

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 October 14, 2020 meeting of the Board of Estimates is now called to order. In the interest of promoting and maintaining health and safety as we continue to deal with the COVID-19 pandemic the Board of Estimates continues to be a virtual meeting. I will direct the Board Member's attention to the Memorandum from my office dated October 13, 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 the items contained on the routine agenda."

Acting City Solicitor: "Good morning everyone, I move approval of all of the items on the routine agenda."

Comptroller: "I Second."

President: "All those in favor say Aye. All opposed say, Nay. The motion carries. The routine agenda items have been adopted."

* * * * *

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:

Nichols Power Systems Company, 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:

ADS LLC	Engineer
Constellation Design Group, Inc.	Engineer
Henry Adams, LLC	Engineer
Mahan Rykiel Associates, Inc.	Landscape Architect
PEER Consultants, P.C.	Engineer
Simpson Gumpertz & Heger Inc.	Engineer
The Robert B. Balter Company	Engineer
WSP USA Inc.	Architect Landscape Architect Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

Weston & Sampson Engineers, Inc.

Landscape Architect
Engineer
Land Survey
Property Line Survey

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

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Task Assignment No. 5 to GWWO, Inc., On-Call Architectural Design Services Project No. 1314. The period of the task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$250,486.72 - 9938-908784-9474-900000-703032

BACKGROUND/EXPLANATION:

The task includes Construction Administration Services for the Middle Branch Fitness & Wellness Center at Cherry Hill RP19808.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 20%

The Consultant has met 19.72% of WBE and 19.88% of MBE goals and has the capacity to meeting the remaining goals.

THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 17, 2020.

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00	9938-906784-9475	9938-908784-9474
3 rd Parks and	Cherry Hill	Middle Branch
Public Facilities	Recreation Center	Fitness and
	- Reserve	Wellness Center at
		Cherry Hill -
		Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1314. Task No. 5 to GWWO, Inc.

UPON MOTION duly made and seconded, the Board approved the Task Assignment No. 5 to GWWO, Inc., On-Call Architectural Design Services Project No. 1314. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 2 to Rummel, Klepper & Kahl, LLP, On-Call Civil Engineering Design Services Project No. 1315. The period of the task is approximately 14 months.

AMOUNT OF MONEY AND SOURCE:

\$173,038.12 - 9938-906123-9474-900000-703032

BACKGROUND/EXPLANATION:

The task includes Engineering Design Services for Robert C. Marshall Field.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 14%

The Consultant has met 4.16% of the WBE and 27.52% of the MBE goals and has the capacity to meeting the remaining goals.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 26, 2020.

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT'S</u>
\$132,000.00	9938-905123-9475	
State	(Reserve)	
(Program	Robert C. Marshall	
Open Space)	Field	
44,000.00	9938-905123-9475	
3 rd Parks &	(Reserve)	
Public	Robert C. Marshall Field	
Facilities		
\$176,000.00	-----	
		9938-906123-9474
		(Active)
		Robert C. Marshall
		Field

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1315, Task No. 2 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 2 to Rummel, Klepper & Kahl, LLP, On-Call Civil Engineering Design Services Project No. 1315. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 5 to Murphy & Dittenhafer, Inc. under Project No. 1314, On-Call Architectural Design Services. The period of the task assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$39,544.12 - 9938-907150-9474-000000-703032

BACKGROUND/EXPLANATION:

This task will include Design Services for James D. Gross Recreation Center.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 20%

The Consultant has achieved 5.01% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals. The Consultant has achieved 35.15% of the MBE goal at this time.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$40,000.00	9938-905150-9475	9938-907150-9474
Pimlico Local	JD Gross	JD Gross
Impact Aid	Recreation	Recreation
VLT	Center - (Reserve)	Center - (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1314, Task #5, to Murphy & Dittenhafer, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 5 to Murphy & Dittenhafer, Inc. under Project No. 1314, On-Call Architectural Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 1 to Johnson, Mirmiran and Thompson, Inc., under Project No. 1315, On-Call Civil Engineering Design Consultant. The period of the task is approximately 15 months.

AMOUNT OF MONEY AND SOURCE:

\$134,629.17 - 9938-912141-9474-900000-703032

BACKGROUND/EXPLANATION:

The task includes Engineering Design Services for Mary E. Rodman site work.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 14%

The Consultant has met 8.02% of the MBE and 18.35% of WBE goals and has the capacity to meeting the remaining goals.

THE EAR WAS APPROVED BY MWBOO ON SEPTEMBER 25, 2020.

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$140,688.00	9938-905125-9475	9938-912141-9474
State (Community Parks & Playgrounds)	Community Parks & Playgrounds (Reserve)	Mary E. Rodman Site Improvements (Active)

This transfer will provide funds to cover the costs associated with engineering design services under On-Call Contract No. 1315, Task No. 1 to Johnson, Mirmiran & Thompson, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 1 to Johnson, Mirmiran and Thompson, Inc., under Project No. 1315, On-Call Civil Engineering Design Consultant. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development (DHCD) - Option</u>			
1. LK Ground Rents, LLC	2232 Etting Street	G/R \$36.00	\$ 330.00

Funds are available in account 9904-918051-9127-900000-704040, BGN Druid Square Park, Druid Square/Cab Calloway Square.

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

DHCD - Redemption or Extinguishment

2. William Weintraub	1334 Mosher Street	G/R \$78.00	\$ 70.00 \$234.00
----------------------	--------------------	----------------	----------------------

Funds are available in account 9910-905640-9588-900000-704044, Whole Block Demo, FY 17 CORE Demolition.

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

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing Option, Condemnation, and Quick-Takes and Redemption or Extinguishment.

MINUTES

Department of Audits - Audit Report

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

1. Department of Planning Biennial Performance Audit Fiscal Years Ended June 30, 2019 and 2018.

President: "The first item on the non-routine agenda can be found on page 12 Department of Audits -- Audit report. We will now hear from the City Auditor."

Josh Pasch, Baltimore City Auditor: "Good morning. Good morning Mr. President, Mr. Mayor, Madam Comptroller, members of the Board of Estimates. I am here to present the Biennial Performance Audit on the Department of Planning for Fiscal Years ended June 30, 2019 and 2018. The objectives of our audit were to determine whether the Department of Planning met its performance measures targets, evaluate whether the Department of Planning has adequately designed internal controls related to those selected performance measures and to follow up on the prior findings and recommendations included in the previous Biennial Performance Audit dated November

MINUTES

Department of Audits - cont'd

23, 2018. Our scope included service 763 Average Number of Days for Basic Permit Review and Service 765 Percent of Climate Action Plans recommended that were completed, and Service 761 Average number of site plan review committee meetings required for plan approval. According to the Budget Books all three selected performance measures met their targets in Fiscal years 2019 and 18. However, when we validated those results, we noted that two of the three selected measures were not reported correctly. We also evaluated the design of internal controls for the selected performance measures. We have two findings related to that for the current year. The first Finding for service 763 Comprehensive Planning and Resource Management Average Number of Days for Basic Permit Review, we noted that the calculation methodology and the data reliability controls impacted the performance measure reporting. We noted that the calculation method used resulted in understating the actual results reported in the budget book for the average number of days for basic permit review. When we looked into the controls and processes around calculating it, we noted

MINUTES

Department of Audits - cont'd

that the Planning Department uses the permit purchase date or when the permit is requested to create -- to calculate the number of average number of days, instead of using the date that the permit was approved. This resulted in when permits were assigned in one Fiscal year and approved in a subsequent Fiscal year, those were not correctly captured and calculated correctly. We specifically noted eight permits that were assigned in Fiscal year 2018, that averaged 230 business days to approve. They were incorrectly reported, in Fiscal year 18, as negative one day to approve, because they were not included in the calculation as they scanned multiple Fiscal years. We also noted that the calculation did not include urban renewal zone R44 which included 69 permits that averaged 26 days to approve was not included in the calculation. We also noted on the system, controls that the access rights for the construction enforcement system, which is used to gain data that the planning's planners, had edit rights to change the approval dates. We also made -- it noted that the spreadsheet which details the output of assigned and approved permits provided by the DHCD did not have proper access controls and that anyone who

MINUTES

Department of Audits - cont'd

had to access to the network drive would have access to the report. The second Finding is on service 765 Planning for Sustainable Baltimore, Percent of Climate Action Plan Recommendations Completed. We noted that targets and goals are reported on a project-to-date basis and they do not have measurable and verifiable deliverables. What we did was -- most measures in the budget book are reported with an annual target or a target for that year and results for that year. For the CAP, it is reported on a cumulative basis, so we noted that in Fiscal Year 2018 they had a target of 19 percent however, the target in Fiscal 17 was 13 percent and that being cumulative the target was only to improve or increase the number of recommendations implemented by six percent. We noted the budget book stated that the target for um - - implementing recommendations was 21 percent however, that was only a 2 percent increase over the 2018. Our recommendation there was to add clarity to the budget book so that users of the budget book would have a clear understanding of what the targets are and what activity was completed in each of those Fiscal years. We also

MINUTES

Department of Audits - cont'd

reviewed the prior audit findings and recommendations. Of the 15 prior action plans that we followed up on, two of the action plans were fully implemented, eight of the action plans were partially implemented and five of the action plans were not implemented. The findings all related to documenting policies and procedures on data collection calculation validation methods used and having supporting documentation to support the actual results and -- and meeting the measures. The measures that were included in -- that were included from prior year includes, 761 Development Oversight and Project Support and the measure was percent of assigned building permits reviewed within 48 hours, Service 761 again, Development Oversight and Project Support Performance Measure percent of subdivision reviews receiving planning commission approval in less than 30 days and performance metric average number of day -- average number of site plan review community meetings required for plan approval and for Service Center 762 Historic Preservation number the service -- the performance measure was number of preliminary reviews completed for tax credit

MINUTES

Department of Audits - cont'd

applications within 30 days, and for service center for 2001 and 2014 Fiscal years under Service Center 762 Development Oversight and Project Support performance measure percent completed notice, to proceed permit applications review within 48 hours. We also noted in Fiscal years 2011 to 14 for Service Center 763 Comprehensive Planning and Resource Management, the average -- the measure average number of days for basic permit review and the percentage of Baltimore Sustainable Plan strategies initiated those were also -- had the same repeat findings which was again, um -- not having supporting documentation to support the numbers um -- stated in the budget book and documented policies and procedures to document the data collection, calculation and validation methods so that it can be recalculated and reported. That is all. If there's any questions?"

Mr. President: "Any questions from the Board members for the ah - - City Auditor uh -- Mr. Auditor stand by. Um -- uh - Director Ryer would you like to address the Audit from Planning's perspective?"

MINUTES

Department of Audits - cont'd

Mr. Chris Ryer, Director Department of Planning: "Yes. Mr. President, members of the Board, I would. Um -- as you may or may not know this is my first Audit. I've been in this position about a year and a half and we also have a brand new budget ah -- officer um -- I'd like to introduce Courtney Barbour, um -- who is on this call. We also have our two assistant Directors, Lori Feinberg and Stephanie Smith on the call and our Director of Policy and Data Analysis, Sarah Arnela. Um -- I would like to take a minute to um -- sort of challenge my idea of how we could do this audit in -- in the in the future. As -- as you will see today essentially what we have been measuring at the Department is our turnaround time on the various land use and historic ah -- permits that we oversee which is -- which is numerous and I -- I will say that since my time here I have never heard a complaint about this department from anyone in the development community about our timeliness. Um -- you'll also see some presentations about the sustainability plan and specific aspects of it and the implementation of that. And I would caution you that those are multi-year um -- large item

MINUTES

Department of Audits - cont'd

um - plans. They are not something that you can actually measure from month to month or quarter to quarter so I would like to work with the Finance Department and ultimately the Comptroller's Office on figuring out something that we do that's a little more meaningful -- a little more qualitative rather than quantitative. I --I want to figure out how this department of 50 people actually helps the City get better. Ah -- you may or may not know that -- that we have rolled out a new community development plan in the city of Baltimore and I think it's going to have a big impact; I'd like to figure out how we can measure how that affects the quality of life for our citizens of Baltimore. So that's what I'm looking forward to in the next um -- audit to coming back to you with some qualitative measures that really ah -- try to show how much value the Planning Department adds to the government of the City of Baltimore. Thanks."

