

MINUTES**REGULAR MEETING**

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

President: "Good morning everyone. The March 25, 2020 Board of Estimates is now called to order. Ah -- in the interest of promoting and maintaining health and safety as our City and Nation deals with the COVID-19 Pandemic, the Board of Estimates will be streaming live virtually. Our top priority is to ensure our city residents and the City remains reliable, productive and keep you connected during these times, even if it means ah -- that we come to you from our desks and homes to yours. So welcome everybody to the first ah -- virtual Board of Estimates meeting. Ah --this is a way for us to ensure that City business is still conducted but during that in a safe way, because we know the most important thing we can do right now in this COVID-19 Pandemic is to make sure that we are practicing social distancing and following the advice of public health and we must make sure that people are safe. Thank you. Thank you. Madam Deputy and for the watching and listening general public, one of the items that we requested to be deferred is the Memorandum of Understanding for the Aerial Surveillance

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Plane. Ah -- we asked for that -- that item be deferred because we think that public discussion and even discussion with members of the City Council is needed before that item is moved as something of that significance has to have public discussion, which we know takes on a different ah -- different meaning ah -- during the COVID-19 process. So thank you, thank you members of the Board. I would direct the Board Members attention to the Memorandum from my office dated March 23, 2020, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

Acting City Solicitor: "Mr. President, I move approval of all the items on the routine agenda."

Comptroller: "I Second."

President: "All of those in favor say Aye. All opposed say Nay. The motion carries, the 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:

Arthur Engineering Services, LLC	\$1,500,000.00
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2. Prequalification of Architects and Engineers

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

AB Consultants, Inc.	Landscape Architect Land Survey Engineer
Albrecht Engineering, Inc.	Engineer
SZ PM Consultants, Inc.	Engineer

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

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

The Board is requested to approve and authorize execution of a Sub-Lease Agreement with Dayspring Programs, Inc., Tenant, and Maryland Family Network, Sub-Tenant, for the rental of a portion of the property known as 2803 N. Dukeland Street. The period of the Sub-Lease Agreement is January 1, 2020 through June 30, 2021 with three 1- year renewal options.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$12,000.00	\$1,000.00

BACKGROUND/EXPLANATION:

The Sub-Leased premises will be used for Early Head Start Programs. The Landlord will be responsible for maintaining fire insurance on the Sub-Leased Premises. The premises consist of approximately 5,280 square feet along with the non-exclusive right to use the bathrooms, playground and parking.

The Sub-Tenant will be responsible for insurance and maintenance of the portion of the Sub-Lease Premises used exclusively by the Sub-Tenant. The Sub-Tenant will be responsible for 50% of the maintenance of the non-exclusive portion of the Sub-Leased Premises used in common with the Tenant.

The agreement is late because of the administrative delays.

The Space Utilization Committee approved this Sub-Lease Agreement on February 25, 2020.

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Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sub-Lease Agreement with Dayspring Programs, Inc., Tenant, and Maryland Family Network, Sub-Tenant, for the rental of a portion of the property known as 2803 N. Dukeland Street.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the monthly rate at the City-owned Fayette Street Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

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

Fayette Street Garage Rate Adjustment			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Monthly Market Rate	\$55.00	\$60.00	April 2019
Reserved Monthly	\$80.00	\$90.00	April 2019

MINUTES

PABC - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the monthly rate at the Guilford Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

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

Guilford Garage Rate Adjustment			
Rate to be Adjusted	Current Rate	Proposed Rate	Date of Last Adjustment
Monthly Market Rate	\$70.00	\$75.00	May 2019

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

PABC - cont'd

UPON MOTION duly made and seconded, the Board approved the adjustment to the monthly rate at the Guilford Garage that is managed by the PABC.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1269 - 1271

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
1. \$130,000.00 Other Fund Reserve	9910-902985-9587 Housing Development (Reserve)	9910-903195-9588 Poe Homes Expansion
This transfer will provide appropriation for the issuance of funds related to the acquisition of 811 W. Saratoga Street which is being acquired by MCC on behalf of the HABC. Funds will be received from the HABC prior to DHCD disbursing to the Circuit Courts.		
2. \$140,000.00 Community & Economic Development	9910-910715-9588 Johnston Square Housing	9910-904154-9588 Ambrose Kennedy Park
This purpose of this transfer is to support the acquisition, relocation, demolition, and development related activities for Ambrose Kennedy Park.		
3. \$115,000.00 3 rd Community & Economic Development Bonds	9910-923019-9587 Baltimore Homeowner- ship Incentive 3 rd Community & Economic Development Bonds (Reserve)	

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - cont'd</u>		
\$ 1,600.00	9910-923019-9587	
2 nd Community	Baltimore Homeowner-	
& Economic	ship Incentive	
Development	2 nd Community &	
Bonds	Economic Development	
	Bonds	
	(Reserve)	
\$60,000.00	9910-903292-9588	
3 rd Community	Baltimore City Employee	
& Economic	Program 3 rd Community &	
Development	Economic Development	
Bonds	Bonds	
<u>\$176,600.00</u>	-----	9910-905290-9588
		Live Near Your
		Work
This transfer will provide funding for the Live Near Your Work Program.		
4. \$30,000.00	9910-995001-9587	
Other Fund	Unallocated	
Revenue	Reserve HCD	
<u>\$30,000.00</u>	-----	9910-905194-9588
		Home Preservation
		Program 20

This transfer will provide appropriations to the Home Preservation Program, so that the revenue collected can be redeployed for loans and grants.

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
5. \$97,000.00	9960-917028-9558	
County	Ashburton Pump	
Grant	& Power Upgrade	
	9960-908024-9558	
\$656,000.00	Ashburton WFP Lift	
County	Pump/Power	
Grant		
<u>\$753,000.00</u>	-----	9960-902297-9557-3
		Design

This transfer will cover county costs for WC 1377 Ashburton WFP Low Lift Pump Controls and Power Upgrade.

Baltimore Development Corporation

6. \$545,000.00	9910-909060-9600	
2 nd Community	Construction Reserve	
& Economic Bond	(Business Park	
Fund	Upgrades)	
	-----	9910-903361-9601
<u>\$545,000.00</u>		Business Park
		Upgrades

This transfer will provide funding for the Department of Transportation (DOT) to complete work that will upgrade the Holabird Industrial Park infrastructure. These improvements will allow for the safe transit of motor vehicles throughout the Park.

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1273 - 1297

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on item nos. 2, 3, and 4.

The President **ABSTAINED** on item no. 2.

The Comptroller **ABSTAINED** on item nos. 3 and 4.

The Acting City Solicitor **ABSTAINED** on item no. 8.

MINUTES**PERSONNEL**Circuit Court for Baltimore City1. Create the following Non-Civil Service Position:

Classification: Fiscal Officer

Job Code: 00742

Grade: 923 (\$62,171.00 - \$99,709.00)

Position No.: To be assigned by BBMR

Cost: \$138,403.00 - 1001-000000-1100-109500-601001

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

Office of the City Council2. Reclassify the following filled Position:Position Nos.: 32833

From: Council Technician

Job Code: 10209

Grade: 093 (\$54,044.00 - \$65,897.00)

To: Secretary, City Council

Job Code: 10010

Grade: 086 (\$40,487.00 - \$48,836.00)

Cost: \$18,181.00 - 1001-000000-1000-107100-601001

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

MINUTES**PERSONNEL**Employees' & Elected Officials Retirement System3. a. Abolish the following vacant position:

Classification: Chief Investment Officer
Job Code: 10286
Grade: 990 (\$125,090.00 - \$206,350.00)
Position No.: 52263

b. Create the following position:

Classification: Operations Officer II
Job Code: 00086
Grade: 927 (\$66,118.00 - \$105,788.00)
Position No.: To be assigned by BBMR

Cost: \$89,696.00 - 6000-604020-1520-168600-601001

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

Employees' & Elected Officials Retirement System4. Create the following position:

Classification: Agency IT Specialist I
Job Code: 33147
Grade: 923 (\$62,171.00 - \$99,709.00)
Position No.: To be assigned by BBMR

Cost: \$78,834.00 - 6000-604020-1520-168600-601001

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

MINUTES

PERSONNEL

Finance Department

5. Create the following position:

Classification: Office Support Specialist III
Job Code: 33213
Grade: 078 (\$31,488.00 - \$36,312.00)
Position No.: To be assigned by BBMR

Cost: \$55,080.00 - 1001-000000-1480-166400-601001

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

6. Create the following position:

Classification: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$37,741.00 - \$45,044.00)
Position No.: To be assigned by BBMR

Cost: \$64,566.00 - 1001-000000-1480-166400-601001

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

7. Create the following position:

Classification: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$37,741.00 - \$45,044.00)
Position No.: To be assigned by BBMR

Cost: \$64,566.00 - 1001-000000-1480-166400-601001

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

MINUTES

PERSONNEL

Department of Finance - cont'd

<u>Rate of Pay</u>	<u>Amount</u>	
8. CLEMENT H. RULEY, JR.	\$44.47	\$ 25,713.52

Account: 1001-000000-1423-160800-601009

Mr. Ruley, retiree, will work as a Contract Services Specialist I. He will be responsible for preparing financial statements for principal agencies to support the Finance Department's efforts for Biennial Audit compliance; preparing notes schedules or other required supplementary information required to support the financial statements requests and assisting with the financial development of Workday for the City of Baltimore. The period of the agreement is effective upon Board approval for one year.

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER OF THE HOURLY RATE PORTION OF THE AM 212-1, PART I.

Fire Department

9. Reclassify the following filled position:

From: Fire Lt. Inv. & Prevention Services
 Job Code: 41221
 Grade: 340 (\$57,742.00 - \$70,455.00)
 Position No.: 12861

To: Fire Lt. Inv. & Prevention Services ALS
 Job Code: 41222
 Grade: 373 (\$59,417.00 - \$72,174.00)

There is no cost associated with this action.

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

MINUTES

PERSONNEL

Health Department

10. Create the following position:

Classification: Program Compliance Officer II
Job Code: 31502
Grade: 927 (\$66,118.00 - \$105,788.00)
Position No.: To be assigned by BBMR

Cost: \$94,903.69 - 4000-433520-3024-268400-601001

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

11. Reclassify the following vacant position:

Position No.: 50623

From: Program Coordinator
Job Code: 31192
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Health Project Director
Job Code: 10174
Grade: 931 (\$75,715.00 - \$121,037.00)

Cost: \$17,089.82 - 4000-4033200-3001-599000-601001

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

12. Create the following one position:

Classification: Agency IT Specialist III
Job Code: 33149
Grade: 929 (\$70,276.00 - \$112,293.00)
Position: To be assigned by BBMR

Cost: \$100,150.30 - 5000-569720-3023-273300-601001

MINUTES**PERSONNEL**Health Department - cont'd

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

13. Reclassify the following filled position:

Position No. 14580

From: Public Health Investigator
 Job Code: 42571
 Grade: 430 (\$36,043.00 - \$40,059.00)
 Position No: 14580

To: Community Health Educator II
 Job Code: 61252
 Grade: 085 (\$38,926.00 - \$46,904.00)

Cost: \$4,962.66 - 4000-499620-3031-579200-601001

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

14. Create the following vacant position:

Position No: 14760

From: Public Health Investigator
 Job Code: 42571
 Grade: 430 (\$36,043.00 - \$40,059.00)

To: Community Health Educator I
 Job Code: 61251

Grade: 082 (\$35,168.00 - \$41,598.00)

Cost savings: \$222.07 - 5000-508220-3031-579200-601001

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

MINUTES**PERSONNEL**

Health Department - cont'd

15. Create the following one position:

Classification: Office Support Specialist II
Job Code: 33212
Grade: 075 (\$29,638.00 - \$33,689.00)
Position No.: To be assigned by BBMR

Cost: \$48,873.23 - 5000-533120-3254-767300-601001

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

16. Create the following two positions:

Classification: Research Analyst I
Job Code: 34511
Grade: 088 (\$43,855.00 - \$53,134.00)
Position Nos.: To be assigned by BBMR

Cost: \$155,677.08 - 40000-427720-3023-273307-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual Section 200-4.

