

**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

President: "Good Morning. The June 17, 2020 meeting of the Board of Estimates is now called to order. In the interests of promoting and maintaining health and safety as our nation continues to deal with the COVID-19 pandemic, the Board of Estimates continues to be streamed live virtually. I will direct the Board Member's attention to the Memorandum from my office dated June 15, 2020, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the 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 of the items on the routine agenda."

Comptroller: "I Second."

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President: "All of those in favor say Aye. All of those 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:

Old Line Construction, Incorporated	\$8,000,000.00
Spohn Ranch, Inc.	\$8,000,000.00

2. Prequalification of Architects and Engineers

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

Assedo Consulting, LLC	Engineer
Brightfields, Inc.	Engineer
HDR Engineering, Inc.	Architect Engineer
Johnson, Mirmiran & Thompson, Inc.	Architect Landscape
Architect	Engineer Land Survey

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BOARDS AND COMMISSIONS - cont'd

Michael Baker International, Inc.	Architect
	Landscape Architect
	Engineer
Sigma Associates, Inc.	Engineer

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

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TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2292 - 2294

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.

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$610,000.00	9950-909540-9509	
GF (HUR)	Constr. Res.	
	Inner Harbor	
	Dredging Res.	
245,000.00	9950-916025-9509	
<u>GF (HUR)</u>	W. North Ave.	
	Improvement	
<b>\$855,000.00</b>	-----	9950-901560-9508
		Inner Harbor
		Dredging ACT

This transfer will fund the costs associated with the work of mobilization/demobilization, dredge/unload and other related costs to the project "Inner Harbor Dredging" with McLean Contracting Company.

Department of Housing and Community Development

2. \$ 30,000.00	9910-901770-9588	
29 <sup>th</sup> Comm. Dev.	W. Balto. Transit	
Bond	Oriented Dev.	
175,706.92	9910-903208-9588	
29 <sup>th</sup> Comm. Dev.	Woodbourne/McCabe	
<u>Bond</u>		
<b>\$205,706.92</b>	-----	9910-905640-9588
		Whole Block Demo -
		Land Mgmt.

This transfer moves appropriations to continue the acquisitions that support whole block demolition. Due to the

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TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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Department of Housing and Community Development - cont'd

variable nature of acquiring and disposing of property, there is a need to reprogram funding from completed projects to the Whole Block Demo - Land Management account. The fund is short of funds needed to complete acquisition before the end of the fiscal year.

Department of Planning

3.	\$200,000.00 2 <sup>nd</sup> Comm. and Eco. Dev. Loan	9938-921031-9485 MD Zoo Parking Lot Improvements	
	50,000.00 3 <sup>rd</sup> Comm. and <u>Eco. Dev. Loan</u>	9938-921031-9485 MD Zoo Parking Lots Improvements	
	<b>\$250,000.00</b>	-----	9938-907031-9483 MD Zoo Parking Lot Improvements ACT

This transfer will allow the MD Zoo to be reimbursed for improvements to the parking lot, including restriping existing and creating new ADA spots, creating accessible paths, lighting and camera installation, and traffic calming.

Department of Recreation and Parks

4.	\$70,000.00 1 <sup>st</sup> Parks and Public Facilities	9938-910083-9475 (Reserve) Historic Park Facility Renovation	9938-911083-9474 (Active) Historic Park Facility Renovation
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This transfer will provide funds to cover the costs associated with installation of a new water line at Howard P. Rawlings Conservatory in Druid Hill Park.

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

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Public Works/Office of Engineering and Construction</u>			
5.	\$50,000.00	9956-914028-9549	9956-903959-9551
	Revenue	Patapsco Sludge	
	Bond	Tank Rehab	

The transfer will cover the costs of SC 1018, Sludge Blending Tanks Rehabilitation Improvements and Expansion at the Patapsco Wastewater Treatment Plant.



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Baltimore Development Corporation - Port Covington Tax Increment  
Financing Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Port Covington Tax Increment Financing Agreements as listed below.

The Board is further requested to authorize and direct the Mayor, or the Mayor's designee, to execute any and all other documents amendments, supplements, modifications, or changes necessary to effectuate this transaction including, without limitation, deeds and estoppel or other similar certificates, provided such documents do not materially alter the relationship of the parties or the principal elements of the Project.

1. Funding Agreement between the Mayor and City Council; Maryland Economic Development Corporation, Weller Development Company, LLC; and Baltimore Urban Revitalization LLC (regarding issuance of Tax Increment Finance Bonds).
2. Contribution Agreement between the Mayor and City Council and Maryland Economic Development Corporation (regarding the pledge of tax increment revenue and special taxes to fund debt service and other costs related to the Tax Increment Finance Bonds).
3. Declaration of Covenants between the Mayor and City Council. Baltimore Urban Revitalization LLC; 300 East Cromwell Street, LLC; 301 E. Cromwell Street, LLC; 321 E. Cromwell Street, LLC; Interim-E10A, LLC; and Interim-E10, LLC (regarding Profit Sharing).

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Baltimore Development Corporation - cont'd

**AMOUNT OF MONEY AND SOURCE:**

1. Pursuant to the terms of the Funding Agreement, the City authorizes the Maryland Economic Development Corporation (MEDCO) to issue Tax Increment Finance bonds as a State issuer in an amount not to exceed \$148,000,000.00, on terms established by the Board of Finance, to finance the construction of public infrastructure and open space related to the Port Covington Project.
2. Pursuant to the terms of the Contribution Agreement, the City pledges Tax Increment Revenues and Special Tax Revenues from the Port Covington Project to MEDCO to fund debt service, replenish the Reserve Fund, and to pay administrative costs associated with the Tax Increment Finance Bonds until the bonds are retired.
3. Pursuant to the terms of the Declaration of Covenants, the City will share in gross sales proceeds from the Port Covington Project as the rate of 33 basis points of the gross sales price of each property subject to profit sharing.

**BACKGROUND/EXPLANATION:**

Pursuant to City Council Ordinances 16-0669, 16-0670, and 16-0671 approved by the City Council on September 19, 2016, and signed by

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Baltimore Development Corporation - cont'd

the Mayor on September 22, 2016, and on the approval of and upon the terms established by the Board of Finance, MEDCO will issue Tax Increment Finance Bonds on the City's behalf in an amount not to exceed \$660,000,000.00, and an interest rate not to exceed nine percent, in order to finance public infrastructure and open space associated with the Port Covington Project.

The above referenced documents are contracts and agreements necessary for the City to issue the bonds and otherwise fulfill its intent to finance the public infrastructure and open space associated with the Port Covington Project through a State issuer.

**MBE/WBE PARTICIPATION:**

The Developer has signed the Commitment to Comply and has executed a Memorandum of Understanding with the City of Baltimore respecting the same, as approved by the Board of Estimates on September 14, 2016.

**A PROTEST WAS RECEIVED FROM THE ACLU OF MARYLAND.**



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.<sup>1</sup> 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.<sup>2</sup> 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.

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<sup>1</sup> 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.

<sup>2</sup> 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



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President: "The first item on the non-routine agenda can be found on page seven through nine. Baltimore Development Corporation, Port Covington Tax Increment Financing Agreement. We have received a protest on this item. We will hear from the ACLU and then from the Baltimore Development Corporation. Ah - we're going to start with the ACLU please state your name and start your protest ah -- Ms. Barbara Samuels."

Ms. Barbara Samuels, Managing Attorney, Fair Housing ACLU of Maryland: "Good morning Mr. President. Can you hear me?"

President: "Ah -- No. Ms. Samuels, oh yeah actually you're gone. We're going to give you a second to come back. Ms. Samuels are you there?"

Ms. Samuels: "Yes. Can you hear me? "

President: "We can hear you now. There's some problems with your sounds and video. Ms. Samuels? One second you guys."

Mayor: "Mr. President let her know that we don't need to see her face but we can hear her when she doesn't show her face."

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President: "Yes Ms. Samuels we can neither hear you nor see you, but if you just want to -- to have your voice be heard it -- it might be easier to not have the video but we can't see you or hear you but we can see you now. Can you hear us Ms. Samuels? Hold on for one second guys we're going to try to call them and tell them to call in."

Comptroller: "Okay."

President: "Just one more second you guys. She's calling into the caller number."

Mayor: "Mr. President is she calling in?"

Ms. Samuels: "Okay. Can you hear me now?"

President: "Yep, you're good. Ms. Samuels go ahead."

Ms. Samuels: "Oh goodness thanks. Thank you. Hold on let me hang up the phone. Ah -- okay sorry about that my lack of technical skills. Ah -- good morning Mr. President and members of the Board of Estimates. Thank you for considering the protest that we filed regarding the Port Covington items. Ah -- my name is Barbara Samuels. I'm the managing attorney for Fair Housing at the Maryland ACLU and joining me is Charley Carter, Executive Director of Step Up to Lead. Um -- um -- Charley was the leader of the Port Three

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Coalition in 2016 and is one of the signatories um -- and her organization is to our letter of protest. Um -- we filed this protest to ask that the Port Covington funding agreement and related agreements described on pages seven to nine of the Board of Estimates' Agenda be deferred or withdrawn at least until a proper due diligence analysis is done to assess the financial viability of the Port Covington Project, in light of dramatically changed circumstances and also fundamentally changed um -- deal structure that has greatly increased the City's risk and decreased the benefits of the project. Um -- we want to underscore that this is not the same project that the City Council authorized four years ago. It is not the same moment and environment as four years ago and at that time um -- the Finance Department and BDC assured the Council that ah-- due diligence would be done before issuance of each tranche of Bonds. The approval of this funding agreement and related documents that is now before you is that moment. Um -- so if Ms. Carter is on, is going to address how we got here why that matters um - and the need for transparency with the residents of Baltimore regarding the \$660,000,000.00 TIF that the City will be bound to for the next forty years, long after the ah -- the

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administration of anyone in office now in fact long after many of our lifetimes. So ah -- Charley if you're there I would like to turn it over to you for a few comments."

Ms. Carter, Executive Director, Step Up To Lead: "Thank You Barbara."

Mayor: "Mr. President, would you ask Ms. Carter to say what organization she represents because I didn't get it."

President: "Ms. Carter state your name for the record, even though Ms. Samuels did it already. State your name for the record please."

Ms. Carter: "Thank you. My name is Charley Carter. I'm the Executive Director of Step up to Lead, an organization that engages everyday citizens in participating in their government. Um - as Ms. Samuels said, in 2016 more than a hundred organizations representing community, labor, advocacy, and faith came together to um -- challenge the Port Covington TIF. A year after the uprising over police brutality and underinvestment in black and brown communities, we thought the proposal was tone-deaf and lacked the transparency and meaningful public input of the community. We questioned many of the financial assertions underpinning the deal and even hired an independent financial consultants to review the

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limited information the City released on the proposal. Those consultants had a series of concerns that were never addressed. Um -- since that over the four years few issues have gone through so much public outrage and engagement of the community and this issue remains a hotly debated issue and point of concern with the community. Now here we are four years later as protesters once again filled the position inequity that continues to plague Baltimore and once again ah -- their concerns seem to be falling on deaf ears. So much has changed about our economy, about our society, about the financial viability of the Port Covington deal that we believe it would amount to malpractice for the body -- for this body to move forward with the approval ah -- with moving forward and approving the issuance of a forty -- \$148,000,000.00, in debt. Um --. Um -- It's at this point and Barbara will go into the specifics. So much has changed about Under Armour, about Sagamore, about this -- the structure of this deal. We believe that -- that the public deserves to review um -- what this means -- will mean for the public and tax payers going forward. We ask that you postpone this decision until due diligence can be done, and now I turn it over to Barbara who can go into details."

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President: "Ms. Samuels, go ahead."

Ms. Samuels: "Can you hear me."

President: "Yes."