President: "Thank you. Any further questions from any of the Board members? All right seeing none uh -- the Audit Report has been **NOTED.**"

* * * * *

MINUTES

Office of the State's Attorney - Grant Award
for Baltimore City (OSA)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Grant Award from the State of Maryland – Governor's Office of Crime Control and Prevention (GOCCP). The period of the Grant Award is of July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$85,000.00 - 5000-506421-1150-118000-601001

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant for the OSA's AIM to B'more program which is a crime intervention program serving felony drug offenders in the City. The program equips first-time non-violent, felony drug offenders with jobs while simultaneously removing the burden of a criminal record and reduces their chances of reengaging in criminal behavior. Grant funds support salary, participant supply needs and conference travel fees.

The Grant Award is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the State of Maryland – Governor's Office of Crime Control and Prevention.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 022 to Rummel, Klepper & Kahl, LLP under Project No. 1504, On-Call Construction Management Assistance.

AMOUNT OF MONEY AND SOURCE:

(\$38,878.25) - 9956-906647-9551-900020-705032

BACKGROUND/EXPLANATION:

The Department was in need of Construction Management Assistance for various projects under Task 009. However, the project did not utilize all of the funds and is requesting a credit.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and the 10% WBE goals established in the original agreement.

Currently, this on-call agreement is not in compliance because the tasks have not yet been completed or billed in its entirety. The

MINUTES

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

Consultant has reached a status of 21% MBE and 7% WBE and anticipates meeting goals once these tasks are complete.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 20, 2020.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 022 to Rummel, Klepper & Kahl, LLP under Project No. 1504, On-Call Construction Management Assistance.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007 to AECOM Technical Services, Inc., under Project No. 1803, On-Call Project and Construction Management Services. The period of the task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$405,849.48 - 9956-906548-9551-90020-703032

BACKGROUND/EXPLANATION:

The Department is in need of Inspection Services for the ongoing emergency work on the Stony Run Wastewater Pumping Station Upgrade.

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

The scope of the construction project includes the provision of new pumping units with closed-loop motor cooling; the relocation of the existing grinders, valves, and gates; Station by-pass during upgrade to the station, reconfiguration of suction and discharge piping; the replacement of the wet well sump pump, the replacement of the existing spray water system, increase in the line size of water service to the station, upgrades to the process control

MINUTES

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

MBE/WBE PARTICIPATION:

system, automation of the pumping station to include station startup sequence, station wash down sequence, and equipment exercise sequence, refurbish the existing slide gates as determined by the engineer, miscellaneous work.

AECOM Technical Services, Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 29% MBE and the 10% WBE goals assigned to the original agreement.

Currently, this On-Call Agreement is not in compliance because only four tasks have been approved. The current status of the goals are MBE:21% and WBE:22%.

THE EAR WAS APPROVED BY MWBOO ON AUGUST 20, 2020.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 204,000.00 (County Revenue)	9956-916024-9549 (Stony Run Pump Station Renovation)	
3,764,000.00 (Revenue Bond)	" "	
\$3,968,000.00	-----	9956-906548-9551-6 (Construction)

This transfer will provide funds to cover the construction costs of SC-949 Stony Run Pumping Station renovations.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007 to AECOM Technical Services, Inc., under Project No. 1803, On-Call Project and Construction Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the Leasehold Interest in the property located at 1418 E. Preston Street (Block 1149B, Lot 003) by a gift from Charles H. Cotton, Jr. Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City title to the property at 1418 E. Preston Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through April 26, 2020, other than water bills, are as follows:

MINUTES

DHCD - cont'd

1418 E. Preston Street

Real Property	2019-2020	\$ 0.00
Miscellaneous	8869125	207.87
Property Registration	087120	132.60
Total Taxes Owed		\$340.47

UPON MOTION duly made and seconded, the Board approved the acquisition of the Leasehold Interest in the property located at 1418 E. Preston Street (Block 1149B, Lot 003) by a gift from Charles H. Cotton, Jr., Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Adekoya Obayanju for the sale of a vacant City-Owned building located at 1316 Greenmount Avenue in the Johnston Square neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Private Funds

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation of the vacant building which will be used as an extension to the buyer's business at 1318-1320 Greenmount Avenue.

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

In accordance with the City's Appraisal Policy, the Waiver Valuation Process determined the property located at 1316 Greenmount Avenue to be valued at \$10,000.00, and the property will be sold for \$5,000.00.

The sale of the vacant property at a price below the Waiver Valuation value will be a specific benefit to the immediate community, eliminate blight, and the property will be returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a land disposition agreement with Adekoya Obayanju for the sale of a vacant City-Owned building located at 1316 Greenmount Avenue in the Johnston Square neighborhood.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Zion Baptist Church, Inc. for the sale of four City-owned vacant lots located at 1503 E. Lanvale Street (Block 1117/Lot 022), 1505 E. Lanvale Street (Block 1117/Lot 023), 1627 N. Dallas Street (Block 1117/Lot 076), and 1706 N. Spring Street (Block 1107/Lot 064), in the Oliver Community.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - 1503 E. Lanvale Street
 1,000.00 - 1505 E. Lanvale Street
 500.00 - 1627 N. Dallas Street
 1,000.00 - 1706 N. Spring Street
\$3,500.00 - Private Funds

BACKGROUND/EXPLANATION:

Zion Baptist Church proposes to purchase the vacant lot at 1503 E. Lanvale Street, 1505 E. Lanvale Street, 1627 N. Dallas Street, and 1706 N. Spring Street to use with the Developer's adjacent properties as parking.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

Per the Appraisal Policy of Baltimore City, vacant lots assessed below \$2,500.00 do not require an appraisal. The vacant lot at 1503 E. Lanvale Street is assessed for \$1,000.00 by Maryland SDAT and will be sold for \$1,000.00. The vacant lot at 1505 E. Lanvale Street is assessed for \$1,000.00 by Maryland SDAT and will be sold for \$1,000.00. The vacant lot at 1627 N. Dallas Street is assessed for \$500.00 by Maryland SDAT and will be sold for \$500.00.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The vacant lot at 1706 N. Spring Street is assessed for \$1,000.00 by Maryland SDAT and will be sold for \$1,000.00. The statement of purpose and rationale is therefore, not applicable.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement with Zion Baptist Church, Inc. for the sale of four City-owned vacant lots located at 1503 E. Lanvale Street (Block 1117/Lot 022), 1505 E. Lanvale Street (Block 1117/Lot 023), 1627 N. Dallas Street (Block 1117/Lot 076), and 1706 N. Spring Street (Block 1107/Lot 064), in the Oliver Community.

MINUTES

Department of Housing and - HOME Loan
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve, with respect to the Lakewood Apartments located at 1401 N. Lakewood Avenue, the following: (i) the payoff of the existing HOME Investments Partnerships Program Loan in the principal amount of \$1,000,000.00, plus interest accrued to the date of payoff and (ii) the assumption of the HOME loan covenants to Hudson Valley Property Group, or any affiliate thereof (HVPG).

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction after review and approval by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No additional City funds are required.

BACKGROUND/EXPLANATION:

On June 17, 2007, the City made a HOME Investment Partnerships Program Loan (the Original HOME Loan) in the principal amount of \$1,500,000.00 to Lakewood Apartments Limited Partnership (the Original Borrower), a Maryland limited partnership for the purpose of acquiring, rehabilitating, and operating a rental housing project.

In connection with the Original HOME Loan, the Original Borrower executed or delivered a Note, a Deed of Trust, and other documents evidencing and securing such a loan. The proceeds of the Original HOME Loan were used to assist with a portion of the rehabilitating costs associated with the redevelopment of the Lakewood Apartments

MINUTES

DHCD - cont'd

(the Project), an existing four-story, 102 units of senior housing consisting of 26 studio units, 69 one-bedroom units, six two-bedroom units, and one management unit. All the units except for the management unit received a subsidy through a HUD project-based Section 8 Housing Assistance Payment (the HAP) contract.

The Original HOME Loan was secured by a subordinate second lien on the property, accrued interest at 3% per annum for a term of 30 years, and required amortizing payments of principal and interest to be made from Surplus Cash. On August 8, 2018 (the Prior Approval date), the Board approved the sale of the Project to Berea Housing Associates, Limited Partnership, a Massachusetts limited partnership (the Current Borrower), an affiliate of Weston Associates, Inc. (Weston), a Boston based real estate firm specializing in acquiring underperforming residential complexes in need of revitalization and transforming them into modern facilities and affordable to individuals and families.

The Current Borrower acquired the property for \$8,100,000.00 (the Sales Price). The DHCD agreed to allow the Current Borrower to assume a portion of the Previous HOME Loan in the principal amount of \$1,000,000.00 (the Current HOME Loan). As a condition precedent to the approval of such a sale, Weston and the Previous Borrower agreed that the Previous Borrower pay at closing the \$500,000.00 outstanding principal amount of the Original HOME Loan plus the accrued interest out of sales proceeds. As a result, the Department received proceeds totaling \$905,863.02.

In addition, the Board approved the following modifications to the terms of the loan: following closing, the interest rate on the Current HOME Loan would be increased to an amount that equals or exceeds the applicable federal rate, the term would be extended so that the maturity date would be coterminous with the New First Loan (as such term is defined in the Prior Approval), and the

MINUTES

DHCD - cont'd

Current Borrower would pay interest as set forth in the Prior Approval.

Weston has now agreed to sell the property to Hudson Valley Property Group, or an affiliate thereof (HVPG), a New York City-based owner and developer of affordable and workforce housing, in order to preserve the affordable housing at the Project. As part of such sale, the Current Borrower has agreed to repay, in full, the outstanding \$1,000,000.00 principal and accrued interest on the Current HOME Loan, which amount is estimated to be \$41,198.89 as of September 30, 2020. However, to ensure the long-term affordability of Lakewood Apartments, the HVPG will assume and maintain the existing 20-year term of the HAP contract, which runs through 2038, and will also assume the restrictive covenants required by the HOME Program that is set forth in the documents executed in connection with the Current HOME Loan (the Current HOME Loan Documents).

As currently set forth in the Current HOME Loan Documents, the restrictive covenants are required to be in effect through the "period of affordability," which runs through June 18, 2037, the current maturity date of the Current HOME Loan.

The HVPG is planning a renovation of approximately \$1,550,000.00 at the Lakewood Apartments, which will prioritize building modernization, energy efficiency upgrades, and resident quality of life improvements. Key capital needs to be addressed as part of the rehabilitation includes elevator modernization, roof replacement, common area and exterior lighting upgrades, security system improvements, including additional cameras and access control, unit HVAC/cabinetry/fixture replacements as needed, and new landscaping/site work.

The affordability requirements for all 102 rental units are to remain in place.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved, with respect to the Lakewood Apartments located at 1401 N. Lakewood Avenue, the following: (i) the payoff of the existing HOME Investments Partnerships Program Loan in the principal amount of \$1,000,000.00, plus interest accrued to the date of payoff and (ii) the assumption of the HOME loan covenants to Hudson Valley Property Group, or any affiliate thereof. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction after review and approval by the Department of Law.

MINUTES

Department of Housing and - Lien Release
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the release of liens, plus all accrued interest and penalties, on the property located at 4921 Edgemere Avenue for the Transferee, West Baltimore Redevelopment Project One, LLC/Gar Roberts, Authorized Member (Developer).

AMOUNT OF MONEY AND SOURCE:

\$77,125.72

BACKGROUND/EXPLANATION:

This is a request for the release of liens pursuant to the Annotated Code of Maryland, Tax Property 14-806, which gives the Board the authority to release liens against real property under certain circumstances.

In this case, the property in question complies with all requirements of the lien release law. The property is a vacant building, and the liens of \$89,125.72 exceed its appraised value of \$12,000.00. The Developer will rehabilitate the building as a single-family rental unit at the market rate. The property will be returned to productive use within a reasonable time, thus eliminate blighting conditions and returning it to the Tax rolls of Baltimore City. The release of liens on the property will make it financially feasible for redevelopment and prevent tax abandonment. The Developer will be using private funds.

At the settlement, the Transferee will pay the City \$12,000.00 (the appraised value), which is higher than the combination of the flat tax and water charges (\$5,288.48). The amount paid will be applied to satisfy the water bill, real estate taxes, and flat tax first, then any other liens, including a purchase money mortgage that has accrued prior to the date of this lien release.

