

MINUTES**REGULAR MEETING**

Honorable Nicholas J. Mosby, President
Honorable Brandon M. Scott, Mayor
Honorable Bill Henry, Comptroller and Secretary
Dana P. Moore, Acting City Solicitor
Matthew W. Garbark, Acting Director of Public Works
Erika M. McClammy, Deputy Comptroller and Clerk

President: "Uh -- Good morning -- uh the December 16, 2020, meeting of the Board of Estimates is now called to order. Ah -- in the interest of promoting health and safety as we continue to deal with the COVID-19 Pandemic, the Board of Estimates will continue to meet virtually. At this time, I would ask Comptroller, Bill Henry for corrections or additions to today's agenda."

President: "Thank you Mr. Comptroller. Ah -- Mr. Mayor, ah -- I see your hand raised."

Mayor: Yeah, I just want to state for the record. The Comptroller mentioned that we were moving pages 19 to the routine agenda. Mr. Comptroller did you mean the non-routine agenda?"

Comptroller: "No I um -- Mr. Mayor, I had originally asked for these items to be moved to the non-routine agenda. Since then, I have I had the answers most of my questions provided and I'll be

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making some remarks on the general situation. But I see no reason for hold up the item itself."

Mayor: "Alright. Thank you. I just want to make sure. Thank you."

President: "So that means we have a clean slate today. So I would direct the Board member's attention to the Memorandum from my office dated December 14, 2020, identifying matters to be considered as routine agenda items together with corrections and additions that have been noted by the Comptroller. I will entertain a Motion to approve all items contained on the routine agenda."

Ms. Moore, Acting City Solicitor: "President Mosby, Mayor Scott, Councilman [sic] Henry and Acting DPW Matt Garbark, it gives me great pleasure for the first time to move approval of all items on the routine agenda."

Acting Director of Public Works: "I second."

President: "I'm sorry, who -- who second? Where's that --?"

Acting Director of Public Works: "Matt Garbark."

President: "Oh, thank you. So since the motion has been properly moved, and second, uh -- all of those in favor of approving the items those say, Aye. All opposed say, Nay. The Ayes have it. The

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routine agenda items um -- have been adopted. Um -- as there is no um -- more business ah -- before the Board unless you guys have anything else to bring up cause -- Bill ah -- sorry -- Mr. Comptroller. I've got to get used to not calling you Bill and not calling you Brandon. Ah - we moved everything to ah -- routine so do you have anything to add?"

Comptroller: "Ah -- Mr. President we still have ah -- the Department of Audits, Audit report on page 105 that was moved to the non-routine agenda and I had um -- intended to walk on a Resolution that I thought you were going to call on me to read before we moved the items that I wanted to check back on that."

President: "Let do this. Sorry about that. I do see page 105. I thought you were -- I thought you were moving that to routine as well."

Comptroller: "Technically -- technically that was the intention. I just -- I just -- I think because it's a walk-on. I had to actually read the Resolution and then make it a part of the routine agenda."

President: "Got it. So we are going to go to your Resolution right now ah -- Mr. Comptroller uh -- Mr. Comptroller."

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Comptroller: "Okay um -- I will -- I will read the text of the Resolution and um -- and then speak very briefly on the -- on the topic because it's pretty self-explanatory. WHEREAS, the City, Article VI, Section 2 provides that the Board of Estimates may promulgate rules and regulations to exercise its powers and performance duties; and WHEREAS, the Baltimore City Code, Article 8, Subtitle 6, establishes restrictions on participation in certain matters that present a conflict of interest; and WHEREAS, in the past, it has been the practice for Board members to submit an abstentions list to the Comptroller's Office recording the page number and item of an abstention and those extensions have been read out loud at the beginning of each Board meeting and recorded in the minutes of the meeting; and WHEREAS, the Comptroller's Office proposes to include the reason for an abstention and make the memo publicly accessible in the interest of government transparency; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY, that on this 16th day of December 2020, the following Resolution is adopted: Number one, Board members will submit a dated memo to the Comptroller's Office the day before the scheduled Board meeting date. The memo will note

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the page number of the member's extension, the item, and the reason for the extension. Number two, the memo will be posted on the website concurrently with the weekly agenda. Number three, the Clerk of the Board of Estimates will read the abstention aloud at the beginning of the meeting. The Comptroller's Office will maintain a running list of abstentions on the Board of Estimates website. Number four, Section six of Article 8 of the Baltimore City Code outlines the City's Conflict of Interest policies. Members should refer to Baltimore City's Ethics Office, under the Inspector General, for guidance on extensions or considerations. This Resolution shall take effect immediately. Ah -- Approved this day 15, December by the Chief Solicitor and Adopted by the Board of Estimates hopefully today. Ah -- Mr. President, Mr. Mayor ah - - fellow members of the Board -- ah this is simply a clarification of an existing practice. Ah -- already when we abstain from items, we publicly announce that at the beginning of the meeting uh -- what this does is it takes it one step further and explains the reason why we are abstaining on any particular item, and it also um -- formalizes that practice into a memo that will be available

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online for any member of the public to view. Um -- without having to simply see -- having to watch the actual meeting to see who abstained on what, and then go digging through the agenda trying to figure out why they abstained on that particular item. So uh - that's uh - that's the purpose and I hope that the Board will be uh -- happy to consider passing this Resolution."

President: "At this point, are there any questions for Comptroller Henry? Hearing and seeing none, um -- I'll entertain a motion to approve the Resolution presented by Comptroller Henry."

Comptroller: "Move the Resolution."

Acting City Solicitor: "I move to approve uh -- the Resolution as read."

Comptroller: "Second"

President: "You going to second your own Resolution."

Comptroller: "I was intending to move it."

President: "Uh -- since it's been moved and properly second."

Acting City Solicitor: "Look I can withdraw -- I can withdraw my motion."

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President: "No we are not going to do that Madam Solicitor. Uh -- since it has been moved and properly second ah -- all those in favor of approving the resolution say Aye. And all opposed uh -- please say Nay. Uh -- the Ayes have it. The Resolution uh -- is approved."

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

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

Moore's Systems Maintenance, LLC	\$ 600,000.00
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2. Prequalification of Architects and Engineers

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

Astute Engineering, LLC	Engineer
Celadon Technologies, LLC	Engineer
EMA, Inc.	Engineer
Environ-Civil Engineering, LTD	Engineer
Northgate Environmental Management, Inc.	Engineer

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

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Department of Real Estate/ - Deed
Department of Transportation

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Deed with Port 95 Industrial Park ILP, LLC, for the sale of a certain parcels of land known as the former beds of East Bourne Avenue and a portion of Savage Street, lying between Rapallo Street and Savage Street, and the former bed of a portion of Savage Street, extending from the north side of Holabird Avenue, northerly 659 feet, more or less, to the northernmost extremity of it and no longer needed for public use.

AMOUNT OF MONEY AND SOURCE:

\$36,650.00 - Private Sale

BACKGROUND/EXPLANATION:

On November 2, 2017, the City entered in a Closing Agreement with Relp Holabird, LLC, now known as Port 95 Industrial Park, ILP, LLC, to consolidate their streets with the property known as 5300 Holabird Avenue, an industrial site that is being redeveloped for multiple warehouse operations.

The closing and sale were authorized by means of Sale Ordinance No.18-180 approved on November 19, 2018. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

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Department of Real Estate/ - cont'd
Department of Transportation

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed with Port 95 Industrial Park ILP, LLC, for the sale of a certain parcels of land known as the former beds of East Bourne Avenue and a portion of Savage Street, lying between Rapallo Street and Savage Street, and the former bed of a portion of Savage Street, extending from the north side of Holabird Avenue, northerly 659 feet, more or less, to the northernmost extremity of it and no longer needed for public use.

MINUTES

Department of Real Estate/ - Deed
Department of Transportation

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Deed with 321 East Cromwell Street, LLC, for the sale of a certain parcel of land known as the former bed of Cromwell Street, being Lot 21 Southeast Side of Atlas Street Southwest Side of Tidewater Street, Northeast Side of Distillery Street South of McComas Street, being 9,072 sq. ft. or 0.208 acres and no longer needed for public use.

AMOUNT OF MONEY AND SOURCE:

\$108,703.07 - Private Sale

BACKGROUND/EXPLANATION:

On October 9, 2020, the City entered into a Closing Agreement with 321 East Cromwell Street, LLC, the adjacent owner will consolidate with their abutting parcel.

The closing and sale were authorized by means of Sale Ordinance No. 20-338 approved on July 27, 2020. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Deed with 321 East Cromwell Street, LLC, for the sale of a certain parcel of land known as the former bed of Cromwell Street, being Lot 21 Southeast Side of Atlas Street Southwest Side of Tidewater Street, Northeast Side of Distillery

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Department of Real Estate/Department - cont'd
of Transportation

Street South of McComas Street, being 9,072 sq. ft. or 0.208 acres
and no longer needed for public use.

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Department of Real Estate/ - Deed
Department of Transportation

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Deed with PC-E7, LLC, to authorize the sale of a certain parcel of land known as the former bed of Cromwell Street, being Lot 19 North Side of East Cromwell Street, West Side of Distillery Street South of McComas Street being 18,382 sq. ft. or 0.422 acres and no longer needed for public use.

AMOUNT OF MONEY AND SOURCE:

\$220,541.81 - Private Sale

BACKGROUND/EXPLANATION:

On October 9, 2020, the City entered into a Closing Agreement with PC-E7, LLC, the adjacent owner will consolidate with their abutting parcel.

The closing and sale were authorized by means of Sale Ordinance No. 20-338 approved on July 27, 2020. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Deed with PC-E7, LLC, for the sale of a certain parcel of land known as the former bed of Cromwell Street, being Lot 19 North Side of East Cromwell Street, West Side of Distillery Street South of McComas Street being 18,382 sq. ft. or 0.422 acres and no longer needed for public use.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Cheder Chabad, Inc., Tenant, for the rental of the surface parking lot located at western end of 3500 W. Northern Parkway, Public Safety Training Center (Training Facility), consisting of approximately 30 parking spaces (Leased Premises). The period of the Lease Agreement is September 1, 2020 through August 31, 2025, with the option to renew for one additional three-year period.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent

BACKGROUND/EXPLANATION:

The Tenant operates the Chabad of Park Heights School at 5713B Park Heights Avenue, which is adjacent to the Public Safety Training Facility. The surfaced parking lot will be used for additional parking spaces for parents, teachers and staff. The Landlord will be responsible for snow removal in the paved parking area and maintenance of lighting equipment and its power supply. The Tenant will notify the Department of General Services if repairs to lighting equipment or snow removal are needed.

The Tenant accepts the Leased Premises in "as is" condition as of the commencement date; the Tenant will be responsible for all trash, leaf and general debris removal from the Leased Premises; be responsible for monitoring and controlling the use of the lot by parents, teachers and staff, and for issuing permits as required. The Tenant will utilize 311 services to report vehicles for ticketing and towing, if appropriate. Posting of signs indicating parking restrictions will be responsibility of Tenant; Tenant will not use or allow the Leased Premises or any part thereof to be used for any illegal, unlawful, or improper purpose,

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Space Utilization Committee - cont'd

or for any activities which will constitute a nuisance to adjacent properties, or the surrounding neighborhood. The Tenant will not keep gasoline or other flammable, ignitable or explosive substances on the Leased Premises. The Tenant will not perform any repairs of vehicles or equipment on the Leased Premises, except as is necessary to start vehicle; the Tenant will be responsible for liability insurance and any taxes and assessments levied against the Leased Premises as a result of this Lease.

