm Sewer (MS4) Storm Water Permit program to expand approved services approved to include Post Award Services and Federal Emergency Management Administration (FEMA) requirements.

Hazen & Sawyer, PC finalized stream restoration for the originally named Project ER 4028, Western Run and originally named Project ER 4031, N. Franklintown Road, which have been combined under ER 4122, Environmental Restoration Project 3. The FEMA permitting was excluded from the original scope of design services.



**MINUTES**

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

On May 16, 2018, the FEMA and the City discussed a required engineering flood study due to the nature of the final designs for both projects.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%

**THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 14, 2019.**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 409,245.08 Revenue Bonds	9958-916036-9526 ER 4122 Franklinton Road	9958-907090-9525-3 Design
\$ 409,245.08 <u>Revenue Bonds</u>	ER 4122 Western Run/ Kelly Avenue	9958-912990-9525-3 Design
<b>\$818,490.16</b>		

This transfer will cover miscellaneous expenses for Project 1226H, Amendment 1 On-Call Environmental Engineering and Design Services.

**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to On-Call Agreement with Hazen & Sawyer, PC, Contractor, under Project 1226H, On-Call Environmental Engineering and Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Public Works - Partial Release of  
Retainage Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Partial Release of Retainage Agreement with SAK Construction, LLC, contractor for SC 974, On-Call Assessment & Repairs of Sanitary Sewer Main & Laterals - Zone B.

**AMOUNT OF MONEY AND SOURCE:**

\$237,162.83 - 9956-907855-9551-000000-200001

**BACKGROUND/EXPLANATION:**

As of July 30, 2019, the Contractor has completed 100% of all work for SC 974. The Contractor has requested a partial release of retainage for \$237,162.83. Currently, the City is holding \$338,804.05 in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$101,641.22. The remaining amount of \$101,641.22 is sufficient to protect the interest of the City.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Partial Release of Retainage Agreement with SAK Construction, LLC, contractor for SC 974, On-Call Assessment & Repairs of Sanitary Sewer Main & Laterals - Zone B.

**MINUTES**

Department of Public Works - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement (Agreement) with Todd S. Sody and Abigail G. Sody.

**AMOUNT OF MONEY AND SOURCE:**

This right-of-entry is being granted at no cost to the City.

**BACKGROUND/EXPLANATION:**

On October 31, 2018, the Board approve SC 980, Rehabilitation and Improvements to Sanitary Sewers at Various Locations in Baltimore City to be awarded to IPR Northeast, LLC the lowest responsive bidder.

During the construction phase of the project, the roots of a tree were damaged while inspecting a sanitary sewer main. The Forestry Division in the Department of Recreation and Parks advised that the tree should be removed for safety purposes. The tree is located on a steep slope; the only feasible access point for tree removal equipment is on private property. This Right-of-Entry Agreement will allow IPR Northeast, LLC to safely remove the tree including the branches and the stump from the property, along with restoring the property to its original condition. The City is required to indemnify the private property owners in the event of litigation.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Department of Public Works - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Right-of-Entry Agreement with Todd S. Sody and Abigail G. Sody.

**MINUTES**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment of the annual membership renewal dues to the Association of Metropolitan Water Agencies (AMWA).

**AMOUNT OF MONEY AND SOURCE:**

\$16,437.00 - 2071-000000-5541-398600-603022

**BACKGROUND/EXPLANATION:**

The AMWA is an organization of the largest publicly owned drinking water systems in the United States. The association represents the interests of these water systems by working with Congress and federal agencies to ensure federal laws and regulations protect public health and are cost-effective. In the realm of utility management, the AMWA provides programs, publications, and services to help water supplies be more effective, efficient, and successful.

The AMWA dues are based on population served. As the Baltimore City Water Utility serves a population of approximately 1.8 million, the dues are \$16,437.00 and covers January 1, 2020 through December 31, 2020. The only named member and contact person for this membership is Director Rudolph S. Chow. The membership covers the entirety of the Department of Public Works.