MINUTES

DHCD - cont'd

Any additional property tax assessments, water charges, and liens that accrue from the date of this lien release will be the responsibility of the Transferee to pay prior to settlement. Failure to record the deed and pay the purchase price listed in the Agreement of Sale in the amount of \$12,000.00 within 120 days from the date of approval by the Board will void this release.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved the release of liens, plus all accrued interest and penalties, on the property located at 4921 Edgemere Avenue for the Transferee, West Baltimore Redevelopment Project One, LLC/Gar Roberts, Authorized Member.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with The Westmore Corporation for the sale of the City-owned property located at 1804 Harlem Avenue (Block 00096/Lot 072) and 1805 Rayner Avenue (Block 0096/Lot 074).

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Private Funds

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in 1804 Harlem Avenue and 1805 Rayner Avenue to The Westmore Corporation for the price of \$4,500.00 for 1804 Harlem Avenue and \$5,500.00 for 1805 Rayner Avenue, for a total of \$10,000.00 which will be paid to the City at the time of settlement.

The Developer will be using private funds for this project.

The Developer will rehabilitate the vacant building at 1804 Harlem Avenue for use as a health and wellness store and one dwelling unit. The vacant lot at 1805 Rayner Avenue will be used as a garden/greenspace.

The provisions of Article 13, §2-7 (h) (2) (ii) (c) of the Baltimore City Code authorize the City to sell these properties.

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

In accordance with the City's Appraisal Policy, the Waiver Valuation Process determined the value of these properties to be \$6,000.00 for 1804 Harlem Avenue and \$8,600.00 for 1805 Rayner Avenue for a total of \$14,600.00. Both properties will be sold for a total of \$10,000.00.

MINUTES

Department of Housing and - cont'd
Community Development

The properties will be sold below the Waiver Valuation Price for the following reasons:

- the sale will be a specific benefit to the community,
- the sale will eliminate blight, and
- the sale will return the properties to the City's tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with The Westmore Corporation for the sale of the City-owned property located at 1804 Harlem Avenue (Block 00096/Lot 072) and 1805 Rayner Avenue (Block 0096/Lot 074).

MINUTES

Department of Housing and - Grant Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Heritage Crossing Resident Association, Inc. and their fiscal agent, Fusion Partnerships Inc. The period of the Grant Agreement is effective upon Board approval for 24 months effective from the date of approval.

AMOUNT AND SOURCE OF FUNDS:

\$40,000.00 - 9910-903241-9588 (Neighborhood Bldg. and Market Support)

BACKGROUND/EXPLANATION:

The DHCD's community development strategies focus resources in disinvested and overlooked communities where City funds will spur growth and transformation and additional investment. DHCD created the Community Catalyst Grants Program (CCG), a \$5,000,000.00 initiative to leverage assets and support community-led efforts that are essential to a neighborhood's viability.

In January 2019, the DHCD released the CCG Capital Grant Guidelines and Application. On August 28, 2019, the City awarded 25 organizations a total of \$3,093,668.00.

Through the CCG Capital program, Heritage Crossing Resident Association, Inc. and its fiscal agent, Fusion Partnerships Inc., will make \$40,000.00 available for pre-development costs associated with the fabrication and installation of a new Heritage Crossing Gateway entrance.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with Heritage Crossing Resident Association, Inc., and their fiscal agent, Fusion Partnerships 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:

4004 - 4012

All of the EWOs have been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation/DOT
Engineering & Construction

- | | | | |
|---|-----------------------------|-------------|-----|
| 1. EWO #001, \$ 0.00 - TR 19009, Structural Repairs Citywide
JOC I | | | |
| \$ 1,494,700.00 - | Allied Contractors,
Inc. | 200
Days | 67% |

This extra work order will authorize a 200-day non-compensable time extension. The Notice to Proceed was issued on August 26, 2019, with a completion date of August 25, 2020, which will result in a new completion date of March 12, 2021. The additional time is needed to complete various repair work for contract TR 19009 - Structural Repairs Citywide JOC 1.

During the summer of 2020, approximately 120 feet of Franklintown Road has been washing out, caused by the Dead Run Stream. The erosion has become progressively worse, exacerbated by recent heavy rainstorms. The erosion reached the edge of the pavement in July. As a result, Franklintown Road was closed to westbound traffic, and jersey barriers were installed to keep traffic away from the edge of the roadway. Since that time, the erosion has started taking the pavement and eroding the roadway base, creating an undermining condition. The jersey barriers have not fallen into the stream. DOT responded by closing Franklintown Road completely. Continued erosion will wash away the roadway base and undermine the storm drain, water main, and other utilities.

It is recommended that the emergency repairs to the roadway be performed as soon as possible to avoid utility failure and increased repair costs. This work involves working in the U.S. water (Dead Run), and a permit from the Maryland Department of Environment (MDE) is necessary. The permit process is lengthy

MINUTES

EXTRA WORK ORDERS

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

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

and may take up to 6 months. However, since the needed repairs are an emergency, MDE will waive the normal permit process, and the City is required to submit the details of the repairs after the completion of the work. Additionally, the City will coordinate with MDE during the repairs.

The estimated cost associated with the repairs is \$189,216.00 and will be administered as an extra work order under contract TR19009 Structural Repairs Citywide JOC 1 with Allied Contractors.

IT IS HEREBY CERTIFIED THAT PURSUANT TO ARTICLE VI, §11(e) (ii) OF THE CHARTER, THE EMERGENCY WAS OF SUCH A NATURE THAT THE PUBLIC WELFARE WOULD BE ADVERSELY AFFECTED BY AWAITING THE APPROVAL OF THE BOARD OF ESTIMATES PRIOR TO OBTAINING THE SUPPLIES, MATERIALS, SERVICES, OR PUBLIC WORK. ON SEPTEMBER 02, 2020, THE DIRECTOR OF FINANCE APPROVED THE REQUEST TO PROCEED WITH THIS WORK.

MBE/WBE PARTICIPATION:

MWBOO APPROVED EAR ON SEPTEMBER 15, 2020.

- 2. EWO #004, \$651,261.60 - TR 01041R, Replacement of Edmondson Avenue Bridge

 \$40,338,000.00 \$ 1,571,772.73 Tutor Perini Corporation - 5.51%

During the course of construction, drainage from off-site caused several issues that required correction. Drainage water

MINUTES**EXTRA WORK ORDERS**

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

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

entered the sanitary sewer system and caused overflow to enter Gwynn Falls. Investigations revealed that material (other than construction material) had entered an open manhole and caused the line to be clogged and had to be located and removed (Item 354). Changes were required to proposed drainage run from a manhole (MH 103) to inlet (18) and inlet (19). It was discovered that the proposed inlets were in conflict with an existing gas line and had to be redesigned along with the associated 15" pipe (Item 355).

Off-site drainage caused material placed in the area of the east abutment approach to be continually washed out, which required replacement and repair (Item 356). During the course of construction, requirements for non-compressed coping filler necessary to transfer load from arch fascia walls (Item 423) was required. After Phase 2 demolition had been performed, the settlement was seen at the East Abutment of eastbound Edmondson Avenue, which necessitated repair and subsequent monitoring until traffic could be directed onto the new west bound construction. All items of extra work contained within this change order represent fair and reasonable allowances in accordance with terms, conditions, and specifications of the contract.

354 - Add'l Sanitary Bypass & Cleanout	LS-\$ 46,632.00
355 - Add'l Work MH103 to 19	LS-\$182,500.00
356 - Add'l Work Inadequate Drainage	LS-\$ 34,000.00
357 - Add'l Work Storm Drain Elevation Discrepancy	LS-\$ 15,760.00
423 - Elimination/Change - Coping Filler	LS-\$ 45,500.00
424 - Abut Underpinning Directed Work & Inspection	LS-\$326,869.60

MINUTES

EXTRA WORK ORDERS

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

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

The Project includes the replacement of the Edmondson Avenue Bridge crossing CSXT, Gwynns Falls, and Gwynns Falls Trail. The contractor shall demolish the existing bridge to the limits in the plans and construct the proposed bridge using staged construction. In addition, milling, resurfacing, base repair, pedestrian ramps, sidewalk, utility relocation, and landscaping within the limits of the project are included. New signing and pavement markings will also be installed under this Project.

DBE PARTICIPATION:

DBE GOAL: 18%

TRANSFER OF FUNDS

- | | | | |
|----|---------------------|----------------------|--------------------|
| 3. | \$651,261.60 | 9950-903315-9507 | 9950-902315-9506-2 |
| | MVR | Construction Reserve | Contingencies |
| | | Edmondson Ave. | Edmondson Ave. |
| | | Bridge Painting | Bridge Over CSX-R |

This transfer will fund the costs of correcting several issues caused by the off-site drainage and other cost associated with Change Order #4 on Project T.R. 01041R, Replacement of Edmondson Avenue Bridge with Tutor Perini Corporation in the amount of \$651,261.60.

- | | | | | |
|----|--|-----------------|------------|-------------------------------------|
| 4. | EWO #007, | \$666,489.80 | - | TR 03319, Replacement of Bridge No. |
| | <u>BC3212 Harford Road Bridge Over Herring Run</u> | | | |
| | \$18,997,069.00 | \$ 2,760,809.49 | Technopref | - 61% |
| | | | Industries | |

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

This extra work order will authorize a redesigned stream diversion system. The stream diversion system was frequently damaged due to severe weather events. Therefore, a more robust stream diversion was designed so that the bridge substructures within and near the stream could be built.

DBE PARTICIPATION:

DBE GOAL: 18%

5. EWO #006, \$ 29,060.65 - Project 743, Reconstruction of Annapolis Road/Waterview Avenue Interchange at MD 295 Russell Street
-
- | | | | | |
|---------------|---------------|--------------------------------|---|---|
| \$ 698,229.63 | \$ 468,764.19 | Jacobs Engineering Group, Inc. | - | - |
|---------------|---------------|--------------------------------|---|---|

This authorization provides for additional design revisions for Post Awards submissions pertaining to the vertical alignments of Annapolis Road, Waterview Avenue and ramps on and off MD 295.

DBE PARTICIPATION:

DBE GOAL: 25.90%

Although the consultant has not met the DBE goal of 25.90%, they have achieved a goal of 7% and there remains enough capacity to meet the goal.

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation & Parks

6. EWO #004, \$ 50,841.84 - RP 19804, Mt. Pleasant Ice Arena			
<u>Renovations</u>			
\$ 1,250,000.00	\$ 10,827.04	C&N Associates,	- 92.12%
		LLC	

This authorization request is necessary for additional slab work and grinder pumps. Subsequent to the award of this contract, during the construction phase of the project, a site visit was conducted by the Consultant Structural Engineer, ReStl. They observed several improperly made saw Cuts in the locker room areas of the Mt. Pleasant Ice Arena. ReStl Designers, Inc. (ReStl) recommended that C&N, the Prime Contractor, provide new saw cuts, and provided a diagram for C&N to use to make the cuts. Those new cuts revealed that the existing gravel base below the slab was only 2" thick. That discovery generated RFI #34, and the associated response provided by the structural consultant. The response instructed the contractor to replace any gravel that was less than 4", with 6" of compacted gravel.

That same site visit also revealed to ReStl the fact that the concrete slabs in the main bathrooms were only 2" to 3" thick, instead of the 4" minimum thickness required. ReStl recommended the complete removal and replacement of the slab. During the construction phase of the project, while excavating for the installation of the concrete ramp, stairs, and entry-way to the main entrance, the presence of multiple underground

MINUTES**EXTRA WORK ORDERS**

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

Department of Recreation & Parks

concrete structures was revealed. There was a 12" wide x 24" high concrete beam on top of a 36" wide x 16" thick concrete footing; as well as 38" thick concrete slab that was 155" x 25". This discovery generated RFI #53 and the associated response from the structural consultant. The response instructed C&N to remove the existing concrete slab in its entirety. During the testing phase of the Sewage System, it was discovered that the installed Sewage Ejector Pump was not sufficient in removing solids from the domestic sewage line. The pump that was originally installed did not contain a grinder feature to address solids. It was agreed by the BCRP Design Team that two grinder pumps should be installed to replace the "clean" pump, to allow for solid waste to be ground and ejected to the sewer mains outside of the Ice Arena. C&N's cost proposals were reviewed by BCRP's Project Engineer and found to be reasonable and acceptable for this type of work.