The Space Utilization Committee approved this Lease Agreement on November 10, 2020.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Lease Agreement with Cheder Chabad, Inc., Tenant, for the rental of the surface parking lot located at western end of 3500 W. Northern Parkway, Public Safety Training Center, consisting of approximately 30 parking spaces.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Tax Sale Certificate to MLS Equity, LLC, for an amount that is less than the lien amount for the property listed below.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
ES Morton St. 68-10 ft. N of W Biddle Street	\$12,400.00	\$1,600.40	\$14,351.48	\$12,400.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate on May 13, 2019 for \$14,351.48. MLS Equity, LLC, has offered to purchase the Tax Sale Certificate for the Assessed Value in the total amount of \$12,400.00, file a petition to foreclose, acquire title to the properties and return them to a productive use. The purchase price total of \$12,400.00 will cover the flat taxes and water bills.

UPON MOTION duly made and seconded, the Board approved the assignment of Tax Sale Certificate to MLS Equity, LLC, for an amount that is less than the lien amount for the property listed above.

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Department of Real Estate - Tax Sale Certificates -
Vendor's Liens

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Tax Sale Certificates to AOW, LLC, for an amount that is less than the lien amount for the properties known as 1827 N. Washington Street and 1830 N. Washington Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
1827 N. Washington Street	\$3,000.00	\$3,072.06	\$30,302.02	\$3,072.06
1830 N. Washington Street	\$3,000.00	\$3,001.68	\$24,494.78	<u>\$3,001.68</u>
			Total	\$6,073.74

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates on October 23, 2019. AOW, LLC, has offered to purchase the Tax Sale Certificates for the flat taxes and water in the total amount of \$6,073.74, file a petition to foreclose, acquire title to the properties and return them to a productive use. The purchase price total of \$6,073.74 will cover the flat taxes and water bills.

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Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board the assignment of Tax Sale Certificates to AOW, LLC, for an amount that is less than the lien amount for the properties known as 1827 N. Washington Street and 1830 N. Washington Street.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Ashburton Chiropractic, LLC, Tenant, for the premises containing 1,425 rentable square feet, at 2901 Druid Park Drive. The period of the agreement is October 1, 2020 through September 30, 2022, with an additional two-year renewal option.

AMOUNT OF MONEY AND SOURCE:

\$25,650.00 - Annual Rent

The lessee will have the option to renew for one additional term. The annual rent will be increased annually by an amount equal to 4% of the prior year's rent.

BACKGROUND/EXPLANATION:

Ashburton Chiropractic, LLC, will use the premises for an administrative office and for no other purpose.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Lease Agreement with Ashburton Chiropractic, LLC, Tenant, for the premises containing 1,425 rentable square feet, at 2901 Druid Park Drive.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Media Support Services, Inc., Tenant, for the premises containing 259 rentable square feet, at 2901 Druid Park Drive. The period of the agreement is October 1, 2020 through September 30, 2021, with a one-year renewal option.

AMOUNT OF MONEY AND SOURCE:

\$3,410.00 - Annual Rent

The lessee will have the option to renew for one additional term. The annual rent will be increased annually by an amount equal to 4% of the prior year's rent.

BACKGROUND/EXPLANATION:

Media Support Services, Inc., will use the premises for an administrative office and for no other purpose.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Lease Agreement with Media Support Services, Inc., Tenant, for the premises containing 259 rentable square feet, at 2901 Druid Park Drive.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition, by gift, of the Fee Simple interest in the property located at 1938 Edmondson Avenue (Block 0107, Lot 056) from Ms. Sophia Marie Ferguson, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Ms. Ferguson, owner of the property located at 1938 Edmondson Avenue, 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's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Ms. Ferguson has offered to donate to the City, the title to the property located at 1938 Edmondson Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property SUBJECT to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through November 19, 2020 other than water bills (which must be part of the transaction) is as follows:

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DHCD - cont'd

1938 Edmondson Avenue (Block 0107, Lot 056)

Tax Sale	341438	\$34,905.53
Real Property	2020-2021	\$ 354.00
Real Property	2019-2020	Included in Tax Sale
Real Property	2018-2019	Included in Tax Sale
Real Property	2017-2018	Included in Tax Sale
Real Property	2016-2017	Included in Tax Sale
Real Property	2015-2016	Included in Tax Sale
Real Property	2014-2015	Included in Tax Sale
Real Property	2013-2014	Included in Tax Sale
Real Property	2012-2013	Included in Tax Sale
Real Property	2011-2012	Included in Tax Sale
Miscellaneous	6669857	Included in Tax Sale
Miscellaneous	7395007	Included in Tax Sale
Miscellaneous	7474646	Included in Tax Sale
Miscellaneous	7490675	Included in Tax Sale
Miscellaneous	7494016	Included in Tax Sale
Miscellaneous	8501967	Included in Tax Sale
Miscellaneous	8588105	Included in Tax Sale
Miscellaneous	8945404	Included in Tax Sale
Registration	410723	\$ 1,836.60
Total Taxes Owed		\$37,096.13

MBE/WBE PARTICIPATION :

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition, by gift, of the Fee Simple interest in the property located at 1938 Edmondson Avenue (Block 0107, Lot 056) from Ms.

MINUTES

DHCD - cont'd

Sophia Marie Ferguson, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition, by gift, of the Leasehold interest in 2805 W. North Avenue (Block 2406, Lot 003) from Ms. Carolyn Powers-Brown, Personal Representative of the Estate for Joseph Powers, Sr. and Lillie Mae Powers, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Ms. Powers-Brown, Personal Representative of the Estate for Joseph Powers, Sr. and Lillie Mae Powers, owner of the property located at 2805 W. North Avenue, 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's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Ms. Powers-Brown, Personal Representative of the Estate for Joseph Powers, Sr. and Lillie Mae Powers, has offered to donate to the City, the title to the property located at 2805 W. North Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property SUBJECT to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording

MINUTES

DHCD - cont'd

a deed. A list of open municipal liens accrued through November 24, 2020 other than water bills (which must be part of the transaction) is as follows:

2805 W. North Avenue (Block 2406, Lot 003)

Tax Sale	334467	\$ 3,962.76
Tax Sale	300673	\$12,571.44
Real Property	2019-2020	\$ 184.58
Real Property	2018-2019	Included in Tax Sale
Real Property	2017-2018	Included in Tax Sale
Real Property	2016-2017	Included in Tax Sale
Real Property	2015-2016	Included in Tax Sale
Real Property	2014-2015	Included in Tax Sale
Real Property	2013-2014	Included in Tax Sale
Real Property	2012-2013	Included in Tax Sale
Real Property	2011-2012	Included in Tax Sale
Real Property	2010-2011	Included in Tax Sale
Real Property	2009-2010	Included in Tax Sale
Real Property	2008-2009	Included in Tax Sale
Real Property	2007-2008	Included in Tax Sale
Real Property	2006-2007	Included in Tax Sale
Real Property	2005-2006	Included in Tax Sale
Miscellaneous	2588275	Included in Tax Sale
Miscellaneous	3211711	Included in Tax Sale
Miscellaneous	3300688	Included in Tax Sale
Miscellaneous	3407384	Included in Tax Sale
Miscellaneous	4427597	Included in Tax Sale
Miscellaneous	4611034	Included in Tax Sale
Miscellaneous	4648754	Included in Tax Sale
Miscellaneous	4848123	Included in Tax Sale
Miscellaneous	5425442	Included in Tax Sale
Miscellaneous	5425459	Included in Tax Sale
Total Taxes Owed		\$16,718.78

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DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition, by gift, of the Leasehold interest in 2805 W. North Avenue (Block 2406, Lot 003) from Ms. Carolyn Powers-Brown, Personal Representative of the Estate for Joseph Powers, Sr. and Lillie Mae Powers, SUBJECT to municipal liens, interest, and penalties, other than water bills. The Acting City Solicitor **ABSTAINED.**

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Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition, by gift, of the Fee Simple interest in the property located at 5217 Wilton Heights Avenue (Block 4551, Lot 004) from Mr. Harvey Wallace Jr., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Wallace, owner of the property located at 5217 Wilton Heights Avenue, 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's Development Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. Wallace has offered to donate to the City, title to the property located at 5217 Wilton Heights Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The DHCD Development Division seeks approval to acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed.

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DHCD - cont'd

A list of open municipal liens accrued through November 19, 2020 other than water bills (which must be part of the transaction) is as follows:

5217 Wilton Heights Avenue (Block 4551, Lot 004)

Real Property	2020-2021	\$ 866.19
Environmental	55563431	\$ 150.00
Environmental	55563449	\$ 150.00
Environmental	55877799	\$ 500.00
Registration	087971	\$ 127.80
Total Taxes Owed		\$1,793.99

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition, by gift, of the Fee Simple interest in the property located at 5217 Wilton Heights Avenue (Block 4551, Lot 004) from Mr. Harvey Wallace 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 Queen Homes LLC, Developer, for the sale of the City-owned property located at 2439 Edmondson Avenue.

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the property located at 2439 Edmondson Avenue to Queen Homes LLC, for \$6,000.00, which will be paid to the City of Baltimore at the time of settlement. The purchase price and improvements to the site will be financed through private sources.

The Developer proposes to purchase and rehabilitate the vacant building located at 2439 Edmondson Avenue as a market rate rental property.

The authority to sell the property located at 2439 Edmondson Avenue is given under the provisions of Article II, Section 15 of the Baltimore City Charter.

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

In accordance with the Appraisal Policy of Baltimore City, a Waiver Valuation determined the vacant building at 2439 Edmondson Avenue to be priced at \$10,700.00 and it will be sold below the value for \$6,000.00. The rationale for sale below the Waiver Valuation price is:

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DHCD - cont'd

- the sale and rehabilitation of the property will serve a specific benefit to the community;
- the sale and rehabilitation of the property will eliminate blight; and
- the sale and rehabilitation of the property will return the property to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement with Queen Homes LLC, Developer, for the sale of the City-owned property located at 2439 Edmondson Avenue.

MINUTES

Department of Housing and - Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Live Baltimore Home Center, Inc. (LBHC). The period of the agreement is July 1, 2020 to June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$596,522.00 – 1001-000000-8151-700300-603051

BACKGROUND/EXPLANATION:

The City of Baltimore provides the LBHC with funding on a yearly basis to implement programs that market Baltimore City by promoting the benefits of Baltimore City living to current and potential City residents. The LBHC has satisfactorily carried out marketing efforts under previous agreements and desires to continue its marketing and promotional efforts.

The LBHC will accelerate Baltimore's growth by promoting the City as a great place to live and accentuating its thriving neighborhoods. The LBHC will continue to support the Mayor's residential development by engaging in a highly successful model of reaching prospective and existing City residents through website, e-news, the telephone, e-mail, one-on-one engagement, and event-based outreach tactics. The LBHC will continue with enhanced and targeted outreach in conjunction with Department and the Mayor's Office along with a resident retention outreach campaign.