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

UPON MOTION duly made and seconded, the Board approved payment of the annual membership renewal dues to the Association of Metropolitan Water Agencies.

**MINUTES**

Department of Finance/Office - Purchase of Flood Insurance  
of Risk Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Purchase of Flood Insurance through Wright National Flood Insurance Company for various properties owned by the City. The Flood Insurance will be effective within 30 days of receipt of premium.

**AMOUNT OF MONEY AND SOURCE:**

\$127,157.00 - 2043-000000-1450-162900-603014

**BACKGROUND/EXPLANATION:**

The Federal Emergency Management Agency (FEMA) mandates the purchase of Flood Insurance for properties located in Special Flood Hazard Areas. The Bureau of Risk Management along with the City's Flood Plain Management Office identified 88 City-owned properties located in these areas.

**MBE/WBE PARTICIPATION:**

There are no MBE/WBE goals for the purchase of this insurance policy.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Purchase of Flood Insurance through Wright National Flood Insurance Company for various properties owned by the City.

**MINUTES**

Department of General Services - Partial Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage with Trionfo Builders, Inc. for GS 14800R, Mitchell Courthouse 3<sup>rd</sup> and 4<sup>th</sup> Floor Courtrooms.

**AMOUNT OF MONEY AND SOURCE:**

\$214,727.90 - 9916-905942-9197-000000-200001

**BACKGROUND/EXPLANATION:**

As of June 5, 2019, Trionfo Builders, Inc. has completed 100% of all work for GS 14800R, Mitchell Courthouse 3<sup>rd</sup> and 4<sup>th</sup> Floor Courtrooms. Trionfo Builders, Inc. has requested a partial release of retainage in the amount of \$214,727.90. The City holds \$215,727.90 in retainage. The remaining amount of \$1,000.00 is sufficient to protect the interests of the City.

**MWBOO APPROVED THE RELEASE ON NOVEMBER 7, 2019.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement for the Partial Release of Retainage with Trionfo Builders, Inc. for GS 14800R, Mitchell Courthouse 3<sup>rd</sup> and 4<sup>th</sup> Floor Courtrooms.



## 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. POLYDYNE INC. | \$1,000,000.00 | Renewal |
|------------------|----------------|---------|
- Contract No. B50005156 - Polymeric Flocculant for Centrifuge Dewatering for the Back River Wastewater Treatment Plant - Department of Public Works - Wastewater Facilities - P.O. No.: P541941

On December 13, 2017, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 2-year renewal options. This first renewal in the amount of \$1,000,000.00 is for the period December 15, 2019 through December 14, 2021, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 21, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 21, 2017.**

- |  |              |         |
|--|--------------|---------|
| 2. POWER AND TELEPHONE<br>SUPPLY COMPANY | \$ 50,000.00 | Renewal |
|--|--------------|---------|
- Contract No. 06000 - Traffic Signal Cables - Department of Transportation - Safety Division - P.O. No.: P535136

On March 2, 2016, the Board approved the initial award in the amount of \$177,284.85. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$50,000.00 is for the period March 2, 2020 through March 1, 2021. 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:**

On November 5, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON NOVEMBER 5, 2015.**

3. LIBERTY LUMBER AND  
SUPPLY COMPANY d/b/a  
PIKESVILLE LUMBER  
COMPANY \$ 300,000.00 Renewal  
Contract No. B50004259 - Supply and Deliver Lumber to Various  
City Agencies - Departments of Public Works, Transportation,  
General Services, Fire, Police, Recreation and Parks, etc. -  
P.O. No.: P533605

On November 18, 2015, the Board approved the initial award in the amount of \$250,000.00. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period December 1, 2019 through November 30, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 3, 2015, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON AUGUST 3, 2015.**