MBE/WBE PARTICIPATION:

C&N Associates, LLC will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement.

MBE: 21%

WBE: 8%

MWBOO APPROVED THE EAR ON SEPTEMBER 25, 2020.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

TRANSFER OF FUNDS

7. \$ 52,000.00	9938-913051-9475	9938-917022-9474
3 rd Parks &	Winans Meadow	Community Center
Public Facilities	Nature Center	Master
	(Reserve)	(Active)

This transfer will provide funds to cover the cost associated with authorized change orders for the Mt. Pleasant Ice Arena Improvements RP 19804.

Department of Public Works/Office
of Engineering and Construction

8. EWO #006, \$	0.00 - SC 910, Improvements to Sanitary		
	Sewer Collection System in the Herring Run Sewershed Part 2:		
	<u>Chinquapin Run</u>		
\$23,553,300.00	\$ 748,892.75 Spiniello	17	70%
	Companies	days	

This extra work order will authorize a time extension with Spiniello Companies under SC 910. This is the second time extension and will increase the duration time of the contract by .56 months for a total contract duration time of 17 days. The current construction completion date is April 11, 2020, and the new construction completion date is April 28, 2020. This extra work order is within the original scope of work and was requested by the agency.

MINUTES**EXTRA WORK ORDERS**

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

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

The Office of Engineering & Construction is requesting Spiniello Companies to extend SC 910 to 17 additional days. A time Impact Analysis was submitted to the Office of Engineering & Construction claiming delay due to a record number of rain events in 2019. The Office of Engineering & Construction, Project Control scheduler, agrees with Spiniello Companies. With approval, the new project end date will be April 28, 2020.

The scope is to remove and replace and enlarge the existing sewer line and interceptor along Chinquapin Run. Included in this contract is the restoration of Chinquapin Stream from Walker Avenue to Perring Parkway.

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: 18% and WBE: 16%.

MWBOO APPROVED THE EAR ON AUGUST 4, 2020.

MINUTES

Mayor's Office of Homeless Services - Agreements

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

1. **HOUSE OF RUTH MARYLAND, INC.** **\$245,000.00**

Account: 5000-529121-3572-766300-603051

The City has received a Maryland Department of Housing and Community Development grant to undertake the Homelessness Solutions Program. As a sub-recipient, House of Ruth Maryland, Inc. will provide emergency shelter and supportive services to 200 victims made homeless from domestic violence in Baltimore City. The Provider will offer services under their Emergency Shelter and Motel Program. The period of the agreement is July 1, 2020 through June 30, 2021.

MWBOO GRANTED A WAIVER ON AUGUST 11, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

2. **U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT** **\$9,143,757.00**

Account: 4000-438320-3572-772800-404001

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Emergency Solutions Grant Program. The City has been awarded funds to prevent, prepare for and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. Funds may be used for related COVID-19 expenses dating back to the Declaration of National Emergency Concerning the Novel Coronavirus Disease on March

MINUTESMayor's Office of Homeless Services - cont'd

13, 2020, in additional subsequent related expenses thereafter for the Fiscal Year 2020 (FY2020). HUD issued an initial ESG-CV grant allocation in the amount of \$6,571,738.00 and added these additional funds in the amount of \$9,143,757.000 for a total grant award of \$15,715,495.00. The period of the agreement is March 13, 2020 through June 30, 2022.

3. **U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT** **\$6,571,738.00**

Account: 4000-438320-3572-772800-404001

The City has received a U.S. Department of Housing and Urban Development grant to undertake the Emergency Solutions Grant Program. The City has been awarded funds to prevent, prepare for and respond to the coronavirus pandemic (COVID-19) among individuals and families who are homeless or receiving homeless assistance; and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts of COVID-19. Funds may be used for related COVID-19 expenses dating back to the Declaration of National Emergency concerning the Novel Coronavirus Disease on March 13, 2020, and additional subsequent related expenses thereafter for the Fiscal Year 2020 (FY2020). The period of the agreement is March 13, 2020 through June 30, 2022.

The agreements are late because of the delay at the administrative level.

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 Agreements.

MINUTES

Mayor's Office of Children - Provider Agreement
and Family Success (MOCFS)

ACTION REQUESTED OF B/E:

The Board is requested to approve a Provider Agreement with Behavioral Health System Baltimore, Inc. The period of the Provider Agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$104,640.00 - 4000-486321-1772-180300-603051

BACKGROUND/EXPLANATION:

The MOCFS has received a U.S. Department of Health and Human Services grant to undertake the Head Start Program. This award was approved by the Board on July 22, 2020. As a sub-recipient, Behavioral Health System Baltimore, Inc. will provide mental health consultation services to children and families enrolled in the Baltimore City Head Start program.

The Provider Agreement is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Provider Agreement with Behavioral Health System Baltimore, Inc.

MINUTES

Mayor's Office of Children - Amendment No. 2 to Notice of Award
and Family Success

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of Amendment No. 2 to the Federal Notice of Award (NoA) for Head Start Services from the United States Department of Health and Human Services Administration for Children and Families (U.S. HHSACF). Amendment No. 2 to the NoA extends the period of the original NoA from July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$355,114.00 - 4000-486321-1772-180300-404001

BACKGROUND/EXPLANATION:

On June 10, 2020, the Mayor's Office of Children & Family Success (MOCFS), Baltimore City Head Start program, was awarded federal funding in the amount of \$7,751,224.00. This award, the second of a five-year project from the U.S. HHSACF, was approved by the Board on July 22, 2020.

On July 16, 2020, the MOCFS, Baltimore City Head Start program, received the First Amendment to the NoA in the amount of \$667,015.00, making the award amount \$8,418,239.00. This First Amendment to the NoA was approved by the Board on September 2, 2020.

On August 17, 2020, the MOCFS, Baltimore City Head Start program received the Second Amendment to the NoA in the amount of \$355,114.00, making the total award amount \$8,773,353.00 in Federal funding for the Head Start program, and extending the period of the NoA from July 1, 2020 through June 30, 2021.

MINUTES

MOCFS - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of Amendment No. 2 to the Federal Notice of Award for Head Start Services from the United States Department of Health and Human Services Administration for Children and Families.

MINUTES

Baltimore City Fire Department/ - Correction to FY19 State
Office of Emergency Management Homeland Security Program
Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve an account code correction for the FY19 State Homeland Security Program Grant, award #EMW-2019-SS-00064 SHSP from the Maryland Emergency Management Agency.

AMOUNT OF MONEY AND SOURCE:

\$950,615.38 - From: 4000-482020-2023-744500-600000
To: 4000-482020-2131-228200-600000

BACKGROUND/EXPLANATION:

On March 18, 2020, the Board accepted the FY19 State Homeland Security Program grant, which provides support for the development and sustainment of core capabilities to fulfill the goal of National Preparedness. Funding shall be used for costs related to planning, organization, equipment, and training & exercise needs associated with acts of terrorism.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Baltimore City Fire Department/ - cont'd
Office of Emergency Management

UPON MOTION duly made and seconded, the Board approved the account code correction for the FY19 State Homeland Security Program Grant, award #EMW-2019-SS-00064 SHSP from the Maryland Emergency Management Agency.

MINUTES

Baltimore City Fire Department/ - Correction to FY19 Regional
Office of Emergency Management Catastrophic Preparedness
Grant Program

ACTION REQUESTED OF B/E:

The Board is requested to approve an account code correction for the FY19 Regional Catastrophic Preparedness Grant Program, award #2019-FA-GN10-P250-4101-D from the Department of Homeland Security - Federal Emergency Management Agency.

AMOUNT OF MONEY AND SOURCE:

\$937,700.00 - From: 4000-437220-2023-222020-600000
To: 4000-437220-2131-228200-600000

BACKGROUND/EXPLANATION:

On March 11, 2020, the Board accepted the FY19 Regional Catastrophic Preparedness Grant Program award. This grant was awarded to the City to work with Baltimore Metropolitan Council to develop a regional food and water supply chain and exercise for vulnerable populations after a catastrophe.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved an account code correction for the FY19 Regional Catastrophic Preparedness Grant Program, award #2019-FA-GN10-P250-4101-D from the Department of Homeland Security - Federal Emergency Management Agency.

MINUTES

Baltimore City Fire Department/ - Correction to FY19 Emergency
Office of Emergency Management Performance Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve an account code correction for the FY19 Emergency Management Performance Grant, award #EMW-2019-EP-00004-S01 from the Maryland Emergency Management Agency.

AMOUNT OF MONEY AND SOURCE:

\$233,984.92 - From: 4000-437420-2023-744500-600000
To: 4000-437420-2131-228200-600000

BACKGROUND/EXPLANATION:

On March 18, 2020, the Board accepted the FY19 Emergency Management Performance Grant award. This grant is provided to enhance and strengthen emergency management capabilities at the State and local level.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved an account code correction for the FY19 Emergency Management Performance Grant, award #EMW-2019-EP-00004-S01 from the Maryland Emergency Management Agency.

MINUTES

Baltimore City Fire Department/ - Correction to FY19 Urban Area
Office of Emergency Management Security Initiative Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve an account code correction for the FY19 Urban Area Security Initiative Grant, award #EMW-2019-SS-00064-UASI from the Maryland Emergency Management Agency.

AMOUNT OF MONEY AND SOURCE:

\$421,830.00 - From: 4000-482120-2023-744500-600000
To: 4000-482120-2131-228200-600000

BACKGROUND/EXPLANATION:

On March 11, 2020, the Board accepted the FY19 Urban Area Security Initiative, which is intended to facilitate and strengthen the nation and Maryland against the risk associated with potential terrorist attacks while concentrating on developing integrated systems for prevention, protection, response, and recovery.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved an account code correction for the FY19 Urban Area Security Initiative Grant, award #EMW-2019-SS-00064-UASI from the Maryland Emergency Management Agency.

MINUTES

Department of Transportation - Partial Release of Retainage

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Partial Release of Retainage to Civil Construction, LLC, for Contract No. TR13015. The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$23,000.00 - 9950-904393-9527-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR13015 is substantially completed, and all punch list items complete. The Contractor is requesting a Partial Release in the amount of \$23,000.00. The City holds \$25,000.00 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of Specifications, a "Conditional Inspection" for Contract No. TR13015, Fells Point Broadway Square Renovations was held on May 3, 2018.

MBE/WBE PARTICIPATION:

Civil Construction, LLC, has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Partial Release of Retainage to Civil Construction, LLC, for Contract No. TR13015.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 33 to A. Morton Thomas, Inc. under Project No. 1217, On-Call Construction Project Management Services. The period of the task is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$167,902.00 - 9962-906072-9562-900000-705032

BACKGROUND/EXPLANATION:

This task provides the Conduit Division with Public Works Inspector III field services for the observation and monitoring of the Conduit Capital Maintenance program.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 27% and WBE: 10%.

MWBOO APPROVED ON SEPTEMBER 25, 2019.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 33 to A. Morton Thomas, Inc. under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Statewide Specialized
Transportation Assistance
Program for Large Urban Funding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Resolution authorizing the filing of an application with the Maryland Transit Administration (MTA) under the Federal Transit Act (FTA) for Federal Financial Assistance.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Maryland Department of Transportation Maryland Transit Administration Office of Local Transit Support is the designated recipient for Federal transit administration funding for the state of Maryland. The Maryland Department of Transportation, Maryland Transit Administration Office of Local Transit Support, is authorized by the Federal Transit Administration to make grants to counties and local governments for transit and transportation projects.

The Department seeks the Board's approval to authorize the Director of the Department of Transportation to apply for such grants.