17. Create the following position:

Classification: Research Analyst II
Job Code: 34512
Grade: 927 (\$66,118.00 - \$105,788.00)
Position: To be assigned by BBMR

Cost: \$111,581.05 - 40000-427720-3023-273307-601001

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

MINUTES**PERSONNEL**Mayor's Office of Homeless Services18. Reclassify the following vacant position:Position No.: 50326

From: Operations Officer V
Job Code: 00089
Grade: 936 (\$82,753.00 - \$132,342.00)

To: Program Coordinator
Job Code: 31192
Grade: 923 (\$62,171.00 - \$99,709.00)

Cost: \$25,205.00 - 40000-407020-3574-75990-601001

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

Office of Equity and Civil Rights19. Reclassify the following filled position:Position No.: 10097

From: Community Relations Representative
Job Code: 84224
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Operations Officer III
Job Code: 31111
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$10,415.00 - 1001-000000-1561-171500-601001

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

MINUTES**PERSONNEL**

Office of Equity and Civil Rights - cont'd

20. Reclassify the following two positions:

Position No.: 46295 (filled) and 51618(vacant)

From: Civilian Review Board Investigator
Job Code: 10132
Grade: 923 (\$62,171.00 - \$99,709.00)

To: Program Compliance Officer II
Job Code: 31502
Grade: 927 (\$66,118.00 - \$105,788.00)

Cost: \$17,981.00 - 1001-000000-1562-171500-601001

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

21. Reclassify the following three filled position:

Position Nos.: 33299, 10103, and 46860

From: Community Relations Representative
Job Code: 84221
Grade: 904 (\$49,054.00 - \$78,487.00)

To: Program Compliance Officer II
Job Code: 31502

Grade: 927 (\$66,118.00 - \$105,788.00)

Cost: \$50,564.00 - 1001-000000-1561-171500-601001

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

MINUTES**PERSONNEL**

Office of Equity and Civil Rights - cont'd

22. Create the following position:

Classification: Program Compliance Officer II

Job Code: 31502

Grade: 927 (\$66,118.00 - \$105,788.00)

Position No.: To be assigned by BBMR

Cost: \$96,434.00 - 1001-000000-6560-424800-601001

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

Department of Planning

23. Reclassify the following vacant position:

Position No.: 52939

From: Data Fellow

Job Code: 00141

Grade: 99F (\$60,000.00 - \$65,000.00)

To: Operations Officer I

Job Code: 00085

Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$23,567.00 - 1001-000000-1873-187400-601001

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

MINUTES

PERSONNEL

Police Department

24. Reclassify the following two positions:

Position No.: 19552 (vacant) and 19554 (filled)

From: Crime Lab Photographer
Job Code: 71121
Grade: 088 (\$43,855.00 - \$53,134.00)

To: Crime Laboratory Tech II
Job Code: 71131
Grade: 091 (\$49,651.00 - \$60,411.00)

Cost: \$14,150.00 - 1001-000000-2024-212600-601001

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

Board of Liquor License Commissioners (BLLC)

	<u>Rate of Pay</u>	<u>Amount</u>
25. MATTHEW ACHHAMMER	\$39.06	\$65,000.00

Account: 1001-000000-2501-259500-601009

Mr. Achhammer will work as a Contract Services Specialist II. He will be responsible for attending community, business association, and governmental meetings throughout the entire City of Baltimore; disseminates information from and about the agency to the various stakeholders, takes questions and answers questions on agency policies, projects and programs; prepare documents for dissemination and all follow-up correspondence for community, business association and governmental meetings attended; generates reports and tracks attendance at community, business association and governmental meetings for reporting purposes; reports and documents allegations and inquiries regarding licensed

MINUTES**PERSONNEL**Board of Liquor License Commissioners - cont'd

establishments raised at meetings and distributes to the proper personnel within the Liquor Board; consults with the Executive Administration, advises community, business associations, and governmental groups regarding specific problems and complaints associated with licensed establishments, and serves as the official agency representative on various boards, committees, or at intergovernmental agency meetings participating in community interactions such as inspector ride-alongs and community walks including Violence Reduction Initiative walks, furthering direct interaction and communication with community stakeholders and leaders; creating and publishing a monthly Community Connection newsletter to keep community members, BLLC stakeholders, and the public informed of BLLC outreach.

Mr. Achhammer's additional duties includes serving as Deputy Public Information Officer for the agency and is responsible under assignment and guidance of the Deputy Executive Secretary, for addressing inquiries from the media and drafting press releases and coordinates meetings between community /businesses associations, City and State agencies, and licenses for the purposes of resolving disputes and creating an action plan to identify and address licensee operations for the purposes of resolving disputes and creating an action plan to identify and address licensee operations that cause nuisance problems within the communities of Baltimore City. The period of the agreement is effective upon Board approval for one year.

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PERSONNEL

Department of Housing and Community Development

26. Classify the following position:

Position No.: 53021

From: New Position
Job Code: 90000
Grade: 900 (\$1.00 - \$204,000.00)

To: Operations Officer III
Job Code: 00087
Grade: 929 (\$70,276.00 - \$112,293.00)

Cost: \$115,761.09 - 1001-000000-5822-409100-601001

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

Mayor's Office of Criminal Justice

27. **GREGORY SILEO** \$50.00 **\$28,000.00**

Account: 5000-511019-2255-702300-603051

Mr. Sileo will work as a Contract Services Specialist II. He will be responsible for analyzing programmatic and operations processes at the program and Community-Based Organization (CBO) levels to ensure efficiency and maximize impact; support the development of a Standardized Operations Manual for all Safe Streets and Hospital Responder sites; identifying and meeting with strategic partners to enhance human services offered to safe streets participants and drive outcomes; identifying staff development opportunities that will directly impact programmatic outcomes; evaluating the CBO monitoring process to identify opportunities to increase oversight and accountability; supporting the facilitation of the Safe Streets Community Advisory Board and the

MINUTES**PERSONNEL**Mayor's Office of Criminal JusticeRate of PayAmount

implementation of recommendations from the body; supporting the management of Community-Based Organization budgets and contracts; assisting with the development of new grant applications; assisting with meeting reporting requirements for State, Federal and private grants, supporting hiring processes for central office staff as well as CBO staff; assisting with all aspects of opening additional Safe Streets/Hospital Responders sites. The period of the agreement is effective upon Board approval through June 30, 2020.

Baltimore City Police Department

28. **DEROND RICKS** \$31.31 **\$42,066.00**

Account: 5000-588519-2021-212900-601009

Mr. Ricks will work as a Contract Service Specialist II. He will be responsible for monitoring budget expenditures during the fiscal year to ensure compliance with budget limitations, collecting data on expenditures; projects budget expenditure trends and deficits and prepares reports; identifies incorrect procedures and charges resulting in budget deficits; making recommendations to eliminate deficits; acting as a liaison between units in a City government organization providing guidance in the management of financial operations and assuring compliance with budgetary limitations and restraints and fiscal procedures. This is a 3% increase in the hourly rate from the previous contract period. The period of the agreement is March 27, 2020 through March 26, 2021.

29. **LORETTA S. BOLLING** \$20.19 **\$42,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Bolling, retiree will continue to work as a Contract Services Specialist I assigned to the Human Resources Section. This position is responsible for hiring new applicants

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
conducting final processing; scheduling applicant testing appointments; conducting applicants fingerprinting; gathering all vital documents for the hire date of the applicants; reviewing case folders to determine validity of required documents for local, state and national records; informing applicants of all position requirements for which they applied; conducting applicant interviews; working collaboratively with outside agencies to apply for employment certification and conducting all aspects of the hiring process including finalization of legal documents, reviewing of the benefits package and assisting out-of-state applicants with information regarding relocation to Maryland and acquiring housing. The period of the agreement is March 27, 2020 through March 26, 2021.		
30. MICHAEL F. BAPTIST	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Mr. Baptist, retiree, will continue to work as a Contract Services Specialist I assigned to the Human Resources Section. This position is responsible for conducting pre-employment investigations of sworn and civilian applicants; conducting local, state, national record and warrant checks; investigating references and performing neighborhood canvasses; interviewing applicants and gathering all vital information; summarizing investigation into a pre-employment file; processing background investigations for promotional candidates including records checks; gathering recommendations and summarizing the previous work history of the candidates. The period of the agreement is April 6, 2020 through April 5, 2021.

MINUTES

PERSONNEL

Baltimore City Police Department - cont'd

31.	STEPHEN D. DERKOSH	\$33.65	\$70,000.00 (not to exceed)
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Account: 1001-000000-2041-196000-601009

<u>Rate of Pay</u>	<u>Amount</u>
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Mr. Derkosh, retiree, will work as a Contract Services Specialist I assigned to the Grants Unit. This position is responsible for managing and supervising the support and development of grants with a focus on contracts, government audits, consultation operations, planning and analysis; managing grant projects and activities from State, Federal, foundation and corporate entities; writing or supervising the writing of all proposals, budgets, reports and other ancillary materials; seeking grant funding; managing existing grants by tracking, developing internal reporting systems, writing reports, maintaining historical records and collaborating with staff to ensure each project or program is meeting proposal conditions and expectations; providing stewardship for existing donors; overseeing monthly meetings to vet projects and programs as well as set priorities for funding and partnering with leadership to implement compliance measures. The period of the agreement is April 28, 2020 through April 27, 2021.

32.	CYNTHIA L. MCCREA	\$20.19	\$42,000.00
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Account: 1001-000000-2042-198100-601009

Ms. McCrea, retiree, will continue to work as Contract Services Specialist I assigned to the Administrative Duties Division - Medical Section. She is responsible for maintaining the communications call-in system; assisting in medical file room maintenance; conducting drug urinalysis notifications and tracking; performing data entry for employee incident forms; creating new medical folders for members; organizing and communicating with Interdynamics, York Risk, Fire & Police Pension System and private attorneys. The period of the agreement is May 14, 2020 through May 13, 2021.

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
33. SHARON M. MARKOV	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Ms. Markov will continue to work as a Contract Services Specialist I assigned to the Records Management Section - Validations Unit. This position is responsible for reviewing original National Crime Information Center (NCIC) entries, reports and supporting documents; contacting victims, complainants, or courts for follow-up information; accessing Local, State and Federal databases for additional information; updating records on local databases and NCIC to reflect relevant changes; preparing police supplemental reports and assisting Crime Lab for NCIC hit confirmations on recovered guns. The period of the agreement is May 22, 2020 through May 21, 2021.

34. WALTER G. HEUER	\$20.19	\$42,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Heuer, retiree, will continue to work as a Contract Services Specialist I for the Uniform Crime Reporting Section. This position is responsible for maintaining the integrity of BPD's Uniform Crime Reports (UCR) databases; conducting daily audits of the Records Management System (RMS); verifying information from incident reports matches from the Records Management System input; completing Uniform Crime Reports and Maryland State Police (MSP) reporting forms on a monthly basis; ensuring staff review enters the appropriate Uniform Crime Report codes on a quarterly basis; maintaining juvenile and adult arrests, monthly clearances, offenses and completed Uniform Crime Reports and Maryland State Police reports and serving as custodian of historical crime offense and clearance data. The period of the agreement is May 22, 2020 through May 21, 2021.

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
35. THERMAN REED	\$20.19	\$42,000.00

Account: 1001-000000-2024-198100-601009

Mr. Reed, retiree, will work as a Contract Services Specialist I assigned to the Internal Audit Section. This position is responsible for performing internal audits to ensure the department is compliant with all mandates set forth in the decree; navigating complex processes of staff's job performance; communicating audit findings effectively to monitor and federal judges overseeing the decree, and assisting the Internal Audit Section with sound decision making drawn from a unique law enforcement perspective. The period of the agreement is April 28, 2020 through April 27, 2021.

36. KIMBERLY A. PARKS	\$20.19	\$42,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Parks, retiree, will work as a Contract Services Specialist I for the Internal Affairs Section. She is responsible for handling initial intake of complaints to Internal Affairs from both the Police Department members and citizens regarding matters of police misconduct; conducting preliminary investigations of complaints received from elected officials and the Police Commissioner's Office; reviewing new case entries from Policy Compliance Section, assigning a case number for tracking and forwarding for investigation; interviewing and obtaining written statements from complaints, civilian witnesses and sworn officers; gathering evidence related to cases; drafting correspondence to complaints, witnesses and attorneys and writing complete and comprehensive investigative reports summarizing the investigations. The period of the agreement is May 14, 2020 through May 13, 2021.

MINUTES

PERSONNEL

Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
37. ROBERT L. HARTLOVE	\$20.19	\$42,000.00

Account: 1001-000000-2041-796100-601009

Mr. Hartlove, retiree, will work as a Contract Services Specialist I assigned to the Human Resources Section. This position is responsible for conducting pre-employment investigations of sworn and civilian applicants; conducting local, state, national record and warrant checks; investigating references and performing neighborhood canvasses; interviewing applicants and gathering all vital information; summarizing investigation into a pre-employment file; processing background investigations for promotional candidates including records checks; gathering recommendations and summarizing the previous work history of the candidates. The period of the agreement is June 10, 2020 through June 9, 2021.

38. DAVID DEVINCENTZ	\$24.04	\$50,000.00
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Account: 1001-000000-2003-195700-601009

Mr. DeVincentz, retiree, will work as a Contract Services Specialist I assigned to the Education and Training Section. This position is responsible for rescheduling members for annual handgun qualification and specialized training such as Taser, Shotgun Rifle and less-lethal weaponry; tracking and recording each member's training records for reporting to the Maryland Police and Corrections Training Commissions. The period of the agreement is effective upon Board approval for one year.