4. A.S.B. \$ 48,550.00 Renewal  
Contract No. B5005572 - Snow and Ice Removal Services - Enoch  
Pratt Free Libraries - Enoch Pratt Free Library - P.O. No.:  
P546300

## 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

On December 19, 2018, the Board approved the initial award in the amount of \$44,250.00. The award contained two 1-year renewal options. On April 26, 2019, the City Purchasing Agent approved an increase in the amount of \$4,300.00. This first renewal in the amount of \$48,550.00 is for the period January 2, 2020 through January 1, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- |  |         |         |
|--|---------|---------|
| 5. SHANNON-BAUM SIGNS,<br>INC.   | \$ 0.00 | Renewal |
| Contract No. B50004386 - Decals and Striping - Departments of General Services, Fire, Police and Sheriff - P.O. No.: P534281 |         |         |

On January 20, 2016, the Board approved the initial award in the amount of \$250,000.00. The award contained two renewal options. On October 24, 2018, the Board approved the first renewal in the amount of \$250,000.00. This final renewal in the amount of \$0.00 is for the period January 20, 2020 through January 19, 2021.

MBE/WBE PARTICIPATION:

On December 1, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON DECEMBER 1, 2015.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 6. WASTE EQUIPMENT SALES

AND SERVICE, LLC	\$ 0.00	Renewal
Contract No. B50004801 - OEM Parts and Service for Stellar Truck Bodies - Department of General Services - Fleet Management - P.O. No.: P538039		

On December 21, 2016, the Board approved the initial award in the amount of \$262,500.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period January 1, 2020 through December 31, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 11, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON OCTOBER 11, 2016.**

7. HOWARD UNIFORM COMPANY	\$300,000.00	Renewal
Contract No. B50004657 - Uniforms for Department of Transportation - Traffic and Safety Divisions - P.O. No.: P537522		

On November 9, 2016, the Board approved the initial award in the amount of \$300,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$300,000.00 is for the period December 1, 2019 through November 30, 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:**

On April 12, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase.

**MWBOO GRANTED A WAIVER ON APRIL 12, 2016.**

8. **FIRST CALL**

BALTIMORE MEINEKE, LLC

**SECOND CALL**

BELTWAY KENWOOD, LLC

\$ 0.00

Renewal

Contract No. B50004709 - Vehicle Exhaust Repairs - Department of General Services - Fleet Management - P.O. Nos.: P537814 and P537815

On December 7, 2016, the Board approved the initial award in the amount of \$299,500.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period January 31, 2020 through January 30, 2021 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 26, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON AUGUST 26, 2016.**

## 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

9. ADSYSTECH, INC.	\$ 85,508.00 <u>85,508.00</u>	Ratification and Extension
	<b><u>\$171,016.00</u></b>	

Contract No. B5001513 - Provide Integrator Software and Services for Community Action Partnership - Mayor's Office of Human Services, Community Action Partnership - P.O. No.: P534604

On August 25, 2010, the Board approved the initial award in the amount of \$165,306.00. The award contained three renewal options. Subsequent actions have been approved. An extension is necessary to allow the agency to continue to utilize the system competitively awarded in 2010 while specifications for a new system are drafted. The period of the ratification is September 7, 2018 through November 20, 2019. The period of the extension is November 20, 2019 through September 6, 2020.

**MBE/WBE PARTICIPATION:**

On June 17, 2010, it was determined that no goals would be set because of no opportunity to segment the contract.

10. KEYSTONE UNIFORM

CAP	\$10,000.00	Renewal
Contract No. B50005226, 8 Point Hats - Baltimore Police Department - P.O. No.: P542257		

On January 10, 2018, the Board approved the initial award in the amount of \$34,486.85. The award contained two renewal options. On January 10, 2019, the Board approved the first renewal in the amount of \$42,543.75. This final renewal in the amount of \$10,000.00 is for the period January 8, 2020 through January 7, 2021. 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.