The item is late because of a change in administrative staffing.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Resolution authorizing the filing of an application with the Maryland Transit Administration under the Federal Transit Act for Federal Financial Assistance.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	4354 Park Heights Avenue	Rite Aid of Maryland	Three single face electric signs, two 105.33 sf., one 48 sf.
	\$4,058.50 - Flat Charge		
2.	320 Vincent Street	Wilkins Avenue Mennonite Church	Three bracket signs 4'x 2.5'
	\$475.80 - Flat Charge		
3.	160 W. Ostend Street	Stadium Square II, LLC	One set of steps 93 sf., one planter 67 sf.
	\$445.40 - Flat Charge		
4.	906 Trinity Street	906-910 Trinity Street, LLC	Two bike racks
	\$25.00 - Flat Charge		
5.	1414 Key Highway	1414 Key Highway Holdings, LLC	One set of steps 37.5 sf.
	\$35.20 - Flat Charge		

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
	Mass Transit Administration	38 bus shelters 12'9" x 6' 11"
The Alameda & 33 rd Street		
Reisterstown Rd. & Gwynn's Falls		
North Gay Street & East Fayette Street		
East Fayette Street & North Wolfe Street		
East Fayette Street & North Caroline Street		
The Alameda & Walter Avenue		
Garrison Boulevard & Caroline Street		
North Washington Street & East Fayette Street		
East Centre Street & Guilford Avenue		
Pulaski Highway & 62 nd Street		
Liberty Heights Avenue & Reisterstown Road		
UMD Transit Center Bay Howard Street & Preston Street		
Liberty Heights Avenue & Gwynn Oak		
Pulaski Highway & Mapleton Avenue		
Kirk Avenue & Montpelier Street		
The Alameda & Coldspring Lane		
Frankford Avenue & Force Road		
Sinclair Lane & Dudley Avenue		

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
Kirk Avenue & Exeter Hall Avenue		
Light Street & Redwood Street		
33 rd Street & Ellerslie Avenue		
Saint Paul Street & Chase & Eager Street		
Edison Highway & Preston Street		
Sinclair Lane & Garden village Apartment		
Cedonia Avenue & Whiby Greenmount Avenue & Whitridge Avenue		
Calvert & Baltimore Street		
McClellan Boulevard & Perring Manor		
MLK Boulevard & Linden Avenue		
Fayette Street & Glover Street		
Madison Street & Madeira Street		
Caroline Street & Eastern Avenue		
Patterson Park Avenue & Lanvale Street		
Wilkins Avenue & Caton Avenue		
Sinclair Lane & Erdman Avenue		

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
Centre Street & Howard Street		
Eastern Avenue & Caroline Street		

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

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

MINUTES

Department of Public Works Office - Amendment No. 2 for Project
of Engineering and Construction 1501 - On Call Project and
Construction Management
Assistance Services

ACTION REQUESTED OF B/E:

The Board is requested to approve Amendment No. 2 with Alpha Corporation, under Project 1501, On-Call Project and Construction Management Assistance Services. The period of the Amendment is November 18, 2020 through November 18, 2021.

AMOUNT OF MONEY AND SOURCE:

No funds are required at this time.

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting a no-cost time extension for one year through November 18, 2021. The original agreement was approved on November 18, 2015, and expires on November 18, 2020.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and the 10% WBE goals established in the original agreement.

MINUTES

DPW - cont'd

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved Amendment No. 2 with Alpha Corporation, under Project 1501, On-Call Project and Construction Management Assistance Services.

MINUTES

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

1. NOAH GARRISON d/b/a
 THE GARRISON LANDSCAPE
 DIVISION \$ 0.00 Renewal
 Contract No. B50004495 - Landscape Maintenance Services -
 Department of General Services - P.O. No.: P537224

On November 2, 2016, the Board approved the initial award in the amount of \$40,000.00. The award contained four renewal options. Subsequent actions have been approved and three renewals have been exercised. This final renewal in the amount of \$0.00 is for the period November 2, 2020 through November 1, 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.

2. SERVIT INC. \$ 40,178.00 Ratification and Renewal
 Contract No. 08000 - IBM Managed Offsite High Availability and Disaster Recovery Services - Circuit Court of Baltimore City - P.O. No.: P546632

On January 23, 2019, the Board approved the initial award in the amount of \$40,178.00. The award contained two renewal options. On June 19, 2019, the Board approved the first renewal in the amount of \$40,178.00. This final renewal in the amount of \$40,178.00 will allow for the continuation of remote monitoring for the Circuit Court Juvenile Center eQuest Case Management System, which resides on an IBM 9AS/400) Mid-Frame server. The period of the ratification is July 1, 2020 through October 13, 2020. The period of the renewal is October 14, 2020 through June 30, 2021.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

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

MBE/WBE PARTICIPATION:

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

- | | | |
|---|----------------|-----------------------------|
| 3. TIERPOINT MARYLAND,
LLC | \$1,000,000.00 | Ratification
and Renewal |
| Contract No. B50002948 - Data Center Colocation - Baltimore City Office of Information Technology - P.O. No.: P524893 | | |

On September 11, 2013, the Board approved the initial award in the amount of \$1,653,520.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$1,000,000.00 will allow for the continuation of colocation, which is the building space environment, physical security, and expansion support for the City's network infrastructure equipment (i.e. servers, computing hardware, storage area networks, etc.). The period of the ratification is September 11, 2020 through October 13, 2020. The period of the renewal is October 14, 2020 through September 10, 2021, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

MWBOO set goals of 5% MBE and 2% WBE. TierPoint Maryland, LLC committed to participation of 20.8% MBE and 2.9% WBE and was found in non-compliance on July 23, 2014, with actual utilization of 16.83% MBE and 2.54% WBE. On August 13, 2014,

MINUTES

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

the Board approved the Bureau's request that the difference between the commitment and the utilization be waived, as the shortfall was due to the City's reduction in the need to physically relocate old servers. The goals were only applicable to the initial relocation during the first year of the contract.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Cytherian, LLC	20.80%	\$33,833.38	16.83%
WBE: DK Consulting, LLC	2.9%	\$ 5,070.00	2.52%

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON JULY 23, 2014.

4.	1 ST NEEDS MEDICAL, LLC	\$400,000.00	
	M&M MERCHANDISER	0.00	
	MEDICAL SUPPLY AND EQUIPMENT, LLC		
		<u>\$400,000.00</u>	Increase

Contract No. B50004828 - Incontinence Supplies and Durable Equipment - Health Department - CARE - P.O. No.: P541219

On August 23, 2017, the Board approved the initial award in the amount of \$800,000.00. The award contained two 1-year renewal options. On July 1, 2020, the Board approved the first renewal. Due to an administrative error, funds were not requested. This increase in the amount of \$400,000.00 will make the award amount \$1,200,000.00. The contract expires on August 31, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON NOVEMBER 18, 2016.

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

5. FLOW CONTROLS, INC. JOB AND COMPANY, INC.	<u>\$50,000.00</u>	Increase
Contract No. B50004839 - Gauges Pressure and Level Measurement Instrumentation and Records - Department of Public Works - P.O. Nos.: P538486 and P538487		

On February 8, 2017, the Board approved the initial award in the amount of \$400,000.00. The award contained two 1-year renewal options. On January 22, 2020, the Board approved the first renewal in the amount of \$100,000.00. This increase in the amount of \$50,000.00 will cover the estimated requirements for parts and supplies for repairs needed by the Department of Public Works for the remaining term of the current term. This increase will make the award amount \$550,000.00. The contract expires on February 9, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 2, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a purchase of commodities from authorized dealers.

MWBOO GRANTED A WAIVER ON DECEMBER 2, 2016.

6. SPARKS QUALITY FENCE COMPANY	<u>\$ 0.00</u>	Ratification and Extension
Contract No. B50003210 - Fencing Installation and Repair - Departments of General Services, Public Works, Transportation, Recreation and Parks, Police and Fire - P.O. No.: P527150		

On April 16, 2014, the Board approved the initial award in the amount of \$394,187.00. The award contained four renewal

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement - cont'd

solicitation is being prepared. The period of the ratification is July 31, 2020 through October 14, 2020. The period of the extension is October 15, 2020 through June 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 9, 2015, MWBOO set goals of 15% MBE and 0% WBE. On September 25, 2020, Crown Security Systems, Inc. was found in compliance.

Commitment Performed

MBE: Aasim Security Agency 15% \$432,638.93 16.48%

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE ON SEPTEMBER 25, 2020.

8. B.A.F.S., INC. t/a

THE MILL OF BEL AIR \$39,793.02 Award
Solicitation No. B50006112 - K9 Supplies and Food - Baltimore Police Department - Req. No.: R859291

Vendors were solicited by posting on CitiBuy. On September 10, 2020, three bids were received and opened. Award is recommended to the lowest responsive and responsible bidder. The period of the award is October 14, 2020 through October 13, 2023, with one 2-year renewal option. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. Award is below 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>
---------------	------------------------	--------------------

Bureau of Procurement - cont'd

9. ACME AUTO LEASING, LLC	\$ 35,000.00	Extension
Contract No. B50001886 - Vehicle Leasing - Baltimore Police Department - P.O. No.: P519341		

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. The award contained two renewal options. Subsequent actions have been approved, and two renewals have been exercised. An extension is necessary to continue vehicle leasing services for various City agencies while a new Solicitation B50005715 is awarded. The period of the extension is June 30, 2020 through December 31, 2020.

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

MBE/WBE PARTICIPATION:

On March 25, 2011, it was determined that no goals would be set because of no opportunity to segment the contract. This contract requires that vehicles are serviced under current Fleet maintenance/repair contracts.

MWBOO GRANTED A WAIVER ON MARCH 25, 2011.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions. Item no. 9 was **DEFERRED** to October 21, 2020.

MINUTES

Department of Finance - 2020 Bulk Tax Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve the 2020 Bulk Tax Sale.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Finance, Bureau of Revenue Collections, will conduct the Bulk Tax Sale on October 28, 2020.

The Bulk Tax Sale takes place every year in October. Sealed bids are due by 11:00 a.m. on the day of Bulk Tax Sale and are opened at 12:00 noon.

Bids will be received in the Office of the City Comptroller, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland, 21202. Bids must be received no later than 11:00 a.m. on Wednesday, October 28, 2020, and will be opened in Room 215, City Hall at 12:00 noon. **Late bids will not be accepted.** Bids may be submitted by mail, overnight delivery, or in person. Faxed bids will not be accepted. All bids are final.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the 2020 Bulk Tax Sale.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the settlement of a claim brought by Officer Luis Garcia against the Baltimore Police Department (BPD). The Plaintiff asserts federal claims against the Baltimore Police Department.

AMOUNT OF MONEY AND SOURCE:

\$62,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION

The Plaintiff asserts claims of sexual harassment by supervisors and co-workers within the BPD. He asserts that the harassment included the spreading of false rumors regarding his personal life, unwanted sexual comments, and harassment based on his race. Last, he claims that supervisors showed favoritism to Caucasian officers. The Plaintiff filed his lawsuit on October 2, 2019, alleging violations of Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000 et seq. (Title VII) and the Civil Rights Act of 1866, Section 1981(a) (Section 1981) for the alleged unlawful harassment, discrimination based on race (Hispanic), sex (male), sexual harassment, and retaliation he faced.

In order to economically resolve this complex case, which will involve experts, fees and expenses, and voluminous discovery, and to avoid the expense, time, and uncertainties of further protracted litigation, the parties have agreed to offer the Plaintiff payment of \$62,000.00, for complete settlement of the case, including attorney's fees and costs. In return, the Plaintiff has agreed to dismiss all claims against the BPD, its employees, agents, and representatives.

MINUTES

Department of Law - cont'd

Based on a review by the Settlement Committee of the Law Department, a recommendation to settle is made to the Board of Estimates to approve the settlement of this case to avoid a potential adverse jury verdict.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the settlement of a claim brought by Officer Luis Garcia against the Baltimore Police Department.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4044 - 4045

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 8,000.00	9938-906118-9475	
3 rd Parks	(Reserve)	
& Public	(Program Open Space)	
Facilities	Park Rehabilitation	
	Program	
24,000.00	" " "	
<u>State</u>		
\$32,000.00	-----	9938-908118-9474
		(Active) Park
		Rehabilitation
		Program

This transfer will provide funds to cover the costs associated with the fence installation at Burdick Park.