39. Create the following position:

Classification: Grant Services Specialist III
 Job Code: 10217
 Grade: 941 (\$56,946.00 - \$97,897.00)
 Position No.: To be assigned by BBMR

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

Cost: \$84,747.00 - 4000-437620-2013-804700-600000

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

40. Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$56,946.00 - \$97,897.00)
Position No.: To be assigned by BBMR

Cost: \$84,747.00 - 4000-426819-2255-793402-600000

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

41. Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$56,946.00 - \$97,897.00)
Position No.: To be assigned by BBMR

Cost: \$84,747.00 - 5000-510620-2023-744600-600000

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

42. Create the following position:

Classification: Grant Services Specialist III
Job Code: 10217
Grade: 941 (\$56,946.00 - \$97,897.00)
Position No.: To be assigned by BBMR

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

Cost: \$84,747.00 - 4000-437620-2013-804700-600000

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

43. Create the following position:

Classification: Grant Services Specialist III
 Job Code: 10217
 Grade: 941 (\$56,946.00 - \$97,897.00)
 Position No.: To be assigned by BBMR

Cost: \$84,747.00 - 4000-426819-2255-793402-600000

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

Enoch Pratt Free Library44. Reclassify the following filled position:

Position No.: 15789

From: Office Supervisor
 Job Code: 00712
 Grade: 084 (\$37,741.00 - \$45,044.00)

To: Librarian Resource Supervisor
 Job Code: 00684
 Grade: 091 (\$49,651.00 - \$60,411.00)

Cost: \$5,700.00 - 5000-575420-4501-594800-601001

MINUTES**PERSONNEL**Department of Recreation and Parks45. Reclassify the following filled position:Position No.: 47213

From: Recreation Programmer
Job Code: 83121
Grade: 090 (\$47,604.00 - \$57,857.00)

To: Operations Specialist I
Job Code: 31107
Grade: 906 (\$53,001.00 - \$84,673.00)

Cost: \$7,393.00 - 1001-000000-4781-363600-601063

46. Reclassify the following vacant position:Position No.: 33630

From: Graphic Artist II
Job Code: 73112
Grade: 085 (\$38,926.00 - \$46,904.00)

To: Operations Specialist I
Job Code: 31107
Grade: 906 (\$53,001.00 - \$84,673.00)

Cost: \$14,940.00 - 1001-000000-4711-362100-601009
- 1001-000000-4711-362100-601001

47. Create the following position:

Classification: Program Assistant II
Job Code: 81323
Grade: 084 (\$37,741.00 - \$45,044.00)
Position No.: To be assigned by BBMR

Cost: \$59,602.00 - 6000-680820-4782-717200-601001

MINUTES**PERSONNEL**Department of Recreation and Parks - cont'd

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

	<u>Hourly Rate</u>	<u>Amount</u>
48. MARGARET W. GOLDSBOROUGH	\$32.00	\$ 8,320.00
49. MIRIAM R. STIDHAM	\$32.00	\$ 9,600.00
50. ALEXANDRA L. HAYDEN	\$32.00	\$ 8,320.00

Account: 6000-680520-4792-369900-601009

Mses. Goldsborough, Stidham, and Hayden will each continue to work as a Contract Services Specialist II. They will each work as an Ice Skating Instructor/Coach at the Mt. Pleasant Ice Arena. Mses. Goldsborough, Stidham, and Hayden will provide figure skating instructions for the Learn-to-Skate Program, summer camp, and in the preparation for the U.S. Figure Skating National Proficiency testing. Mr. Stidham will work 300 hours and Mses. Goldsborough and Hayden will work 260 hours. The period of the agreement is effective upon Board approval for one year.

51. WANDA B. JOHNSON	\$15.30	\$18,360.00
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Account: 6000-680520-4792-369800-601063

Ms. Johnson, retiree, will work as a Contract Services Specialist I. She will function as a Recreation Leader II at the William J. Myers Soccer Pavilion Center. Ms. Johnson will plan, organize, and participate in the evaluation of recreational activities on a seasonal basis, implement events to engage the community, meet with community groups to answer inquiries, discuss interests, and gain support for activities. She will also counsel center participants, complete and maintain attendance records, and participate

MINUTES

PERSONNEL

Department of Recreation and Parks - cont'd

Hourly Rate

Amount

with Center Director in the assignment, review, and evaluation of programs at the center and surrounding area. In addition, Ms. Johnson will participate in the planning of district and City-wide events, order supplies and equipment, and apply first-aid techniques, as needed. The period of the agreement is effective upon Board approval for one year.

Office of the State's Attorney for Baltimore City

52. **KELVIN SEWELL** \$34.19 **\$65,189.00**

Account: 1001-000000-1150-118000-601009

Mr. Sewell, retiree, will continue to work as a Contract Services Specialist I. He will investigate felony, homicide, and violent crime cases, locate and interview witnesses, act as a liaison with law enforcement agencies, and research the whereabouts of and locate parties relevant to prosecution of cases. Mr. Sewell will provide location information to attorneys and forward this information to the Warrant Apprehension Task Force so that arrests can be made, communicate with witnesses and victims to provide case status and trial date information, and prepare subpoenas. He will also ascertain and verify respondents' legal identity through fingerprint identification and verify such documents as birth certificates, marriage licenses and divorce decrees. In addition, Mr. Sewell will testify as to findings before the Grand Jury in the presentation of cases for indictment and in Circuit Court trials and document investigative activities and findings.

This is the same hourly rate as in the previous contract. The period of the agreement is March 29, 2020 through March 28, 2021.

MINUTES

PERSONNEL

Office of the State's Attorney for Baltimore City - cont'd

In March, 1999, the Board approved a waiver of the Administrative Manual Policy 212-1, to hire retired Police Officers as Investigators for the Office of the State's Attorney with no restrictions on the number of hours worked and rate of pay.

53. Create the following position:

Classification: Victim Witness Coordinator
Job Code: 01967
Grade: 090 (\$47,604.00 - \$57,857.00)
Position No.: To be assigned by BBMR

Cost: \$65,694.00 - 4000-482420-1156-117900-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
54. DOUGLAS B. LUDWIG	\$38.24	\$45,888.00

Account: 1001-000000-1150-118000-601009

Mr. Ludwig, retiree, will continue to work as a Contract Services Specialist I. He will review charging documents for all on-view arrests made by police officers, make decisions to release or charge offenders based on principles of law, and produce and provide bail recommendations to Court Commissioners for all cases involving violent felonies and firearm charges. In addition, Mr. Ludwig will screen all offenders for eligibility for Early Resolution Court, Quality Case Review dockets and Repeat Violent Offender status, and follow-up with notifications of arrests to the Division of Parole and Probation, the Department of Juvenile Services, trial units of the State's Attorney Office, and other law enforcement partners. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is April 9, 2020 through April 8, 2021.

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an agreement with Total Health Care, Inc. The period of the agreement was July 1, 2019 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$109,156.00 - 4000-499019-3023-513200-603051

BACKGROUND/EXPLANATION:

Total Health Care, Inc. screened and referred all patients who were identified as HIV-negative and at an increased risk for exposure or partners of HIV positive persons to Pre-Exposure Prophylaxis (PrEP). Total Health Care also participated in the Department's supported provider training on PrEP screening, referral and prescription, conducted free HIV testing, and monitored adherence for all patients to which Prep was prescribed. Ratification of this agreement will allow the Department to reimburse Total Health Care, Inc. for services provided during the agreement period.

The agreement is late because the contract request information was misplaced.

MBE/WBE PARTICIPATION

MWBOO GRANTED A WAIVER ON FEBRUARY 6, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board ratified the agreement with Total Health Care, Inc.

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. **FAMILY LEAGUE OF BALTIMORE CITY, LLC** **\$665,000.00**

Account: 7000-726320-3080-513200-603051

B'More for Healthy Babies (BHB) Initiative is a 10-year-plus city wide strategy that brings together public agencies, health care institutions, community-based organizations and academic partners to ensure that all of Baltimore's babies are born with healthy weight, full-term and ready to thrive in healthy families.

The organization will provide continued oversight of work for the BHB and overall BHB initiative. The BHB's communication partners will perform marketing and communication activities with priority content areas of safe sleep, smoking cessation and home waiting.

The agreement is late because of a delay in the completion of the required documents.

2. **AIDS ACTION BALTIMORE, INC.** **\$ 3,300.00**

Account: 6000-633019-3024-268400-406001

Aids Action Baltimore, Inc. will use the Mason F. Lord Room at the Waxter Senior Center on the last Wednesday evenings of every month from 6:00 p.m. to 8:00 p.m. for programmatic meetings with the exception of May 8th and July 10th, as the Waxter Senior Center's Arts and Crafts Room will be used on those following dates. The period of the agreement is April 1, 2019 through March 31, 2020.

The agreement is late because of administrative delays.

MINUTES

Health Department - cont'd

3. **HOPE SPRINGS, INC.** **\$64,935.00**

Accounts: 4000-484820-3023-718000-603051

Hope Springs, Inc. has been managing a contract to implement the Open Table Project for two years. Open Table Project is an anti-poverty program that has been working in at least 40 cities in the United States with various types of peoples such as the homeless, people aging out of foster care, survivors of human trafficking, LGBTQ youth and adults and in Baltimore, persons with or at high-risk of HIV.

The Open Table Model surrounds a client and/or family with 6-8 members of a faith-based community. The client meets weekly with the Open Table Team and they work together to develop a plan for the client to have the life they envision and to be more self-sufficient and self-sustaining. Team members work with the client to implement the plan. The approach has been highly successful and is highly efficient because it leverages thousands of very competent volunteer hours. Specifically, Hope Springs will hire a recruiter to increase outreach to more congregations to recruit more Tables. The period of this agreement is September 30, 2019 through June 30, 2020.

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

MWBOO GRANTED A WAIVER ON FEBRUARY 12, 2020.

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$46,000.00**

Account: 4000-480620-3080-291900-603051

The Johns Hopkins University, Bloomberg School of Public Health Center for Communication Programs (CCP) would like to provide services for the U-Choose Evidence Based Teen Pregnancy Prevention Program. CCP has over 60 projects that

MINUTES

Health Department - cont'd

reach people in over 30 countries the purpose of this contract is to 1) develop a communication and dissemination strategy for youth, stakeholders, and communities 2) create materials and talking points that describe the benefits and values of the evidence-based programs, and 3) develop recruitment and referral materials and new information pieces as needed.

The agreement is late due to delays in the administrative review process.

5. **THE JOHNS HOPKINS UNIVERSITY** **\$259,000.00**
(JHU)

Account: 5000-569720-3023-273402-603051

Johns Hopkins University's John G. Bartlett Clinic will provide Health Education Risk Reduction (HERR) services for clients living with HIV. HERR will include information about medical and psychosocial support services and counseling clients to improve their health status. Topics may include Treatment Adherence, Health Literacy Training, and Health Care Coverage Navigation.

MWBOO GRANTED A WAIVER ON FEBRUARY 28, 2020.

6. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$200,000.00**

Account: 5000-569720-3023-273400-603051

Johns Hopkins University's Division of Infectious Medicine will collaborate with other medical practices to increase HIV and Hepatitis C Virus (HCV) testing and linkage to care. JHU's Division of Infectious Medicine Will also implement a comprehensive HCV provider training course, and ongoing clinical support for primary care clinicians, HIV providers, and substance use providers.

MWBOO GRANTED A WAIVER ON FEBRUARY 12, 2020.

MINUTES

Health Department - cont'd

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The Mayor **ABSTAINED** on item nos. 4, 5, and 6. The President **ABSTAINED** on item nos. 4, 5, and 6.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with BJR Associates, Inc. the Tenant, for 364 rental square feet of floor area (Premises) at 2901 Druid Park Drive. The period of the Lease Agreement is April 1, 2020 through March 31, 2022 with an additional one year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Base Rent</u>	<u>Monthly Installments</u>
1	\$6,552.00	\$546.00
2	\$6,814.08	\$567.84

Upon execution of the renewal option, the base rent will increase by an amount equal to four percent (4%) from the prior lease year.

BACKGROUND/EXPLANATION:

BJR Associates, Inc. will use the premises for an administrative office and for no other purpose.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with BJR Associates, Inc. the Tenant, for 364 rental square feet of floor area at 2901 Druid Park Drive.

MINUTES

Circuit Court for Baltimore City - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Family Recovery Program, Inc. The period of the agreement is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$98,351.00 - 5000-540320-1100-804200-405001

BACKGROUND/EXPLANATION:

The Circuit Court for Baltimore City received a grant award from the Administrative Office of the Courts approved by the Board on January 22, 2020, to pay for personnel and other related cost.

The Circuit Court will enter into an agreement with Family Recovery Program, Inc. (FRP) for the sum of \$98,351.00, for salary and benefits of four staff positions:

1. FRP Court Coordinator at \$60,000.00,
2. FRP Reengagement Peer Recovery Advocate at \$20,000.00,
3. FRP Parent Mentor I at \$9,175.00, and
4. FRP Parent Mentor II at \$9,176.00

The parties agree that these staff positions shall be managed and supervised by the Family Recovery Program, Inc.

The agreement is late because of delays in finalizing the contract between the Family Recovery Program, Inc. and the Circuit Court for Baltimore City.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

MINUTES

Circuit Court for Baltimore City - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Family Recovery Program, Inc.

MINUTES

Baltimore Police Department - Professional Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Professional Services Agreement with Persistent Surveillance Systems, LLC, an Ohio limited liability company (Contractor). The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Contractor will undertake the Aerial Investigation Research (AIR) pilot program in an effort to assist the Baltimore Police Department in the investigation of certain crimes. The funding for this Professional Services Agreement does not come from any City public sources, but rather will be paid for by Arnold Ventures, a philanthropic organization.