Ms. Samuels: "Yeah. So this funding agreement and the related um -- 148 million TIF bonds part of the \$660,000,000.00 TIF that was approved by the City Council four years ago um -- now that -- with City funded cost especially for horizontal um -- development of infrastructure with any return until year 20. So this is a really critical point to assess um -- to reassess given the dramatic changes in circumstances. First the City Council, let's talk about what the City Council did and did not do in 2016. They did not review the financials for this project. They did not approve the financials. They authorized the TIF district. Um -- the BDC and Finance said that the due diligence, the risk analysis for the City, the financial viability of the project, would be assessed as each of four tranches of bonds ah -- came time to be issued. We are now at that moment um -- where the first tranche of bonds is now before the Board of Estimates but without an up-to-date due diligence being done i.e. an analysis of the costs and benefits to the City of the financial viability of the project, and of the

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risk to the City. And this is a dramatically different project than what was presented to and authorized by the City Council four years ago and it's different in ways that ah -- increase the city's risks and reduce the returns and benefits. It's also a very different market and political environment as we are in the midst of a health crisis which has caused an economic crisis and a recession. We're in the midst of a crisis in government legitimacy and credibility, accountability. An approval of the bond issuance at this time would be completely out of step with the economy and market conditions, the pending changes in the demand for office space, retail, luxury housing, the City's financial position, the calls for racial equity and public investment, um -- and the reality that Under Armour is struggling, laying off staff, not expanding its headquarter staff and not building the headquarters campus at Port Covington that was really the catalyst and underpinning for the entire project. Um -- even though the Under Armour Campus was not within the TIF district the -- there is no question, there can be no question that the campus was the catalyst upon which the entire project um - depended. So none of these changes to our knowledge based on any information that has been

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available to the public and I -- I would echo what Ms. Carter said about it being extremely difficult for the public to obtain any information about this project. But to our knowledge, none of this has been objectively evaluated to determine its obvious impact on the -- on the project. So the City has nothing to lose and everything to gain by conducting a thorough up-to-date and objective financial and risk analysis before proceeding with these items. Um -- the type of due diligence that we were told would happen before each tranche of bonds would be issued. Ah -- the time for magical thinking about unrealistic job projections, revenue estimates, shiny headquarters, distilleries, architectural piers, is over. The Board of Estimates is being asked to sign off on 40 year of debt service and foregone opportunities to invest in other parts of our city and this is not the same project presented to the City Council. So most obviously the -- the Under Armour headquarters with its projected 10,000 jobs is gone. Sagamore is gone. Kevin Plank is apparently gone. The commitments for vertical development never materialized. Um -- according to documents that we obtained in December 2019 um -- over four years the developer has only been able to obtain verbal commitments for um -- three small leases totaling only about 35,000 square feet compared to



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more than a million in office space that is -- that is contemplated. Um -- apartments filled with creative millennials um -- living in luxury apartments has been replaced in phase 1B of the plan by short-term rentals. The occupants of which will not be City residents that pay piggyback tax to the City one of the primary revenue streams expected to help defray the cost to the City. Um -- over four years no each step such housing application have been submitted to create affordable housing and if we look at the promise of jobs in the first place only one third of those jobs were ever under the most optimistic projections ah -- to be linked to city residents and those were mostly low paid, less than full-time, retail and restaurant jobs. Those kind of jobs are gone in the wake of COVID. We know that office space and -- and is not going to be leased in the wake of COVID as more and more employers move to remote work for many of their employees. Um -- so the projections for Port Covington were always based on best-case scenarios. Um -- and that was one of the arguments that we -- that we made that our economist pointed out that there was no sensitivity analysis done or at least not made public where you

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would look at and test best-case scenarios, worst case scenarios, and then something you know in the middle or more likely scenario. But what we saw was the best case scenario only. And now we face a worst case scenario that frankly is worse than any of us probably would have imagined at the time. Um -- so despite all the red flags and warning signs, if the Board of Estimates approves the funding agreement and MEDCO issues these bonds, what are we going to see? Well first and foremost we're going to see that Kevin Plank and Mr. Weller are going to be reimbursed off the top of the TIF proceeds for their costs to date. So for their costs of acquiring property like the Sun plant. Um-- for their costs of lobbying the City Council back in 2016, for their ah -- architectural or other legal costs, and then after those costs are reimbursed the proceeds will be used for expensive horizontal infrastructure ah -- that will be installed with those proceeds using the City's bond money to provide that public infrastructure. So what happens if the project continues to be stalled out, and if the market for luxury apartments, office space, restaurants, and retail does not materialize in the midst of a pandemic and a recession? Then what

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we risk is that we will have what we have there now; infrastructure, expensive infrastructure installed at the cost to the City and at the risk of the City with nothing to show for it. We will be left in the same position as in the 1980s when a HUD 108 loan was used to put in the infrastructure at Port Covington and all that resulted ah -- was the Sun printing plant and the um - the Walmart, Sam's Club um -- and -- and the Nick's Fish House. On the other hand if the Board of Estimates, defers, orders an objective financial and risk analysis of this project in light of its current deal structure, in light of the difficulties of Under Armour, in light of the changed economic circumstances, the City loses nothing. So we respectfully ask that you ah -- defer this item or withdraw it entirely but at least defer it until a rigorous and objective due diligence can be done to protect the interests of the City and the interests of the residents of Baltimore. Thank you."

President: "Thank you. Thank you Ms. Samuels. We will now hear from ah -- Colin Tarbert, from BDC."

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Mr. Colin Tarbert, CEO, Baltimore Development Corporation:

"Good morning. Mr. President, Mr. Mayor, Madam Comptroller, members of the Board. Thank you for the opportunity to address you this morning and provide facts on the Port Covington TIF and the three documents and agreements before you today."

President: "Can you turn the mic down a little bit please. Thank you."

Mr. Tarbert: "Can you hear me now?"

President: "Say something else Colin, sorry."

Mr. Tarbert: "Testing one two three."

President: "You good."

Mr. Tarbert: "So I'm going to refer to the protest letter that was received yesterday and then I'm happy to answer any questions and fill in ah -- in any questions that the Board might have. There was a protest received yesterday by the ACLU. A couple of the points that I want to clarify provide the facts on. One, in terms of the public engagement, ah -- there's an assertion here that there has been no public information or meetings um -- since the City Council's approval. There's actually been nine public meetings that have been held throughout 2018 and 2019. There were

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seven meetings in 2019 to review different aspects of the project all of which were public meetings. Um -- and the last of which was the Board of Finance approval ah -- December 18, 2019 and that the Board of Finance reviewed in detail the financials of the project in the financial analysis um -- that was updated at that time and all of those documents were provided in a public setting and also were available all in detail on the website and those -- those documents and those that the recommendation to move forward was unanimously approved by the Board of Finance in the end of 2019. Um -- so all of the public financial analysis that's been discussed here has been updated and provided to the public as recently as December 2019. In terms of some of the other assertions in here in terms of the developer change although the name has changed from Sagamore to Weller all the principals, project teams remain the same. Um -- in terms of some of the comments about affordable housing, it says there's been no application submitted for state assistance on the low-income housing tax credit, that's not accurate. The developer submitted an application in June of 2019 and received approval for 4% LHITC funding which provided 54 units

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in E6 which is over 20% affordable at 50% AMI. Their 89 affordable units chapter one not 73 and Chapter 1B will fulfill the obligations of the MOU which is to provide at least 20% of affordable dwelling units on-site. I also want to clarify some of the statements that have been made about the risk to the City taxpayer. That's not accurate at all um -- as we've discussed and presented many times publicly. Ah -- the bonds are, you know, bought by the investors and the special taxing district ah -- is basically a mechanism to collateralize all of the private improvements to -- to backstop the -- the debt on the bonds. So these bonds are not backed by the full faith and credit of the City and there's no risk to the City taxpayers. That's really borne by the bondholders and the private developer. I also wanted to note the significant community investment that's part of this project. Already there's been \$10,000,000.00 spent towards the MOU and the community benefits agreement. There's significant support from the six surrounding communities ah -- which includes Cherry Hill and Westport which are predominately African-American communities and also there's been already about \$20,000,000.00

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awarded in MBE contracts and another \$4,000,000.00 to WBE contracts for the public infrastructure. I will pause there and I'm also joined by Keenan Rice of MuniCap as our City's financial adviser on this project as well as Alan Cason who is our outside bond counsel on this project if there's any questions from the Board."

President: "Thank you -- Thank You Colin. I actually do have a couple of questions that I think will be great for you to talk about publicly. Um - you know there's a lot being said and has been said about the City being on the hook if things never come to pass. Can you talk ah -- about what protections are in place for the City if these bonds are issued and things ah -- ah - don't happen the way that they're expected to happen? Can you walk us through exactly what protections are there for the City of Baltimore?"

Mr. Tarbert: "Yes Mr. President I'd be happy to do that. I'll explain in layman terms and if I misspeak I'll ask that Kenan Rice and/or Alan to chime in and either clarify or add to it. Basically there the -- the -- the project has a special taxing district that's codified in -- in City Council by the City Council in City law and what that sets up is, in the event that there's not enough

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tax increment ah -- from the project to pay the bonds the private developer, the private property owners must pay the special tax which would fund the debt service on the bonds. So there's no City tax money being used to pay those the difference if there's a shortfall in terms of the increment. If the -- the property owners do not pay the special tax those properties would then go into essentially foreclosure and the City would have the ability to -- to acquire those properties and sell them in order to fund the special tax. Ah -- the value of the improved property greatly exceeds the amount of debt service that's paid on the bond so we've had this situation in the past where there's a special tax. In every case that we've had the special tax has been paid by the private developer. There's been no issues we've never had to go to the next step. From a practical standpoint it would be very unlikely that that would occur because of the financial interest of the mortgage lender on those properties would typically step in and pay the special tax because the amount of the special tax is far less than the value of the property and they're not going to



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the private sector is not going to risk losing their private property. I'll pause and ask if Alan or Keenan want to add anything to that."

Mr. Alan C. Cason, McGuire Woods: "Yeah um -- Mr. President if I may, Alan Cason with McGuire Woods, 500 East Pratt Street. I think Colin covered it very nicely. Um -- I did want to just emphasize that these are MEDCO issued bonds for the actual debt obligation. It's a debt obligation of MEDCO and not the Mayor and City Council of Baltimore. The City's obligation in this deal is -- is under the contribution agreement, which is part of your package today and -- and what that simply says boiled down is that to the extent that there are new property taxes generated from the new development or special taxes as Colin just mentioned those -- those revenues will be used to pay debt service through -- through MEDCO. So unlike what is mentioned in this protest with regard to CDBG and HUD loans this is a totally different type of transaction. It's what we call a limited obligation payable only from new taxes generated by the new development. That is the only obligation the City to the extent that that happens has to collect those funds and pay them to MEDCO for debt service."

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President: "Thank you. Thank you so much and Colin just to follow another follow up. We know that the -- the world has changed since -- since February with COVID-19, can you talk about how you guys and what you guys have done to look at this project in light of the changing economic forecast for the entire world not just Baltimore."

Mr. Tarbert: "Sure and I also note that you know this project is -- is looked at -- at a long-term project you know 20-30 thirty year project, so you're going to have different economic cycles throughout a project of this magnitude and you're going to adjust accordingly. In terms of COVID um -- you know obviously it's a very recent change in economics so it's a little difficult to predict whether office space is going to you know come back or not come back. Um -- what we can say is that this agreement to move forward will solidify the City's um -- position in supporting this project. It was mentioned that there haven't been any leases that are --that are signed. It's very hard for a private company to, you know, sign a lease until they're there's satisfied that the

## MINUTES

public improvements are going to be contributed to the project and that the developer you know has that in place to move forward so it's a little chicken or egg but we don't see any significant changes um -- to the project at this time. There has been adjustments along the way. One was mentioned about the housing the short-term rental that was actually a -- a planned response to some of the feedback that they were getting from corporate um -- potential corporate leased lessees where they wanted to have that option in addition to a hotel if they have executives or staff coming in for a longer period of time that might not want to be in a hotel. So we continue to evaluate the impact on the um -- Port Covington project related to whether it's COVID or other economic changes but I can say that you know this is a long-term project and the vision for the long-term future for this project especially the first chapter hasn't changed dramatically. But ah - they're going to need to make those adjustments and you know this is the, this is the step, the final step for the City in order to move the move the project forward but as the bonds are issued and those investors are looking at the bonds ah -- the developers going to

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you know have to make sure that they address those questions in terms of economics. So ultimately the market will dictate you know, what is built in terms of if there's a changes because of COVID, it will also dictate the sale of the bonds but all indications that we've seen to date nothing has changed significantly in terms of the investment."