2. \$16,303.89	9938-904126-9475	
3 rd Parks &	(Reserve)	
Public	Park Trail Improvement	
Facilities		
48,911.68	9938-913001-9475	
<u>State</u>	(Unallocated Reserve)	
	Old DH Superintendent	
\$65,215.57	-----	9938-904797-9474
		(Active) Old DH
		Superintendent 2

This transfer will provide funds to cover the allocation needed for final reimbursement billing.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
3. \$1,600,000.00	9910-919017-9587	9910-904326-9588
3 rd Community	CW Acquisition	AHP Coldstream/
& Economic	Demo Relocation	Homestead/ Montebello
Development		

This appropriation transfer will be used to fund acquisition and relocation in the Coldstream Homestead Montebello neighborhood.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

4047 - 4053

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

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

- | | | | |
|----|---|---|----------------|
| 1. | B50005924, Personal
Care and Homemaker
Services | Vitalis HealthCare
LLC | \$1,000,000.00 |
| | | Trustworthy Staffing
Solutions, LLC | |
| | | Elizabeth Cooney
Personal Care,
LLC | |

(Health Department - CARE)

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. The five bids received were opened on October 30, 2019. The bid submitted by Amazing Healthcare Services LLC was found non-responsive. The bid submitted by Dependable Services was found non-compliant by MWBOO. Award is recommended to be made to the responsive bidders.

MBE/WBE PARTICIPATION:

On October 4, 2018, MWBOO set goals of 13% MBE and 10% WBE. Trustworthy Staffing Solutions, LLC, and Vitalis HealthCare Services, LLC, and Elizabeth Cooney Personal Care, LLC were found compliant on October 8, 2020. Elizabeth Cooney Personal Care, LLC, was found compliant on September 23, 2020. Dependable Services Group, LLC, was found non-compliant on October 8, 2020.

MWBOO SET MBE GOAL AT 13% AND WBE GOAL AT 10%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement cont'd

VITALIS HEALTHCARE SERVICES, LLC

MBE: Atosk Healthcare Services, LLC 13%

WBE: Change Resources & Support Services, LLC 10%

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON OCTOBER 8, 2020.

TRUSTWORTHY STAFFING SOLUTIONS, LLC

MBE: Excel Staffing & Personnel Services Inc. 6.5%

Trustworthy Staffing Solutions 6.5%

WBE: A Helping Hand Home Care Services 10%

MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 8, 2020.

ELIZABETH COONEY PERSONAL CARE LLC

MBE: All Staffing Inc. 13%

WBE: Elizabeth Cooney Insurance Services 10%

MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 8, 2020.

DEPENDABLE SERVICES GROUP LLC

MBE: Global Medical & Health Services LLC 13%

WBE: Crownhills Enterprises 10%

MWBOO FOUND VENDOR IN NON-COMPLIANCE ON OCTOBER 8, 2020.

Global Medical & Health Services LLC is not a certified MBE or WBE with Baltimore City. The original Statement of Intent forms dated October 29, 2019, that were submitted with the bid proposal was not correct (failed to list the percentages for MBE and WBE).

A PROTEST WAS RECEIVED FROM DEPENDABLE SERVICES GROUP, LLC.

DSG

DEPENDABLE SERVICES GROUP, LLC

**6310 FAIR OAKS AVENUE
BALTIMORE, MD 21214
410-4445500 FAX 410 444 5378
godach@aol.com**

10/14/2020

The Baltimore City Council,
Office of the President
City Hall
100 N. Holiday Street, Suite 400
Baltimore Maryland.
Council President: Mr. Brandon Scott.
Sir,

Re- LETTER OF PROTEST

SOLICITATION NUMBER B50005924-PERSONAL CARE AND HOMEMAKER SERVICES

Thank you for giving us the opportunity to voice our protest to the Board of Estimates today October 14, 2020.

We respectfully disagree with the Board's Decision.

Our Reason:

The recommended Awardees on this contract are NON-COMPLIANT according to the evaluation sheet from Baltimore City, Bureau of Procurement. (see attached documents)

THE THREE AWARDED VENDORS/AGENCIES:

1.Trustworthy – Considered Compliant: but their WBE: A Helping Hand Home Care Services agency – *is not a certified MBE or WBE with Baltimore City.

2.Elizabeth Cooney- Non-Compliant: Their WBE is an insurance company but does not perform said service.

3.Vitalis Healthcare- Non-Compliant: WBE – Change Resources is not in good standing with SDAT.

Dependable Services Group –Non-Compliant MBE: Global Medical agency * is not a certified MBE or WBE with Baltimore City.

Our Questions:

At what time/What Parameters did the Non-Compliant become Compliant and considered for award-
*see dates on documents from Baltimore City, Bureau of Procurement

Why would Trustworthy be considered in compliance when their WBE agency is not a certified MBE or WBE with Baltimore City just as Dependable MBE agency is not a certified MBE or WBE with Baltimore City.

Why would Elizabeth Cooney- Non-Compliant be considered for the award when their WBE choice is an insurance company and does not perform said service.

Why would these agencies be awarded the contract, when they are non-compliant in one aspect or the other just as Dependable Services Group, LLC.*

Should not all be given same consideration

Our Request:

That the determination for award be revisited.

We Trust in your fairness, facts, and correct judgement in this matter.

Thank you.

Respectfully submitted,


Ugboaku Esochaghi

Dependable Services Group, LLC.

410-444-5500 (Office)

443-992-3126 (Mobile)

**MINORITY AND WOMEN'S BUSINESS OPPORTUNITY OFFICE
MBE AND WBE PARTICIPATION COMPLIANCE REVIEW**

To: BCHD Office of Aging and CARE via BOP

Contract Number: B50005924 – Personal Care and Homemaker Services

MBE Goal: 13%

WBE Goal: 10%

* Bidder: Trustworthy Staffing Solutions LLC

Bid Amount: \$188,000.00

MBE/WBE Firms	Dollar Amount	Percentage
MBE: Excel Staffing & Personnel Services Inc.	6.5%	
MBE: Trustworthy Staffing Solutions	6.5%	
WBE: A Helping Hand Home Care Services	10%*	

Compliant


Non-Compliant

Comments:

All vendors are in good standing with Maryland State Department of Assessments and Taxation.

* A Helping Hand Home Care Services is not a certified MBE or WBE with Baltimore City.

Stephen J. Campbell
9/22/2020
Analyst and Date


9/22/2020
Deputy Chief and Date

**MINORITY AND WOMEN'S BUSINESS OPPORTUNITY OFFICE
MBE AND WBE PARTICIPATION COMPLIANCE REVIEW**

To: BCHD Office of Aging and CARE via BOP

Contract Number: B50005924 – Personal Care and Homemaker Services

MBE Goal: 13%

WBE Goal: 10%

Bidder: Vitalis HealthCare Services, LLC


Bid Amount: \$123,500.00


MBE/WBE Firms	Dollar Amount	Percentage
MBE: Atosk Healthcare Services, LLC		13%
WBE: Change Resources & Support Services		10%

Compliant

Non-Compliant

Comments: Change Resources & Support Services are not in good standing with Maryland State Department of Assessments and Taxation.

 10/5/2020
Analyst and Date

 10/5/2020
Deputy Chief and Date

**MINORITY AND WOMEN'S BUSINESS OPPORTUNITY OFFICE
MBE AND WBE PARTICIPATION COMPLIANCE REVIEW**

To: BCHD Office of Aging and CARE via BOP

Contract Number: **B50005924 – Personal Care and Homemaker Services**

MBE Goal: 13%

WBE Goal: 10%

✶ Bidder: Elizabeth Cooney Personal Care LLC

Bid Amount: \$171,500.00

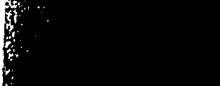
MBE/WBE Firms	Dollar Amount	Percentage
MBE: All Staffing Inc.	13%	
WBE: Elizabeth Cooney Insurance Services	10%*	


Compliant

Non-Compliant

Comments:

All vendors in good standing with Maryland Department of Assessments and Taxation. WBE selected is certified for insurance consultant and services differ from scope of work for B50005924. In order to count for self-performance both prime and subcontractor businesses will need to be same and certified with Baltimore City Program.

 10/5/2020
Analyst and Date

 10/5/2020
Deputy Chief and Date

**MINORITY AND WOMEN'S BUSINESS OPPORTUNITY OFFICE
MBE AND WBE PARTICIPATION COMPLIANCE REVIEW**

To: BCHD Office of Aging and CARE via BOP

Contract Number: B50005924 – Personal Care and Homemaker Services

MBE Goal: 13%

WBE Goal: 10%

*Bidder: Dependable Services Group LLC

Bid Amount: \$162,500.00

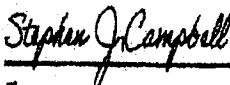
MBE/WBE Firms	Dollar Amount	Percentage
MBE: Global Medical & Health Services LLC	13%	
WBE: Crownhills Enterprises	10%	

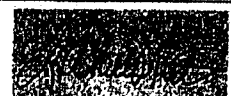
Compliant

Non-Compliant

Comments:

Dependable Services Group Inc. is noncompliant and not in good standing with the Maryland Department of Assessments and Taxation. MBE and WBE are in good standing with the State of Maryland. Global Medical & Health Services LLC is not a certified MBE or WBE with Baltimore City


9/23/2020
Analyst and Date


9/23/2020
Deputy Chief and Date

RE: Solicitation #B50005924 - Personal Care and Homemaker Services for Senior Care Client**From:** Miller, Lashella (Law Dept) <LashellaC.Miller@baltimorecity.gov>**To:** Godfrey <godach@aol.com>**Date:** Tue, Oct 13, 2020 9:52 pm

Hi there. Thanks for speaking with us about your certification. We received the original documents you submitted v proposal in October 2019. At this time, since the original forms were notarized and opened with the bid we will not able to make any substitutions since this contract has not been awarded yet. Our office does not make the determ for award.

From: Godfrey <godach@aol.com>**Sent:** Friday, October 9, 2020 10:11 AM**To:** Miller, Lashella (Law Dept) <LashellaC.Miller@baltimorecity.gov>**Subject:** Solicitation #B50005924 - Personal Care and Homemaker Services for Senior Care Clients**CAUTION:** This email originated from outside of Baltimore City IT Network Systems.**Reminder:** DO NOT click links or open attachments unless you recognize the sender and know that the content is Report any suspicious activities using the Report Phishing Email Button, or by emailing to Phishing@baltimorecity.gov.
Good Morning Ms. Miller,

Thank you for reaching out to us yesterday and for your continued assistance. I await to receive the MBE form from you

Thank you .

Ezinna Esochaghi
Dependable Services Group,LLC
410- 444-5500

DSG

DEPENDABLE SERVICES GROUP, LLC

6310 FAIR OAKS AVENUE

BALTIMORE, MD 21214

410-4445500 FAX 410 444 5378

godach@aol.com

The Clerk of the Board,

10/5/2020

Room 204, City Hall, 100 N. Holiday Street

Baltimore Md 21202

LETTER OF PROTEST

SOLICITATION NUMBER B50005924- PERSONAL CARE AND HOMEMAKER SERVICES.

Dependable Services Group, LLC. hereby protest the proposed action /evaluation of the Bureau of Procurement on the above referenced solicitation. The Agency believe that it followed all the Bid requirements and if not so, will like to know what happened.

The agency was notified that we were non-compliant due to non-submission of MBE/WBE forms.

We submitted all requested MBE/WBE forms to meet the MBE/WBE goals.

We are writing to know why we were not included in this award.

Thank you.

Respectfully submitted,


Ugboaku Ezinna Esochaghi

Dependable Services Group, LLC.

B50005924 – Personal Care and Homemaker Services for Senior Care Clients
Due: 10/30/2019

MAYOR AND CITY COUNCIL OF BALTIMORE CITY
BALTIMORE CITY CODE, ARTICLE 5, SUBTITLE 28
MINORITY AND WOMEN'S BUSINESS PROGRAM

MBE AND WBE PARTICIPATION
COMMITMENT FORMS

Name of Bidder Dependable Services Group, LLC.
Address 6310 Fair Oaks Avenue, Baltimore, MD 21214
Contracting Agency: Global Medical & Health Services, LLC.
Contract (Project) Title: Personal Care & Homemaker Services for Senior Care Clients
Contract Number: B50005924
Bid Due Date: 10/30/19
The Overall MBE goal is 13% The WBE goal is 10%
If MBE Sub-Goals Apply:

African American...13.....N/A%
Asian American.....N/A%
Hispanic American.....N/A%
Native American.....N/A %

THIS PACKAGE OF MBE AND WBE PARTICIPATION
COMMITMENT FORMS IS DUE WITH THE BID.