The FY 2021 City of Baltimore Agency Detail for Service 815: Live Baltimore outlines the City of Baltimore's budget commitment to support Live Baltimore.

MINUTES

DHCD - cont'd

The agreement is late because of delays in the administrative processes and obtaining approval from involved parties.

MWBOO SET GOALS OF 27% MBE AND 10% WBE ON OCTOBER 21, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the Agreement with Live Baltimore Home Center, Inc.

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 Mr. Richard Francis, Developer, for the sale of the City-owned property located at 3801 Park Heights Avenue.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the property located at 3801 Park Heights Avenue to Mr. Francis for \$5,000.00, which will be paid to the City of Baltimore at the time of settlement.

Mr. Francis will purchase 3801 Park Heights Avenue, a vacant house, from the City of Baltimore and rehabilitate it for use as his single-family home. The purchase price and improvements to the site will be financed through private sources.

The provisions of Article II, Section 15 of the Baltimore City Charter, Article 13 of the Baltimore City Code, which established the Department of Housing and Community Development, and Article 28, Section 8-3 of the Baltimore City Code, and Article 13, Section 2-7(h)(2)(ii)(C) of the Baltimore City Code authorize the City to sell this property.

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

In accordance with the City's Appraisal Policy, disposition of property with an estimated value of \$20,000.00 or less does not

MINUTES

DHCD - cont'd

require an appraisal. This vacant house will be sold for \$5,000.00, which is less than the Waiver Valuation price of \$12,000.00 for the following reasons:

- the sale and rehabilitation of the property will be a specific benefit to the community;
- the sale and rehabilitation of the property will eliminate blight;
- the sale and rehabilitation of the property will create jobs, and
- the sale and rehabilitation of the property will return the property to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement with Mr. Richard Francis, Developer, for the sale of the City-owned property located at 3801 Park Heights Avenue.

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 between Govans Ecumenical Development Corporation (GEDCO) as the Fiscal Agent of Share Baltimore, Inc. The period of the Grant Agreement is effective upon Board approval through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$115,489.76 - 9910-906215-9588

BACKGROUND/EXPLANATION:

Under the terms of this Grant Agreement, the funds will support Share Baltimore, Inc.'s strategic acquisition efforts and associated personnel costs. The DHCD is providing these funds as part of the second phase of support for Share Baltimore, Inc., which is comprised of six individual community land trusts, in its efforts to develop and steward affordable housing in their specific communities. One hundred thousand dollars (\$100,000.00) has been transferred from the Affordable Housing Trust Fund to the Share Baltimore Community Land Trust account (**THE TRANSFER OF FUNDS FOR THIS ACTION WAS APPROVED BY THE BOARD ON DECEMBER 2, 2020**), which currently has \$15,489.76 remaining from its FY 2019 Grant Agreement. The total amount in the Share Baltimore Community Land Trust for this Grant Agreement will be \$115,489.76.

Share Baltimore, Inc. is a corporation formed from a network of community land trusts across the City, whose members currently consist of North East Housing Initiative; Charm City Land Trusts; South Baltimore Community Land Trust, Inc., Curtis Bay, in collaboration with the Greater Baybrook Alliance; Remington Housing Working Group; Cherry Hill Development Corporation; and Westport Economic Development Corporation. These organizations

MINUTES

DHCD - cont'd

work together to preserve long-term housing affordability and community stability. To accomplish these objectives, Share Baltimore, Inc. contracted with GEDCO as its Fiscal Agent to perform any project management, coordination, and pre-development services necessary. In addition, GEDCO is to provide professional services and management during the term of this agreement.

In FY 2019, the DHCD granted \$100,000.00 to Share Baltimore, Inc. to support its operating costs. This Grant Agreement provides an additional grant in the amount of \$100,000.00 to support Share Baltimore, Inc. in FY 2021 to be combined with the remaining balance from its FY 2019 agreement.

MWBOO GRANTED A WAIVER ON OCTOBER 26, 2020.

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 between Govans Ecumenical Development Corporation as the Fiscal Agent of Share Baltimore, Inc.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Lois B. Levitan	2724 Hugo Avenue	G/R \$96.00	\$ 800.00
Funds are available in account no. 9910-904326-9588-900000-704040, Coldstream/Homestead/Montebello, Fenwick CHM.			
2. Ellen L. Rollins, fka Ellen Lee Hedeman	1706 Llewelyn Avenue	G/R \$36.00	\$ 240.00
Funds are available in account no. 9910-904177-9588-900000-704040, Acquisition and Relocation, Hopkins Court.			
3. Ellen G. Politzer	1048 Brentwood Avenue	G/R \$56.00	\$ 373.33
Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Housing, Johnston Square.			
4. William S. Braverman man and Ethel Braverman	1203 Myrtle Avenue	G/R \$90.00	\$ 825.00
Funds are available in account no. 9910-905142-9588-900000-704040, Upton Future Dev. Site Assembly f/k/a Upton Ball Field.			

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
5. Cleo Stewart	1304 Edmondson Avenue	L/H	\$2,100.00
Funds are available in account no. 9904-921053-9127-900000-704040, BGN Harlem Park, Harlem Inner Block Park Greening.			
6. Sunrise Baptist Church Incorporated	1306 Edmondson Avenue	L/H	\$2,100.00
Funds are available in account no. 9904-921053-9127-900000-704040, BGN Harlem Park, Harlem Inner Block Park Greening.			
7. James L. McCree	1308 Edmondson Avenue	L/H	\$2,100.00
Funds are available in account no. 9904-921053-9127-900000-704040, BGN Harlem Park, Harlem Inner Block Park Greening.			
8. Oscar Alm	1318 Harlem Avenue	L/H	\$2,286.00
Funds are available in account no. 9904-921053-9127-900000-704040, BGN Harlem Park, Harlem Inner Block Park Greening.			

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and quick-takes.

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 Trina DuBose, Purchaser, for the sale of the City-owned property located at 5623 and 5625 Govane Avenue (Block 5140A, Lot 012 and Block 5140A, Lot 011). The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the property located at 5623 and 5625 Govane Avenue to Trina DuBose, for \$10,000.00, which will be paid to the City of Baltimore at the time of settlement. The purchase price and improvements to the site will be financed through public and private sources for this project.

Ms. DuBose, proposes to purchase and revitalize the vacant lots to construct new duplex-style single-family homes with the goal of providing affordable homeownership.

The authority to sell the property located at 5623 and 5625 Govane Avenue is given under the provisions of Article 28, Section 8-3 of the Baltimore City Code.

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

In accordance with the Appraisal Policy of Baltimore City, DHCD has determined the properties located at 5623 and 5625 Govane

MINUTES

DHCD - cont'd

Avenue to be priced at \$6,000.00 each through the Waiver Valuation Process. They will be sold below the value for \$5,000.00 each. The rationale for sale below the Waiver Valuation price is:

- the sale and revitalization of the property will serve a specific benefit to the community;
- the sale and revitalization of the property will eliminate blight; and
- the sale and revitalization of the property will return the property to the tax rolls.

MBE/WBE PARTICIPATION:

The Purchaser agrees to comply with MBE/WBE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement with Trina DuBose, Purchaser, for the sale of the City-owned property located at 5623 and 5625 Govane Avenue (Block 5140A, Lot 012 and Block 5140A, Lot 011).

MINUTES

Department of Housing and Community Development (DHCD) - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement for the sale of two City-owned properties located at 2331 Reisterstown Road (Block 3243, Lot 004) in the Woodbrook Community and 2504 Druid Park Drive (Block 3327D Lot 008) in the Park Circle Community to Impact Lives Housing, LLC.

AMOUNT OF MONEY AND SOURCE:

\$18,400.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest to 2331 Reisterstown Road for the price of \$15,000.00 and 2504 Druid Park Drive for the price of \$3,400.00 to Impact Lives Housing, LLC, for the total price of \$18,400.00, which will be paid to the City of Baltimore at the time of settlement. The purchase and improvements to the site will be financed through private sources.

The property was journalized and approved for sale on November 15, 2010.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE WAIVER VALUATION VALUE:

In accordance with the Waiver Valuation Policy, DHCD has determined the property located at 2331 Reisterstown Road to be priced at \$12,900.00 and will be sold for \$15,000.00, above the Waiver Valuation. Therefore, the rationale does not apply.

MINUTES

DHCD - cont'd

The property located at 2504 Druid Park Drive has been determined to be priced at \$6,000.00 and will be sold for \$3,400.00. The rationale for the conveyance at a sale below the Waiver Valuation value is:

- it will serve a specific benefit to the immediate community,
- it will eliminate blight and
- it will return the property to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement for the sale of two City-owned properties located at 2331 Reisterstown Road (Block 3243, Lot 004) in the Woodbrook Community and 2504 Druid Park Drive (Block 3327D Lot 008) in the Park Circle Community to Impact Lives Housing, LLC.

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 Baltimore Entities, LLC, Developer, for the sale of the City-owned property located at 2301 Laretta Avenue. The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the property located at 2301 Laretta Avenue to Baltimore Entities, LLC, for \$5,000.00, which will be paid to the City of Baltimore at the time of settlement. The purchase price and improvements to the site will be financed through private sources for this project.

The Baltimore Entities, LLC, proposes to purchase and rehabilitate the vacant building as a single-family home located at 2301 Laretta Avenue as a market rate rental property.

The authority to sell the property located at 2301 Laretta Avenue is given under the provisions of Article 13, Section 2-7(h) of the Baltimore City Code.

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

In accordance with the Appraisal Policy of Baltimore City, a Waiver Valuation done by DHCD has determined the vacant building located at 2301 Laretta Avenue to be valued at \$8,500.00 and it will be sold below the value for \$5,000.00. The rationale for sale below the Waiver Valuation price is:

MINUTES

DHCD - cont'd

- the sale and rehabilitation of the property will serve a specific benefit to the community;
- the sale and revitalization of the property will eliminate blight; and
- the sale and rehabilitation of the property will create jobs, and
- the sale and revitalization of the property will return the property to the 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 a Land Disposition Agreement with Baltimore Entities, LLC, Developer, for the sale of the City-owned property located at 2301 Lauretta Avenue.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2020 through June 30, 2021, unless otherwise noted.

1. **INDEPENDENT LIVING FOUNDATION, INC.** **\$837,500.00**

Account: 5000-569721-3023-273328-603051

Independent Living Foundation will provide oral health services for persons living with HIV/AIDS. Independent Living Foundation provides oral health services specifically preventative, diagnostic, restorative periodontics, prosthodontics, endodontic, root canals, and crowns.

MWBOO GRANTED A WAIVER ON OCTOBER 26, 2020.

2. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 54,789.00**

Account: 5000-569721-3023-273353-603051

Chase Brexton Health Services, Inc. will utilize the funds to maximize the quality of life and reduce psychological barriers to care for racial/ethnic minority individuals living with HIV/AIDS in the Baltimore Eligible Metropolitan Area. The Organization will provide high-quality, easily accessible, and culturally appropriate behavioral health services.

MWBOO GRANTED A WAIVER ON NOVEMBER 22, 2020.