The purpose of this agreement is for BPD to test and rigorously evaluate the Aerial Investigation Research (AIR) pilot program which will be used to assist BPD investigate and reduce violent crime in Baltimore City. The program is at no cost to the City, and is being donated through the term of the agreement by Arnold Ventures, a philanthropic organization. During the term, the Contractor will fly aircraft over Baltimore City to collect imagery data. The resolution is limited and therefore individuals and vehicles are unidentifiable but are shown as a single dot and/or movement that can be tracked from a crime scene. This program will be used for investigative "look-back" after an incident has already occurred and can only be used after receiving a case number or incident number. Included in the agreement are additional safeguards and oversight:

1. Limited Scope and Duration: Flight operations will be active for up to six months in order to collect sufficient data to evaluate and determine the efficacy of the technology. The program will be focused on the following crimes: murder, non-fatal shootings, armed robberies and car-jacking's.

MINUTES

Baltimore Police Department - cont'd

2. Civilian Review and Audits: Independent research partners will evaluate the effectiveness of the program. Potential partners will include: Morgan State University, New York University, University of Baltimore, and the RAND Corporation. Independent civilian verification and validation auditors will be engaged to review system use logs to ensure the program is only being used for its intended public safety purpose.
3. Data Protection: That data that is obtained can only be used for the purposes related to criminal investigations and will not be authorized for any other purpose. Unanalyzed imagery data will be stored for 45 days after which point it will be deleted during the pilot period. However, with respect to specific imagery analyzed to investigate incidents of crimes, the evidence will be compiled into packets and become a permanent part of the case file. As with all evidence, the imagery data and investigative findings will be provided to the prosecution and be made available to defense counsel through the discovery process.

APPROVED FOR FUNDS BY FINANCE

A PROTEST WAS RECEIVED FROM THE ACLU OF MARYLAND.

UPON MOTION duly made and seconded, the Board **DEFERRED** this item for one week.



VIA EMAIL

June 16, 2020

Honorable President Brandon Scott
and Members of the Board of Estimates
c/o Clerk, Board of Estimates
204 City Hall
100 N. Holliday Street
Baltimore, MD 21202

Protest re: BDC – Port Covington TIF Financing Agreements

Dear President Scott and Members of the Board of Estimates:

I write on behalf of the ACLU of Maryland, and its approximately 4,300 members who reside in the City of Baltimore, as well as other undersigned organizations, to protest the inclusion of the Funding Agreement, and other documents related to issuance of the first tranche of Tax Increment Finance (TIF) bonds, for the Port Covington project on the routine agenda of the Board of Estimates (BOE) for June 16, 2020. We believe the Port Covington project and TIF financing is neither fiscally responsible nor consistent with the City's race equity policies, and urge you to postpone consideration of this item.

Our protest rests on both procedural and substantive grounds.

Lack of public notice and engagement: It has been nearly four years since legislation authorizing the very controversial Port Covington TIF was rushed through the City Council over the opposition of many Baltimore residents and a coalition of labor and community groups, of which our organizations were a part. Today, less than one week after the 2020 primary election, in the midst of an unprecedented crisis, and without any public disclosures, hearings, or conversation, the Port Covington project Funding Agreement has suddenly appeared on the Board of Estimates agenda for this Wednesday, June 17, 2020.

Lack of transparency regarding the status of the project and TIF: Throughout this period since 2016, there has been little or no transparency regarding this project. Despite the rush in 2016 to authorize the bonds, the project

has been stalled and no bonds have actually been issued.¹ The Funding Agreement, and related documents, that are on the agenda for BOE approval, have not been made available to the public. Yet, their approval will clear the way for MEDCO, a state agency, to issue the first tranche of \$148 million in TIF bonds and pledges the taxpayers of Baltimore, as well as the incoming Administration and new City Council members, to fund debt service on the bonds for the next forty years.

Lack of up to date financial analysis and risk assessment despite

dramatically changed conditions: In the four years that have passed since the City Council first authorized the TIF, its financial viability has become shakier and shakier, but neither the Baltimore Development Corporation (BDC) nor the Finance Department have done an updated risk assessment to consider e.g. the impact of the cancellation of the Under Armour headquarters expansion on the market for the TIF district.

Both the project and its external environment have changed fundamentally since the representations that were made to secure City Council authorization of the TIF district in 2016.² To summarize the most salient:

- Under Armour has halted, and likely permanently abandoned, its plans for a headquarters campus at Port Covington and is instead making major cuts to its headquarters staff. While not part of the TIF district, the Under Armour campus was the catalyst undergirding the anticipated jobs, occupants and market demand for the Port Covington TIF district. Now that the Under Armour expansion campus is effectively dead, the plan for Port Covington is unrealistic.
- Kevin Plank is no longer the CEO of Under Armour or a major investor in the project. His personal involvement and financial commitment are not indicated in the Dec. 2019 document. It is not clear whether he still intends to purchase all of the bonds, which the City Council was told would mitigate risk to the City.
- Sagamore Development is also no longer the lead developer in the project, replaced by Weller Development Co., a small company formerly based in the DC metro area that has never developed a project of this magnitude.

¹ The general public, as well as some of the major mayoral candidates in the recent election, are not aware that the bonds were never issued.

² Most of what is known about the current structure of the Port Covington deal is as a result of a single December 18, 2019 document titled simply “Port Covington Tax Increment Financing 2020 Series Bonds” that appears to be a market study or appraisal. It was produced by the Finance Department only in response to a Maryland Public Information Act (MPIA) request filed by SEIU. The appraisal/market study is careful to note that it is based on certain assumptions given to them by the Developer. (The scope of work with embedded assumptions was not provided in response to the PIA request, and a follow up with the Finance Department resulted in a response saying this is all they have).

- The ownership entity is now Baltimore Urban Revitalization LLC, comprised of two equity investors, one the Community Reinvestment Act arm of Goldman Sachs and the other an investment entity that may be connected to Kevin Plank or Sagamore but is not identified. There is no indication that Goldman Sachs will back stop any losses beyond its initial CRA investment.
- Demand for the project is much weaker than anticipated. According to the Dec. 2019 document, only three small leases for office space, totaling 39,595 square feet have been secured out of a total of 1.1 million planned (Reportedly, they do not have signed leases from these three tenants). There is no indication of interest from retail tenants. This weak market interest underscores the speculative nature of the project.
- It appears that the first phase of the project (Called “1B”) will now include 101 units of “short term rentals,” a significant change. Contrary to the revenue projections in 2016, the people who live temporarily in those units will not likely be City residents paying piggy back income tax to the City. It likely indicates that the developer is not confident that there is sufficient market demand for all of the market rate luxury units.
- Since 2016 there have been no applications submitted to the state for Port Covington affordable units. According to the Dec. 2019 document, only 73 (13.6%) of the 529 apartment units in Phase 1B are set aside as “affordable” and financing has not been secured for those units. Some of the affordable units are for households with incomes up to 80% of AMI, others are LIHTC units for households at or below 50% of AMI. This is less than the 20% affordable required by the City MOU. The Dec. 2019 document gives no information as to how the affordable housing will be developed, or whether there will be additional units off-site, only that they will seek LIHTC as part of the financing.

An updated due diligence is even more important now due to the heightened risks presented by the pandemic and recession. There is well founded alarm about declining City revenue and its weakening financial position as a result of COVID-19. The commercial real estate market is similarly weakening. Real estate experts predict that many employers will be downsizing and shifting more and more to remote work. As a result, employers are hesitant to sign leases for large blocks of office space. The market for commercial real estate, including office space and retail/restaurant, is becoming very soft. Around the country many large projects have been halted, as lenders take a harder look at the financial viability of loans for these projects, and the City must do the same. We did not believe the Port Covington project was realistically viable or a good deal for the City from a financial perspective in 2016. But if it ever was viable and an acceptable risk for the City, it is not now.

Much of the first tranche of bonds is going to be used to reimburse Plank/Sagamore for his expenditures to date rather than public infrastructure and open space. This includes acquisition of the land,

engineering, planning, legal and at least some of the development that has already occurred. Included, according to the December 2019 document, is reimbursement to Plank of \$433,279 for lobbying expenses incurred during the TIF controversy, identified as “Legal costs associated with securing approval of the TIF ordinances and negotiation of the MOU and related documents.” Once the bonds are issued, the City, not Plank, will be the party bearing most of the risk. The City could end up in much the same place as in the 1980’s when CDBG and HUD loans were used to put streets into a mostly empty Port Covington, with only the Baltimore Sun plant, Walmart and Nicks Fish House ever built.

Now is not the time to lock the residents of Baltimore into debt service on a project for the next 40 years, especially when there is such a need for investment in the City’s Black neighborhoods. Our opposition to the Port Covington TIF in 2016 was motivated, first and foremost, on the fact that it will create a luxury enclave, disproportionately occupied and/or employing affluent white people, while Black neighborhoods are starved for basic infrastructure and resources. Even the optimistic job projections of 2016 were that 2/3 of the jobs created would go to non-residents of Baltimore. This was our motivation for opposing the TIF in 2016, and it remains our primary motivation for this protest.

Given the intense public interest and debate about Port Covington, any decision to approve the Port Covington Funding Agreement should be postponed until after the current pandemic emergency, and until after the public has a chance to be fully and accurately informed about what is being done, and a chance to fully participate in the debate and make its views known to the Board. This will also allow time for the current volatile economic picture to become clearer and for City leaders to take a hard look at the TIF, fully informed by proper due diligence, including an updated financial viability and risk analysis.

Thank you for considering our protest.

Sincerely,

/s/

Barbara Samuels
Managing Attorney – Fair Housing
ACLU of Maryland

/s/

Charley Carter
Executive Director

Step Up to Lead

/s/

Marceline White
Executive Director
Maryland Consumer Rights Coalition

/s/

Matthew C. Hill
Attorney
Public Justice Center

/s/

Molly Amster
Baltimore Director
Jews United for Justice

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. INTERPERSONAL

<u>FREQUENCY, LLC</u>	<u>\$434,900.00</u>	<u>Renewal</u>
Contract No. B50003075 - City of Baltimore Web Site Redesign and Hosting Baltimore Police Department, Baltimore City Information and Technology - P.O. No.: P526271		

On January 15, 2014, the Board approved the initial award in the amount of \$286,367.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$434,900.00 will allow for the continuation of hosting services, improvements to the content and design, Drupal support and migrations to Drupal 8, which includes enhanced security for the Baltimore City Police Department website. The City of Baltimore website is currently hosted under this contract, but will transition to a new hosting and support vendor upon award of B50005562. This renewal will allow for a three month transition period until a new award is fully implemented. The Baltimore City Police Department website is not included under the new award. The above amount is the City's estimated requirement. The period of the renewal is June 16, 2020 through June 15, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On August 9, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 9, 2013.

2. COMPRISE TECHNOLOGIES,

<u>INC.</u>	<u>\$ 60,262.00</u>	<u>Renewal</u>
Contract No. 08000 - Smart Access Manager Software and Hardware License and Technical Support - Enoch Pratt Library - Req. No.: R847454		

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 June 1, 2016, the Board approved the initial award in the amount of \$50,890.00. The award contained four renewal options. Three renewal options have been exercised. The Vendor is the sole provider and developer of their proprietary software, maintenance and support including hardware devices that integrates with existing software currently used by the Enoch Pratt Libraries. This final renewal in the amount of \$60,262.00 is for the period June 1, 2020 through May 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

3. DBT TRANSPORTATION

SERVICES, LLC	\$ 23,285.00	Renewal
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Contract No. 08000 - Weather Station Service - Department of Transportation - P.O. No.: P547625

On October 6, 2017, the City Purchasing Agent approved the initial award in the amount of \$21,495.00. The award contained four 1-year renewal options. Subsequent actions have been approved. The Vendor provides field service maintenance on various weather sensors around the City. These services are needed to help the weather stations functioning properly. This third renewal in the amount of \$23,285.00 is for the period June 1, 2020 through May 31, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Procurement - cont'd

4. FLAGPOLES, INC.,
 dba P & K TUBULAR \$ 0.00 Renewal
 Solicitation No. B50004930 - Aluminum Street Light Poles and
 Accessories - Department of Transportation - P.O. No.: P539694

On May 31, 2017, the Board approved the initial award in the amount of \$2,131,800.00. The award contained two 1-year renewal options. The contract expires on May 30, 2020. This first renewal in the amount of \$0.00 is for the period May 31, 2020 through May 30, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 16, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MARCH 16, 2017.

5. WEAR PARTS & EQUIPMENT
 CO. \$20,000.00 Renewal
 Contract No. B50005448 - Milling Machine Teeth - Department of
 Transportation- P.O. No.: P544200

On May 29, 2018, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$20,000.00 will allow for the continuation of procurement of materials needed for the Milling Machine. The period of the renewal is June 1, 2020 through May 31, 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 requested award amount is below the MBE/WBE subcontracting threshold of \$50,000.00.

6. GROUP 1 AND 3

L/B WATER SERVICE, INC.

GROUP 2

NEPTUNE TECHNOLOGY

GROUP, INC.