## 11. SIRCHIE ACQUISITION

<u>COMPANY, LLC</u>	<u>\$0.00</u>	<u>Renewal</u>
Contract No. B50005179, Forensic Supplies for Mobile Crime Lab - Baltimore Police Department - P.O. No.: P532057		

On January 10, 2018, the Board approved the initial award in the amount of \$86,038.65. On March 27, 2019, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$0.00 is for the period of January 16, 2020 through January 15, 2021, with one one-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 30, 2017, MWBOO determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON AUGUST 30, 2017.**

12. EMS TECHNOLOGY		Non-Competitive
<u>SOLUTIONS, LLC</u>	<u>\$44,880.00</u>	<u>Procurement/</u>
Contract No. 08000, Operative IQ Software - Baltimore Fire Department - P.O. No.: P5546371		<u>Renewal</u>

This request meets the condition that there is no advantage in seeking competitive responses.

## 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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

On December 12, 2018, the Board approved the initial award in the amount of \$52,388.00. This first renewal in the amount of \$44,880.00 is for the period of January 1, 2020 through December 31, 2021, with one one-year renewal option remaining.

**MBE/WBE PARTICIPATION:**

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

13. DRU ENTERPRISES, INC.	\$218,527.50	Non-Competitive Procurement/ Sole Source
Contract No. 08000, Audio/Video Equipment for the Mitchell Courthouse - Circuit Court - Req. No.: R835518		

This is a one-time purchase. This request meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

This procurement is for audio/video equipment and installation for two new courtrooms in the Mitchell Courthouse and it will be used with the CourtSmart Digital System. DRU Enterprises is the only authorized agent of CourtSmart Digital System.

The above amount is the City's estimated requirement; however, the vendor will supply the City's entire requirement, be it more or less.



**MINUTES****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

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

It is hereby certified that the 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, §11 (e) (i) of the City Charter, the procurement of the equipment and/or services 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.

## 14. DELOITTE &amp; TOUCHE

LLP	\$ 332,800.00	Agreement
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Contract No. 06000 - IT Cyber Resilience Roadmap Agreement - Baltimore City Information and Technology - Req. No.: to be determined.

The Board is requested to approve and authorize execution of an Agreement with Deloitte & Touche LLP. The period of the agreement is effective upon Board approval for three months, unless terminated earlier in accordance with the terms of this Agreement.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

This agreement will provide implementation of an Information Technology and Cyber Resilience Roadmap to improve resiliency of the City's cyber security infrastructure through an enhanced Disaster Recovery Plan. 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

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, §11, Section 11(e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

**MBE/WBE PARTICIPATION:**

On November 8, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract. However, pursuant to the Contract Section J(5) and City Code Article 5, Section 28-54 the Vendor has made a good faith effort to utilize a certified MBE/WBE to provide support in assessing Baltimore City Information Technology's existing Disaster Recovery strategy.

**MBE/WBE:** Vision Planning and Consulting, LLC \$39,000.00

**MWBOO GRANTED A WAIVER ON NOVEMBER 8, 2019.**

15. **ITEM 1**

Liquid Chlorine in  
One ton containers  
KUEHNE CHEMICAL COMPANY, INC.

**ITEM 2**

Liquid Chlorine in  
150 LB. Cylinders  
UNIVAR USA, INC.

Non-Competitive  
Procurement/  
Extension

\$250,000.00

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Contract No. B50003713 - Liquid Chlorine - Department of Public Works - Water and Wastewater - P.O. Nos. P529084 and P529085

## 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

This request meets the condition that there is no advantage in seeking competitive responses.

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

On October 15, 2014, the Board approved the initial award in the amount of \$954,000.00. On September 16, 2015, the Board approved the first renewal for the amount of \$700,000.00. On September 21, 2016, the Board approved the second renewal for the amount of \$500,000.00. On September 20, 2017, the Board approved the third renewal for the amount of \$500,000.00. On October 03, 2018, the Board approved the fourth and final renewal for the amount of \$565,000.00. The Board is requested to approve an extension for the amount of \$250,000.00.