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly

MINUTES

Health Department - cont'd

reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

3. **INSTITUTES FOR BEHAVIOR RESOURCES, INC. (IBR)** **\$ 374,488.00**

Account: 5000-505421-3070-286400-603051

The IBR's Recovery Enhanced by Access to Comprehensive Healthcare Services Program will work with the Baltimore City Health Department and Behavioral Health System Baltimore to increase access to buprenorphine treatment for Baltimore residents with opioid use disorder. The IBR will serve as a "hub" in the City's "hub and spokes" network of buprenorphine treatment.

The IBR will offer the following: same or next-day intake for residents with opioid use disorder, buprenorphine induction and stabilization, referrals into spokes for long-term community-based treatment and ongoing consultation with spokes and additional treatment and ongoing consultation with spokes and additional treatment for patients referred into spokes, as needed. Transfers between hubs and spokes are bidirectional and patients may transfer back and forth as needed.

MWBOO GRANTED A WAIVER ON OCTOBER 12, 2020.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

4. **BALTIMORE CIVIC FUND, INC. (BCF)** **\$7,415,265.15**

Account: 6000-699000-3150-870100-406001

The Baltimore Civic Fund, Inc. provides technical services for City agencies and community-based organizations engaged in charitable activities, including guidance in areas of strategic planning, program design and implementation. The Department and the Mayor's Office of Employment Development is implementing a workforce development and contact tracing program to provide employment to persons who are currently jobless as a direct result or indirect result of COVID-19. Persons seeking employment will receive training and job placement support in the field of community health to support the City's efforts to ensure that individuals testing positive for the COVID-19 are identified, isolated, monitored, supported through the isolation period. BCF will act as the Fiscal Sponsor to receive and disburse funds and make payments to support the project.

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

5. **ROBERTA'S HOUSE, INC.** **\$40,000.00**

Account: 4000-483520-3080-294600-603051

Roberta's House will implement a 10-week peer support group for families to learn to support each other in their traumatic grief. The program guides parents/caregivers and adults on how to navigate their own grief while comforting and reassuring their children. The Board approval of this agreement will allow the Department to reimburse the provider for services. The period of the agreement was September 30, 2019 through September 29, 2020.

The agreements are late because of administrative delays.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Revised Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Revised Notice of Award (NoA) from the Department of Health and Human Services Centers for Disease Control and Prevention. The period of the NoA is January 1, 2020 through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On March 4, 2020, the Board approved the original NoA in the amount of \$1,059,448.00.

On May 27, 2020, the Board approved the first revised NoA which approved carryover of unobligated supplement funds from the Budget Year 02 (January 1, 2019 through December 31, 2019) to Budget year 03 (January 1, 2020 through December 31, 2020), in the amount of \$549,877.00 for Ending the Epidemic Pilot activities. The Board also approved the second revised NoA which provided \$3,178,342.00 in additional funding for Budget Year 03, making the total amount of financial assistance \$4,237,790.00.

On April 27, 2020, the Department received the third revised NoA, which approved the Notice of Grant Award Budget Revision Requirement for Budget Year 03.

All the other terms and conditions issued with the original award remain effect through the budget period unless otherwise changed, in writing, by the Grants Management Officer.

The NoA is late because of the delay in the administrative review process.

MINUTES

Health Department - 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 acceptance of the Revised Notice of Award from the Department of Health and Human Services Centers for Disease Control and Prevention.

MINUTES

Health Department - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a Transfer of Funds from the City General Fund to the Baltimore Civic Fund for costs associated with COVID-19.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - From: 1001-000000-3150-811500-603051
To: Baltimore Civic Fund

BACKGROUND/EXPLANATION:

The City of Baltimore, along with local and national organizations, has created the Baltimore Health Corps to help contain the spread of COVID-19 and to address the social needs of vulnerable residents. The Baltimore Civic Fund is being used by the City as custodians of the funds. The requested transfer of \$1,000,000.00 is part of the City's portion of the overall funding for the Baltimore Health Corps program.

MBE/WBE PARTICIPATION

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the transfer of funds from the City General Fund to the Baltimore Civic Fund for costs associated with COVID-19. 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 General Services - Deed of Preservation Easement

ACTION REQUESTD OF B/E:

The Board is requested to approve a Deed of Preservation Easement with the Peale Center for Baltimore History and Architecture, Inc. The Preservation Easement will be perpetual.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 8, 2014 the Board approved a Lease Agreement between the Department of General Services and the Peale Center for Baltimore History and Architecture, Inc. for the management and operation of the City-owned property known as the "Peale Museum". The term of the lease agreement was 50 years ending October 8, 2064.

The improvements located on the property are of historic significance and are designated a National Historic Landmark. To date, the State of Maryland has awarded three capital grants to the Peale Center for the purpose of rehabilitating the Property. These are: 1) a Grant Agreement dated December 19, 2016 between the Peale Center and The Maryland Heritage Areas Authority ("MHAA") for a grant in the amount of \$50,000.00; 2) an FY21 grant agreement to be entered into between the Peale Center and MHAA for a grant in the amount of \$100,000.00, both MHAA grants to be used for interior rehabilitation of the property including ADA compliance, plumbing and lighting work, the purchase and installation of electrical, mechanical and fire protection systems, and the addition of an elevator; 3) in accordance with Chapter 27 of the Laws of Maryland 2016, and the terms and conditions of a letter of approval from the Maryland Board of Public Works (BPW) to the Peale

MINUTES

Department of General Services - cont'd

Center dated March 22, 2017, the BPW approved a grant to the Peale Center in the amount of up to \$400,000.00, for the purpose of financing, in part, the design, construction, repair, renovation, reconstruction and capital equipping of the Property. A condition of such Grant Agreement, totaling \$550,000.00, is that the Property be subject to a Deed of Preservation Easement in favor of the Trust. As the Property is subject to the Lease Agreement, the City as title owner and the above parties must join as grantors in the Deed of Preservation Easement in order to grant the Trust the title interest it requires.

UPON MOTION duly made and seconded, the Board approved a Deed of Preservation Easement with the Peale Center for Baltimore History and Architecture, Inc.

MINUTES

Department of Law - Second Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment with Mercy Medical Center, Inc., for Contract Number B50001347 - Occupational Health Clinic Services. The Second Amendment will extend the duration of the Agreement through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

This Second Amendment will not require any additional cost to the City since there are already sufficient funds in the Agreement from the Department of Finance, the Police Department and the Fire Department from the last approval by the Board of Estimates on December 12, 2018, to allow the Contractor to continue to provide services through June 30, 2021 at the existing pricing under the Agreement.

BACKGROUND/EXPLANATION:

The Department of Finance, Bureau of Purchases issued a Request for Proposals for Occupational Health Clinic Services, Solicitation Number: B50001347, and its addendums. The City entered into Contract Number B50001347 - Occupational Health Clinic Services, approved by the Board on November 24, 2010 (the "Agreement"), wherein the Contractor agreed to furnish all labor, materials and equipment and perform all work required on items awarded on the Agreement, in accordance with each and every condition, covenant, stipulation and term contained in the specifications and bid or proposal thereof. The parties executed a First Amendment to the Agreement, which was approved by the Board on December 21, 2016. The City has exercised all the renewal options under the Agreement, extending its duration from January 3, 2011 to January 2, 2021.

MINUTES

Law Department - cont'd

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking, nor would it be practicable to obtain, competitive bids. Therefore, pursuant to Article VI, § 11 (c)(i) of the City Charter, the procurement of the goods, equipment and/or service is recommended. With this Second Amendment, the Law Department wishes to extend the duration of this Agreement until June 30, 2021 as it is not practicable to obtain competitive bids before January 2, 2021 because there is not adequate time to develop and award a new request for proposals for occupational health clinic services. The Department of Finance has been provided written notice of this request and agrees with this action. The Department of Law therefore requests that the Board approve the Second Amendment as stated above.

MBE/WBE PARTICIPATION:

On January 27, 2010, MWBOO set goals of 10% MBE and 5% WBE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment with Mercy Medical Center, Inc., for Contract Number B50001347 - Occupational Health Clinic Services.

MINUTES

Department of Public Works/ - Contractual Service
Water and Wastewater Training Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Contractual Service Training Agreement with The College of Southern Maryland. The period of the agreement is October 27, 2020 through December 22, 2020.

AMOUNT OF MONEY AND SOURCE:

\$16,935.00 - 2071-000000-5521-632301-603020

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Water Treatment Plants of Baltimore City be provided with 144 hours of classroom instruction for each year of the three years that they are employed to successfully complete the Water Treatment/Distribution Technician Apprenticeship Program.

The College of Southern Maryland will conduct the first year of a three-year water Treatment/Distribution Apprenticeship Training Program for the Bureau of Water and Wastewater. The College of Southern Maryland has an extensive background in Water Treatment/Distribution Training and has provided a custom curriculum that enables the apprentices to be exposed to the technical requirements of the program as they relate to the actual work environment of a Water and Wastewater Treatment Plant.

This request is for the first session of instruction for the class of trainees hired as Water Treatment/Distribution Technician Apprentices. The training will take place virtually using existing equipment and materials.

MINUTES

Department of Public Works/ - cont'd
Water and Wastewater

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contractual Service Training Agreement with The College of Southern Maryland.

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 Gant Brunnett Architects, Inc. under Project 1316 On-Call Historical Architectural Design. The period of the task assignment is six months.

AMOUNT OF MONEY AND SOURCE:

\$20,300.00	-	9938-910111-9474-900000-703032	City Bonds
16,537.05	-	9938-914085-9474-900000-703032	State
<u>\$36,837.05</u>			

BACKGROUND/EXPLANATION:

This task will include design services for Clifton and Patterson Park Entrance Pillars.

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: 26%

WBE: 19%

The Consultant has achieved 0% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 43.64% of the MBE goal at this time.

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 19, 2020.

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>
1.	\$20,300.00	9938-908111-9475	9938-910111-9474
	2 nd Parks & Public Facilities	Historic Park Facility - Renovations Reserve	Historic Park Facility - Renovations Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1316, Task No. 1 to Gant Brunnett Architects, Inc.

2.	\$26,000.00	9938-912085-9475	9938-914085-9474
	State (Program Open Space)	Patterson Park Master Plan Implementation (Reserve)	Patterson Park Master Plan Implementation (Active)

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1316, Task No. 1 to Gant Brunnett Architects, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 1 to Gant Brunnett Architects, Inc. under Project 1316 On-Call Historical Architectural Design. The transfer of funds was approved SUBJECT to receipt of favorable reports from

MINUTES

Department of Recreation and Parks - cont'd

the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

Department of Transportation (DOT) - Developers' Agreements

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

<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1. UNITY PROPERTIES, INC.	1642	\$ 31,468.80

Unity Properties, Inc. would like to install water improvements to support a new community resource center at 31 South Payson Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$31,468.80 has been issued to Unity Properties, Inc., which assumes 100% of the financial responsibility.

2. SALIL CHOUDHARY AND MEENU CHOUDHARY	1656-A	\$ 31,565.80
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Salil Choudhary and Meenu Choudhary would like to install new water service to its proposed new building located at 1301 North Charles Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the forgoing Developers' Agreements. The Acting City Solicitor **ABSTAINED** on item No. 1, the agreement with Unity Properties, Inc.