President: "Thank you Colin and the last question for me. Just can you go into a little a little more detail? As you know there's a lot of mix conversation about a lot of mix in the conversation about this project in Under Armour and Under Armour's liability creating the impact on the viability of this project. Can you talk about that in -- in layman's terms for the citizens who are watching about how Under Armour will impact this project or not moving forward?"

Mr. Tarbert: "Sure ah -- so obviously Under Armour does have a strong presence there now. There's two buildings on site one of which is -- is full with Under Armour employees. Um -- the project was never contingent on Under Armour um -- expanding or building the -- the full campus. The project is underwritten based on the mixed-use development that's projected ah -- in the different phases of the project none of which have specific Under Armour

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office space. I think Under Armour it kind of went both ways. It's an amenity for the development and the development was an amenity for the Under Armour campus, but the two are -- are exclusive of one another in terms of project financing and viability. So we're certainly hopeful that Under Armour will continue to ah -- grow and stay and expand in the City and that was as remarked that was part of the genesis of the project, but it was also the opportunity to take ah -- you know 200 acres of vacant waterfront property that had been underutilized as was mentioned by you know big-box retail and turn it into a vibrant mixed-use connected ah -- community that also benefits the adjacent communities which was a tremendous amount of work has been done. So whether Under Armour expands or builds the full build-out of the headquarters, isn't necessarily relevant or contingent um -- for the project as we've seen it designed to move forward. Ah -- we believe that companies are going to be excited to move to Port Covington and move to Baltimore City um -- regardless of whether Under Armour's whole campus is built out, but they obviously are a major component already and will continue to be a major component of Port Covington with the existing campus footprint in Port Covington."

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President: "Thank you ah -- any questions from other Board members for Mr. Tarbert?"

Comptroller: "I don't have any questions um -- Mr. President but I would like um -- to state some comments for the record."

President: "Madam Comptroller do you want to state them ah -- we have one more speaker. Do you want to state them after it's up to you?"

Comptroller: "Yes -- yes after."

President: "Ah - there's also Mr. Mike Middleton um -- from Cherry Hill whose neighborhood is impacted by the project who would like to speak. Um -- Mr. Middleton."

Mr. Michael Middleton, Executive Director, Cherry Hill Development Corporation: "All right yes. Am I heard?"

President: "Yes Sir Mr. Mike."

Mr. Middleton: "Good morning Mr. President and members of the Board of Estimates. My name is Michael Middleton and I am Executive Director of the -- of the I'm sorry Cherry Hill Development Corporation and President of the Board of Directors of SBT, of other communities with Port Covington Ah -- regarding the Port

## MINUTES

Covington development. First of all obviously I'd like to speak in favor of the bill. I'd like to raise some concerns to the members of the Board."

Comptroller: "Excuse me Mr. President there's sound in the background which it's going to be hard to transcribe. Can you."

President: "Can you. Mr. Middleton can -- can you cut your TV off in the background oh now we lost the sound. Mr. Middleton."

Mr. Middleton: "Yes can you hear me?"

President: "Yes we can hear you but there's feedback. Ah -- there is feedback on your end. Do you have the -- the stream up somewhere?"

Mr. Middleton: "I probably do."

President: "Well you got to find that stream and end that stream so that the Comptroller's office can transcribe what you're saying."

Mr. Middleton: "I am -- I am."

President: "We are trying to help him ah -- ah -- cut that off you guys. That's why we have him muted. One second. Mr. Middleton can you hear us now."

## MINUTES

Mr. Middleton: "Uh -- no can you hear me?"

Comptroller: "Yes."

President: "Yes, you can go ahead."

Mr. Middleton: "All righty, so again I apologize. Um -- and getting directly to the point Mr. President. I received the opponent's ah -- letter of opposition just late yesterday and I'm sorry I could not respond more formally. My first question comes where were these organizations over the past four years since the TIF program or the TIF project was passed? Each of the signatures on this letter in opposition are individuals who I know some of which personally some I know of their work. Not one of the individuals signed on this letter have been in the South Baltimore communities who are most affected by this proposal not one. Not to our community meeting not to any community engagement process of which the Cherry Hill Development Corporation had spent substantial resources, not to one open meeting with SB7 at all. For whom do they speak? I know of none of these organizations working within the South



## MINUTES

Baltimore communities the communities who have long suffered for lack of resources coming in to this community and where I recognize that these individuals are advocates on behalf of the poor, they have not spoken with the poor they propose to represent. The people in the South Baltimore community have been working actively with Weller Development and with the Port Covington development team. This has been done through setting out goals and objectives of which only these funds can assist us with. I am excited against my passion at this time, but I'm outraged that at this moment that one telephone call has come to our community or to me to express the opposition that is in this letter. I have not seen or talked with any of these individuals with the exception of Mr. Matt Helm who I have worked on several housing or affordable housing types of projects. I am outraged. I don't know for whom they speak unless it's for themselves. These are the same, what some of the same issues that were raised at the original hearings for the TIF program. We understand that they may be opposed to a development coming into Baltimore. I'm outraged at the very communities that need this type of support, low-income African American communities

## MINUTES

themselves who are trying to lift themselves up or trying to work and to improve their conditions all of a sudden are opposed again by the signatures on this document period. We have if we set certain goals in order to improve our communities, I don't expect that Port Covington will do it for us, but to work with us. I don't expect that any organization will do things for our communities but I expect that those who purport to have our interests at heart will at least make a meeting, come to an engagement or community engagement process. None our communities have heard of these organizations coming into our communities. None have asked. I asked where all of a sudden where's the passion for what is going on in Port Covington and where has it been for the past four years. A telephone call is a simple thing to do or even to show up at a meeting on that you're so concerned about. I submit to this body and to those individuals who have signed this document that the work on and the technical assistance and the initial \$1,000,000.00 that have been given to our organization the rest of the funding that we relied upon all depends upon the passing of this particular bill, well the issue be brought before the Board at this time. We

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in our community need this bill. We have been looking forward to funds coming from this Port Covington development. I ask that if the interest is so great come to our communities live with the poor that is here, but in the meantime to take a quote, 'take your knee off our necks.' Thank you."

President: "Thank you Mr. Middleton. Madam Comptroller?"

Comptroller: "Yes. I just um -- although I am in favor of this item, I want to just state some concerns that I have for the record. Um -- as we all know COVID-19 pandemic has disrupted the commercial real estate market in Baltimore and everywhere else in the country and the world. I've heard from many business and corporate owners who are saving money by having their employee's telework and the employees prefer working at home and with lease commitments for only about 39,000 square feet out of 1.1 million square feet at Port Covington, the Developer has a long way to go to meet what may likely be a shrinking, a demand for office space. I also urge the developer to dedicate a higher portion of phase 1B to affordable housing units on the Port Covington site and not put those units elsewhere in the City. In 2016, I voted against the

## MINUTES

MOU of Port Covington, because I felt the developer's commitment for affordable housing, local hiring and minority participation were not strong enough and as a result of subsequent discussions at that time the Department of Audits will be carefully monitoring compliance in these areas when the project goes forward. It is imperative for the City to make sure that this project benefits all the citizens of Baltimore as much as possible. So I'm going to cast my vote in favor of this TIF agreement today relying on the assurance from the Department of Finance that the bonds will be issued only once the developer has its banking -- its bank financing in place and has met all the City's requirements. Thank you, Mr. President."

President: "Thank you -- ah -- thank you. There ah -- being no more comment about this item, I will entertain a motion."

Dana Moore Acting Solicitor: "Um -- Mr. President I would move that the protest be denied and that we move in favor and I'd like to acknowledge that the protest is well heard. Um -- at its base though, it appears that they purport to speak for a community with whom they have not actually spoken and that is of great concern.

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That very much weakens the protest. We are at a time where it's critical that we speak with one another not just for one another and in the absence of that direct communication, um -- anyone who fit should and would be perceived as not credible. Therefore, I move that the protest be denied and that the bond be awarded."

Comptroller: "I second."

President: "All those in favor say aye. Before casting my vote, I want to say a few words."

Mayor: "**AYE**, Mr. President."

President: "Thank You. Mr. Mayor, before casting my vote I want to make a brief statement. I was briefed on this item in February. However, I did not know that it would appear on today's agenda until the draft agenda was released on Friday. That's not the process and how the process should look for a project of this magnitude. And also let me start off by saying that we have to move what we have to understand that TIF's and projects like these are not a comprehensive economic development strategy and will never replace one. We have seen our way of life change during COVID-19. Our city faces uncertain financial outlooks. The world

## MINUTES

does. We shouldn't be aspiring to return to normal because normal wasn't good enough and we have to be more accountable with our public dollars. Moving forward we have need to see and we will see greater transparency with regard to this agreement, its status how the project is moving and the residents of Baltimore should understand exactly what this agreement is and how they stand to benefit from it. What we heard today in the protest is important and valuable. What we heard from Mr. Middleton is extremely important and valuable, and it's also on the record. I want to be clear again that moving forward, I am going to hold everyone accountable to every dollar, every agreement, everything that we say, is going to happen in this project because Baltimore can't afford to have it fail and that we have to be better on how we are being more transparent with these kind of processes and cannot have things work and operate that the way on the process has happened here today, and based on that -- that vote, I'm going to vote **NO** today. Thank you. The item is approved."

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**MINUTES**

Baltimore Development Corporation - Lease and Grant Agreements

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease and Grant Agreements with Baltimore Public Markets Corporation. The Amended and Restated Lease with Baltimore Public Markets Corporation is for Avenue Market, Broadway Market, Hollins Market, and Northeast Market. The Original Lease, which was amended in 1999 and 2001, will expire on June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

Under the Lease Agreement, annual rent of \$1.00 will be paid to the City for an initial term of 30 years, with two ten-year renewal options.

**BACKGROUND/EXPLANATION:**

The grant of \$500,000.00 is from the State of Maryland to the Board of Directors of the Baltimore Public Markets to support renovations at Avenue Market and Hollins Market. The State of Maryland requires Board approval because the properties are owned by the City.

The Baltimore Public Market System is the oldest continuously operating public market system in the United States. The properties are owned by the Mayor and City Council and in 1995 were leased for a term of 25 years (the Original Lease) to Baltimore Public Market Corporation (BPMC), which was established in 1995 as a non-profit quasi-governmental organization charged with the maintenance and operations of the Markets.

BPMC has been engaged in ongoing rehabilitation efforts at each of the markets and continued improvements to the properties are contingent on continued site control for BPMC. The Avenue and Hollins Markets serve communities that have been designated by the Baltimore City Department of Health as Food Access Priority Areas

**MINUTES**

Baltimore Development Corporation - cont'd

and City and State funding for capital improvements has been secured for both properties. In 2019 the State of Maryland through a bond bill (Enabling Act: DGS item 154, Chapter 14 of the Laws of Maryland 2019), approved the grant funding which will provide \$500,000.00 of Capital improvements to the markets. Because the properties are owned by the City, Board of Estimates approval is required to ratify the grant agreements with the State of Maryland's Board of Public Works.

In addition to these properties, BPMC has recently completed renovations of Broadway Market in Fells Point and engaged in a public private partnership to overhaul Cross Street Market in Federal Hill.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease and Grant Agreements with Baltimore Public Markets Corporation.





**MINUTES**

DHCD - cont'd

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 various Community Development Block Grant Agreements.

**MINUTES**

Department of Housing and - Subordination and Intercreditor  
Community Development Agreement

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Subordination and Intercreditor Agreement with Howard Bank with respect to an existing Neighborhood Progress Development Fund (NPDF) Loan made to Maryland Art Place, Inc. relating to a project located at 216-218 West Saratoga Street as more fully described below.

**AMOUNT OF MONEY AND SOURCE:**

No additional City funding is required. The Department will collect a \$2,500.00 subordination fee.

**BACKGROUND/EXPLANATION:**

The Maryland Art Place, Inc. (MAP) is a 32-year-old non-profit that supports contemporary art and artists within Baltimore. MAP provides opportunities for artists to present work, to nurture and promote new artists and their work, and to serve the general public through educational leadership in contemporary art.