GROUP 5

MUELLER SYSTEMS, LLC

\$ 0.00

Renewal

Contract No. B50004918 - Supply of Water Meters - Department of Public Works - Req. Nos.: P539814, P539815 and P539816

On June 14, 2017, the Board approved the initial award in the amount of \$10,000,000.00 to several Vendors for Meter Groups 1, 2, 3 and 5, but did not award Meter Group 4 Turbo Water Meters as it required further review. It was determined that 12" turbo water meters were to be removed from consideration of Group 4, as they are not required by the City and are not available to Vendors. The award contained three 1-year renewal options. On January 17, 2018, the Board approved the award of Group 4 meters in the amount of \$1,500,000.00. This first renewal in the amount of \$0.00 is for the period June 1, 2020 through May 31, 2021, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 9, 2017, it was determined that no subcontracting goals would be set because of no opportunity to segment the contract. This contract is for the supply of water meters only, and no services are to be provided.

MWBOO GRANTED A WAIVER ON MARCH 9, 2017.

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

- | | | |
|---|---------|---------|
| 7. MOHAWK CRYO, LLC | \$ 0.00 | Renewal |
| Contract No. B50004560 - Technical Services for Liquid Oxygen Plants at Patapsco Wastewater Treatment Plant - Department of Public Works - Bureau of Water and Wastewater - P.O. No.: P535853 | | |

On June 1, 2016, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two renewal options. Subsequent actions have been approved. This contract is for the Department of Public Works, Water and Wastewater to utilize technical services at the Patapsco Wastewater Treatment Plant. It is critical that the Plants have adequate technical coverage to keep both Liquid Oxygen Plants running and supplying oxygen to the reactor deck for NPDES Permit. This final renewal is for the period June 1, 2020 through May 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 18, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MARCH 18, 2016.

- | | | |
|---|--------------|---------------------------------|
| 8. THE MCCORMICK PAINT
WORKS COMPANY | \$ 65,000.00 | Cooperative
Contract/Renewal |
| Contract No. 001B6400532 - Paint and Paint Products - Department of General Services and others - P.O. No.: P536503 | | |

On August 10, 2016, the Board approved the initial award in the amount of \$300,000.00. The award contained two renewal options. This final renewal in the amount of \$65,000.00 with the State of Maryland is necessary to continue to procure paint and paint products. This final renewal is for the period June 1, 2020 through May 31, 2021.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

Not applicable.

- | | | |
|---|--------------|----------|
| 9. NOAH GARRISON d/b/a
THE GARRISON LANDSCAPE
DIVISION | \$ 60,000.00 | Increase |
| Contract No. B50004495 - Landscape Maintenance Services -
Department of General Services - P.O. No.: P537224 | | |

On November 2, 2016, the Board approved the initial award in the amount of \$40,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. Due to the agency acquiring additional locations (facilities, schools) and outstanding invoices, an increase in the amount of \$60,000.00 is necessary to continue services until the renewal time frame. This increase will make the award amount \$220,000.00. The contract expires on November 2, 2020 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|--|--------------|-------|
| 10. EVERGREEN SOLUTIONS, LLC | \$ 48,000.00 | Award |
| Solicitation No. B50005893 - Job Classification and
Compensation Study - Department of Human Resources - Req. No.:
R767330 | | |

Vendors were solicited by posting on CitiBuy and eMaryland Marketplace. The sole proposal was received and opened on November 13, 2019. It was technically evaluated, and the price was found to be fair and reasonable. Award is recommended to

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

the responsive, responsible proposer. The period of the award is March 25, 2020 through March 24, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The award was below the MWBOO threshold.

11. MCAFFEE ELECTION

SERVICES, INC.	\$1,219,124.00	Extension
Contract No. 06000 - Election Services - Board of Elections - P.O. No.: P531956		

On February 5, 2014, the Board approved the initial award in the amount of \$1,079,530.00. The award contained two renewal options. Subsequent actions have been approved and two renewal options have been exercised. An extension is necessary to conduct Primary Presidential, Mayoral, Special Congressional District 7 General and the Presidential, Mayoral and General Elections of 2020. This contract also includes the maintenance and storage administration of the voting machines within the scope and mandates of the State of Maryland Board of Elections. The period of the extension is May 1, 2020 through April 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 13, 2013, and on January 24, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON DECEMBER 13, 2013.

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 Award, Renewals, and Increases and Extensions to Contracts.

MINUTES

Mayor's Office of Emergency Management - 2018 Grant Award Adjustment

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a 2018 Grant Award Adjustment Notice from the Maryland Emergency Management Agency of the FY 18 Urban Area Security Initiative Grant Award #EMW-2018-SS-00023-UASI to reduce funding from \$663,081.00 to \$523,081.00.

AMOUNT OF MONEY AND SOURCE:

Project	Account Code	From Amount	To Amount	Delta
Critical Infrastructure Protection	4000 482019- 2023- 212600- 600000	\$101,000.00	\$101,000.00	\$0.00
HazMat Response	4000- 482019- 2023- 212601- 600000	\$ 35,714.00	\$ 35,714.00	\$0.00
Mobile Command Vehicle	4000- 482019- 2023- 212602- 600000	\$ 16,500.00	\$ 16,500.00	\$0.00
Emergency Notification Systems	4000- 482019- 2023- 212603- 600000	\$ 86,500.00	\$ 86,500.00	\$0.00
Regional Planning	4000- 482019- 2023- 212604- 600000	\$210,000.00	\$210,000.00	\$0.00

MINUTES

Mayor's Office of Emergency Management - cont'd

UAWG & Regional Support	4000-482019-2023-212605-600000	\$213,367.00	\$ 73,367.00	(\$140,000.00)
		\$663,081.00	\$523,081.00	(\$140,000.00)

BACKGROUND/EXPLANATION:

On February 27, 2019, the Board approved and authorized execution of the FY 18 Urban Area Security Initiative grant for \$663,081.00. The FY 18 Urban Area Security Initiative is intended to facilitate and strengthen the nation and Maryland against risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

The 2018 Grant Award Adjustment Notice is late because of late receipt of award documents.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a 2018 Grant Award Adjustment Notice from the Maryland Emergency Management Agency of the FY 18 Urban Area Security Initiative Grant Award #EMW-2018-SS-00023-UASI to reduce funding from \$663,081.00 to \$523,081.00.

MINUTES

Department of Housing and - Appropriations Transfer
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the Transfer of Appropriations to the Baltimore Civic Fund on behalf of the Environmental Control Board's Care-A-Lot Program.

AMOUNT OF MONEY AND SOURCE

\$33,000.00

From: 9910-908132-9588 - Baltimore Civic Fund

To: 224-00 - Care-A-Lot

BACKGROUND/EXPLANATION:

These funds are to be given towards grants to Baltimore neighborhoods and youth participants working to maintain identified vacant lots within their community.

The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance visits and work completed.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Transfer of Appropriations to the Baltimore Civic Fund on behalf of the Environmental Control Board's Care-A-Lot Program.

MINUTES

Department of Housing and - Contract of Sale
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Contract of Sale with the Housing Authority of Baltimore City (HABC) to purchase 1316 Mosher Street, 1326 Mosher Street, and 1117 Riggs Avenue

The Board is also requested to approve the acquisition of this property SUBJECT to municipal liens in the amount of \$982.33 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

AMOUNT OF MONEY AND SOURCE:

\$17,200.00 - 1316 Mosher Street
 9910-905640-9588-900000-704040 (HABC Transfers)

21,000.00 - 1326 Mosher Street
 9910-905640-9588-900000-704040 (HABC Transfers)

4,000.00 - 1117 Riggs Avenue
 9910-905640-9588-900000-704040 (HABC Transfers)

\$42,200.00

BACKGROUND/EXPLANATION:

This Contract of Sale enables the City of Baltimore to acquire the interests in 1316 Mosher Street, 1326 Mosher Street, and 1117 Riggs Avenue for resale through the planning and development efforts of the Department of Housing and Community Development.

Pursuant to the provisions of Article 13, § 2-7 of the Baltimore City Code and subject to the prior approval of the Board of Estimates, the Department of Housing and Community Development may acquire, for and on behalf of the Mayor and City Council of Baltimore, any single-family or multiple-family dwelling unit or other structure or lot within the City, for development and redevelopment. The Commissioner of Housing has made the required determination with regard to these properties. And these properties will be redeveloped.

MINUTES

DHCD - cont'd

The Board of Commissioners of the HABC and the U.S. Department of Housing and Urban Development have approved the disposition in accordance with 24 CFR, Part 970.

Also requested is approval to acquire this property SUBJECT to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens other than water bills, accrued through March 21, 2020, follows. The HABC is exempt from Real Estate Taxes therefore, no taxes are included in these figures. Water bills will be paid and are not listed.

<u>Property</u>	<u>Bill No.</u>	<u>Bill Date</u>	<u>Balance</u>
1316 Mosher Street	5531652	12/3/2008	\$127.51
	5863899	11/23/2009	121.15
	6198766	11/22/2010	114.75
	6475008	11/28/2011	108.43
	6805261	11/26/2012	102.07
	7157449	11/25/2013	95.71
	7825623	11/23/2015	82.99
	8142275	11/21/2016	76.63
	8676843	11/19/2018	63.91
	8918294	11/25/2019	52.80
1326 Mosher Street	8116196	5/29/1997	36.38
1117 Riggs Avenue			0.00
			<u>\$982.33</u>

APPROVED FOR FUNDS BY FINANCE

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contract of Sale with the Housing Authority of Baltimore City to purchase 1316 Mosher Street, 1326 Mosher Street, and 1117 Riggs Avenue. The Board further approved the acquisition of this property SUBJECT to municipal liens in the amount of \$982.33 and all other municipal liens, interest and penalties, other than water bills, that may accrue.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1502 Popland Street by gift from Jerry L. Lambert, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property at 1502 Popland Street. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through March 30, 2020, other than water bills, are as follows:

MINUTES

DHCD - cont'd1502 Popland Street

Real Property Taxes	2019-2020	\$	312.64
Real Property Taxes	2018-2019		349.95
Real Property Taxes	2017-2018		388.36
Real Property Taxes	2016-2017		444.79
Real Property Taxes	2015-2016		489.82
Real Property Taxes	2014-2015		4,016.40
Tax Sale	2015-2017		6,864.42
Miscellaneous	7471386		371.69
Miscellaneous	7481112		371.69
Miscellaneous	7633647		283.85
Miscellaneous	7661580		246.40
Miscellaneous	7662273		190.11
Miscellaneous	7762537		236.80
Miscellaneous	7896061		305.84
Miscellaneous	8138273		251.77
Miscellaneous	8192692		252.06
Miscellaneous	8209728		157.91
Miscellaneous	8232134		116.08
Miscellaneous	8355075		137.75
Miscellaneous	8473449		271.80
Miscellaneous	8571655		355.52
Miscellaneous	8649899		198.40
Miscellaneous	8712671		148.66
Miscellaneous	8752636		117.29
Miscellaneous	8767089		186.40
Miscellaneous	8780017		184.00
Miscellaneous	8892473		318.74
Property Registration	700532		<u>1,127.20</u>
			\$18,696.34

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1502 Popland Street by gift from Jerry L. Lambert, 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 303 S. Monroe Street, (Block 0275, Lot 068), by gift from Samer Qreitem, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

The DHCD Development 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.

Samer Qreitem has offered to donate to the City, title to the property located at 303 S. Monroe Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through March 29, 2020, other than water bills, are as follows:

MINUTES

DHCD - cont'd

303 S. Monroe Street

Real Property Tax	2019-2020	\$156.79
Real Property Tax	2018-2019	\$167.68
Real Property Tax	2017-2018	\$184.99
Real Property Tax	2016-2017	\$264.08
Tax Sale	2016-2017	\$2,775.46
Miscellaneous	7955768	\$221.03
Miscellaneous	8187395	\$126.09
Miscellaneous	8190852	\$214.18
Miscellaneous	8342941	\$170.40
Miscellaneous	8599375	\$203.20
Miscellaneous	8647208	\$223.20
Miscellaneous	8743031	\$359.96
Miscellaneous	8849069	\$164.63
Miscellaneous	8910218	\$128.86
Environmental Citation	54069489	\$1,515.00
Property Registration	822288	\$998.40
Total Taxes Owed:		\$7,873.95

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 303 S. Monroe Street, (Block 0275, Lot 068), by gift from Samer Qreitem, 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 1637 Gorsuch Avenue, (Block 4120, Lot 015), by gift from Author Solomon, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

The DHCD Development 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.

Author Solomon has offered to donate to the City, title to the property located at 1637 Gorsuch Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through March 1, 2020, other than water bills, are as follows:

MINUTES

DHCD - cont'd

1637 Gorsuch Avenue

Tax Sale	2017-2019	\$15,473.31
Real Property Tax	2019-2020	\$432.52
Real Property Tax	2018-2019	\$407.90
Real Property Tax	2017-2018	\$620.44
Real Property Tax	2016-2017	\$569.09
Miscellaneous	8942757	\$188.20
Environmental	54237441	\$150.00
Environmental	54237458	\$150.00
Environmental	84388160	\$150.00
Environmental	54490131	\$150.00
Environmental	54505367	\$150.00
Environmental Citation	54505375	\$150.00
Environmental Citation	55352389	\$165.00
Property Registration	037683	\$269.20
Total Taxes Owed:		\$19,025.66

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1637 Gorsuch Avenue, (Block 4120, Lot 015), by gift from Author Solomon, 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 1404 Darley Avenue, (Block 4164, Lot 003), by gift from MaxWealth Investment, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

The DHCD Development 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.