MINUTES

Department of Transportation/DOT - Task Assignment
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approved the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP, under Project No. 1208, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$450,000.00 - 9950-907119-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for a scope and cost proposal for completion of concept through 30% design for all age bicycle facility improvements associated with the Baltimore Greenway Trail- North Segment. The scope includes but is not limited to: Project Management, Data Collection, Base Mapping and Project Personality Development, Project team Kick Off, Listening Session, Concept Development and Review Meeting, Trail & Roadway Design, and Environmental Assessment.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 8, 2020.

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: 23.00%

WBE: 10.00%

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP, under Project No. 1208, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services.

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. 012 to ARM Group, Inc., under Project No. 1272A, On-Call Solid Waste Engineering Services. The period of the Task Assignment is one year.

AMOUNT OF MONEY AND SOURCE:

\$418,945.04 - 9948-922014-9517-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction requests the approval of Project 1272A, Task 012- Cell 6 Phase II Stage 3 Area Liner Repair at the Quarantine Road Landfill. This request will allow ARM Group, Inc. to perform the required repair to a damaged liner in the area of Cell 6. This repair is needed to meet the requirements of Maryland Department of Environment Refuse Disposal Permit 2019-WMF-0325 for the operation and construction of the Quarantine Road Landfill.

The Scope of the original agreement includes On-Call solid waste construction, engineering, and technical services to ensure Quarantine Road Landfill remains in regulatory compliance with Maryland Department of Environment Refuse Disposal Permit 2019-WMF-0325 and all other applicable permits and regulations.

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 are MBE:27.2% and WBE: 10.2%.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 15, 2020.

MINUTES

DPW - cont'd

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$400,000.00	9948-934011-9516	9948-922014-9517-3
2 nd Parks & Public Facilities	Leachate Conveyance Upgrade	Design

This transfer will cover costs for Project 1272A, On-Call Solid Waste Engineering Task 012.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 012 to ARM Group, Inc., under Project No. 1272A, On-Call Solid Waste Engineering 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

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

4963 - 4965

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES**EXTRA WORK ORDERS**

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

Department of Recreation & Parks - cont'd

of Recreation and Parks (BCRP) Team ordered the deteriorated caulking to be replaced by new caulking. During the installation of the new caulking, it was discovered that the existing caulk between the vertical metal siding and the metal siding's base had also deteriorated. The BCRP Design Team ordered that caulking to be replaced on a Time & Material basis. During the construction phase of the project, while on a site visit to Mt. Pleasant, the BCRP in-house Designer realized that the marble thresholds installed at the showers in the four locker rooms would not be durable enough to continual contact with the hardened steel blades of ice skates. The BCRP Design Team agreed that granite threshold would be the best material to replace the marble ones. During the visit to Mt. Pleasant, BCRP's consultant Structural Engineers, Restl Designers, discovered that the assumed existing spandrel beam as indicated on section C/S-400 at the column lines did not exist. The existing girders were only connected by steel purlins that were observed to be inadequate to carry the proposed loads from the posts of the new canopy. Restl Designers recommended three new beams be added between the existing columns. Costs were reviewed by BCRP's Project Engineer, and found to be reasonable and acceptable for this type of work. There is also a time extension for 151 non-compensable days' request included in this change order. The time extension would be sufficient to allow the completion of all remaining construction activity, as illustrated by the submitted CPM schedule. The Notice to Proceed was effective August 5, 2019 with a completion date of December 17, 2019. There were two previous non-compensable time extensions totaling 286 days, with a completion date of September 28, 2020. This request will extend the new completion date to February 26, 2021.

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation & Parks - cont'd

MBE/WBE PARTICIPATION:

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

MBE: 21%

WBE: 8%

THE EAR WAS APPROVED BY MWBOO ON NOVEMBER 10, 2020.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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Department of Transportation

3. \$38,000.00	9938-908152-9475	9938-917022-9474
3rd Parks & Public	Reserve	Active
Facilities	Druid Hill Park	Community Center
	Reptile House	Master

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

MINUTES

Mayor's Office of Homeless Services - Provider Agreements

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

1. **ST. VINCENT de PAUL OF BALTIMORE, INC.** **\$ 96,000.00**

Account: 4000-407121-3571-759900-603051

The City has received a U.S. Department of Housing and Urban Development Grant to undertake the Emergency Solutions Grant Program. As a Provider, St. Vincent de Paul of Baltimore, Inc. will utilize the funds to provide a day center for 100 individuals and/or families in Baltimore City experiencing homelessness. Services will be provided through their Beans and Bread Program. The period of the agreement is July 1, 2020 through June 30, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

2. **THE T.I.M.E. ORGANIZATION, INC.** **\$120,000.00**

Account: 4000-438320-3572-766301-603051

The City has received a U.S. Department of Housing and Urban Development Coronavirus Aid, Relief, and Economic Security Act Grant to undertake the Emergency Solutions Grant Program. As a Provider, The T.I.M.E. Organization, Inc. will utilize the funds to operate an emergency homeless shelter with 170 beds for women experiencing homelessness in the City of Baltimore. Services will be provided through their Pinderhughes Shelter Program. The period of the agreement is October 1, 2020 through January 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

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

MINUTES

Mayor's Office of Homeless Services - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Public Works/Office - Ratification of Amendment
of Engineering and Construction No. 3 to Agreement for Post
Award Services for SC No. 903

ACTION REQUESTED OF B/E:

The Board is requested to ratify Amendment No. 3 to Agreement with Whitman, Requardt & Associates, LLP (Consultant) for Post Award Services (PAS) for SC No. 903, Improvements of the Patapsco Sewershed Collection System. The Amendment No. 3 will extend the period of the Agreement through August 20, 2021.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On August 23, 2017, the Board approved the original agreement with Whitman, Requardt & Associates, LLP to provide engineering services for SC No. 903, Improvements of the Patapsco Sewershed Collection System. On October 2, 2019, the Board approved Amendment No. 1. On April 22, 2020, the Board approved Amendment No. 2. The original agreement expired on August 22, 2020. Ratification of Amendment No. 3 to Agreement for PAS for SC No. 903 will allow the Consultant to continue services per the scope of work of the original agreement.

The Department and the Consultant continue to complete the PAS for S.C. 903. The Consultant has multiple claims on construction and is working under liquidated damages and will be helping the City to resolve the claims.

The Consultant will also prepare the As-Built and work on final project close out. The Consultant has extended the contract addressing the punch list items and the Department needs additional time on the PAS contract in order to have the PAS contract engineer to address the issues that may arise during the warranty period and complete the final walk-through after the warranty is completed.

MINUTES

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

The scope of the original agreement includes the Consultant providing engineering services necessary during construction for the improvements of the collection system in the Patapsco Sewershed. The Consultant will assist the City during construction to oversee that the work performed is completed in conformance with the design and as specified in the contract documents. The Consultant will also assist with project management and general coordination, progress meetings and conferences, status log, submittal review, substitutions, Request for Information/interpretation, change orders, technical consultation, review of Closed Circuit Television (CCTV) inspections, conditional acceptance inspections, final inspections, record drawings, and Geographic Information Systems updates.

Whitman, Requardt & Associates, LLP is the Engineer of record and it is critical for the City to have them doing the PAS on this Consent Decree project. The construction of this project includes approximately 102,000 linear feet of cured-in-place pipe lining, approximately 5,800 linear feet of sewer cleaning and CCTV inspections, approximately 1,700 linear feet of replacement of sanitary sewers by open cut method, approximately 1,500 each of rehabilitation of sanitary house connections by various methods, approximately 370 each of rehabilitation of existing sanitary sewer manholes by various methods, approximately 370 vertical linear feet of replacement of existing sanitary sewer with new sanitary sewer manholes, and other restoration work.

The Amendment No. 3 to Agreement for PAS for SC 903 is late because the Consultant delayed the construction contract. Also, the Department has ongoing litigation with the Consultant and wanted to keep the PAS engineering contract active until the construction contract is completed. The Department needs the PAS to complete the As-Built, review final documents of the Consultant, and assist the City with construction close out. Due to ongoing litigations the Department made a last minute decision to keep the engineering

MINUTES

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

contract active as they are essential to the close out. Also the pandemic, COVID-19, delayed the submission of Amendment No. 3 to Agreement for Post Award Services for SC 903.

MBE/WBE PARTICIPATION:

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

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

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board ratified Amendment No. 3 to Agreement with Whitman, Requardt & Associates, LLP for Post Award Services for SC No. 903, Improvements of the Patapsco Sewershed Collection System.

MINUTES

Department of Real Estate - Fifth Renewal of Inter-
Departmental Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the fifth renewal of the Inter-Departmental Lease Agreement between the Department of General Services (DGS), Landlord, and the Baltimore City Health Department (BCHD), Tenant, for the rental of the property known as the Druid Health District Building at 1515 W. North Avenue consisting of approximately 34,538 square feet. The period of the fifth renewal of the Inter-Departmental Lease Agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$418,569.96	\$34,880.83

Account: - 1001-000000-3030-271200-603096

BACKGROUND/EXPLANATION:

The Board approved the Inter-Departmental Lease Agreement between the DGS and the BCHD on September 9, 2015. The period of the lease was July 1, 2015 through June 30, 2016 with the option to renew for five, one-year periods.

The BCHD has exercised its first, second, third, and fourth options which were approved by the Board on June 22, 2016, July 26, 2017, July 25, 2018, and September 11, 2019, respectively.

The leased premises are being used by the BCHD for clinical facilities. All other terms and conditions of the Inter-Departmental Lease Agreement dated September 9, 2015 remain in full force and effect.

The fifth renewal of the Inter-Departmental Lease Agreement is late because of administrative delays.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized the fifth renewal of the Inter-Departmental Lease Agreement between the Department of General Services, Landlord, and the Baltimore City Health Department, Tenant, for the rental of the property known as the Druid Health District Building at 1515 W. North Avenue consisting of approximately 34,538 square feet.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON APRIL 12, 2016.

3. MERKLE RESPONSE

SERVICES, INC.	\$800,000.00	Renewal
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Contract No. B50005149 - Lock Box Services - Department of Finance - P.O. No.: P541824

On November 15, 2017, the Board approved the initial award in the amount of \$1,500,000.00. The award contained three 1-year renewal options. On October 16, 2019, the Board approved the first renewal in the amount of \$800,000.00. This second renewal is necessary to allow the Vendor to continue to provide lockbox services to the City which includes transportation, processing and reporting of check payments. This second renewal in the amount of \$800,000.00 is for the period December 5, 2020 through December 4, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:**MWBOO GRANTED A WAIVER ON JULY 25, 2017.**4. DENTAL HEALTH PRODUCTS,
INC.

AVCO ENTERPRISES INC., dba DENTSERVE	\$ 0.00	Renewal
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Contract No. B50004589 - Clinical Dental Supplies - Department of Health - P.O. Nos.: P537579 and P537580

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On January 31, 2017, MWBOO set goals of 5% MBE and 2% WBE. On November 18, 2020, MWBOO found Playground Specialist, Inc. in compliance.