**MBE/WBE PARTICIPATION:**

On August 13, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. The material must be shipped in dedicated trucks and unloaded by personnel using specialized equipment.

**MWBOO GRANTED A WAIVER ON AUGUST 13, 2014.**

16. SAFRAN HELICOPTER	Non-Competitive
ENGINES USA, INC.	Procurement/
d/b/a TURBOMECA USA	N/A
<u>Contract No. 08000 - Helicopter Engine Parts and Repair -</u>	
<u>Baltimore Police Department - P.O. No. P521877</u>	

This request meets the condition that there is no advantage in seeking competitive responses.

## 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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

On November 7, 2012, the Board approved the initial award for the amount of \$410,000.00. On July 29, 2015, the Board approved an increase for the amount of \$175,110.00. On October 28, 2015, the Board approved the first renewal for the amount of \$350,000.00. On December 21, 2016, the Board approved an increase for the amount of \$565,000.00. On November 1, 2017, the Board approved the second renewal for the amount of \$450,000.00. The contract expired on November 7, 2019. The Board is requested to approve an extension to cover the period of November 7, 2019 through August 6, 2020 on a sole source basis.

17. SCHAEFER SYSTEMS	\$200,525.00	Ratification and
INTERNATIONAL, INC.	453,492.00	Renewal
	<b>\$654,017.00</b>	

Solicitation No. B50004267 - Rollout Containers with RFID - Department of Public Works, Bureau of Solid Waste - P.O. No. P533408

On November 4, 2015, the Board approved the initial award for the amount of \$8,940,727.50. The period of the ratification was November 6, 2018 through November 12, 2019. The Board is requested to approve the renewal to cover the period extending through November 12, 2020.

The renewal will allow the City to continue to provide new or replacement rollout carts to residents, and to repair those carts that have been damaged.

The above amount is the City's estimated requirement; however, the vendor will supply the City's entire requirement, be it more or less.

## 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:

	<u>Previous Commitment</u>	<u>Performed to Date</u>
<b>MBE:</b> *L&J Waste Recycling, LLC	4%	\$206,649.90 (2.68%)
<b>WBE:</b> Britt's Industries, Inc.	2%	\$117,973.79 (1.53%)

\*L&J Waste Recycling, LLC is no longer a participating MBE on this contract.

**MWBOO FOUND THE CONTRACTOR IN NON-COMPLIANCE WITH AN APPROVED PLAN AGREEMENT.**

The Contractor did not meet the MBE or WBE goals for this contract, however; MWBOO has worked with the vendor and increased the goals as a penalty. The new goals are as follows:

**MBE GOAL:** 12% - 18%

**WBE GOAL:** 6% - 9%

**MBE:** Higher Ground Transportation Services 12% - 18%

**WBE:** Britt's Industries, Inc. 2%  
Save-A-Lot 4% - 7%



## 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

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, and Increases to Contracts and Extensions. The Board further approved and authorized execution of the Agreement with Deloitte & Touche, LLP (item no. 14). UPON MOTION duly made and seconded, the Board **DEFERRED** item no. 17.

**MINUTES**Department of Transportation (DOT) - Developers' Agreements

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

<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1. <b>BALTIMORE URBAN REVITALIZATION LLC</b>	<b>1427-E</b>	<b>\$20,605,415.29</b>

Baltimore Urban Revitalization LLC would like to perform utility relocations and various utility upgrades as part of the Port Covington Project. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$20,605,415.29 has been issued to Baltimore Urban Revitalization LLC, which assumes 100% of the financial responsibility.

2. <b>GREENMOUNT LIHTC, LLC</b>	<b>1639</b>	<b>\$ 346,168.44</b>
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Greenmount LIHTC, LLC would like to upgrade new water, sanitary sewer, storm drain services and roadway improvements for a proposed residential development of 700, 702 and 704 East Chase Street and 1107 Greenmount Avenue. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$346,168.44 has been issued to Greenmount LIHTC, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.