MaxWealth Investment, LLC has offered to donate to the City, title to the property located at 1404 Darley Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through March 12, 2020, other than water bills, are as follows:

MINUTES

DHCD - cont'd1404 Darley Avenue

Total Real Property Taxes	\$354.00
Total Miscellaneous Bill	\$242.57
Environmental Citation	\$100.00
Total Open Municipal Liens:	\$696.57

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1404 Darley Avenue, (Block 4164, Lot 003), by gift from MaxWealth Investment, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing - Memorandum of Understanding
and Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Baltimore City Department of Recreation and Parks. The period of the Memorandum of Understanding is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$427,900.00 - 2089-208920-5930-434430-603051
Community Development Block Grant-45

BACKGROUND/EXPLANATION:

Pursuant to guidance from the Department of Housing and Urban Development, a Memorandum of Understanding must be executed for the utilization of Community Development Block Grant funds to support other city agencies. The Department of Recreation and Parks is authorized to provide leisure activities through management of recreation centers and the municipal parks system. The Department of Recreation and Parks will provide recreational, educational, cultural, after-school youth sports program and summer camp programs for 2,407 unduplicated, low-and-moderate income youth at five recreation centers located in low-and-moderate income areas of the city. The Department of Recreation and Parks will provide services in accordance with Community Development Block Grant Entitlement Grant Regulations.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Housing - cont'd
and Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Baltimore City Department of Recreation and Parks.

MINUTES

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreement (CDBG).

1. **CONSUMER CREDIT COUNSELING** **\$75,000.00**
 SERVICE OF MARYLAND AND DELAWARE INC.

Account: 2089-208920-5930-432191-603051

The purpose of this agreement is to support pre-purchase homebuyer education and counseling, fair housing rights education, homebuyer coaching, foreclosure prevention counseling, and budget and credit counseling services. The period of the agreement is July 1, 2019 through June 30, 2020.

FOR FY 2020, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER ON NOVEMBER 4, 2019.

2. **REBUILDING TOGETHER BALTIMORE,** **\$75,000.00**
 INC.

Account: 2089-208920-5930-431155-603051

The purpose of this agreement is to provide CDBG funding to repair owner-occupied homes by low-and-moderate income households that reside within a targeted neighborhood within the city chosen through a competitive application process. Funding will also be used for referrals from Home Upgrades to Benefit Seniors Program and the DHCD Division of Home Ownership and Housing Preservation and other partnering organizations to provide urgent and critical repairs to homes owner-occupied by low-and-moderate income households that reside in Baltimore City. Priority will be given to homeowners that are elderly, disabled and families with children. The period of the agreement is October 1, 2019 through September 30, 2020.

MINUTES

Department of Housing and - cont'd
Community Development

FOR FY 2020, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER ON JANUARY 16, 2020.

On July 17, 2019, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2019 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The Department began negotiating and processing the CDBG agreements effective July 1, 2019 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Community Development Block Grant Agreement.

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:

1337 - 1339

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

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

- | | | | |
|----|----------------------------------|-----------------------------------|--------------|
| 1. | B50005933, Boats
with Trailer | Inventech Marine
Solution, LLC | \$392,181.81 |
|----|----------------------------------|-----------------------------------|--------------|

(Department of General Services, Fleet Management)

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined that 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 1, 2019.Department of Transportation

- | | | | |
|----|---|----------------------------------|----------------|
| 2. | TR20004 Inspire
Schools Sidewalk
Reconstruction | J. Villa
Construction
Inc. | \$1,121,900.00 |
|----|---|----------------------------------|----------------|

MBE:	J. Villa Construction, Inc.*	\$ 560,950.00	50.00%
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WBE:	Rowen Concrete, Inc.	\$ 146,000.00	13.01%
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*Indicates Self-Performance.

MWBOO FOUND VENDOR IN COMPLIANCE.

MBE:	Jones Enterprise II, LLC*	\$ 341,362.03	37.8%
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WBE:	Community Concrete Material Supply, LLC	See Note Below	
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MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Transportation - cont'd

*Indicates Self-Performance.

Bidder did not achieve the WBE goal. Bidder listed Community Concrete Material Supply, LLC for WBE participation, however Community Concrete Material Supply, LLC is not certified with Baltimore City.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.Department of Public Works

3. WC 1373 -Water Infrastructure Replacement and Rehabilitation At Various Locations	R.E. Harrington Plumbing & Heating Co., Inc.	\$3,298,900.00	
MBE: Economic Inter- national Construction Co., Inc.		\$164,945.00	5.00%
The Donne Group, LLC.		\$ 32,989.00	1.00%
R.E. Harrington Plumbing & Heating Co., Inc.		<u>\$1,154,615.00</u>	<u>35.00%</u>
	Total:	\$1,352,549.00	41.00%
WBE: R&R Contracting Utilities, Inc.		\$ 164,945.00	5.00%
TFE Resources, Ltd.		<u>\$ 95,978.00</u>	<u>2.00%</u>
	Total:	\$ 260,923.00	7.00

MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 24, 2020.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works - cont'd

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,662,812.00 (Revenue Bond)	9960-906133-9558 Constr. Res. Meter Replace- ment	
\$3,662,812.00	-----	9960-905592-9557-6 (Construction)

This transfer will cover cost for WC 1373, Water Infrastructure Replacement Rehabilitation at Various Locations.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. M-A Funding, Inc.	2101 E. Eager Street	Sub G/R \$120.00	\$ 480.00
2. Harry A. Baumohl, Trustee for the Harry A. Baumohl, P.A. Profit Sharing Plan	970 N. Collington Avenue	G/R \$ 36.00	\$ 240.00
Funds are available in account no. 9910-908428-9588-900000-704040, EBDI.			
3. Jeb Stuart Fries	331 Stinson Street	G/R \$160.00	\$ 1,333.33
4. M&E Investments, LLC	2526 E. Biddle Street	G/R \$78.00	\$ 715.00
Funds are available in account no. 9910-905640-9588-900000-704040, Whole Block Demo.			
5. Nancy Medin	4678 Park Heights Avenue	G/R \$96.00	\$ 880.00
Funds are available in account no. 9910-903183-9588-900000- 704040, Park Heights Major Redevelopment.			
6. Amy Nochumowitz, Substitute Trustee under the Paul Wye Nochumowitz Deed of Trust for Ethan Shale Nochumowitz	1005 N. Carrollton Avenue	G/R \$ 60.00	\$ 550.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
7. Sandel Investments LLC	1008 N. Arlington Avenue	G/R \$95.00	\$ 871.00

Funds are available in account no. 9904-919052-9127-900000-704040, Smithson Street Park Project.

8. Deborah R. Mondell, Rona Barrash, and Marvin Demb	513 and 515 Baker Street	G/R \$45.00	\$ 600.00
9. Amy Nochumowitz, Substitute Trustee Under the Deed of Trust for Jayne Hope Nochumowitz	516 and 528 Gold Street	G/R \$84.00	\$ 1,540.00

Funds are available in account no. 9904-918051-9127-900000-704040, Druid Square/Cab Calloway Square 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.

Department of Housing and Community Development - Condemnations

10. Frank Cooper and Eleanor Cooper	1212 Harlem Avenue	L/H	\$ 2,723.00
11. William Ronald Brown	1302 W. Lanvale Street	F/S	\$ 2,790.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - <u>Condemnations</u> - cont'd			
12. Merlene Maud Smith	1303 W. Lanvale Street	L/H	\$ 2,344.00
13. John H. Parker	1305 W. Lanvale Street	L/H	\$ 2,651.00
14. Annette Rhone	1307 W. Lanvale Street	L/H	\$ 2,584.00
15. James J. Johnson	1208 Harlem Avenue	L/H	\$ 2,791.00
16. Franklin Street Rowhouses, LLC	1208 W. Franklin Street	F/S	\$ 3,168.00
17. Bruce Davis	1206 W. Franklin Street	F/S	\$ 3,162.00
18. Pinkney Jones and Clara Jones	1304 W. Lanvale Street	L/H	\$ 2,050.00
19. Lawrence Davis Street	1308 W. Lanvale	L/H	\$ 2,104.00
20. Peter Lee and Grace S. Lee	1309 W. Lanvale Street	L/H	\$ 2,158.00

Funds are available in account no. 9904-921053-9127-900000-704040,
BGN Harlem Park, Harlem Park Inner Block Park Greening.

21. Albrite GR Services, LLC	143 S. Calverton Road	Sub G/R	\$ 637.00
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Funds are available in account no. 9904-912058-9127-900000-
704040, Rachael Wilson Memorial Park.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
22. God's Time Ministry, Inc. Kingdom of God	1010 N. Carrollton Avenue	F/S	\$ 2,600.00
23. Maryland 25, LLC	1006 N. Collington Avenue	F/S	\$ 2,950.00
Funds are available in account no. 9904-919052-9127-900000-704040, Smithson Street Park Project.			
24. Martin McDaniel and Arthur McDaniel	502 Gold Street	L/H	\$ 3,160.00
25. Patricia C. Owens	504 Gold Street	L/H	\$ 2,900.00
26. Elabor Nurudeen	506 Gold Street	L/H	\$ 3,327.00
27. Lenora A. Bruce, Personal Represen- tative of the Estate of Margaret S. Watts deceased	508 Gold Street	L/H	\$ 6,327.00
28. Josephine Solomon	513 Gold Street	L/H	\$ 3,100.00
29. Sherese LLC	2203 Etting Street	L/H	\$ 3,360.00
30. The Urban Health Institute of Washington, Inc.	2201 Etting Street	L/H	\$ 3,360.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
31. The Urban Health Institute of Washington, Inc.	2205 Etting Street	L/H	\$ 3,360.00
32. The Urban Health Institute of Washington, Inc.	2207 Etting Street	F/S	\$ 3,600.00
33. The Urban Health Institute of Washington, Inc.	2218 Etting Street	L/H	\$ 3,400.00
34. The Urban Health Institute of Washington, Inc.	2223 Etting Street	L/H	\$ 3,360.00
Funds are available in account no. 9904-918051-9127-900000-704040, BGN Druid Square Park, Druid Square/Cab Calloway Square.			
35. D-A-S-H Investment Group, Inc.	1006 N. Carrollton Avenue	F/S	\$ 2,600.00
Funds are available in account no. 9904-919052-9127-900000-704040, Smithson Street Park.			
36. Estate of Rose Perlman	4676 Park Heights Avenue	G/R \$70.00	\$ 467.00
Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment, Ground Rent Acquisition Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
37. N.B.S., Inc.	4406 Daytona Avenue	G/R \$96.00	\$ 800.00
Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Acquisition and Relocation Project.			
38. DJ Communities, LLC	1008 N. Arlington Avenue	L/H	\$2,250.00
Funds are available in account no. 9904-919052-9127-900000-704040, Smithson Street Park, Smithson Street Park Project.			
<u>DHCD - Condemnations or Redemptions</u>			
39. Crossbrook, LLC	1030 N. Milton Avenue	G/R \$60.00	\$ 550.00
Funds are available in account no. 9910-905640-9588-900000-704040, Whole Demo Block, FY17 Core funded.			
40. John McKinley Sarkin	964 N. Collington Avenue	G/R \$30.00	\$ 200.00
Funds are available in account no. 9910-908428-9588-900000-704040, EBDI, EBDI Project.			
41. Wendy Blum	936 N. Collington Avenue	G/R \$96.00	\$ 640.00
Funds are available in account no. 9910-908428-9588-900000-704040, EBDI, EBDI Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Redemptions - cont'd</u>			
42. Charles J. Stefan and Helen M. Stefan	2109 E. Eager Street	G/R \$39.00	\$ 260.00

Funds are available in account no. 9910-908428-9588-900000-704040.

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.

Department of Law - Payments of Settlements

43. Marcellus R. Cephas	1020 N. Carrollton Avenue	L/H	\$ 477.30
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Funds will be drawn from account no. 9901-905640-9588-900000-704040, in the FY17 CORE Demo Project Area.

On May 24, 2019, the Board approved the acquisition of the Leasehold interest by condemnation, in the property located at 1020 N. Carrollton Avenue for \$4,773.00, based upon the highest of two independent appraisals. The Defendant contested the City's value and provided an appraisal report valuing the property at \$5,250.30 a 10% administrative increase. Thus, the Board is requested to approve an additional \$477.30 (\$5,250.00 less the previous approval amount of \$4,773.00).