	<u>Commitment</u>	<u>Performed</u>
MBE: Grass Roots Landscaping CO. LLC	5%	\$11,508.00 3.22%

The Prime Contractor exercised a good faith effort to utilize the subcontractor Grass Roots Landscaping Co., LLC based upon the distribution of work rendered from the agency. MWBOO evaluated the previous and recent jobs performed and there were not many rendered that involved the specialization offered by Grass Roots Landscaping Co., LLC. The Prime Contractor confirmed there are other opportunities forthcoming and it will present opportunities for increased utilization of the current MBE services.

**MWBOO FOUND VENDOR IN COMPLIANCE ON NOVEMBER 18, 2020.
(Good faith effort).**

6. BAYSHORE FORD TRUCK

SALES, INC.	\$ 48,360.00	Increase
Contract No. B50005923 - Stake Body Trucks - Department of General Services, Fleet - P.O. No.: P551126		

On January 8, 2020, the Board approved the initial award in the amount of \$47,700.00. This increase in the amount of \$48,360.00 is necessary to purchase one additional stake body truck, which will replace older equipment in the City's Fleet as part of Fleet Management's planned replacement program.

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

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

The above amount is the City's estimated requirement. The contract expires on January 7, 2021.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019,

- | | | |
|---|--------------|-----------------|
| 7. INTERCON TRUCK OF
BALTIMORE, INC. | \$800,000.00 | Selected Source |
|---|--------------|-----------------|
- Contract No. 06000 - O.E.M. Snow Parts - Department of General Services - Fleet Management - Req. No.: R856926

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Vendor is a selected source to supply O.E.M. parts for the City's snow removal equipment, needed for the current snow season. The period of the award is December 16, 2020 through December 15, 2021, with no renewal options. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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. On July 23, 2019, MWBOO issued a waiver for O.E.M. Parts and Service.

MWBOO GRANTED A WAIVER ON JULY 23, 2019.

8. ARROW SAFETY DEVICE

<u>COMPANY</u>	<u>\$</u>	<u>Low Bid</u>
Solicitation No. B50006123 - Supply and Deliver a Variety of Batteries - Department of Public Works, etc. - Req. No.: To be determined.	30,000.00	

Vendors were solicited by posting on CitiBuy. On October 31, 2020, 32 bidders were notified and three quotes were received and opened. Award is recommended to the lowest responsive and responsible bidder meeting specifications. The period of the award is November 25, 2020 through November 24, 2022, with two 1-year renewals at the City's option.

MBE/WBE PARTICIPATION:

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

<u>COMPANY</u>	<u>\$</u>	<u>Correction</u>
9. FERGUSON ENTERPRISE	0.00	
Contract No. B50004153 - Waterworks Repair Parts - Department of Public Works - P.O. No.: P532496		

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On August 26, 2015, the Board approved the initial award in the amount of \$300,000.00. The award contained one renewal option. Subsequent actions have been approved. On August 26, 2020, the Board approved an extension of the contract where a typographic error is observed on one of the Vendor names put as Ferguson Enterprises, LLC t/a Ferguson Waterworks. The correct name is Ferguson Enterprise, LLC. The Board is requested to approve the correction on the name of the Vendor.

MBE/WBE PARTICIPATION:

On June 11, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JUNE 11, 2015.

10. INTERCON TRUCK OF BALTIMORE, INC. MJR EQUIPMENT INC.		Correction/ Agreement
	\$ 0.00	

State of Maryland #001IT821099/BPM017576 - O.E.M. Snow
Management Equipment Parts - Department of General Services -
Fleet Management - P.O. No.: P856926

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On November 25, 2020, the Board approved a Cooperative Agreement with Intercon Truck of Baltimore, Inc. and MJR Equipment, Inc. in the amount of \$2,500,000.00. The agreement for Intercon Truck of Baltimore, Inc. was inadvertently omitted

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

from the submission package that was presented to the Board for this item. The Board is requested to approve and authorize execution of the agreement with Intercon Truck of Baltimore, Inc. The period of the agreement is December 16, 2020 to February 28, 2023, with renewal options available.

MBE/WBE PARTICIPATION:

Not applicable. This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the contract requires the Vendor to make every good faith effort to utilize Minority and Women's Business Enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

11. WILLIS OF		Assignment
<u>MARYLAND</u>	<u>\$ 0.00</u>	<u>Agreement</u>
Professional Services Contract - Provide Insurance Broker of Record - Finance Department - P.O. No.: P544974		

The Board is requested to approve and authorize execution of an Assignment Agreement with Willis of Maryland. The contract expires August 3, 2021, with two 3-year renewal options.

On August 15, 2018, the Board approved an award of Professional Services Contract for Insurance Broker of Record/Risk Management Services with Willis of Maryland, Inc. Willis Towers Watson Southeast, Inc. has acquired the rights, title and interest in and is requesting assignment of the Insurance Broker of Record Professional Services Contract to Willis Towers Watson Southeast, Inc.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of insurance coverage and Brokerage Services cannot be assigned to another party.

- 12. LIBERTY LUMBER &
SUPPLY CO.
d/b/a PIKESVILLE

LUMBER COMPANY	\$125,000.00	Extension
Contract No. B50004259 - Supply and Deliver Lumber to Various City Agencies - Departments of Public Works, Transportation, General Services, Fire, Police, Recreation and Parks, etc. - P.O. No.: P533605		

On November 18, 2015, the Board approved the initial award in the amount of \$250,000.00. The award contained three renewal options. Subsequent actions have been approved and three renewal options have been exercised. An extension is necessary to continue lumber delivery services while a new solicitation is drafted and awarded. The extension is for the period December 1, 2020 through June 30, 2021. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON AUGUST 3, 2015.

MINUTES

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

13. GOODE COMPANIES, INC.	\$ 812,124.00	
RUBICON GLOBAL, LLC	791,408.43	
SPINDLER REFUSE SERVICE INC.	389,742.00	
JOHNSON, MIRMIRAN & THOMPSON, INC.	43,821.65	
WILLIAMS SCOTSMAN	25,986.08	
	<u>\$2,063,082.16</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Dept. of Public Works - Req. No. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Goode Companies, Inc.	COVID-19 - Emergency Trash Collection - Northeast Baltimore	\$ 812,124.00
Rubicon Global, LLC	COVID-19 RUBICON SmartCity Suite Routing Software for Waste and Recycling Crews	\$ 791,408.43
Spindler Refuse Service Inc.	COVID 19 REQUEST EMERGENCY Mixed refuse collection for four routes within Western district	\$ 389,742.00
Johnson, Mirmiran & Thompson, Inc.	Covid-19 On Base Annual Maintenance for Sept 1, 2020 through August 31, 2021	\$ 43,821.65
Williams Scotsman	COVID-19 Office Trailer for QRL	\$ 25,986.08
	Total	\$2,063,082.16

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

14. TEKSYSTEMS	\$ 154,000.00	
REVEL SOLUTIONS, LLC	67,590.00	
DBA REVEL TECHNOLOGY		
DBA REVEL SECURITY		
REVEL SOLUTIONS, LLC	67,400.00	
DBA REVEL TECHNOLOGY		
DBA REVEL SECURITY		
	<u>\$ 288,990.00</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Baltimore City Office of Information & Technology - Req. Nos.: N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

TEKsystems	COVID-19 Urgent Microsoft Certified Systems Engineering (MCSE) Services	\$154,000.00
Revel Solutions, LLC dba Revel Technology dba Revel Security	Infrastructure Revel Covid-19	\$ 67,590.00
Revel Solutions, LLC dba Revel Technology dba Revel Security	COVID-19 - Citrix Components (Completion of VDI image/Azure)	\$ 67,400.00
	Total	\$288,990.00

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

15. DC DENTAL	\$ 525,000.00
US21 INC.	496,800.00
THE JKF GROUP INC.	387,000.00
NATIONWIDE SOURCE INC.	380,000.00
ASSURE GLOBAL, LLC	360,000.00
DBA WESHIELD	
THE JKF GROUP INC.	320,000.00
US21 Inc.	82,800.00
THE JKF GROUP INC.	82,500.00
RUDOLPH'S OFFICE &	72,216.80
COMPUTER SUPPLY INC.	
WB MASON CO.	62,965.00
VIKING CHEMICALS INC.	58,740.00
ECOMNET USA INC.	54,450.00
FASTENAL COMPANY	44,800.00
DENT EDUCATION	40,000.00
BOUND TREE MEDICAL LLC	36,909.00
DC DENTAL	30,318.60
DIGITAL GADGETS MEDICAL LLC	29,000.00

\$3,063,499.40

Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Baltimore City Fire Department - Req. Nos. N/A

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

DC Dental	COVID-19 CARES Funding Stockpile - Medical Grade Surgical Masks	\$525,000.00
US21 Inc.	COVID-19 CARES Funding - NFPA Gloves	\$496,800.00
The JKF Group Inc.	CARES Funding COVID Resupply- 3 Ply Medical Grade Masks	\$387,000.00
Nationwide Source Inc.	COVID-19--CARES Funding COVID Resupply - N95 Masks	\$380,000.00
Assure Global, LLC DBA WeShield	COVID-19 CARES Funding Resupply - PPE- Gloves	\$360,000.00
The JKF Group Inc.	COVID-19 - Desks & Chairs EOC	\$320,000.00
US21 Inc.	Covid-19 medical surgical mask	\$ 82,800.00
The JKF Group Inc.	COVID-19 -CARES Funding COVID Stockpile - Disinfectant Concentrate	\$ 82,500.00

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Rudolph's Office & Computer Supply Inc.	CARES Funding COVID-19 Resupply - PPE	\$ 72,216.80
WB Mason Co.	COVID-19 CARES FUNDING GLOVES	\$ 62,965.00
Viking chemicals Inc.	COVID-19 Face shields	\$ 58,740.00
Ecomnet USA Inc.	COVID-19 gloves	\$ 54,450.00
Fastenal Company	COVID-19 EMS Gloves-For Pick up	\$ 44,800.00
Dent Education	CARES Funding COVID Resupply - IR Thermometers	\$ 40,000.00
Bound Tree Medical LLC	COVID-19 Pimlico testing site electrical setup	\$ 36,909.00
DC Dental	COVID-19 CARES Funding Stockpile - Medical Grade Surgical Masks	\$ 30,318.60
Digital Gadgets Medical LLC.	COVID-19 CARES Funding - NFPA Gloves	\$ 29,000.00
	Total	\$3,063,499.40

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

16. MEALS ON WHEELS OF CENTRAL MARYLAND, INC.	\$3,176,550.62	
HOA HEALTH LLC	\$1,300,000.00	
TTV WICOMICO LLC	\$ 753,510.00	
WORLD CENTRAL KITCHEN INC.	\$ 396,000.00	
STAPLES THE OFFICE SUPERSTORE	\$ 101,354.70	
RUDOLPH'S OFFICE & COMPUTER SUPPLY INC.	\$ 96,307.00	
SHAREBABY, INC.	\$ 86,791.98	
JOHNS HOPKINS UNIVERSITY	\$ 80,000.00	
JOHNS HOPKINS UNIVERSITY	\$ 74,928.00	
MARYLAND PHILANTHROPY NETWORK	\$ 64,350.00	
SWAGDOG APPAREL & PROMOTIONAL PRODUCTS	\$ 60,469.37	
SWAGDOG APPAREL & PROMOTIONAL PRODUCTS	\$ 57,481.35	
SWAGDOG APPAREL & PROMOTIONAL PRODUCTS	\$ 52,502.89	
JOHNS HOPKINS UNIVERSITY	\$ 50,000.00	
WB MASON CO.	\$ 42,053.94	
PUBLIC RESULTS	\$ 27,521.00	
	\$6,419,820.85	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Department of Health - Req. Nos. N/A