On September 9, 1987, the Board approved the financing of the acquisition and rehabilitation by MAP of the buildings located at 216-218 W. Saratoga Street (the former Johnson Brothers Company buildings) into approximately 18,000 square feet of commercial space (the Project). The Project allowed MAP to implement several new programs to serve the immediate community and the region, including a hands-on education program focused on city school children and an on-going performance program which added more evening activities to the Market Center section of Baltimore City. The City provided funding in the amount of \$225,000.00 from the Neighborhood Progress Development Fund (the NPDF Loan) that was secured by a second lien of the property.

## MINUTES

Department of Housing and Community Development - cont'd

In 1995, MAP borrowed \$390,000.00 plus fees to pay off the existing first lien held by Signet Bank. This money was raised from a first-lien loan from Nations Bank (Nations Bank) in the principal amount of \$275,000.00 (the Nations Bank Loan) and a second-lien, non-amortizing loan from the Abell Foundation (Abell) in the principal amount of \$125,000.00 (the Abell Loan). As part of this transaction, HCD agreed to subordinate the NPDF Loan to both the NationsBank Loan and the Abell Loan.

On April 6, 2016, the Board approved the modification of the Promissory Note between the City and MAP and the execution of a Memorandum of Understanding between the City and Abell, pursuant to which each of the lenders agreed to restructure and modify its debt as outlined below:

1. At the time of Board approval the NPDF Loan had matured and the then-current debt under its promissory note was comprised of \$230,100.00 in principal (including a deferred interest of \$11,087.10) and \$289,447.25 in additional deferred/accrued interest for a total due of \$519,547.01. The City has reached an agreement with MAP and Abell to modify the City's existing debt as follows: (i) as of December 31, 2015, the total amount due under the City's debt was capped at \$519,547.01, (ii) the NPDF Loan did not bear any further interest and will be due and payable in accordance with the terms and conditions of Paragraph 4 (Sale, Refinance or Transfer) of the Note, and (iii) the maturity date was modified and extended until the point in time in which one of the events as defined in Paragraph 4 occurred.

## MINUTES

Department of Housing and Community Development - cont'd

2. Abell has agreed to provide MAP with a release for all the principal and interest due under its Promissory Note in the amount of \$125,000.00. MAP has now been approved by Howard Bank (Howard Bank) for a \$152,000.00 loan (the Howard Bank Loan) to refinance and payoff the existing first lien mortgage currently held by Bank of America, N.A. (successor in interest to NationsBank) in the approximate amount of \$13,963.47. The term of the Howard Bank Loan is ten years with an interest rate for the initial 60 months at approximately 6.00% and a reset interest rate for the second 60 month term with either a bank provided fixed rate or a variable rate of Prime + 1.00%. The Howard Bank Loan will be secured by a first lien on the property. MAP will use the balance of the loan proceeds to complete capital improvements to the property which have been deemed vital to the health and safety of the building currently comprised of mission-driven tenants working in diverse creative fields from the Fine Arts to Music Engineering. The capital improvements will include the following:

- (i) replacement of the existing roof;
- (ii) interior work to be completed from damage caused by the roof leaking, wall refinishing;
- (iii) mold remediation, painting and ceiling refinishing.

Howard Bank is requiring the City to execute a subordination agreement in order to subordinate the NPDF Loan to institutional financing being provided.

The Law Department will review all documents as to form and legal sufficiency. It is requested that the Law Department be permitted to make final changes to the documents with the concurrence of the Commissioner of the Department of Housing and Community Development.

**MINUTES**

Department of Housing and Community Development - cont'd

All other applicable terms and conditions of the April 6, 2016 Board Memo and approvals contained therein remain in full force and effect.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subordination and Intercreditor Agreement with Howard Bank with respect to an existing Neighborhood Progress Development Fund (NPDF) Loan made to Maryland Art Place, Inc. relating to a project located at 216-218 West Saratoga Street.

**MINUTES**

Office of the State's Attorney - Grant Adjustment Notice

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN No. 2) from the State of Maryland - Governor's Office of Crime Control and Prevention (GOCCP). The period of the grant is July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 - 5000-501520-1150-118000-601001

**BACKGROUND/EXPLANATION:**

On January 15, 2020, the Board approved acceptance of the award from GOCCP for the grant entitled Comprehensive Violence Prosecution in the amount of \$1,955,951.00, for the period of July 1, 2019 through June 30, 2020.

On May 22, 2020, the Board approved GAN No. 1 which increased the original budget from \$1,955,951.00 to \$2,080,951.00 by adding \$102,752.00 to Personnel and \$22,248.00 for Tough books and mobile recording equipment. The approval of the GAN No. 2 increases the amount of the award by \$125,000.00.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Office of the State's Attorney - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Adjustment Notice from the State of Maryland - Governor's Office of Crime Control and Prevention.



**MINUTES**

Baltimore City Office of - Agreement  
Information and Technology

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Baker Tilly Virchow Krause, LLP. The period of the agreement is effective upon Board approval through December 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 - 1001-000000-1472-808000-603026

**BACKGROUND/EXPLANATION:**

Baltimore City is moving to an enterprise planning system to improve financial and human resources processes across the City. This move requires functionality beyond the application programming interface previously developed by Baker Tilly for the City. Baker Tilly will use Oracle extracts from ADP, LLC; and load eTIME data and EV4 data into an Oracle database; and develop extracts for load to Workday.

**MBE/WBE PARTICIPATION:**

MWBOO GRANTED A WAIVER ON JUNE 1, 2020.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

## MINUTES

Baltimore City Office of - cont'd  
Information and Technology

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with Baker Tilly Virchow Krause, LLP.

**MINUTES**

Department of General Services - Partial Release of Retainage

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Simpson of Maryland, Inc. for GS 17812, Southern District Police Station Roof Replacement.

**AMOUNT OF MONEY AND SOURCE:**

\$31,548.96 - 9916-914402-9197-000000-200001

**BACKGROUND/EXPLANATION:**

As of September 16, 2019, Simpson of Maryland, Inc. has completed 100% of all work for GS 17812, Southern District Police Station Roof Replacement. The City now has agreed to a Partial Release of Retainage in the amount of \$31,548.96 to the Contractor. Currently, the City is holding \$32,548.96 in retainage for the referenced project and wishes to reduce the amount of the retainage to \$1,000.00 and has determined that its interests are fully protected by this reduction.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement for the Partial Release of Retainage to Simpson of Maryland, Inc. for GS 17812, Southern District Police Station Roof Replacement.

**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with the BSS South Baltimore, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department.

**AMOUNT OF MONEY AND SOURCE:**

\$15,982.29 - 9950-909084-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation Fee was required for the Development. The Developer proposes to perform the scope of the work for 1541 Ridgely Street, constructing a mini-warehouse with 950 self-storage units and a total of 129,030 square feet.

The Developer agrees to make a one-time contribution in the amount of \$15,982.29 to fund the City's multimodal transportation improvements in the Development's vicinity to extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Traffic Mitigation Agreement with the BSS South Baltimore, LLC.

MINUTES

Department of Transportation - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Agreement with Johnson, Mirmiran & Thompson under Project No. 1288, Bridge Construction Management Services for TR 12311R, Replacement of Three Bridges over MD 295. The period of the agreement is for four years effective upon Board approval with the option to extend for one year or until the limit has been reached whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,200,000.00 - 9950-901662-9506-900010-705032

**BACKGROUND/EXPLANATION:**

This agreement is for Bridge Construction Management Services for TR 12311R, Replacement of Three Bridges over MD 295. It consists of the work described in the submitted agreement and is divided into three sites all of which crossover MD 295: Waterview Avenue Bridge, Annapolis Road Bridge, and Maisel Street Pedestrian Bridge to City-County Line. The project is designed to provide long lasting infrastructure updates and accessibility benefits. The scope of work includes, but is not limited to: replacement of Waterview Avenue Bridge over MD 295, which is phased construction including new approach roadways and new Maryland State Expressway all adjacent to Annapolis Road, demolition and replacement of Annapolis Road Bridge with pedestrian and vehicular detours, and lastly, demolition and replacement of Maisel Street Pedestrian Bridge with new Americans with Disabilities Act updates.

**DBE PARTICIPATION:**

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

<b>DBE:</b> Kumi Construction Management Corp.	\$0-300,000.00	0-25%
<b>Total</b>	<u>\$0-300,000.00</u>	<u>0-25%</u>

**MINUTES**

Department of Transportation - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Johnson, Mirmiran & Thompson under Project No. 1288, Bridge Construction Management Services for TR 12311R Replacement of Three Bridges over MD 295.

**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, 2020 through December 31, 2020, unless otherwise indicated.

1. **NEW OPPORTUNITIES FOR WOMEN, INC.** **\$ 72,000.00**

Account: 4000-499020-3023-718000-603051

New Opportunities for Women, Inc. will provide prevention education, HIV testing and core linkage services to youth between the ages of 13 and 24. The organization will also develop sustainable relationships with at least four Baltimore City Schools and/or colleges to provide prevention education, and participate in a social media capacity building session. The period of the agreement is January 1, 2020 through December 31, 2020.

**MWBOO GRANTED A WAIVER ON MAY 14, 2020.**

2. **WOODBOURNE WOODS, INC.** **\$ 12,480.00**

Account: 4000-432920-3255-761200-604014

The organization will provide nutritional meal services for 15 seniors per day on Monday, Tuesday, Thursday, and Friday at a cost of \$4.00 per meal for 52 weeks. All meals will be provided at the Woodbourne Woods Apartments, located at 1650 Woodbourne Avenue. All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department of Aging, allowing periodic menu conferences between a representative of the Provider and the Department as request by either party. The period of the agreement is October 1, 2019 through September 30, 2020.



## MINUTES

Health Department - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY** **\$108,471.00**

Account: 4000-499020-3023-718000-603051

I Want the Kit, is a marketing campaign that provides home testing options to the general public, to help stop the spread of sexually transmitted infections by offering easy and confidential chlamydia, gonorrhea and HIV testing. The Johns Hopkins University will work with the Department to provide enhanced free online access to home testing in Baltimore City and provide another means of enrolling people at high risk of HIV infection into pre-exposure prophylaxis services.

**MWBOO GRANTED A WAIVER ON JUNE 2, 2020.**

The agreements are late because of administrative delays.

4. **CAUSE ENGAGEMENT ASSOCIATES, LLC** **\$ 20,000.00**

Account: 4000-483520-3080-294600-603020

Cause Engagement Associates, LLC will provide technical assistance to the ReCAST community grantee participants. The period of the agreement is effective upon Board approval through September 29, 2020.

5. **MARCQUETTA CAREY, RN** **\$ 41,600.00**

Account: 6000-607621-3110-306700-603018

The Adult Evaluation and Review Services (AERS) is a Maryland Medicaid Program that provides comprehensive evaluations for aged and functionally disabled adults who need long-term care and are not at risk for institutionalization.

**MINUTES**Health Department - cont'd

The Consultant performs AERS Program services. Services will include comprehensive evaluations for aged and functionally disabled adults who need long-term care and are not at risk for institutionalization. The Consultant will perform on-site face-to-face evaluations of clients in the community, enter all information regarding the InterRAI Home Care Assessment and Plan of Services into Long-Term Services and Support Maryland Tracking System for submission to Department of Health and Mental Hygiene (DHMH), and submit all evaluations and completed DHMH forms to the Department's AERS program staff.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

6. **MARYLAND COMMUNITY HEALTH RESOURCES** **\$220,000.00**  
**COMMISSION (MCHRC)**

Account: 5000-516920-3150-736900-405001

Under the Grant Agreement, the funds will be utilized to fund the Healthcare on the Spot: Mobile Hepatitis C Services for People Who Use Drugs project. The Baltimore City Health Department (BCHD) has operated a mobile clinic called Healthcare on the Spot (The Spot) since 2018 with services designed to engage People Who Use Drugs (PWUD), and currently co-locates with the BCHD syringe exchange services. The PWUD have a prevalence of Hepatitis C (HCV) of between 50-80% and have low HCV treatment rates. Research suggests that co-location of services can be a successful way to engage PWUD in medical care.

The grant from MCHRC provides funds to expand HCV testing and treatment services utilizing the Spot mobile clinic model. The Spot will offer integrated medical treatment services and co-locate with substance use treatment programs and drop-in

**MINUTES**

Health Department - cont'd

centers for PWUD to offer accessible HCV testing and treatment. The period of the agreement is May 1, 2020 through April 30, 2022.