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:

Minority and Women's Business Opportunity Office (MWBOO)
Baltimore City Department of Law
Room 101, City Hall
100 N. Holliday Street
Baltimore, MD 21202
(410)396-4355

PART B: MBE/WBE AND PRIME CONTRACTOR'S STATEMENT OF INTENT

COMPLETE A SEPARATE FORM FOR EACH MBE AND/OR WBE NAMED IN THIS BID
(Make additional copies of this form as needed)

PART A: INSTRUCTIONS MUST BE REVIEWED BEFORE COMPLETING THIS FORM, WITH PARTICULAR ATTENTION PAID TO SECTIONS 2, 3a and 3f

Name of Prime Contractor: Dependable Services Group, LLC

Name of MBE or WBE (circle one): CROWNHILLS ENTERPRISES, INC

Brief Narrative Description of the Work/Service to be performed by MBE or WBE:
To provide personal care and homemaker (chores) services for senior care clients in their homes.

Materials/Supplies to be furnished by MBE or WBE:

Subcontract Dollar Amount: \$ 708. (If this is a requirements contract, the subcontract dollar amount may be omitted; however, the subcontract percentage must be included.)

Subcontract percentage of total contract: 10 % (This is not considered material information for lump sum contracts.)

(If MBE sub-goals apply, please indicate the sub-goal covered by this Statement of Intent.)

African American: _____ % Asian American: _____ %
Hispanic American: _____ % Native American: _____ %

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the work/service indicated above for the dollar amount or percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Subcontractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

[Signature]
Signature of Prime Contractor (REQUIRED)

10/29/2019
Date

[Signature]
Signature of MBE or WBE (REQUIRED)

10-29-2019
Date

CHANGES TO INFORMATION ON THIS FORM THAT ARE MATERIAL TO THE AGREEMENT BETWEEN THE PRIME CONTRACTOR AND MBE OR WBE MUST BE INITIALED BY BOTH PARTIES.

PART B: MBE/WBE AND PRIME CONTRACTOR'S STATEMENT OF INTENT

COMPLETE A SEPARATE FORM FOR EACH MBE AND/OR WBE NAMED IN THIS BID
(Make additional copies of this form as needed)

PART A: INSTRUCTIONS MUST BE REVIEWED BEFORE COMPLETING THIS FORM, WITH PARTICULAR ATTENTION PAID TO SECTIONS 2, 3a and 3f

Name of Prime Contractor: Dependable Services Group, LLC

Name of MBE or WBE (circle one): Global Medical & Health Services, LLC

Brief Narrative Description of the Work/Service to be performed by MBE or WBE:
To provide personal care and homemaker (chores) services for senior care clients in their homes.

Materials/Supplies to be furnished by MBE or WBE:

Subcontract Dollar Amount: \$ TDB (If this is a requirements contract, the subcontract dollar amount may be omitted; however, the subcontract percentage must be included.)

Subcontract percentage of total contract: 13 % (This is not considered material information for lump sum contracts.)

(If MBE sub-goals apply, please indicate the sub-goal covered by this Statement of Intent.)

African American: _____ % Asian American: _____ %
Hispanic American: _____ % Native American: _____ %

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the work/service indicated above for the dollar amount or percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Subcontractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

[Signature] _____ 10/25/2019 _____
Signature of Prime Contractor (REQUIRED) Date

[Signature] _____ 10/25/2019 _____
Signature of MBE or WBE (REQUIRED) Date

CHANGES TO INFORMATION ON THIS FORM THAT ARE MATERIAL TO THE AGREEMENT BETWEEN THE PRIME CONTRACTOR AND MBE OR WBE MUST BE INITIALED BY BOTH PARTIES.

PART D: MBE/WBE PARTICIPATION AFFIDAVIT

The Undersigned authorized representative of Contractor does hereby make the following Affidavit: Contractor has read the Bidder Information and Instructions regarding the MBE/WBE Program. Contractor acknowledges the MBE goal of 13% and the WBE goal of 10% for this contract. Contractor has achieved the following participation:

MBE-\$ _____ or 13 % and WBE-\$ _____ or 10 %
of the total contract amount which is \$ _____.

My firm has made good faith efforts to achieve the MBE and WBE participation goals for this contract. I understand that, if awarded the contract, my firm must submit to the Minority and Women's Business Opportunity Office (MWBOO) copies of all executed agreements with the MBE and WBE firms being utilized to achieve the participation goals and other requirements of Article 5, Subtitle 28 of the Baltimore City Code (2014 Edition). I understand that these documents must be submitted prior to the issuance of a notice to proceed.

I understand that, if awarded the contract, my firm must submit to the MWBOO canceled checks and any other documentation and reports required by MWBOO verifying payments to the MBE and WBE firms utilized on the contract.

I understand that, if awarded this contract and I find that I am unable to utilize the MBEs or WBEs identified in my Statements of Intent, I must substitute other certified MBE and WBE firms to meet the participation goals. I understand that I may not make a substitution until I have obtained the written approval of MWBOO.

I understand that, if awarded this contract, authorized representatives of the City of Baltimore may examine, from time to time, the books, records and files of my firm to the extent that such material is relevant to a determination of whether my firm is complying with the MBE and WBE participation requirements of this contract.

I do solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

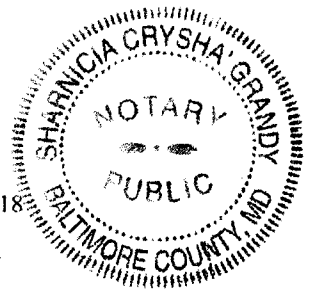
Dependable Services Group, LLC
Contractor Company Name
6310 Fair Oaks Avenue, Baltimore, MD 21214
Address

[Signature]
Signature
Godfrey Esochaglu, Vice President
Print Name and Title

Sworn and subscribed before me this 29 day of October, in the year 2019

[Signature]
Notary Public

My Commission Expires July 31, 2022



**B50005924 – Personal Care and Homemaker Services for Senior Care Clients
Due: 10/30/2019**

PART F: SUBCONTRACTOR UTILIZATION FORM

THIS FORM MUST BE INCLUDED WITH REQUEST FOR FINAL PAYMENT.

Prime Contractor's Name: Dependable Services Group, LLC

Contract Number and Title: B50005924

Total Contract Dollar Amount: TDB (TO BE DETERMINED)

Provide the following information for EACH and EVERY subcontractor, both MBE/WBE and NON-MBE/WBE used on this contract. (Make additional copies of this form as needed).

Name of Subcontractor <i>Global Medical & Health Services, LLC</i>	Goods or services provided on subcontract <i>Personal Care and Home Maker Services for Senior Care clients</i>
Race/ethnicity AND gender of subcontractor's owner <i>African American</i>	Dollar amount of subcontract <i>TDB</i>
Dollar amount paid to date <i>N/A</i>	If amount paid to date is less than subcontract dollar amount, explain why. <i>N/A</i>

Name of Subcontractor <i>Crown Hills Enterprises, Inc</i>	Goods or services provided on subcontract <i>Personal Care and Home Maker Services for Senior Care clients</i>
Race/ethnicity AND gender of subcontractor's owner <i>African American</i>	Dollar amount of subcontract <i>TDB</i>
Dollar amount paid to date <i>N/A</i>	If amount paid to date is less than subcontract dollar amount, explain why. <i>N/A</i>

Name of Subcontractor	Goods or services provided on subcontract
Race/ethnicity AND gender of subcontractor's owner	Dollar amount of subcontract
Dollar amount paid to date	If amount paid to date is less than subcontract dollar amount, explain why.

[Signature]
Prime Contractor's Signature

07/29/2020
Date

B50005924 – Personal Care and Homemaker Services for Senior Care Clients
Due: 10/30/2019

PART F: SUBCONTRACTOR UTILIZATION FORM

THIS FORM MUST BE INCLUDED WITH REQUEST FOR FINAL PAYMENT.

Prime Contractor's Name: Dependable Services Group, LLC

Contract Number and Title: B50005924

Total Contract Dollar Amount: TDB (TO BE DETERMINED)

Provide the following information for EACH and EVERY subcontractor, both MBE/WBE and NON-MBE/WBE used on this contract. (Make additional copies of this form as needed).

Name of Subcontractor <i>Global Medical & Health Services, LLC</i> <i>MBE 13%</i>	Goods or services provided on subcontract <i>Personal Care and Home Maker Services for Senior Care clients</i>
Race/ethnicity AND gender of subcontractor's owner <i>African American</i>	Dollar amount of subcontract <i>TDB.</i>
Dollar amount paid to date <i>N/A</i>	If amount paid to date is less than subcontract dollar amount, explain why. <i>N/A.</i>

Name of Subcontractor <i>CrownHills Enterprises, Inc</i> <i>WBE 10%</i>	Goods or services provided on subcontract <i>Personal Care and Home Maker Services for Senior Care clients</i>
Race/ethnicity AND gender of subcontractor's owner <i>African American</i>	Dollar amount of subcontract <i>TDB.</i>
Dollar amount paid to date <i>N/A</i>	If amount paid to date is less than subcontract dollar amount, explain why. <i>N/A.</i>

Name of Subcontractor	Goods or services provided on subcontract
Race/ethnicity AND gender of subcontractor's owner	Dollar amount of subcontract
Dollar amount paid to date	If amount paid to date is less than subcontract dollar amount, explain why.

[Signature]
 Prime Contractor's Signature

07/29/2020
 Date

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement cont'd

President: "The second item on the non-routine agenda can be found on pages seven through -- I mean 73 to 74 items one, B50005924 Personal Care and Homemaker Services. We will hear first from Dependable Services Group, LLC., and then from a representative of MWBOO. Ah -- please state your name and begin your protest."

Ms. Ugboaku Ezinna Esochagi, Dependable Services, Group, LLC:

"Morning."

President: "Good morning."

Ms. Esochagi: "May I speak now?"

President: "Yes, ma'am."

Ms. Esochagi: "Thank you very much. I respectfully want to say good morning to all the Board members and the representatives. I may not address everyone correctly please pardon me, but I just want to say thank you everyone. My name is Ugboaku Ezinna Esochagi and I represent Dependable Services Group, and I want to say thank you so much to the Bureau of Purchases and all concerned that have given us the opportunity to serve. We have been serving the city

MINUTES

of Baltimore especially our -- our seniors, our schools and we are very grateful. The reason why I am before you this morning is just as have been stated, the solicitation we were denied the opportunity to serve and we wanted to find out the reason and one of the main reasons is because we did not choose the proper MBE firm, and looking at these -- those that have been considered to have the -- the contract awarded we find out that we being non-compliant is also -- also applies to those firms that have been the -- that have been selected to be awarded the contract. So I am before you this morning to say if it's possible can we also be given that opportunity to remedy the need, so that we can also be able to serve our seniors? That is just the simple reason why I am before you and I respectfully thank you for giving us the audience. Thank you."

President: "Thank you. Uh -- will someone who's on for MWBOO?"

Ms. Lashella Miller Acting Deputy Chief for MWBOO: "Good morning Council President uh -- Scott and members of the Board. This is Lashella Miller. I am um -- currently the Deputy Chief now serving as the Acting Chief for MWBOO and with regard to this compliance review that we conducted um -- the reasons that the vendor was

MINUTES

found non-compliant was due to the MBE selection not being um -- a certified business with the Baltimore City's program. And so when we conducted the review of the actual forms that were submitted with the bid uh -- they were executed incorrectly and that is because they failed to list the percentages for both the MBE and WBE that they intended to use for the contract."

President: "Thank you. Ah -- any questions from any Board members? All right seeing none. I will entertain a motion."

Comptroller: "Mr. President before you call for the motion um -- please note that this item is on pages 72 and 73."

President: "Okay. I'm sorry thank you, Madam Comptroller. Thank you uh -- I will ask for a motion."

Comptroller: "I move -- I move that we accept the um -- award for uh -- Vitalis Healthcare LLC."