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Meals on Wheels of Central Maryland, Inc.	COVID-19 Emergency Home-Delivered Meals	\$3,176,550.62
HOA Health LLC	COVID-19 Hebrew Orphan Asylum, LLC (HOA)	\$1,300,000.00
TTV WICOMICO LLC	COVID-19 - Lease Agreement at 1100 Wicomico Street	\$ 753,510.00
World Central Kitchen Inc.	COVID Emergency Procurement - Food Insecurity Program	\$ 396,000.00
Staples The Office Superstore	COVID-19 supplies for people who are infected by Covid-19	\$ 101,354.70
Rudolph's Office & Computer Supply Inc.	COVID-19 Masks - Washable	\$ 96,307.00

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

ShareBaby, Inc.	COVID-19 Emergency Diapers	\$ 86,791.98
Johns Hopkins University	COVID-19 Emergency Procurement Contract - JHU - Flu Vaccine Plan	\$ 80,000.00
Johns Hopkins University	COVID Emergency Procurement Contract - JHU - Door-to-Door Flu Vaccine Plan	\$ 74,928.00
Maryland Philanthropy Network	Emergency COVID-19 Response	\$ 64,350.00
SwagDog Apparel & Promotional Products	COVID-19 Swagdog Antibacterial hand soap	\$ 60,469.37
SwagDog Apparel & Promotional Products	COVID-19 Swagdog Gloves	\$ 57,481.35
SwagDog Apparel & Promotional Products	COVID-19 Swagdog Disinfectant Wipes	\$ 52,502.89
Johns Hopkins University	COVID-19 Emergency Services Agreement with JHU CCP	\$ 50,000.00
WB Mason Co.	COVID-19- Nitrile Gloves	\$ 42,053.94
Public Results	COVID-19 Emergency Procurement - Public Results	\$ 27,521.00
	Total	\$6,419,820.85

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

17. THE FAIRFIELD INN	\$ 433,810.00	
SHREE SAI SIDDHI BALTIMORE, LLC	407,055.00	
BENEVATE, INC.	67,200.00	
POINTS NORTH DESIGN STUDIO	60,000.00	
HOME2 SUITES	51,150.00	
	<u>\$1,019,215.00</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Mayor's Office of Children & Family Success/Mayor's Office of Human Services - Req. Nos. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

18. ELECTION WORKS	\$148,900.00	
JONATHAN CARROLL	45,550.00	
	<u>\$ 194,450.00</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Board of Elections - Req. Nos. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Election Works	COVID19 - 2020 GP ELECTIONS	\$148,900.00
Jonathan Carroll	COVID-19 VIDEO VOTING ELECTION PROCESSING	\$ 45,550.00
	Total	\$194,450.00

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

19. COASTAL SUNBELT PRODUCE COMPANY	\$2,483,000.00	
THE COMMON MARKET	345,800.00	
	<u>\$2,828,800.00</u>	Emergency

Report of an emergency procurement for the city during the COVID-19 Pandemic - Department of Planning - Req. Nos. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Coastal Sunbelt Produce Company	EMERGENCY_COVID-19 Food Produce Boxes	\$2,483,000.00
The Common Market	COVID-19 Emergency Food Produce Boxes	\$ 345,800.00
	Total	\$2,828,800.00

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

21. HONEYWELL INTERNATIONAL	\$123,000.00	
AIR FILTER MAINTENANCE, INC	69,820.12	
S. FREEDMAN & SONS, INC.	26,800.00	
	<u>\$ 219,620.12</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Convention Center Complex - Req. Nos. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Honeywell International	COVID-19 Thermal Cameras #B316	\$123,000.00
Air filter Maintenance, Inc.	COVID-19 Air Filters #B409	\$ 69,820.12
S. Freedman & Sons, Inc.	COVID-19 Touchless Soap Dispenser #C507	\$ 26,800.00
	Total	\$219,620.12

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

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 - cont'd</u>		
22. METROPOLITAN PROTECTIVE SERVICES, INC.	\$ 47,040.00	
BROADWAY SERVICES, INC.	25,460.00	
	<u>\$ 72,500.00</u>	Emergency

Report of an emergency procurement for the City during the COVID-19 Pandemic - Department of General Services - Req. Nos. N/A

The Board is requested to accept this report for awards that were made on an emergency procurement basis. An outbreak of disease (COVID-19) caused by the novel coronavirus has been detected in the United States with cases in Baltimore, MD. The World Health Organization and the Centers for Disease Control have declared the COVID-19 outbreak a public health emergency of international concern; the Secretary of the U.S. Department of Health and Human Services declared COVID-19 a public health emergency. Both Mayor Bernard C. "Jack" Young and Governor Hogan declared a state of emergency. The Vendors listed below provided emergency services, under emergency authority:

Metropolitan Protective Services, Inc.	COVID-19- Metro Security - MASTER BLANKET - Women's Shelter - President St.	\$47,040.00
Broadway Services, Inc.	COVID-19, Broadway Services- Day Porter @ Circuit Court, 111 N. Calvert St., WO 137462	\$25,460.00
	Total	\$72,500.00

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Pursuant to Article VI, Section 11 (e) (ii) of the City Charter, on March 13, 2020 and again on September 1, 2020, the Director of Finance approved the procurement of supplies, materials, equipment and services City agencies require to adequately prepare for the protection of public welfare and City property, as there is insufficient time to obtain Board of Estimates' approval in advance.

ON SEPTEMBER 1, 2020, THE DIRECTOR OF FINANCE AUTHORIZED THE BUREAU OF PROCUREMENT TO PROCEED WITH OBTAINING THOSE SUPPLIES, MATERIALS, EQUIPMENT AND SERVICES THAT HAVE BEEN OR WILL BE REQUESTED BY VARIOUS CITY AGENCIES THAT ARE NECESSARY TO RESPOND TO OR PREPARE FOR EVENTS RELATING TO COVID-19.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. This is a report is of an emergency procurement.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, and Increases and Extensions to Contracts. The Board further approved and authorized execution of the Agreement with Willis of Maryland, item No. 11. The President **ABSTAINED** on item No. 16. The Comptroller **ABSTAINED** on item No. 16.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to the Agreement with EA Engineering, Science, and Technology, Inc. for Project No. 1272E, On-Call Solid Waste Engineering Services. Amendment No. 1 will extend the period of the Agreement through July 18, 2023.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

On July 18, 2018, the Board approved the Agreement with EA Engineering, Science, and Technology, Inc. for a four-year period with an upset limit of \$2,500,000.00. The Bureau of Solid Waste requests to increase the upset limit to \$3,500,000.00 and extend the period of the Agreement for one additional year.

Amendment No. 1 to Agreement will allow the Consultant to continue and complete ongoing services contracted within the Agreement and any additional tasks which may be identified.

The Consultant is currently preparing the Maryland Department of Environment (MDE) permit application to expand the existing volume capacity of the Quarantine Road Landfill. The current Quarantine Road Landfill is expected to reach full capacity by 2024 and the permit application is expected to receive MDE approval in January 2023. Without Amendment No. 1 to Agreement, the City will be forced to find an alternative waste disposal method for the Quarantine Road Landfill. The Department would like to continue to utilize the Consultant to complete the Quarantine Road Landfill expansion permit application.

MINUTES

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 29% MBE and 10% WBE goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to the Agreement with EA Engineering, Science, and Technology, Inc. for Project No. 1272E, On-Call Solid Waste Engineering Services.

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:

5004 - 5005

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

- | | | | |
|----|--|---------------------------|---------------|
| 1. | B50006133, Quick Lime
for Water Treatment | Greer Industries,
Inc. | \$ 465,360.00 |
|----|--|---------------------------|---------------|

(DPW, Bureau of Water &
Wastewater - Ashburton)

MWBOO GRANTED A WAIVER ON OCTOBER 22, 2020.

- | | | |
|----|--|--|
| 2. | B50006121, Bituminous Paving
Materials (Hot & Cold Patch) | REJECTION: Vendors were
solicited by posting on
CitiBuy, eMaryland Market-
place, and in local news-
papers. Two bids were received.
One from M. Luis Products, LLC
and the second from P. Flanigan
& Sons, Incorporated. Both were
opened on October 21, 2020. To
allow for further clarity posed
by the supplier community that
may impact the amending of the
current specification, it is
recommended that the Board
reject all bids and cancel the
solicitation in the best
interest of the City. This
requirement will be re-
advertised at a later date. |
|----|--|--|

(Dept. of Transportation)

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Public Works/Office of Engineering & Construction

3. WC 1199, Ashburton
Pumping Station

REJECTION: On December 19, 2018, the Board opened six bids for the Improvements subject project. The bids ranged from \$37,157,170.00 to \$45,877,000.00. The Department has determined it is in the best interest of the City to reject all bids.

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 Threshold, Inc. for predevelopment and development activities associated with the new construction of the "Residences at Lafayette" - a series of residential town homes located at 400-418 E. Lafayette Avenue. The period of the Grant Agreement is effective upon Board approval for 12 months.

AMOUNT OF MONEY AND SOURCE:

\$65,500.00 - 9910-903241-9588-900000-706032

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, DHCD released the CCG Capital Grant Guidelines and Application. On August 28, 2019, the Mayor awarded 25 organizations a total of \$3,298,418.00.

MBE/WBE PARTICIPATION:

ON NOVEMBER 18, 2020, MWBOO SET GOALS OF 27% MBE AND 10% WBE.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Housing and - cont'd
Community Development (DHCD)

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with Threshold, Inc. for predevelopment and development activities associated with the new construction of the "Residences at Lafayette" - a series of residential town homes located at 400-418 E. Lafayette Avenue.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

5009

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
1. \$500,000.00	9956-933001-9549	9956-903554-9551-6
Wastewater	Constr. Res.	Construction
Revenue	Waste Water Div.	
Bonds		

The transfer will cover ongoing legal expenses for SC 961, Emergency Construction Services ENR @ Patapsco Waste Water Treatment Plant.

MINUTES

Bureau of Procurement - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay outstanding invoices to Auto Barn, Inc. for services rendered for towing services for cars, trucks, and heavy equipment.

AMOUNT OF MONEY AND SOURCE:

\$104,580.76 - Account numbers-various

BACKGROUND/EXPLANATION:

The Department of General Services, Fleet Management Division, sourced towing services for cars, trucks, and heavy equipment from Auto Barn, Inc. in the absence of authorized procurement to cover immediate requirements. The Board is requested to approve the expenditure of funds to pay for the unauthorized services.

The Bureau of Procurement is preparing a solicitation on behalf of the City for future procurement of services through the competitive bidding process.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved an expenditure of funds to pay outstanding invoices to Auto Barn, Inc. for services rendered for towing services for cars, trucks, and heavy equipment.