The agreement is late because of administrative delays.

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

**APPROVED FOR FUNDS BY FINANCE.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various Agreements. The Mayor **ABSTAINED** on Item No. 3. The President **ABSTAINED** on Item No. 3.

**MINUTES**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the NGA is April 1, 2020 through September 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$ 576,067.00	-	4000-438520-3024-811500-404001
1,382,560.00	-	4000-438720-3255-811500-404001
281,461.00	-	4000-438420-3255-811500-404001
<u>\$2,240,088.00</u>		

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to accept and utilize funds received from the MDoA for State funded programs. These funds will be utilized to support disaster relief services to eligible persons during COVID-19 emergency.

The NGA is late because of the administrative review process.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notification of Grant Award from the Maryland Department of Aging.



**MINUTES**

Health Department - cont'd

The Amendments are late because of administrative delays.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Health Department - Ratification of Agreement  
and Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Agreement with Johns Hopkins University (JHU). The Board is further requested to approve the Expenditure of Funds to Johns Hopkins University, School of Nursing.

**AMOUNT OF MONEY AND SOURCE:**

\$60,962.96 - 1001-000000-3030-271500-603026

**BACKGROUND/EXPLANATION:**

On January 16, 2019 the Board approved the original agreement in the amount of \$550,000.00 for the period of July 1, 2018 through June 30, 2019.

The JHU School of Nursing provided additional services during the period of June 1, 2019 through June 30, 2019. Due to administrative delays the agreement was not modified to include additional costs.

The Expenditure of Funds is needed to pay JHU School of Nursing for additional services.

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

**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 Johns Hopkins University. The Board further approved the Expenditure of Funds to Johns Hopkins University, School of Nursing. The Mayor **ABSTAINED**. The President **ABSTAINED**.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) with Johnson, Mirmiran & Thompson, Inc. (Consultant). Amendment No. 1 will extend the period of the agreement through May 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Department is requesting the Consultant to continue providing engineering services for SC 982, Design of Eastern Avenue Pumping Station. Amendment No. 1 is needed to finalize the design incorporating Physical Modelling Findings, Commission for Historical and Architectural Preservation and Flood Plain review comments, secure permits and provide bid phase services. The Contractor will meet the required MBE/WBE goals per the original contract. No additional funding is required.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27%

**WBE:** 10%

**MINUTES**

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement with Johnson, Mirmiran & Thompson, Inc.

**MINUTES**

Department of Public Works/Office - Emergency Procurement  
of Engineering and Construction Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Emergency Procurement Agreement (Agreement) with R. E. Harrington Plumbing & Heating Co., Inc. The Agreement is effective upon Board approval through November 1, 2021 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$4,495,311.00 - 9960-913007-9557-900020-706063

**BACKGROUND/EXPLANATION:**

The Department of Public Works' water main replacement project consists of replacing an existing 36-inch valve and approximately 5,800 Linear Feet (LF) of existing 8-inch to 16-inch cast iron main. However, in July of 2018, the Department of Transportation (DOT) Conduit Section informed the Department of Public Works of their intent to perform an extensive streetscape project within the same footprint as the Greenmount Avenue water main replacement work.

The Greenmount Avenue Streetscape Project TR 14302 is part of DOT's efforts to promote pedestrian use, improve pedestrian safety, and improve the overall aesthetic of the Greenmount Avenue Corridor from 29th Street to 43rd Street. TR 14302 includes extensive conduit replacement along Greenmount Avenue.

Therefore, in order to effectively utilize funds, minimize neighborhood disruption, and avoid disturbance to newly paved roads, it necessary that the Department of Public Works escalate the schedule for the Greenmount Avenue water main replacement work to be performed as soon as possible.

**MINUTES**

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

The Contractor covenants and agrees that is shall complete the replacement of approximately 7,461 Linear Feet (LF) of existing 8-inch to 16-inch cast iron main with ductile iron piping; restore road and utilities damage associated with water main replacement; approximately 200 Linear Feet (LF) of existing 4-inch Diameter Ductile Iron Pipe (DIP) water main and fittings, approximately 135 Linear Feet (LF) of existing 6-inch Diameter Ductile Iron Pipe water main and fittings, approximately 1,461 Linear Feet of existing 8-inch Diameter Ductile Iron Pipe water main and fittings, approximately 1,330 Linear Feet of existing 10-inch Diameter Ductile Iron Pipe water main and fittings.

**PURSUANT TO ARTICLE VI, §11 (e) (i) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED NO ADVANTAGE WILL RESULT IN SEEKING NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS.**

**MWBOO GRANTED A WAIVER ON FEBRUARY 4, 2020.**

**ON DECEMBER 4, 2019, WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE AND THE INTENT TO USE R. E. HARRINGTON PLUMBING & HEATING CO., INC. TO PERFORM THE WORK.**

**THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL ON DECEMBER 5, 2019.**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Emergency Procurement Agreement with R. E. Harrington Plumbing & Heating Co., Inc.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following page:

2359

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.

**MINUTES****PERSONNEL**Department of Public Worksa. Create the following classification:

Classification: Maintenance Manager Mechanical Pumping

Job Code: 54361

Grade: 936 (\$82,753.00 - \$132,342.00)

b. Reclassify the following filled Position:Position No.: 23190

From: WW Maintenance Manager Mechanic

Job Code: 54359

Grade: 931 (\$75,715.00 - \$121,037.00)

To: Maintenance Manager Mechanic Pumping

Job Code: 54361

Grade: 936 (\$82,753.00 - \$132,342.00)

Cost: \$12,913.00 - 2070-000000-5501-393000-601001

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

**MINUTES**

Department of Public Works/Office - Agreement  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an agreement with Hazen & Sawyer, PC under Project No. 941-PAS (SC 941). The period of the agreement is effective upon Board Approval for four years or until the upset limit is reached, whichever comes first.

**AMOUNT OF MONEY AND SOURCE:**

\$1,557,111.84 - 9956-905648-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction is requesting Hazen & Sawyer, PC to provide engineering services in assistance to the City during construction of S.C. 941 to oversee that the work performed by the contractor is completed in conformance with the design and as specified in the contract documents. The S.C. 941 work is within the Jones Falls Sewershed area. Engineering services will include reviewing submittals, Request for Information, attending monthly progress meetings, closed circuit television inspection, conditional and final inspections, updating drawings and Geographic Information Systems update.

Hazen & Sawyer, PC will provide the City with post award services necessary during construction of SC 941 to oversee that the work performed by the contractor is completed in accordance with the design and as specified in the contract documents. The work area is largely east of Interstate 83 and west of Route 1. This project will help eliminate two of the City's Sanitary Sewer Overflow 67 and 72.

**MINUTES**

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

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 30.3% MBE and 16.14% WBE goals assigned to the original agreement.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized an agreement with Hazen & Sawyer, PC under Project No. 941-PAS (SC 941).



**MINUTES**

Department of Public Works/ - Metered Water and Fire Service  
Department of Finance                      Rates for Baltimore County

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the new metered water and fire service rates for Baltimore County, as proposed by Baltimore County by letter dated June 3, 2020 to the Acting Director of the Department of Public Works. The rates will be effective for all Baltimore County water bills issued on or after July 1, 2020.

**AMOUNT OF MONEY AND SOURCE:**

4% increase over current rates for Baltimore County residents that became effective on July 1, 2019.

**BACKGROUND/EXPLANATION:**

The rates are submitted in accordance with the terms of the Metropolitan District Act of 1972. Under this Act, the City is obligated to provide water to Baltimore County at cost.

Revenues from these proposed rates will be used to fund Baltimore County's share of expenditures in the Baltimore City Water Utility Operation. If revenues from billings to County customers exceed the cost, the City remits the excess to the County. If there is a shortfall, the County must pay the difference.

UPON MOTION duly made and seconded, the Board approved the new metered water and fire service rates for Baltimore County, as proposed by Baltimore County by letter dated June 3, 2020 to the Acting Director of the Department of Public Works. The rates

MINUTES

Department of Public Works/ - cont'd  
Department of Finance

will be effective for all Baltimore County water bills issued on  
or after July 1, 2020.

**MINUTES**

Department of Public Works - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Ross Technical Services Inc. The period of the agreement is May 18, 2020 through July 18, 2020 to initiate the first year of a 3-year program.

**AMOUNT OF MONEY AND SOURCE:**

\$13,475.00 - 2070-000000-5501-630004-603020  
13,475.00 - 2070-000000-5501-396404-603020  
13,475.00 - 2070-000000-5501-396904-603020  
**\$40,425.00 - TOTAL**

**BACKGROUND/EXPLANATION:**

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Waste Water Treatment Plants of Baltimore City be provided with 160 hours of classroom instruction for each year of the three years that they are employed to successfully complete the Waste Water Treatment Technician Apprenticeship Program.

Ross Technical Services, Inc. has an extensive background in Waste Water Treatment Training and has provided a custom curriculum that enables the apprentices to be exposed to the technical requirements of the program as they relate to the actual work environment of a Water and Wastewater Treatment Plant.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Department of Public Works - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with Ross Technical Services Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

2367 - 2368

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

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

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

Department of Public Works/Office  
of Engineering and Construction

- |  |  |                        |        |    |
|--|--|------------------------|--------|----|
| 1. EWO #001, \$ 0.00 - SC 950R, Caroline Street Stormwater Pumping Station Upgrade |  |                        |        |    |
| \$ 893,000.00 -  |  | Metra Industries, Inc. | 5      | 80 |
|  |  |                        | Months |    |

This is the first time extension and will increase the duration time of the contract by five months for a total contract duration time of 372 days. The current construction completion date is January 20, 2020 and the new construction completion date is June 30, 2020. This extra work order is within the original scope of work and was requested by the Agency.

The Office Engineering and Construction is requesting a non-compensable time extension of 162 days due to excessive valve manufacturer production and delivery delays and a change in the scope of work for the pump station level control systems. This was proven and justified during the time impact analysis review of the contractor's request. The Certificate of Completion Form will not be completed until a scheduled time after final payment and final completion has been given by the Agency.

**MBE/WBE PARTICIPATION:**

The Vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code. The MBE and WBE goals assigned to the original agreement are MBE: 12% and WBE: 2%.

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

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

Department of General Services

2. EWO #07, \$29,758.62 - GS 15837, Hanover and Ostend Fire  
Facilities, Former Truck 6, Renovations  
 \$ 984,000.00 \$ 100,002.81 Mid Atlantic General 21 55  
 Contractors, Inc.

During demolition it was discovered that the existing walls contained lead paint. As a part of American Specialties, Inc. (ASI) 01 for wall finishes, the contractor submitted PCO 05R for an abatement sub-contractors to safely remove lead paint from the first and second floor of the Fire Station for the amount of \$29,758.62.

**MBE/WBE PARTICIPATION:**

Mid Atlantic General Contractors, Inc. have committed to achieve the goals set up for this project.

**MINUTES**

Department of Recreation and Parks - Donation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Donation Agreement with Greater Baybrook Alliance, Inc. (Donor), and Sparks@Play, LLC (Contractor). The period of the Donation Agreement is effective upon Board approval through Final Acceptance of the Project by the City unless earlier terminated pursuant to the terms hereof.

**AMOUNT OF MONEY AND SOURCE:**

\$71,820.72 - No City funds will be transacted.

**BACKGROUND/EXPLANATION:**

The Donor wishes to make a donation of improvements to City property known as Garrett Park located at 3560 Third Street and will have the necessary funds to support the Project. The Donor has hired its own Contractor to build and install a Polygon Trellis Shade Structure on City property and the Donor shall make payments directly to the Contractor, whether the cost be more or less than the estimated total cost indicated. The Contractor agrees to perform the scope of work as described in Exhibit B of the Agreement. The Department gratefully acknowledges and accepts this donation to benefit the City and the citizens of Baltimore. The City has not participated in funding the Project nor in selecting the Contractor, and the Donor is not receiving any goods or services from the City in exchange for its contribution. All parties agree that upon completion of the Project, the improvements become the sole property of the City. This Agreement has been signed by all parties.



**MINUTES**

Department of Recreation and Parks - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Donation Agreement with Greater Baybrook Alliance, Inc. and Sparks@Play, LLC.