MINUTES

DOT - cont'd

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

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Housing and Community Development</u>			
1. Sheneka Fraiser-Kyer Alice Kennedy	2019 OLHCHH New Grantee Orientation Grapevine, TX Dec. 2 - 5, 2019 (Reg. Fee \$0.00)	Federal Grant	\$2,215.40

The transportation cost of \$314.96, hotel cost of \$498.00, and hotel tax of \$64.74 for Sheneka Fraiser-Kyer were prepaid using a City-issued credit card assigned to Alice Kennedy. Therefore, the disbursement to Sheneka Fraiser-Kyer is \$237.00.

The transportation cost of \$300.96, hotel cost of \$498.00, and hotel tax of \$64.74 for Alice Kennedy were prepaid using a City-issued credit card assigned to Alice Kennedy. Therefore, the disbursement to Alice Kennedy is \$237.00.

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

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

1. Department of General Services - GS 19801, Police HQ & Annex Elevator Upgrade and Modernization  
**BIDS TO BE RECV'D: 01/08/2020**  
**BIDS TO BE OPENED: 01/08/2020**

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

**MINUTES****ANNOUNCEMENT**

President: "Ah -- before we end, I just wanted to say a few remarks. We know today we had an announcement about the indictment of former Mayor Pugh. And we know with this announcement it's clear that Elected Officials will be held accountable for their actions. We are a City that is facing a crisis in trust with our citizens and a crisis in crime. And we all right now have to take that responsibility and act on both ah -- by passing Ethics Reform Laws like the ones pending before the City Council and working to make sure that we have actionable items on reducing crime in Baltimore. Thank you so much."

MINUTES

President: "As there is no more business before the Board, we will recess until bid opening at 12 noon. Thank you."

\* \* \* \* \*

**MINUTES**

Comptroller: "Good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. In the interest of promoting the order and efficiency of these proceedings, persons who are disruptive to the meeting will be asked to leave the Board Room. The meetings of the Board of Estimates are open to the public for the duration of the meeting. The Board Room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing."

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

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

Department of Transportation - TR 19006R, Urgent Need  
Contract Citywide

**BIDS TO BE RECV'D: 12/11/2019**

**BIDS TO BE OPENED: 12/11/2019**

## MINUTES

- Department of Transportation - TR 20010, Resurfacing Highways  
at Various Locations -  
Northeast Sector I  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**
- Department of Transportation - TR 20011, Resurfacing Highways  
at Various Locations -  
Northwest Sector II  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**
- Department of Transportation - TR 20012, Resurfacing Highways  
at Various Locations -  
Southwest Sector III  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**
- Department of Transportation - TR 20013, Resurfacing  
Highways at Various Locations  
- Southwest Sector IV  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**
- Department of Public Works - WC 1406, On-Call Carbon Fiber  
Reinforced Polymer Large  
Water Main Repairs  
**BIDS TO BE RECV'D: 12/11/2019**  
**BIDS TO BE OPENED: 12/11/2019**

## 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 Recreation & Parks - RP 17807, Druid Hill Aquatic Center and Parking Lot

Plano-Coudon, LLC  
 Dustin Construction, Inc.  
 W.M. Schlosser Company, Inc.  
 The Whiting-Turner Contracting Co., Inc.  
 CAM Construction Co., Inc.

Bureau of Procurement - B50005952, OEM Parts and Service for UD Cab & Chassis Trucks

Waste Equipment Sales and Service, LLC

Bureau of Procurement - B50005953, Automotive Hardware and Fasteners


Lawson Products Inc.  
 B&B Industrial Supplies Inc.  
 Robnet, Inc.



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, November 27, 2019.

  
JOAN M. PRATT  
Secretary