44. Cesare Miguel Vaughn	1724 W. Lafayette Avenue	F/S	\$24,680.00
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Funds will be drawn from account no. 9910-906126-9588-900000-704040, located in the FY17 CORE Demo Project Area.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements</u>			
<p>On August 29, 2018, the Board approved the acquisition of the Fee Simple interest by condemnation, in the property located at 1724 W. Lafayette Avenue. An amended condemnation action was filed on November 5, 2019. The Board previously approved \$55,320.00 to acquire the Fee Simple interest in the subject property based upon the highest of two independent appraisals. The Defendant contested the City's value and provided an appraisal report valuing the property at \$270,000.00. The parties attended a Pre-Trial Conference and were unable to reach a settlement agreement and were able to settle on a fair market value of \$80,000.00 two days prior to trial. Thus, the Board is requested to approve an additional \$24,680.00 (\$80,000.00 less the previous approval amount of \$55,320.00).</p>			
45. Mackombo C. Omoile	1129 W. Mulberry Street	F/S	\$ 4,200.00
<p>Funds will be drawn from account no. 9910-908044-9588-900000-704040, located in the Poppleton RFQ Phase 4 Site Project Area.</p> <p>On October 5, 2018, the Board approved the acquisition of the Fee Simple interest by condemnation, in the property located at 1129 W. Mulberry Street for \$2,800.00, based upon the highest of two independent appraisals. The City subsequently obtained an updated appraisal report that valued the property at \$4,300.00. The Defendant contested the City's value and provided an appraisal report valuing the property at \$10,000.00. The parties attended a Pre-Trial Conference and settled on a fair market value of \$7,000.00. Thus, the Board is requested to approve an additional \$4,200.00 (\$7,000.00 less the previous approval amount of \$2,800.00).</p>			
46. Greg O. Brown	3129 Virginia Avenue	L/H	\$5,540.00
<p>Funds will be drawn from account no. 9910-903183-9588-900000-704040, located in the Park Heights Major Redevelopment Project Area.</p>			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements</u>			
<p>On October 21, 2019, the Board approved the acquisition of the Leasehold interest by condemnation, in the property located at 3129 Virginia Avenue for \$5,550.00, based upon the highest of two independent appraisals. The City's appraisal reports were updated and a new fair market value of \$7,050.00 was determined. The Defendant contested the City's value and provided an appraisal report valuing the property at \$15,000.00. The parties were able to reach a settlement agreement prior to a scheduled Mediation and were able to settle on a fair market value of \$11,000.00. Thus, the Board is requested to approve an additional \$5,450.00 (\$11,000.00 less the previous approval amount of \$5,550.00).</p>			
47. Helmsley Properties, LLC	3123 Virginia Avenue		\$16,300.00

Funds will be drawn from account no. 9910-903183-9588-900000-704040, located in the Park Heights Major Redevelopment Project Area.

On September 27, 2019, the Board approved the acquisition of the Fee Simple interest by condemnation, in the property located at 3123 Virginia Avenue for \$20,000.00, based upon the highest of two independent appraisals. The City had its appraisal reports updated to reflect a new fair market value of \$33,000.00. The Defendant contested the City's value and provided an appraisal report valuing the property at \$42,000.00. The parties were able to reach a settlement agreement a few days before a scheduled Mediation and settled on a fair market value of \$36,300.00. Thus, the Board is requested to approve an additional \$16,300.00 (\$36,300.00 less the previous approval amount of \$20,000.00).

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

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing Options, Condemnations, Condemnations or Redemptions, and Payments of Settlements.

MINUTES

Department of Law - Recommendation for Debarment of a Vendor

ACTION REQUESTED OF B/E:

The Board is recommended to institute proceedings pursuant to Baltimore City Code ART. 5, §§ 40-8(3), (4) to debar Holabird Enterprises of Maryland, Inc. d/b/a Holabird Fleet Service; Trans-Tech Transmission Center, its President Lawrence Ward and officer Daniel Foy, from entering into contracts with the City for not less than five years by: issuing notices of proposed debarment pursuant to Baltimore City Code Article 5, §40-17(b)(1), (2) and suspending the Vendor pursuant to Baltimore City Code Art. 5, §40-18 pending the Board's final decision.

AMOUNT OF MONEY AND SOURCE:

No funds are requested or required.

BACKGROUND EXPLANATION:

On March 12, 2014, the Board of Estimates ("Board") awarded the Vendor City Contract No. B50003291 ("Contract"), which was extended until February 3, 2020. The City paid the Vendor more than \$10,000,000.00 in 700 invoices submitted pursuant to the Contract.

An investigation by the Office of Inspector General ("OIG") and the Law Department reveals grounds to debar the Vendor and its principals, Lawrence F. Ward and Daniel Foy, under Baltimore City Code from entering into new contracts with the City. The Vendor presented invoices to the City for payment under the Contract that: falsely represented that the Vendor performed services that it did not perform; falsely inflated the cost of providing services to the City; falsely inflated the actual cost of goods (parts and equipment) provided to the City; falsely inflated the amount of time incurred to perform services for the City and falsely sought payment for goods not provided to the City. In addition, the Vendor submitted invoices for goods outside the scope of the Contract, at a falsely inflated cost, that are unusable by the City.

MINUTES

Department of Law - cont'd

On March 5, 2020, Acting City Purchasing Agent Brown suspended continued performance under the following City contracts: B50004770, B50004990, B50005058, B50005285, B50005322, B50005406, B50005755 and B50005812.

The Law Department recommends that the Board institute debarment proceedings against the Vendor and its principals pursuant to BALTIMORE CITY CODE ART. 5, § 40-13(1), with their suspension pending the Board's decision under ART. 5, § 40-13(2). Suspension of the Vendor suspends performance of the Vendor's current City contracts, which are: B50005285, B50005755 and B50005812. Suspension of the Vendor's principal Ward suspends performance of City contracts B50004770, B50004990 and B50005058 with Holabird Development Corp. d/b/a Port City Equipment Co. as well as contracts B50005322 and B50005406 with Holabird Tire Co., Inc. d/b/a Holabird Tire & Auto Service.

A PROTEST WAS RECEIVED FROM HOLABIRD FLEET SERVICE.

UPON MOTION duly made and seconded, the Board **DEFERRED** this item for one week.

From: Holabird Fleet Service
Sent: Tuesday, March 24, 2020 11:37 AM

Subject: Protest for Recommendation for Debarment of Holabird Enterprises of Maryland

Good afternoon,

My name is Daniel Foy on behalf of Holabird Enterprises of MD. I want to protest the actions that are being recommended against my company. To the allegation that my company falsely presented invoices for services that were not performed, the allegation of my company falsely inflated the cost of providing services to the City, the allegation of falsely inflated the actual cost of goods provided to the City, the allegation of falsely inflated the amount of time incurred to perform services, the allegation of falsely sought payments for goods not provided to the City, the allegation submitting invoices for goods outside the scope of the contract at falsely inflated cost and that are unusable by the City. All of these allegations are unfounded and not true. From the first day after being awarded this contract I have had several problems, I have made every attempt to rectify these problems by seeking assistance from Baltimore City supervisors and purchasing agents, with no results. At no time was myself questioned on any of these matters, and at no time was I given the right to defend my position or shown any proof of any of these allegations. Prior to selling any equipment to the City of Baltimore, a quote was requested from us and approved by City of Baltimore before delivery. Prior to being awarded this contract, there has never been a complaint or any bad vendor report filed against my company. I have been a loyal Baltimore City business and vendor since 2008. I believe my record with the City of Baltimore speaks for itself. If these actions are approved and go forward, it will cause my company to close causing several Baltimore City residents to become unemployed, as well as several Baltimore City registered minority subcontractors to loose employment with my company. My company has already been directly affected due to the work that would be contractually sent to me has stopped based on these allegations.

Holabird Fleet Service
Daniel Foy
2200 Van Deman St., Suite 800
Baltimore MD, 21224
410-631-9800

HJM HARRIS JONES & MALONE, LLC

2423 MARYLAND AVENUE
SUITE 100
BALTIMORE, MARYLAND 21218

LISA HARRIS JONES
DIRECT DIAL: (410) 366-1500
FAX NUMBER: (410) 366-1501
lisa.jones@mdlobbyist.com

March 30, 2020

VIA ELECTRONIC TRANSMISSION – Harriette.taylor@baltimorecity.gov

Honorable City Council President and
Members of the Board of Estimates
204 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: Holabird Enterprises of Maryland, Inc. - Protest of Proposed Suspension and Debarment/
Lawrence Ward and all other persons and/or entities - Protest of Proposed Debarment

Dear Mr. President and Honorable Board of Estimates Members:

The undersigned counsel represent Holabird Enterprises of Maryland, Inc. (“Holabird”), and the other entities and persons referenced in a letter dated March 5, 2020, from the City of Baltimore’s Acting Chief Procurement Officer (the “PO”) to Lawrence F. Ward, et al. (the “Other Persons”), a copy of which is attached hereto (the “PO Notice”). Our clients were unaware of the intended actions of the PO until receipt of the PO Notice, wherein it is asserted that the effective date of the “suspension” was January 24, 2020.

Holabird protests the purported retroactive suspension by the PO, on the grounds that pursuant to Art. V, Subtitle 40 of the City Code, the authority to suspend or debar contractors is reserved to the Board of Estimates (the “Board”) and neither may be taken without prior notice and, as to debarment, an opportunity for a hearing if requested. Holabird also protests the suspension of Contract B50003291 proposed in the Memo to the Board in advance of its meeting scheduled for March 25, 2020 (the “Board Memo”), that requests ratification of the suspension referenced in the PO Notice. Because the PO suspension was unlawful, we request immediate reinstatement of that contract and all others, as listed in the PO Notice, that have been suspended without Board approval. Further, Holabird and the Other Persons protest the debarment proposed in the Board Memo.

City Council President and Members
of the Board of Estimates
March 30, 2020
Page 2 of 2

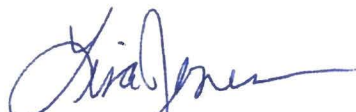
Although the PO listed nine contracts between the City and Holabird the alleged unlawful actions described in the Board Memo relate only to B50003291. To date neither the PO, Law Department or Office of Inspector General ("OIG") has presented to our clients a single invoice, document or report, as evidence in support of the bald, conclusory allegations set forth in the Board Memo. To the contrary, Holabird has cooperated fully with the OIG and Law Department, and in so doing has presented documentation that clearly refutes these baseless allegations. We have submitted request to the Director of Finance and the OIG to provide for copies of all reports and other documentation relating to or relied upon in reaching the decision for the actions recommended to the Board. Fairness and due process require that we be provided with more than the bald, conclusory accusations contained in the Board Memo.

In addition to our request for immediate reinstatement of Contract number B50003291 and all others listed PO Notice, we request that the Board defer action on the recommendations set forth in the Board Memo until we have been provided with copies of the requested reports and supporting documentation.

Thank you for your consideration.

Very truly yours,


Robert Fulton Dashiell


Lisa Harris Jones

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 010 with Johnson, Mirmiran & Thompson, Inc., under project 1802, Project and Construction Management Assistance Services. The period of the Task Assignment is approximately one year.

AMOUNT OF MONEY AND SOURCE:

\$226,682.81 - 9956-903580-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting Johnson, Mirmiran & Thompson, Inc. to provide inspection services on SC 968-Urgent Need Improvements to Baltimore City Sanitary Sewer in various Locations-Part B. The scope of services under this task includes sewer cleaning, closed-circuit television inspection (CCTV), cured-in-place pipe (CIPP) lining on sanitary sewers in South East area of Baltimore City.

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 29% and WBE goals of 10%.

MINUTES

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

The Consultant has assigned 26% MBE and 15% WBE on the first 9 tasks, and they have not yet finished the billing. Current status: MBE 0% and WBE: 27.26%.

THE EAR WAS APPROVED BY MWBOO FEBRUARY 21, 2020.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,283,509.80	9956-903569-9549	9956-903580-9551
(Wastewater Revenue Bond)	(Sanitary Sewer Replace/Rehab)	(Inspection)

This transfer will cover costs for Project 1802-(SC 968) Project and Construction Management Assistance and Services Task No. 010.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 010 with Johnson, Mirmiran & Thompson, Inc., under project 1802, Project and Construction Management Assistance Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 15 to STV, Inc., Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$547,227.81 - 9950-910071-9508-900010-703032

BACKGROUND/EXPLANATION:

The Consultant will provide for preliminary engineering services for TR 19307 Patapsco Avenue Rehabilitation from Magnolia to Potee Street. The scope of the services include, but is not limited to roadway rehabilitation, new upgrades of existing sidewalks, curb and gutter repair, pedestrian ramp upgrades traffic barrier upgrades, storm water drainage, storm water management, signing, signalization, pedestrian lighting, roadway markings and landscape.

DBE PARTICIPATION:

The Consultant will comply with title 49 of the Federal Regulations parts 26 (49CFR26) and the DBE established in the original agreement.

DBE: 25%

The Consultant has achieved 11.38% of the DBE goal at this time. However, they have the capacity to meeting the remaining required DBE goal.