**MINUTES**

Department of Recreation and Parks - Development and Funding Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Funding Agreement with the Friends of Patterson Park, Inc. The period of the agreement is effective upon Board approval, ending upon Final Acceptance by the City unless earlier terminated pursuant to the terms hereof.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 9938-914085-9474-900000-706063  
15,000.00 - Friends of Patterson Park Contribution  
**\$40,000.00** - Total Cost

**BACKGROUND/EXPLANATION:**

Friends of Patterson Park, Inc. (FOPP), a non-profit corporation organized under the laws of the State whose mission is to support the care, maintenance, and repair of historic Patterson Park, approached the City about FOPP funding a portion of the fountain renovations on City property known as Patterson Park. The City will make a grant of \$25,000.00 toward the Project and the grant will be made only after FOPP has fully expended its contribution of \$15,000.00 toward the Project and the grant will be made within 30 days of the city's receipt and approval of the invoice and accompanying certification. FOPP will act as fiscal agent and will enter into a contract with its preferred contractor, Maple Creek Landscapes, LLC to perform the work and FOPP shall make payments directly to the contractor. The City gratefully acknowledges and

**MINUTES**

Department of Recreation and Parks - cont'd

accepts FOPP's contribution to the improvement of City park property. All parties agree that upon completion of the Project, the fountain's improvements become the sole property of the City, available as a resource for the community and the public.

**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 Funding Agreement with the Friends of Patterson Park, Inc.

**MINUTES**

Office of the Comptroller - Reimbursement for Moving Expenses

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the reimbursement to Ms. Thandee Maung.

**AMOUNT OF MONEY AND SOURCE:**

\$10,128.43 - 1001-000000-1310-157800-603001

**BACKGROUND/EXPLANATION:**

Ms. Maung was hired as the Deputy City Auditor after a national search to find the most qualified candidate.

Pursuant to AM-221-4, reimbursement of moving expenses are allowed for executive hires relocating from more than a 50-mile radius of Baltimore City. Until her move to Baltimore, Ms. Maung resided in McKinney, Texas. She has met the requirement for three quotes from various moving vendors.

The position of Deputy Auditor for Baltimore City is a critical position that requires an individual with exceptional qualifications, the ability to develop, update, and implement audit policies and procedures, including quality assurance, planning, preparing and monitoring the Department's budget. The position also requires expertise in financial compliance, performance evaluation of internal controls, policy and procedure, special reports, and fraud allegations. The ability to handle requests from city elected officials, the Board of Estimates, and department heads, along with exceptional interpersonal leadership skills to develop and maintain critical relationships with City

## MINUTES

Office of the Comptroller - cont'd

agencies and staff is also necessary. Ms. Maung possesses the unique combination of skills and attributes critical to success in this role.

Ms. Maung presented three quotes from United Van Lines/Armstrong Relocation Companies, Allied Van Lines and AAA Moving Storage. Armstrong Relocation Services moved Ms. Maung's items from her home in McKinney, Texas to a storage facility in Carrollton, Texas; United Van Lines moved Ms. Maung's items from Carrollton, Texas to her home in Baltimore City. AAA Moving Storage was the lowest bidder. However, Ms. Maung chose Armstrong because it: (1) offered a better insurance coverage; (2) provided a climate-controlled warehouse; and (3) gave an inclusive service for the transportation company. The lower value company, AAA Moving Storage, uses a separate contract for transportation of goods from Dallas to Baltimore and a separate insurance for transportation. Also, AAA only insures \$0.60 per pound (they will come out and weigh once the claim has been filed) whereas United covers \$57,000.00 including comprehensive loss for any damage/loss items including items of higher value coverage.

(Note: There were damaged items totaling approximately \$8,000. United Van Lines covered the damages in full. AAA would not have fully covered the loss.) According to Ms. Maung, AAA Moving Storage also did not perform a site visit, as did United Van Lines/Armstrong Relocation Services.

The agreement is late because Ms. Maung accepted the job with the City of Baltimore in May of 2019 and started the job in June of that year. She needed time to sell her house in Texas and to also purchase a house in the City of Baltimore. Her house purchase was completed in October 2019, but the house needed renovations. The

**MINUTES**

Office of the Comptroller - cont'd

renovations were completed in March of 2020 at which time Ms. Maung's items were removed from storage and delivered to her home by United Van Lines.

Therefore, the Office of the Comptroller is requesting reimbursement to Thandee Maung in the amount of \$10,128.23.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION. NOTE THIS REVIEW IS NOT INDEPENDENT BECAUSE AUDITS PREPARED THIS ITEM.**

UPON MOTION duly made and seconded, the Board approved and authorized reimbursement to Ms. Thandee Maung. The Comptroller

**ABSTAINED.**

**MINUTES**

Bureau of the Budget and  
Management Research (BBMR)

- Appropriation Adjustment  
Order No. 25

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Appropriation Adjustment Order to transfer within the Health Department \$1,126,346.00 in unallocated Federal Funds from Service 715: Administration-Health Department to Service 720: HIV Treatment Services for the Uninsured.

**AMOUNT OF MONEY AND SOURCE:**

\$1,126,346.00 - From: 4000-400020  
Service 715: Administration-Health  
Department

To: 4000-438020  
Service 720: HIV Treatment Services  
for the Uninsured

**BACKGROUND/EXPLANATION:**

Approval of this AAO will increase services to connect people with HIV to essential HIV care, treatment, and support.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized the Appropriation Adjustment Order to transfer within the Health Department \$1,126,346.00 in unallocated Federal Funds from Service 715: Administration-Health Department to Service 720: HIV Treatment Services for the Uninsured.

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 page:

2378

to the low bidders meeting the specifications,  
or rejected bids on those as indicated  
for the reasons stated.

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

The Comptroller **ABSTAINED** on Item No. 1.



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

- |    |                                    |                                      |              |
|----|------------------------------------|--------------------------------------|--------------|
| 1. | B50005943, Backhoes<br>with Loader | Valley Supply &<br>Equipment Company | \$147,615.74 |
|----|------------------------------------|--------------------------------------|--------------|

(Department of General Services,  
Fleet Management)

The amount of \$147,615.74 will be financed through the City's master lease program administered by the Bureau of Treasury Management.

**MBE/WBE PARTICIPATION:**

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

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

- |    |  |                    |              |
|----|--|--------------------|--------------|
| 2. | B50005951, 1-Ton 4x4<br>Crew Cab Pickup<br>Truck with Open<br>Utility Body | Sheehy Auto Stores | \$ 54,325.00 |
|----|--|--------------------|--------------|

(Department of General Services,  
Fleet Management)

**MBE/WBE PARTICIPATION:**

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

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

## MINUTES

Mayor's Office of Homeless Services - Grant Award Agreements

The Board is requested to approve and authorize execution of the following grant award Agreements with the U.S. Department of Housing and Urban Development. The period of the agreements are March 13, 2020 through June 30, 2023.

<u>Provider/s</u>	<u>Amount</u>
1. <b>HOUSING OPPORTUNITY WITH PERSONS WITH AIDS GRANT (HOPWA)</b>	<b>\$1,208,711.00</b>
Account: 4000-490821-3573-763200-404001	
Sub-recipients will provide essential services and supplies, COVID-19 education, transportation services, Short-Term Rent, Mortgage, and Utility (STRMU) assistance, lodging at hotels, motels, or other locations to quarantine, and other supportive services to low income individuals and families who are living with HIV/AIDS.	
2. <b>HOUSING OPPORTUNITY WITH PERSONS WITH AIDS GRANT (HOPWA)</b>	<b>\$ 156,778.00</b>
Account: 4000-494221-3573-780300-404001	
The City's Housing and Health Program will provide essential services and supplies, COVID-19 education, transportation services, Short-Term Rent, Mortgage, and Utility (STRMU) assistance, lodging at hotels, motels or other locations to quarantine, and other supportive services to low income individuals and families who are living with HIV/AIDS.	
3. <b>HOUSING OPPORTUNITY WITH PERSONS WITH AIDS GRANT (HOPWA)</b>	<b>\$ 158,847.00</b>
AIDS Interfaith Residential Services, Inc. will provide essential services and supplies, COVID-19 education, transportation services, Short-Term Rent, Mortgage, and Utility (STRMU) assistance, lodging at hotels, motels, and other locations to quarantine, and other supportive services to low income individuals and families who are living with HIV/AIDS.	

**MINUTES**

Mayor's Office of Homeless Services - cont'd

The agreements are being submitted at this time because of a delay in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing grant award Agreements with the U.S. Department of Housing and Urban Development.

**MINUTES**Department of Audits - Audit Report

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

1. Baltimore Police Department Biennial Performance Audit Report Fiscal Years Ended June 30, 2019 and 2018.

President: "The second item on the non-routine agenda can be found on page 51, the Department of Audits; Baltimore Police Department Bi-Annual Performance Audit Report. Mr. Auditor, the floor is yours."

Auditor: "Good morning Mr. President, Mr. Mayor, and Board members. My name is Josh Pasch. I am the City Auditor. I am presenting the Baltimore Police Department Biennial Performance Audit Report for Fiscal Years Ended June 30, 2019 and 2018. I'd like to thank the Baltimore Police Department and the Audit team for their efforts in completing this audit. The objectives of our performance audit were to: (1) determine whether the Baltimore Police Department met its performance measure targets; (2) evaluate whether the Police Department had adequately designed internal controls related to the selected performance measures; and (3) to follow up on prior findings issued in the previous Biennial Performance Audit Report,

## MINUTES

dated December 24, 2018. The selected performance measures for this audits were Service 627: Percent of priority 1 calls for service dispatched to officers in less than 60 seconds. Service 634: Percentage of cost reimbursed by event organizers for which Baltimore Police Department bills. And Service 635: Percent of recruits who successfully completed training with a grade of 85 or higher. As of 2018, Service 627 and Service 634, selected performance measures met the target. For Service 627, our validation of the supporting documentation shows a different percentage. We calculated 40 percent whereas the Police Department reported 54 percent. For Service 634, we were not able to validate the actual results for both 2018 and 2019 because the Police Department was not able to provide us with the adequate documentation. We have the following findings related to this audit for the current year. For service 627, The Emergency Communications should re-evaluate the current performance measure criteria of less than 60 seconds to dispatch priority 1 calls to officers. The target for the performance measure, the data analysis indicates that the 60 seconds criteria appeared not to be reasonable. More

## MINUTES

than 50 percent of calls were routed after one minute or longer. Also, targets for the performance measure were set low. The targets were adjusted annually. For example in 2018, the target was reduced from 90 percent to 15 percent; however, the adjusted targets are still significantly lower than the actual results. In addition, in the Budget Books, there was no explanation of why the targets were adjusted. We recommend that the Police Department develop and implement formal (written, approved, & dated) policies and procedures to: document the reasons for setting and changing performance measures and targets and to maintain documentation to support the actual results reported in Budget Books; and also to periodically evaluate and assess the existing performance measures for reasonableness; and also to include any explanations for changes in the Budget Book. For Findings 2 and 3 were for Service 634: The Crowd, Traffic, and Special Events Management was not able to provide supporting documentation and we were unable to validate the 2018 and 2019 actual results. In addition, there are no written policies and procedures to guide employees to track, monitor, and report the performance measure or to maintain adequate

## MINUTES

documentation. Personnel in the current roles are not aware of the performance measure. They are not tracking, monitoring, or reconciling amounts collected or not collected to determine whether the performance measure was achieved. The Baltimore Police Department is not recovering the actual costs for police coverage at special events. The City currently bills the special events at flat rates and the flat rates were set many years ago and are not close to the actual rates. So our recommendation is to periodically evaluate and analyze the appropriateness of the approved rates so that we are meeting the objectives of the program. We also recommend that the Department of Finance coordinate with the Police Department to monitor payments received from special event organizers. The way the process works is Police Department prepares a bill and Finance bills and is in charge of collecting the money and that the Police Department is not involved in collecting the money. We also recommend to developments -uh-- develop formal procedures that they will identify at least responsible parties, method of tracking, reconciling, monitoring, and reporting performance measure data; and data retention. And then also maintain