Ms. Dana Moore, Acting City Solicitor: "Right and I -- I apologize this is um -- Solicitor Moore I was on -- on mute um -- I join in uh -- Madam Comptroller's uh - recommendation. And I want to formalize uh -- a motion. I move that the protest be denied and that the award be given uh -- as reflected in the Board of Estimates agenda on pages 72 and 73."

MINUTES

Comptroller: "I second."

President: "All those in favor say Aye. All opposed say Nay. Uh -
- the motion is approved. The protest has been denied. The item
has been approved."

* * * * *

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following page:

4054

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**Mayor's Office of Immigrant Affairs - Personnel Matter

	<u>Hourly Rate</u>	<u>Amount</u>
1. MARK LOSHA	\$28.94	\$55,000.00

Account: 1001-000000-1250-775700-601009

Mr. Losha will continue to work as a Contract Services Specialist II. He will be responsible for coordinating and standardizing processes to improve and enhance language access services across City agencies for individuals with Limited English Proficiency (LEP). This includes developing, implementing, and evaluating policies and procedures for the City Language Access Program, maintaining written documentation of these policies and procedures, providing guidance and support to Baltimore City agencies to develop language access plans detailing ways to serve LEP constituents, developing a coalition of language access liaisons for the purposes of implementation and compliance, training language access liaisons and respective staff on how to work with LEP populations and continuously improve training curricula and materials, etc. The period of the agreement is effective upon Board approval for one-year.

Office of Emergency Management - **Administrative Correction**

2. SEBASTIANA J. GIANCI	\$ 0.00
--------------------------------	----------------

Inadvertently, the name on the original Board memo was spelled incorrectly. The Board is requested to approve an administrative change to correct the spelling from Gignci to Gianci.

This is an administrative change to name only.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the Purchase of Flood Insurance for various properties owned by the City, and that will be insured through Wright National Flood Insurance Company. The Flood Insurance will be effective within 30 days of receipt of premium and will renew on October 24 and 27, 2020.

AMOUNT OF MONEY AND SOURCE:

\$379,461.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

FEMA mandates the purchase of Flood Insurance for properties located in Special Flood Hazard Areas.

MBE/WBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Finance/Office - cont'd
of Risk Management

OCTOBER FLOOD RENEWALS

Description	Zone	Policy #s	Effective Date	Values		Limits		Premium
				Building	Contents	Building	Contents	
City Hall	X	19 1151897310 00	10/27/2019	\$26,245,500	\$500,000	\$500,000	\$500,000	\$6,203
Baltimore City Fire Marshall Office	X	19 1151897318 00	10/27/2019	\$2,747,988	\$500,000	\$500,000	\$500,000	\$6,203
Charles L Benton Jr Building	X	19 1151897320 00	10/27/2019	\$28,262,576	\$500,000	\$500,000	\$500,000	\$6,203
P.S. 246 Beechfield Elementary / Middle Building 1	AE	19 1151897322 00	10/27/2019	\$16,422,975	\$500,000	\$500,000	\$500,000	\$9,858
Baltimore City Mounted Police Unit	AE	19 1151897326 00	10/27/2019	\$820,000	\$100,000	\$500,000	\$100,000	\$10,592
National Aquarium Pier 4 Dolphin Arena	AE	19 1151897327 00	10/27/2019	\$27,637,900	\$500,000	\$500,000	\$500,000	\$24,449
DGS Public Maintenance Shop	AE	19 1151897331 00	10/27/2019	\$842,000	\$250,000	\$500,000	\$250,000	\$33,303
Dept of Transportation Survey and Records Office	AE	19 1151897334 00	10/27/2019	\$1,000,000	\$250,000	\$500,000	\$250,000	\$33,303
DOT Fallsway Offices	AE	19 1151897340 00	10/27/2019	\$985,700	\$100,000	\$500,000	\$100,000	\$10,592
The Weinberg Housing & Resource Center	AE	19 1151897342 00	10/27/2019	\$7,162,100	\$100,000	\$500,000	\$100,000	\$8,410
Baltimore Street Car Museum Trolley Car House	AE	19 1151897345 00	10/27/2019	\$331,000	\$40,000	\$331,000	\$40,000	\$6,061
Baltimore City Police Central District War Memorial Building	AE	19 1151897348 00	10/27/2019	\$18,652,810	\$500,000	\$500,000	\$500,000	\$23,055
Fallsway Substation	AE	19 1151897351 00	10/27/2019	\$29,334,845	\$500,000	\$500,000	\$500,000	\$23,055
210 Guilford Ave (x Signet Bank Building)	AE	19 1151897356 00	10/27/2019	\$934,967	\$95,000	\$500,000	\$95,000	\$23,271
Guilford Avenue Parking Garage	AE	19 1151897361 00	10/27/2019	\$6,800,700	\$500,000	\$500,000	\$500,000	\$37,622
Peale Museum	AE	19 1151897364 00	10/27/2019	\$6,085,382	\$100,000	\$500,000	\$100,000	\$23,635
Fire Station Engine 45, Medic 14	AE	19 1151897368 00	10/27/2019	\$1,229,245	\$300,000	\$500,000	\$300,000	\$13,842
PS 247 Cross Country Elem / Middle School	AE	19 1151897369 00	10/27/2019	\$1,671,621	\$170,000	\$500,000	\$170,000	\$12,272
The Brokerage Annex Building	AE	19 1151897370 00	10/27/2019	\$21,701,989	\$500,000	\$500,000	\$500,000	\$23,055
	AE	19 1151897371 00	10/27/2019	\$4,562,730	\$400,000	\$500,000	\$400,000	\$44,477
				\$203,432,028	\$6,405,000	\$9,831,000	\$6,405,000	\$379,461

MINUTES

Department of Finance/Office - cont'd
of Risk Management

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

MINUTES

Department of Human Resources - Graduated Retiree Contribution Schedule

ACTION REQUESTED OF B/E:

The Board is requested to approve a revised contribution schedule for Medicare retirees.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In 2004, the City Council approved the recreation of the *Ad Hoc* Task Force to Study Benefits (Task Force) for Active and Retired Employees of the City's Retirement Systems and to propose changes to protect the benefits for these beneficiaries.

The Task Force issued a report in September 2004. One of the recommendations was that the City change its policy of giving the same healthcare and prescription benefits to all retirees regardless of years of service. The Task Force recommended that the City develop a service-based contribution schedule to reward employees with longer service to the City.

In July 2008, the Department of Human Resources implemented the recommendations for Graduated Retiree Benefits. The contribution schedule applies to any employee who retires on or after July 1, 2008, with the City's contribution to retiree medical benefits based on years of pension service at retirement.

The contribution schedule developed in 2008 is as follows:

Years of Service	Contribution % of Standard Premium for Medical	
	City	Retiree
With 15 or more years of service	50%	50%
With 5 to 9 years of service	20%	80%
With 0 to 5 years of service	0%	100%

MINUTES

Department of Human Resources - cont'd

Historically the City has blended the self-insured medical rates for Active, Non-Medicare Retiree, and Medicare Retiree together. Over time, the blending methodology has led to higher health and prescription benefits costs for Medicare retirees. For FY 2021, the City requested Medicare Advantage quotes from all current medical providers in an effort to enact cost-saving measures due to the COVID-19 pandemic.

The City received favorable responses for the Medicare Advantage Plan and beginning in FY 2021, the City will replace the current CareFirst Medicare Supplement plan and Silver Script prescription drug plan with an Aetna Medicare Advantage Plan with Prescription Drugs (MAPD) and a Kaiser MAPD plan and no longer blend Medicare retiree rates with those of active and pre-Medicare retirees. Unblending rates will result in a change to the existing contribution table and ultimately provide lower costs to Medicare retirees and savings to the City of Baltimore.

For all Medicare retirees with 15 or more years of service, the following contribution schedule for FY 2021 is proposed:

Medicare Eligible Retiree Premium Contribution

	CareFirst Option		Aetna	Kaiser
	Standard	High		
Medicare Eligible Retiree				
2020	50%*	50%*	N/A	26%
2021	N/A	N/A	56%	50%

* The CareFirst Medicare Retirees had only one plan option

NOTE: The Medicare-eligible retiree percentage under the Aetna plan is increasing but the actual monthly dollar amount is reducing by approximately 20%.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the revised contribution schedule for Medicare retirees.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Procurement</u>		
1. CAREFIRST OF MARYLAND, INC. dba CAREFIRST BLUE CROSS BLUE SHIELD	\$153,273,150.00	
KAISER FOUNDATION HEALTH PLAN	16,918,210.00	
AETNA LIFE INSURANCE COMPANY	93,384,401.00	
NATIONAL VISION ADMINISTRATORS, LLC (RENEWAL ONLY)	2,394,396.00	
	\$265,970,157.00	Renewal and First Amendment

Contract No. B50004890 - Medical Administration Services for HMO & PPO Plans - Department of Human Resources - P.O. Nos.: P541162, P541156, P541164 and P541166

The Board is requested to approve and authorize execution of the First Amendment to Agreement with CareFirst of Maryland, Inc. dba CareFirst Blue Cross BlueShield, Kaiser Foundation Health Plan of the Mid-Atlantic States, Inc., and Aetna Life Insurance Company. The period of the renewal is January 1, 2021 through December 31, 2022, with two 1-year renewal options.

On September 13, 2017, the Board approved the initial award in the amount of \$672,995,594.00. The award contained three 1-year renewal options. The City of Baltimore is adding a Medicare Advantage Plan (MAPD), which will include Medical and Prescription Drug benefits offered by Aetna and Kaiser. The new MAPD plan will provide benefits for City retirees and dependents who are eligible for Medicare.

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

MWBOO FOUND VENDOR NON-COMPLIANT ON OCTOBER 10, 2020 WITH A POST-COMPLIANCE PLAN TO MEASURE AND IMPROVE MBE/WBE UTILIZATION.

*Walker Benefit Services LLC is not a certified MBE/WBE with Baltimore City. Therefore, performance evaluated in this review for the subcontractor cannot be counted toward goal achievement. Kaiser Foundation Health Plan-Mid Atlantic was notified about the same infraction in a letter from MWBOO on September 13, 2017, but the requirement set by MWBOO at that time was not fulfilled and remains out of compliance. MWBOO advised an immediate substitution must be made within 7 days from submission date of this review. MWBOO rendered post-compliance recommendations to Kaiser Foundation Health Plan-Mid Atlantic informing about the need to comply with participation goal requirements. MWBOO will closely monitor the post-review performance to ensure proper adherence.

AETNA LIFE INSURANCE COMPANY

	<u>Commitment</u>	<u>Performed</u>
MBE: A. Thompson & Associated Inc.	1.39%	\$313,875.00 (10.23%)
DC Nadia Group	1.39%	82,000.00 (2.67%)
Time Printers	6.79%	69,134.00 (2.25%)
Total	9.57%	\$476,009.00 (15.15%)
WBE: Well Workplace LLC	4.75%	\$103,130.00 (3.36%)

MWBOO FOUND VENDOR IN COMPLIANCE ON OCTOBER 10, 2020.

MINUTES

President: "Ah -- as there's no more business before the Board, we will recess until bid opening at 12 noon. We will reconvene October 21, 2020. Thank you."

* * * * *

MINUTES

Comptroller: "Good afternoon, the Board of Estimates is now in session for the receiving and opening of bids. As part of the overall effort to limit transmission of the COVID-19 virus, the Board of Estimates is conducting bid openings virtually. Members of the public can call in to listen to bid openings live by calling (443) 984-1696 and entering Access Code 0817325. Board of Estimates meetings are 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. The Board of Estimates will continue to conduct bid openings virtually while the State of Emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

* * * * *

MINUTES

Prior to the reading of bids received today and the opening of bids scheduled for today, the Comptroller announced that the following agency had issued an addendum extending the date for receipt and opening of bids on the following contract. There were no objections.

Department of Recreation & Parks - RP7802R Dypski Park
Improvements
BIDS TO BE RECV'D: 10/28/2020
BIDS TO BE OPENED: 10/28/2020

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

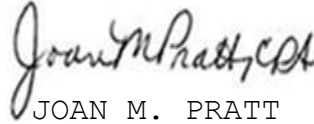
Department of General Services - GS 16820, 4 S. Frederick Street
Elevator Replacement

Chilmar Corporation
Nichols Contracting, Inc.

MINUTES

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, October 21, 2020.



JOAN M. PRATT
Secretary