MINUTES

Department of Transportation/DOT - cont'd
Engineering and Construction

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$481,560.47 FED	9950-909071-9509 Construc. Res. Patapsco Ave. - Magnolia/Bridge	
120,390.12 GF (HUR)	9950-909071-9509 Patapsco Ave. - Magnolia/Bridge	
<u>\$601,950.59</u>	-----	9950-910071-9508 Patapsco Ave. Rehab Magnolia - Potee

This transfer will fund the costs associated with Task No. 15 on Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing & Reconstruction with STV, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 15 to STV, Inc., Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 17 to STV, Inc., under Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of the Task Assignment is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$274,240.05 - 9950-902398-9508-900010-703032

BACKGROUND/EXPLANATION:

The Consultant will provide for preliminary engineering services for TR 11317 Martin Luther King, Jr. Blvd. at Howard Street Intersection Improvement Project. The scope of service includes, but is not limited to roadway rehabilitation, new upgrades of existing sidewalks, curb and gutter repair, pedestrian ramp upgrades, traffic barrier upgrades, storm water drainage, storm water management, signing, signalization, pedestrian lighting, roadway markings and landscape.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations, Part 26 (49CFR26) and the DBE goal established in the original agreement.

DBE: 25%

The Consultant has exceeded the DBE goal of 25%, they achieved a 30% DBEf.

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

MINUTES

Department of Transportation/Dot - cont'd
Engineering and Construction

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$252,300.85 FED	9950-902395-9509 Construction Reserve-MLK Blvd Intersection Improvement	
\$ 63,075.21 GF (HUR)	9950-902398-9509 Widening of MLK Blvd @ Linden	
<u>\$315,376.06</u>	-----	9950-902398-9508 Widening of MLK Blvd @ Linden

This transfer will fund the preliminary engineering services costs associated with Task No. 17 Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing & Reconstruction with STV, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 17 to STV, Inc., under Project No. 1191, On-Call Design Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to Gannett Fleming, Inc. under Project No. 1135, On-Call Design Services for Federal Aid Bridges within Baltimore City. The period of the Task Assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$99,757.61 - 9950-902326-9508-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide for additional scope and budget to design and detail two temporary work areas protected by temporary sandbag diversions in connection with the Wilkens Ave. Bridge Replacement Project. The scope of services include, but is not limited to temporary stream crossing, project management and bid phase services.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations, Part 26 (49CFR26) and the DBE goal established in the original agreement.

The Consultant has achieved the DBE goal of 25%.

DBE: 25%

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

MINUTES

Department of Transportation/DOT - cont'd
Engineering and Construction

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$109,733.37	9950-909326-9509	
State Const. Rev	Construction	
Future FY'20	Reserve-Wilkens	
series	Ave. BR @ Gwynns	
	Falls	
<u>\$109,733.37</u>	-----	9950-902326-9508-2
		Contingencies Wilkens
		Ave. Bridge Over
		Gwynns Falls

This transfer will fund the costs associated with Task No. 6 on Project No. 1135, On-Call Design Services for Federal Aids Bridges within the City of Baltimore with Gannett Fleming, Inc.

UPON MOTION duly made and seconded, the Board approved the Task No. 6 to Gannett Fleming, Inc. under Project No. 1135, On-Call Design Services for Federal Aid Bridges within Baltimore City. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 22 to Sabra & Associates, Inc. under Project No. 1209, On-Call Transportation Planning/Policy/Feasibility Studies. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$215,386.79 - 9950-904070-9508-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide Technical Support for the multi-modal intersection improvement study in the vicinity of Falls Road and Northern Parkway. The study will include above intersections and up to six signalized intersections within a two-mile radius of Falls Road and Northern Parkway to include 24 hour and vehicle classification counts at those intersections.

MBE/WBE PARTICIPATION:

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

The Consultant has achieved 23.44% MBE goal and 27.46% WBE goal at this time. However, they have the capacity to meet the remaining MBE goal.

MBE: 27.00%

WBE: 10.00%

THE EAR WAS APPROVED BY MWBOO ON FEBRUARY 6, 2020.

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>
\$252,122.31 GF (HUR)	9950-907642-9509 Construction Reserve-Citywide Transportation Plan	
\$252,122.31	-----	9950-904070-9508 Falls Road. - N. Parkway- County Line

This transfer will fund the costs associated with Task No. 22 on Project No. 1209, On-Call Transportation/Planning/Policy/Feasibility Studies with Sabra & Associates, Inc.

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 22 to Sabra & Associates, Inc. under Project No. 1209, On-Call Transportation Planning/Policy/Feasibility Studies. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to WSP USA (f/k/a Parson Brinckerhoff, Inc.) Project No. 1225 On-call Design Consultant Services Resurfacing and Reconstruction. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$91,238.80 - 9950-911040-9527-900020-703032

BACKGROUND/EXPLANATION:

The Consultant provides for Streetscape Improvements Design Services for the Sharp-Leadenhall neighborhood in South Baltimore which includes sidewalks, reconstruction and maintenance of traffic, lighting, landscape, drainage and erosion sediment control design services and utility tests.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 29 of the Baltimore City Code and the WBE goals established in the original agreement.

The Consultant has achieved 11.09% of the MBE goal and 3.14% of the WBE goal at this time. However, they have the capacity to meet the remaining MBE and WBE goals.

MBE: 27.00%

WBE: 10.00%

MINUTES

Department of Transportation/DOT - cont'd
Engineering and Construction

THE EAR WAS APPROVED BY MWBOO FEBRUARY 6, 2020.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$100,000.00 GF (HUR)	9950-904040-9528 Construction Res. Sharp Leadenhall DOT	
<u>\$100,000.00</u>	-----	9950-911040-9527-2 Contingencies Sharp Leadenhall DOT

This transfer will fund the costs associated with Task No. 6, Project No. 1225, On-Call Design Consultant Services for Resurfacing & Reconstruction with WSP USA (formerly Parsons Brinckerhoff, Inc.)

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to WSP USA (f/k/a Parson Brinckerhoff, Inc.) Project No. 1225 On-call Design Consultant Services Resurfacing and Reconstruction. The Transfer of Funds was

MINUTES

Department of Transportation/DOT - cont'd
Engineering and Construction

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

Bureau of the Budget and - Grant Award
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Maryland Governor's Office of Crime Control and Prevention (GOOCP), award #PRAR-2020-0022, to improve the recruitment and retention of the Sheriff's Court Security Officers. There period of this award is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE

\$37,600.00 - 5000-514620-1182-138800-401001

BACKGROUND/EXPLANATION:

The GOOCP's Police Recruitment and Retention award will improve the recruitment and retention of the Sheriff's Court Security Officers. The grant will fund twenty - \$500.00 recruitment bonuses to current Sheriff Court Security Officers for the referral of successful applicants The grant will also fund forty-six \$600.00 uniform allowances as an employment benefit for current officers to improve retention.

The Grant Award is late because of the administrative process.

MBE/WBE PARTICIPATION

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of the Budget and - cont'd
Management Research

UPON MOTION duly made and seconded, the Board approved and authorized the acceptance of a Grant Award from the Maryland Governor's Office of Crime Control and Prevention, award #PRAR-2020-0022, to improve the recruitment and retention of the Sheriff's Court Security Officers.

MINUTES**ACKNOWLEDGEMENT**

President: "Ah -- before we adjourn I would like to take this moment to acknowledge and thank and offer well wishes to Deputy Comptroller, Harriette Taylor on her last Board meeting, and for her many, many, years of service to the City of Baltimore. Madam Deputy, thank you so much. Your heart, your smile and your knowledge, your infinite knowledge of all things City Government related will be truly missed. So we want to thank you for all your work for all these years for the City and the Board of Estimates, and thank you. If there is no more business before the Board -- say it again Mr. Mayor."

Mayor: "Ah -- thank you Mr. President. Um -- Harriette, I want to thank you for your dedication and your hard work, also you have been a stalwart for this city especially in the Comptroller's Office and as the Secretary to the Board of Estimates, I want to tell you to enjoy your retirement um -- come back to visit us as often as you like. I hope that we can call on you for some advice if we need it but again, I just wanted to wish you the best in your retirement."

MINUTES

Clerk: "Thank You Mr. Mayor, I will always remain of service to the City in any way that I'm requested. Thank you very much."

Mr. Mayor: "Thank you."

* * * * *

MINUTES

ACKNOWLEDGEMENT

President: "And also while we -- while we're here too you guys I think it's very, we would be very remiss if we didn't give a big shout out and big thank you to Danielle Laurenceau in my office and the folks at IT for getting us up and running in this digital -- digital format. It's a great way for us to continue business in the city and interact with the citizens in the 21st century way."

Mayor: "Thank You Danielle."

Ms. Dana Moore, Acting City Solicitor: "Thank you Danielle."

Clerk: "Thank you."

Acting Director of Public Works: "Thank you."

Mayor: "Thank you all."

President: "Thank you. As there's no more business before the Board -- Madam Comptroller do you have anything before I end?"

* * * * *

MINUTES**ACKNOWLEDGEMENT**

Comptroller: "Yes, I just would like to say you know we are truly going to miss Harriette. She has a wealth of knowledge and she has ensured this office that whenever, she whatever she needs to do even though she's going to retire that whatever she needs to do that she will be available um -- for as long as we need her and I just want to wish her well wishes and this office and all my departments will truly miss her knowledge but we wish her well and I am just grateful that she will be available to assist us at the Board whenever we need her. Thank you."

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MINUTES

President: "Thank you and before we close I just want to take a moment to again say for everyone that we have to take COVID-19 seriously. I know you are tired of hearing us you're tired of hearing the Mayor, you're tired of hearing the Governor talk about ah -- social distancing. We have to slow down this curve of the spread of COVID-19, and the best way that we can do that is follow the advice of the public health professionals, ignore what the President of the United States is saying, listen to people who actually have your best interests at heart and that are following the advice of people who know what they're talking about. We can save lives. Everyone can be a hero by simply staying at home and adhering to this advice because we know in Baltimore not only do we have to deal with COVID-19 but we simultaneously have to deal with gun violence and gun violence epidemic. So please -- please adhere to the advice and make sure that we are being safe as always. As there is no more business before the Board we will recess until bid opening at 12:00 noon."

Mayor: "Thank you."

* * * * *

MINUTES

Acting Director of Public Works: "Madam Deputy, I would just like to say on behalf of the Department of Public Works -- um -- that I wish you all the success and best in your retirement. I believe this is your last bid opening and I want to thank you for all your years of service to the Board and to the City and helping -- ah - - conduct these proceedings with integrity and honesty."

Clerk: "Thank you so much, Mr. Acting Director."

Acting City Solicitor: "And I join. I've known Ms. Taylor long before she was the Deputy Comptroller and we were sisters in the Bar. Not -- not in the bar, sisters at the Bar."

Acting Director of Public Works: "Legal bar."

Acting City Solicitor: "The Law bar. Sometimes in the bar too, but that's for another story, for another setting. And you have just always impressed me as a person of great integrity and honor and it was a pleasure when I joined the City Law Department to be taught by you how to do this process which I have found, despite all my years of practicing law, to be so tricky and complicated. I really appreciated all of the time that you gave me personally to teach me how to be a City lawyer. You will be greatly missed - - um -- you're -- just know that you take a lot of our thanks with you. We wish you well. I do believe that you can come home again. You might not want to, but we need -- we have great need of you

MINUTES

and your talent and just know that we wish you very, very well and I thank you for all that you've done for the City of Baltimore."

Clerk: "And I thank each of you for your comments and -- uh -- it has been truly an honor to sit and work with each of you in your various capacities previously as deputies and now as the Acting Director of DPW and of course the Acting City Solicitor. It gives me a great honor to have been here to be -- during this tenure for each of you and I have learned from each of you and it's been a wonderful experience and I do consider this home and I know you can come home. Thank you very much."

Acting Director of Public Works: "Thank you."

Acting City Solicitor: "Thank you. Best of luck."

MINUTES

BIDS, PROPOSALS, AND CONTRACT AWARDS

Clerk: Good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. Um -- the Board of Estimates is -- uh -- committed to keeping everyone -- ah -- connected and informed at this time when social distancing plays a critical role in slowing the spread of COVID-19. We remain focused on the well-being of our citizens, employees, and the communities we serve, while not interrupting City services. The Board of Estimates' 12:00 noon bid opening will be available to the public by call-in at 443-984-1696, access code 0403859, and/or stream it live using the following link: <http://charmcitybaltimore.com/watch-live>, and the meeting at 12:00 noon will also be live on CharmTV, Channel 25, as normal.

MINUTES

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

<u>Department of Public Works</u>	- SC 949R, Stony Run Wastewater Pumping Station Upgrades BIDS TO BE RECV'D: 05/06/2020 <u>BIDS TO BE OPENED: 05/06/2020</u>
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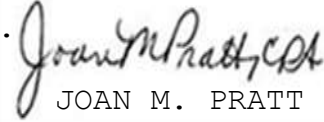
Thereafter, UPON MOTION duly made and seconded, the Board received, opened, and referred the following bids to the respective departments for tabulation and report:

<u>Department of Transportation</u>	- TR 20015, Concrete Slab Repairs Citywide
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Jones Enterprises II, LLC
Santos Construction Company, Inc.
J. Villa Construction, Inc.
ECM Corporation
E&R Services, Inc.

MINUTES

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 1, 2020.

A handwritten signature in black ink, reading "Joan M. Pratt, CPA". The signature is written in a cursive style and is enclosed in a light gray rectangular box.

JOAN M. PRATT
Secretary