## MINUTES

the required supporting documentation. For Findings 4 and 5 which was for Service 635: the Training Records and Certification Unit does not have an efficient process to track, monitor, and report the performance measure. The majority of the Training Records and Certification Unit processes and procedures are manually performed which is a large task because of the number of recruits that they have. Also, we noted the Training Records and Certification Unit does not have written policies and procedures to provide guidance and direction to employees for tracking, monitoring, or reporting the performance metrics as well as to maintain the documentation. We also, identified a security risk in Power DMS which is their tracking system. Not all users have a unique identification to log into Power- DMS. This is a security risk. That information can be accessed and/or advertently intentionally or unintentionally altered. Our recommendation is to: automate the processes for tracking, monitoring, reporting, and maintaining the performance measure data so that it supports the actual results reported in the Budget Books; document those processes; communicate the policies and procedures to the Recruitment and Training Division



**MINUTES**

people to evaluate policies, procedures, and related controls to reflect any changes and processes, and create a unique user identification and proper access restrictions in their tracking system. We also did follow-up on prior year findings. The prior year finding for Service 622: Police Patrol Percentage of Time Patrol Officers Spend on Proactive Policing and Service 635 - Police Recruiting and Training the number of recruits hired, their written policies and procedures were not up to date and were not written and finalized. Our recommendation was to develop and implement written processes and procedures. The response: the assessment was it was not implemented. The Police Department responded that they are in the process of updating those and we also noted that these are requirement of the consent decree. For Service Center 622: Police Patrol and Service 623 and 624: Crimes Investigation targeted by the crimes service and 635: Police Recruiting and Training, we identified in the past that supporting documentation did not support actual amounts and we, following up, that those were not implemented. We found that the supporting documentation did not agree to the metrics that were being

## MINUTES

published; for we noted in Service Center 623 and 624, under Crime Investigations Target Violent Crimes. The budget contains performance metrics and targets organized by service area. However, there's no clear documentation to how the performance metrics are determined. We discussed this with the Police Department and they are in discussions of revamping and overhauling all of performances metrics and we did see evidence that they're having those discussions with BBMR. However, we did notice that none of those changes have been implemented in the scorecard or in the Budget Book as of the date of the audit report, and so we noted that as 'partially implemented.' We noted that in the past of 51 performance metrics that were identified 49% were output metrics. Output metrics do not help determine efficiency or effectiveness. They basically count how many items occurred. We discussed this with the Police Department and they had mentioned that this is another metric which they are evaluating to no longer continue these metrics and we did see evidence that they met with BBMR but those meetings and those changes have not become effective. We noted that there is a disconnect between metrics such as the police

## MINUTES

patrol service area where the metric doesn't support any of the initiatives of the Police Department and appears just to be captured in the Budget Book and we recommend that the Police Department review their current metrics and update them and the Police Department identified this as also one which they are including in their overall overhaul of performance metrics. We noted in the prior year that for Service 635: Police Recruiting and Training, that the performance metrics number of completed applications received and number of recruits hired was not met. We evaluated to see if the additional efforts put in those were successful. We found that those metrics have been achieved in the current year review. That concludes; if you have any questions please let me know."

President: "Thank you, Mr. Auditor. Is anyone from the Police Department on?"

Shallah Graham: "Good morning Honorable President and Board members. This is Shallah Graham. I'm the CFO."

President: "Yes, Ma'am. Just wanted to hear from the department about the Auditor's report before we ask questions."

## MINUTES

Shallah Graham: "Yes, of course. This is something we take very seriously - you know as we're trying to create accountability and transparency. Our first phase was getting the budget to represent reality and making sure the numbers represent what we do. Our second phase of clean-up is actually performance measures, so we recognize, too that we are already beginning to overhaul all of these measures. We want everything to be in writing; to have good policies and procedures, so we're beginning this. We've actually already begun this phase and some of these findings we've already self-identified-and before the auditors, too- and they're all underway. For instance, in Special Events, you will see in the budget that we put forward for Fiscal Year 2021, and that we've made efficiency adjustments in the budget for Special Events and that's pre-empting some of these recommendations from the audit and we're working with the Mayor's Office and BBMR to implement great changes. We've also been meeting over the last couple of months with the Department of Finance to change our procedures so that the Baltimore Police Department can be more involved in the billing and ensure that we're recovering the money from policing

## MINUTES

these secondary employment jobs. And so we do take all of very serious and we've already begun corrective action and it was a pleasure to work with the Audits Department; they were wonderful and we're excited to overhaul our performance measures. So, thank you."

President: "Thank you. This is a question that either of you can answer. Mr. Auditor, when you were doing your audit, did you-- were you able to see when exactly was the last that time those rates for special events were changed and updated?"

Josh Pasch: "We actually were not able to identify the date. I believe we found it was over six or seven years, but we tried to hammer down a specific date of when they were last approved. The rates are up to 50% different from the actual rates sometimes. We noticed that the time for review is-- is-- it's a good time."

President: "Thank you. And for you, Ms. Graham, can you walk us through the prior year? The finding the Auditor found that were not implemented? And tell us where we are in those."

Ms. Shallah Graham: "I'm sorry. I couldn't hear you. You were breaking up. Was that question for me, for the Police Department?"

President: "Yes. I just wanted just a quick response on where you

## MINUTES

guys are on implementing the prior year finding that you were not implementing. We had policies that needed to be updated; all of those things, also critically important."

Ms. Shallah Graham: "Yes, yes of course I know. Obviously a lot of those findings go back as far as 2016 and yes, so our first phase is basically looking at all the measures; making sure that we have good measures in place and then documenting all of them in saying, you know, making sure we have policies and procedures so that it's consistency and how the measure is used and also we plan on providing extensive training plans so that these members understand the value of these measures and how these measures are used as we look at the budget and making sure that we're getting a return on our investment and so some of them are underway but a lot of them is going to be a part of this comprehensive evaluation we've already started up about measures."

President: "Thank you. Madam Comptroller?"

Comptroller: "Yes, Ms. Graham. How long will it take you to report back to the Board for the updated flat rate salary, the billing, the flat rate billing?"

## MINUTES

Ms. Shallah Graham: "Yes, of course. That's a wonderful question you should actually see something coming your way here in the next month or so and coming back to the BOE that we present to you of a rate change. So that is heading your way, obviously and that that is a collaborative initiative with the Mayor's Office and BBMR.

Comptroller: "Okay."

President: "Thank you. Any other questions from the Board? Mr. Auditor, I have one, one last question for you. In reference to the issue how the measure, can you say, tell us about what the Department's response was to that particular finding?"

Mr. Josh Pasch: "Yes. The Department's response was they have a outline and action plan to replace, to replace some of their training systems and they are, they have agreed to implement unique user IDs so that those can be better controlled and let me just -  
- Right in 2019, an updated digital recruit testing platform was adopted to replace a former Scan Tron-based testing procedures. We looked at that so we see that there is progress in there. And they have currently, the way they calculate test scores, the calculation

## MINUTES

is automated, but then the consolidation is digital and they're looking at having the system do those calculations and cumulate that so that everyone will have a more up-to-date and quick responses. And they are looking to fully automate all aspects of testing and that and reporting for their testing management system. They don't have a solid timeframe. The cost to be implement those new systems have not been approved by the Board of Estimates and so we didn't have a solid date. We did see an overall action plan, there and that was one of the reasons why we marked it as, 'partially implemented' and currently they don't have a known implementation date based on the open factors such as budget and the procurement."

President: "Thank you. Any other questions from the Board members?"

Thank you. The Audit Report has been Noted."

\* \* \* \* \*



**MINUTES****CITY COUNCIL BILL**

20-0534 - An Ordinance concerning Sale of Property - 5001 Reisterstown Road aka Langston Hughes Elementary School for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in certain property known as 5001 Reisterstown Road aka Langston Hughes Elementary School (Block 4596, Lot 001) and no longer needed for public use; and providing for a special effective date.

**ALL REPORTS RECEIVED WERE FAVORABLE.**

UPON MOTION duly made and seconded, the Board approved the City Council Bill 20-0534 and directed that the Bill be returned to the City Council with the recommendation that it also be approved by that Honorable Body. The Mayor **ABSTAINED**. The President **ABSTAINED**.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- |  |              |         |
|--|--------------|---------|
| 1. MARYLAND ENVIRONMENTAL SERVICE  | \$ 25,000.00 | Renewal |
| Contract No. 06000 - Chlorofluorocarbon (CFC) Removal - Department of Public Works - P.O. No.: P548496 |              |         |

On December 21, 2018, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three renewal options. On June 17, 2019, the Board approved the first renewal in the amount of \$25,000.00. Maryland Environmental Service provides cleaning of all Chlorofluorocarbon contained residential and commercial air conditioners, de-humidifiers, freezers, refrigerators, and household central air conditioning units as well as removal of capacitors from the appliances. This second renewal in the amount of \$25,000.00 is for the period July 1, 2020 through June 30, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below the MWBOO threshold of \$50,000.00.

- |  |              |         |
|--|--------------|---------|
| 2. CHESAPEAKE SYSTEMS, INC.  | \$ 50,000.00 | Renewal |
| Contract No. 08000 - Media Asset Management - Mayor's Office of Cable and Communications - P.O. No.: P532674 |              |         |

## 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 September 29, 2015, the Board approved the initial award in the amount of \$20,800.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This fourth renewal in the amount of \$50,000.00 will provide the annual maintenance for the Media Asset Management System. The period of the renewal is July 1, 2020 through June 30, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement. This proprietary Media Asset Management system and annual support are exclusively available from the Vendor and are not available from subcontractors.

## 3. DIVISION STREET

LANDSCAPING, LLC	\$100,000.00	Renewal
Contract No. B50005567 - Tree Pit Maintenance - Recreation and Parks - Forestry - P.O. No.: P546992		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On December 19, 2012, the Board approved the initial award in the amount of \$249,000.00. The award contained three 1-year renewal options. On March 1, 2019, the Board approved the first renewal in the amount of \$250,000.00. This second renewal in the amount of \$100,000.00 is for the period January 30, 2020 through January 31, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 12, 2018, MWBOO set goals of 3% MBE and 3% WBE. On December 17, 2018, Division Street Landscaping, LLC., was found in non-compliance, and submitted an acceptable plan to come into compliance. On May 20, 2020 Division Street Landscaping, LLC, was found in compliance.

<b>MBE:</b> Grass Roots Landscaping, LLC	3%	\$7,500.00	6.55%
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<b>WBE:</b> Empire Landscaping, LLC	3%	\$ 0.00	0.00%
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The Vendor did not meet the WBE goal. The WBE has provided services for a total of \$7,500.00. To date, the prime has not paid the subcontractor. The City only credits participation when payments are made. MWBOO held a conciliation meeting with the prime and the subcontractor and found that the prime has not invoiced the City for the work that included the work completed by the WBE. The prime must complete additional work

## 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

before the invoice can be submitted to the City. This work cannot be completed until the City renews the contract as the work has stopped. Therefore, we have found that the prime has made a good-faith effort to meet the goal. Both the prime and the WBE have agreed that upon payment of the invoices by the City, the WBE will received the payment for work completed.

**MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 20, 2020.**

AUTO DIAGNOSTICS AND EQUIPMENT DISTRIBUTORS, INC.	\$ 24,000.00	Renewal
Contract No. B50005025 - O.E.M. Parts and Service for Texa Diagnostic Equipment - Department of General Services, Fleet Management - P.O. No.: P539797		

On June 15, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,000.00. The award contained two renewal options. On May 16, 2019, the City Purchasing Agent approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$24,000.00 is for the period June 16, 2020 through June 15, 2021. 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.

## 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

## 5. TENNANT SALES AND

SERVICE COMPANY	\$ 24,500.00	Renewal
Contract No. B50004997 - Parts and Service for Tennant Scrubbers - Sweepers and Litter Vacs - Department of General Services - Fleet Management Division - P.O. No.: P539960		

On May 22, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,500.00. The award contained two 1-year renewal options. On September 11, 2019, the Board approved an increase in the amount of \$24,000.00. This first renewal in the amount of \$24,500.00 is for the period August 1, 2020 through July 31, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

## 6. CUMMINS COOLING

PRODUCTS, INC.	\$ 0.00	Renewal
Contract No. B50004552 - Aftermarket Body and Fender Parts - Department of General Services, Fleet Management - P.O. No.: P536184		

On July 13, 2016, the Board approved the initial award in the amount of \$100,000.00. The award contained two renewal options. On May 29, 2019, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period August 1, 2020 through July 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:

On March 16, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MARCH 16, 2016.**

- |   |              |   |
|---|--------------|---|
| 7. MOBOTREX,<br>INC.  | \$ 30,000.00 | Non-competitive/<br>Procurement/Renewal |
| Contract No. 08000 - Traffic Signal Components - Department of<br>Transportation - P.O. Nos.: P543697 and P540009 |              |   |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

On June 28, 2017, the Board approved the initial award in the amount of \$80,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$30,000.00 is for the period July 1, 2020 through June 30, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

**MBE/WBE PARTICIPATION:**

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

## 8. WEST COAST

ESCALATOR CLEANING, INC.	\$ 0.00	Renewal
Contract No. B50005013 - Escalator Cleaning - Baltimore Convention Center - P.O. No.: P540134		

On July 12, 2017, the Board approved the initial award in the amount of \$25,300.00. The award contained four 1-year renewal options. Two renewals have been exercised. This third renewal in the amount of \$0.00 is for the period July 12, 2020 through July 11, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

## 9. 3M COMPANY

ORAFOL AMERICAS, INC.	\$ 0.00	Renewal
Contract No. B50005244 - Reflective Sign Sheeting - Department of Transportation - P.O. Nos.: P544517 and P544518		



## 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 July 18, 2018, the Board approved the initial award in the amount of \$131,854.75. The award contained two renewal options. On May 29, 2019, the Board approved the first renewal in the amount of \$84,196.70. This final renewal in the amount of \$0.00 is for the continuation of Maryland State Highway Administration approved Traffic Control Retroreflective Sign Sheeting for the Department of Transportation. The period of the award is July 18, 2020 through June 17, 2021. The above amount is the City's estimated requirement.

- |   |              |   |
|---|--------------|---|
| 10. AGILENT TECHNOLOGIES,<br>INC.   | \$383,604.75 | Non-competitive/<br>Procurement/Sole Source |
| Contract No. 08000 - Agilent Liquid Chromatograph/Mass Spectrometer with Nitrogen Gas Generator and Maintenance Agreement - Police Department - Req. No.: R852269 |              |   |

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

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

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently installed equipment at the Police Department. This procurement is fully funded by a Governor's Grant which was approved by the Board on February 26, 2020. The period of the award is June 17, 2020 through June 16, 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

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

**MBE/WBE PARTICIPATION:**

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

## 11. ALTURA COMMUNICATION

<u>SOLUTIONS, LLC</u>	<u>\$ 17,069.33</u>	<u>Extension</u>
Contract No. B50004991 - Voice Mail Maintenance - Municipal Telephone Exchange - P.O. No.: P539357		

On April 27, 2017, the City Purchasing Agent approved the initial award in the amount of \$17,069.33. The award contained two renewal options. Both renewals have been exercised. A new bid Contract No. B50006073 was advertised on CitiBuy. No bids were received. An extension is necessary to continue services for an additional year. The period of the extension is July 1, 2020 through June 30, 2021. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

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

## 12. C.N. ROBINSON LIGHTING

SUPPLY COMPANY	\$150,000.00	Extension
BRCPC Contract No. 15-021 - Lamps and Ballasts, Large and Specialty - Citywide - P.O. No.: P531583		

On June 3, 2015, the Board approved the initial award in the amount of \$300,000.00. The award contained four renewal options. All renewals have been exercised. This is a specialty cooperative contract through the Baltimore Regional Cooperative Purchasing Committee with Anne Arundel County as the lead agency. 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 May 14, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 14, 2015.**

## 13. CARMEUSE LIME AND

STONE, INC.	\$500,000.00	Extension
Contract No. B50003774 - Quick Lime for Water Treatment - Department of Public Works - Water and Wastewater - Water Analyzer's Office - P.O. No.: P529525		

## 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 November 19, 2014, the Board approved the initial award in the amount of \$500,000.00. The award contained three renewal options. Subsequent actions have been approved and three renewals have been exercised. This extension in the amount of \$500,000.00 is necessary to meet the requirement of Quick Lime for the water treatment of the various filtration plants within the City while competitive bidding process via B50006075 is completed to have a new contract in place. The current contract ends on June 30, 2020. The period of the extension is July 1, 2020 through December 30, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 23, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON SEPTEMBER 23, 2014.**

14. PNC BANK, NATIONAL ASSOCIATION	\$ 0.00	Non-competitive/ Procurement/Extension
<u>Contract No. B50000757 - Small Purchases Procurement Card Services - Department of Finance - Bureau of Procurement - P.O. No.: P508321</u>		

On June 3, 2009, the Board approved the initial award in the amount of \$0.00. The award contained one renewal option. Subsequent actions have been approved and the sole renewal has

## 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

been exercised. PNC Bank is the card provider of the City's Small Purchasing Procurement Card Program. This extension in the amount of \$0.00 is necessary to continue services while completing the award and to allow time for the transition process for Solicitation B50005774. The above amount is the City's estimated requirement.

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

**MBE/WBE PARTICIPATION:**

On June 27, 2008, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JUNE 27, 2008.**

15. LORENZ LAWN &  
 LANDSCAPE, INC.  
d/b/a LORENZ INC.                      \$362,000.00                      Renewal  
 Contract No. B50004553 - Mowing, Maintenance and Landscaping  
 for Cluster Six - Department of Recreation and Parks - P.O.  
 No.: P535711

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

On June 1, 2016, the Board approved the initial award in the amount of \$186,660.00. The award contained four renewal options. Three renewals have been exercised. This final renewal in the amount of \$362,000.00 is for the continuation of lawn maintenance service throughout the City. The period of the award is June 1, 2020 through May 31, 2021. The above amount is the City's estimated requirement.

On October 20, 2016, MWBOO set goals of 27% MBE and 9% WBE. On May 29, 2019, Lorenz, Inc. was found in compliance. On March 18, 2020, Lorenz, Inc. was found in compliance.

		<u>Commitment</u>	<u>Performed</u>
<b>MBE:</b> 4 Evergreen Lawncare, LLC	27%	\$2,176,925.36	28.6%
<b>WBE:</b> Fouts Lawn	9%	\$ 795,589.86	10.4%

**MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 18, 2020.**

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, Increases to Contracts and Extensions.

## MINUTES

Department of Finance - Master Custody Agreements

The Board is requested to approve and authorize execution of the Master Custody Agreements. The period of the Master Custody Agreements is five years with an option to renew for two one-year periods.

1. **ELECTED OFFICIALS' RETIREMENT SYSTEM** **\$0.00**

By separate Memoranda to the Board, the Director of Finance has also requested approval of substantially identical Master Custody Agreements with Bank of New York Mellon (BNYM) for custodian services for assets of the City's Employees' Retirement System (ERS), Fire and Police Employees' Retirement System (F&P), and Retiree Benefits Trust (OPEB).

No General Fund monies are involved in this transaction. OPEB, ERS, and EOS will pay BNYM in total \$125,000.00 as an annual flat fee for OPEB, ERS, and EOS custody, in addition to variable per-service fees for payroll and disbursement services for the plans.

2. **FIRE AND POLICE EMPLOYEES' RETIREMENT SYSTEM** **\$0.00**

By separate Memoranda to the Board, the Director of Finance has also requested approval of substantially identical Master Custody Agreements with BNYM for custodian services for assets of the City's Elected Officials' Retirement System (EOS), ERS, and OPEB.

No General Fund monies are involved in this transaction. F&P will pay BNYM \$150,000.00 as an annual flat fee for F&P custody, in addition to variable per-service fees for payroll and disbursement services for the plans.

3. **EMPLOYEES' RETIREMENT SYSTEM** **\$0.00**

By separate Memoranda to the Board, the Director of Finance has also requested approval of substantially identical Master Custody Agreements with BNYM for custodian services for

## MINUTES

Department of Finance - cont'd

assets of the City's Elected Officials' Retirement System (EOS), Fire and Police Employees' Retirement System (F&P), and Retiree Benefits Trust (OPEB).

No General Fund monies are involved in this transaction. OPEB, ERS, and EOS will pay BNYM in total \$125,000.00 as an annual flat fee for OPEB, ERS, and EOS custody, in addition to variable per-service fees for payroll and disbursement services for the plans.

4. **RETIREE BENEFITS TRUST** **\$0.00**

By separate Memoranda to the Board, the Director of Finance has also requested approval of substantially identical Master Custody Agreements with BNYM for custodian services for assets of the City's Elected Officials' Retirement System (EOS), Employees' Retirement System (ERS), and Fire and Police Employees' Retirement System (F&P).

No General Fund monies are involved in this transaction. OPEB, ERS, and EOS will pay BNYM in total \$125,000.00 as an annual flat fee for OPEB, ERS, and EOS custody, in addition to variable per-service fees for payroll and disbursement services for the plans.

Over the last several months, the ERS Board, with the assistance of its investment consultant, conducted a nationwide search for a firm to provide global custodian services for ERS, EOS, and OPEB assets. The F&P Board, with the assistance of its investment consultant, conducted a similar global custody search for F&P. The ERS and F&P Boards each independently recommend that the City continue to retain BNYM. The Director of Finance is the proper signatory for the Master Custody Agreements in his capacity as custodian of all moneys and securities of the ERS, F&P, EOS, and OPEB under Article VII, Section 18(a) of the Baltimore City Charter, which authorizes the Director of Finance to contract with banks to perform his custodial responsibilities.



**MINUTES**

Department of Finance - cont'd

**MBE/WBE PARTICIPATION:**

The Minority and Women's Business Opportunity Office has waived MBE/WBE utilization requirements for this contract. Article 5, Section 27-4 of the Baltimore City Code requiring employment analysis of local hiring is not applicable to this investment contract; BNYM does not employ staff within the Baltimore MSA.

**MWBOO GRANTED A WAIVER ON JUNE 10, 2020.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Master Custody Agreements. The Mayor **ABSTAINED** on Item No. 1. The Comptroller **ABSTAINED** on Item Nos. 1, 2, 3, and 4.

**MINUTES**

Department of Finance, Office - Renewal of Insurance Policy  
of Risk Management

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the insurance policy with Chesapeake Employers Insurance Company (previously IWIF, a State agency) to provide Workers' Compensation benefits for the Office of Employment Development (OED) Trainees Program. The period of the policy is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$82,685.00 - 2043-000000-1450-162900-603014

**BACKGROUND/EXPLANATION:**

The OED receives Federal grant money, a requirement of which is the purchase of Workers' Compensation Insurance for the participants in its various programs. The OED has completed its 25th year under the Chesapeake Employers Insurance (IWIF) Program.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the renewal of the insurance policy with Chesapeake Employers Insurance Company (previously IWIF, a State agency) to provide Workers' Compensation benefits for the Office of Employment Development Trainees Program.

## MINUTES

President: "As there is no more business before the Board, we will recess until bid opening until 12:00 noon. We will also reconvene on June 24, 2020. Thank you for tuning in. Please stay safe, everyone."

\* \* \* \* \*

## MINUTES

Comptroller: "All right, good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. In accordance with the directives of the Mayor and Governor prohibiting gatherings of more than 10 people and as part of the overall effort to limit transmission of the COVID-19 virus, the Board of Estimates is conducting bid openings remotely. Members of the public can call to listen to bid openings live by calling 443-984-1696 and entering Access Code: 0817325. Board of Estimates meetings are also broadcast live on Charm TV, Channel 25 on Comcast cable in Baltimore City. Meetings are also streamed on the internet at [www.charmtvbaltimore.com/watch-live](http://www.charmtvbaltimore.com/watch-live). The Board of Estimates will continue to conduct bid openings remotely while the state of emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

## MINUTES

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Comptroller announced that **THERE WERE NO ADDENDA RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

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

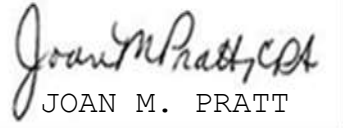
Department of Recreation & Parks - RP 18824, Renovations to the  
Towanda Recreation Center

Keller Brothers, Inc.  
North Point Builders of MD. LLC.  
Boulevard Contractors Corp  
Bob Andrews Construction, Inc.  
E. Pikounis Construction Co., Inc.  
Bensky Construction Co. LLC

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, June 24, 2020.

  
JOAN M. PRATT  
Secretary