MINUTES

Mayor's Office of Minority and Women - Transfer of Funds
Owned Business Development

ACTION REQUESTED OF B/E:

The Board is requested to approve a transfer of funds to the Baltimore Civic Fund, Inc. (BCF) for the City's General Fund in support of the Baltimore Main Streets Coordinating Program (the Program).

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 FROM: 1001-000000-1220-818800-607001

TO: 221-00 MOMWBD-Baltimore Main Streets

BACKGROUND/EXPLANATION:

The Baltimore Main Street Coordinating Program, formed in 1998, is an approach to neighborhood revitalization by providing customized support and public resources to each district in order to attract new businesses and new jobs to the neighborhood. Baltimore has the third largest urban Main Streets program in the United States with eight fully designated communities and one affiliate. The support for these programs are a combination of funds from the City of Baltimore and the host organizations in each community. The Mayor's Office of Minority and Women-Owned Business Development (MOMWBD) administers this program in the City of Baltimore.

The funding for this program is a combination of a grant from Baltimore City and the commercial merchants in the community. Typically, the host organizations collect dues, which are partially used to provide support for the Main Street program. However, because of the COVID-19 pandemic and the subsequent loss of revenues to the host organizations, they are unable to provide the full support to this critical resource in their communities.

MINUTES

Mayor's Office of Minority and Women - cont'd
Owned Business Development

The MOMWBD is requesting CARES grant funds for the nine Main Street programs in the amount of \$250,000.00 to provide a replacement for the loss in revenue. The funds will be used for payroll, programming, marketing of the area, and supplies, which includes personal protective equipment. All Main Street managers will use the funds in the manner expressed above.

The funds will be distributed through existing agreements with the BCF.

APPROVED FOR FUNDS BY FINANCE

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.

MINUTESMayor's Office of Homeless Services - Provider Agreements

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

1. **HEALTH CARE FOR THE HOMELESS, INC.** **\$1,155,513.45**

Account: 4000-438320-3573-789000-603051

The City has received a U.S. Department of Housing and Urban Development Grant under the CARES Act Emergency Solution Grant-CV Program. This funding is intended to be used to prevent, prepare for, and respond to the COVID-19 pandemic. As a sub-recipient, Healthcare for the Homeless, Inc. will operate a rapid rehousing program serving COVID vulnerable households; providing rental assistance and supportive services to 35 households experiencing homelessness in the City of Baltimore. The period of the agreement is December 1, 2020 through August 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

2. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$2,369,675.35**

Account: 4000-438320-3573-789200-603051

The City has received a U.S. Department of Housing and Urban Development Grant under the CARES Act Emergency Solution Grant-CV Program. This funding is intended to be used to prevent, prepare for, and respond to the COVID-19 pandemic. As a sub-recipient, Associated Catholic Charities, Inc. will operate a rapid rehousing program serving COVID vulnerable households; proving rental assistance and supportive services to 50 households experiencing homelessness in the City of Baltimore. The period of the agreement is December 1, 2020 through August 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

MINUTES

MOHS - cont'd

3. **ST. VINCENT DE PAUL OF BALTIMORE** **\$1,670,472.68**

Account: 4000-438320-3573-761000-603051

The City has received a U.S. Department of Housing and Urban Development Grant under the CARES Act Emergency Solution Grant-CV Program. This funding is intended to be used to prevent, prepare for, and respond to the COVID-19 pandemic. As a sub-recipient, St. Vincent de Paul of Baltimore, Inc. will operate a rapid rehousing program serving COVID vulnerable households; providing rental assistance and supportive services to 20 households experiencing homelessness in the City of Baltimore. The period of the agreement is December 1, 2020 through August 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

4. **PROJECT PLASE, INC.** **\$1,443,683.00**

Account: 4000-438320-3573-756800-603051

The City has received a U.S. Department of Housing and Urban Development Grant under the CARES Act Emergency Solution Grant-CV Program. This funding is intended to be used to prevent, prepare for, and respond to the COVID-19 pandemic. As a sub-recipient, Project PLASE, Inc., will operate a rapid rehousing program serving COVID vulnerable households; providing rental assistance and supportive services to 30 households experiencing homelessness in the City of Baltimore. The period of the agreement is December 1, 2020 through August 31, 2022.

MWBOO GRANTED A WAIVER ON NOVEMBER 9, 2020.

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

MINUTES

MOHS - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTESEmployees' & Elected Officials/ - Independent Auditor's Reports
Retirement System

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

1. The Independent Auditor's Report of the Baltimore City Employees' Retirement System for FY ended June 30, 2020.
2. The Independent Auditor's Report of the Baltimore City Elected Officials' Retirement System for FY ended June 30, 2020.
3. The Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters for FY ended June 30, 2020:
 - a) Employees' Retirement System and
 - b) Elected Officials' Retirement System.
4. FY ended June 30, 2020 Comprehensive Annual Financial Reports (CAFR) for:
 - a) Employees' Retirement System and
 - b) Elected Officials' Retirement System.

The Board **NOTED** receipt of the forgoing Audit reports from CliftonLarsonAllen LLP.

MINUTESDepartment of Audits - Audit Report

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

1. Mayor's Office of Employment Development Biennial Performance Audit Report Fiscal Years Ended June 30, 2019 - 2018.

President: "So now we are going to jump ah -- to the non-routine agenda, um - as we discussed earlier, the Comptroller ah -- spoke about. It could be found on page 105, the Department of Audits on the Audit Report. We'll hear from the City Auditor now; ah -- Mr. Auditor the floor is yours."

Baltimore City Auditor, Josh Pasch: "Good morning Mr. President, Mr. Mayor, Mr. Comptroller and the members of the Board of Estimates. Congratulations on your new positions. We look forward in the Department of Audits working of with you. I am here today -- My name is Josh Pasch, I'm the City Auditor. I'm here to present the Biannual Performance Audit on the Mayor's Office of Employment Development. I want to thank the audit team and MOED for their contributions to this office. The objectives of our audit were to determine whether the MOED met its performance measured targets

MINUTES

and to evaluate whether MOED has adequately designed internal controls related to the selected performance measures. The scope of our audit was Fiscal Years 2019 and 2018. MOED has multiple services; the following services were included in the scope of this audit. Service 796 Workforce Services of Ex-Offenders. This service is to assist ex-offenders in successfully transitioning to work, home, and community and services include counseling, job readiness skills training, and job search and retention assistance. Service 797 Workforce Services for Out-of-School Youth. This service provides out-of-school youth with unemployed young adult and unemployed young adults with educational occupational and personal support services. Service 800 Workforce Services for WIOA Funded Youth. This service is supported by federal WIOA funds, is designed to prepare economically disadvantaged youth, employment assistance and General Educational Development Classes. According to the budget book for Fiscal Years 2018, 19, 20 , 21, the -- except for service 796 number of ex-offenders who received at least one service and obtained

MINUTES

employment, MOED met the other two selected performance measure targets for both Fiscal Year 19 and 18. We have two findings. The first finding is for Service 796 Workforce Services of Ex-Offenders, we noted that there are two performance metrics for this measure. There is one for an agreement between the Department of Public Safety and Correctional Services and MOED and that is the funder, and they have established a target of 400 ex-offenders um --for each year, and then we also noted that BBMR has set a higher target of 450 and 500 for 2019 and 2018. We noted that MOED consistently meets the target of 400 ex-offenders stipulated by the agreement between MOED and the Department of Public Safety and Correctional Services and consistently does not meet the target with BBMR of 450 and 500. When we looked into this we -- the BBMR acknowledged that those targets may be unattainable. The reason we have presented this finding because targets which do not have buy-in from all parties are typically not as effective and when unrealistic targets are missed there are often times not researched for why they are missed, and therefore, they're not improved

MINUTES

negating the whole purpose of having performance metric. In this case meeting the funders goals which is the Department of Public Safety and Correctional services was the only one that was being monitored by the agency. In addition to the previously noted finding we have communicated data security related recommendations the appropriate MOED and city personnel in a confidential management comment limited use letter, titled Mayor's Office of Employment Development Biennial Audit for Fiscal years 2019 and 2018, due to the security-related recommendations, they have been omitted from this public report. That concludes my report, do you have any questions?

President: "Uh -- uh -- Thank you. Mr. Auditor. Are there any questions from the Board -- No? All right. Hearing none, I will turn uh -- to the agency, is Mr. uh -- Perkins Cohen or someone from uh -- the agency on?"

Mr. Jason Perkins-Cohen, Director of Mayor's Office of Employment

Development: "Uh -- good morning. Uh -- Council President."

MINUTES

President: "Ah -- there you go. How are you doing? You were hiding up in my corner, sorry I missed you."

Mr. Perkins-Cohen: "No worries -- no worries. Uh -- good morning to all of you and congratulations uh -- to uh -- to you for uh - - uh -- for your positions. Uh -- we have no comments uh -- we appreciate uh -- the auditors' department uh -- diving into this and um-- we uh -- appreciate, the auditors' department and uh -- BBMR we're happy to work with them ah -- and -- and to develop appropriate targets."

President: "Well thank you, Mr. Director at this time I'll entertain any questions uh -- from the Board ah -- to Mr. Perkins Cohen, seeing none. Um -- the Audit Report um -- is Noted."

MINUTES

Health Department - Two-Month Advance of Funding

The Board is requested to approve and authorize a two-month advance of funding for the various organizations.

The two-month advance of funding is on the full amount of the funding provided by the State of Maryland, Department of Health and Mental Hygiene for Fiscal Year 2021, under the Unified Funding Document (UFD), which is \$57,176,645.98. The period of the agreement is July 1, 2020 through June 30, 2021.

1. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 7,542.00**

Account: 5000-569721-3023-273353-603051

The organization will provide Mental Health services. The full amount of funding for Fiscal Year 2021 is \$45,252.00. The UFD for this item was approved by the Board on August 16, 2020.

2. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 1,366.67**

Account: 5000-569721-3023-273367-603051

The organization will provide Medical Transportation services. The full amount of funding for Fiscal Year 2021 is \$8,200.00. The UFD for this item was approved by the Board on August 26, 2020.

3. **PARK WEST HEALTH SYSTEMS, INC.** **\$46,648.33**

Account: 5000-569721-3023-273318-603051

The organization will provide Outpatient/Ambulatory services. The full amount of funding for Fiscal Year 2021 is \$279,890.00. The UFD for this item was approved by the Board on August 16, 2020.

MINUTES

Health Department - cont'd

4. **PARK WEST HEALTH SYSTEMS, INC.** **\$15,482.67**

Account: 5000-569721-3023-273309-603051

The organization will provide Outreach-Traditional services. The full amount of funding for Fiscal Year 2021 is \$92,896.00. The UFD for this item was approved by the Board on August 26, 2020.

5. **PARK WEST HEALTH SYSTEMS, INC.** **\$26,249.00**

Account: 5000-569721-3023-273315-603051

The organization will provide Medical Case-Management services. The full amount of funding for Fiscal Year 2021 is \$157,494.00. The UFD for this item was approved by the Board on August 26, 2020.

6. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 8,476.67**

Account: 5000-569721-3023-273328-603051

The organization will provide Oral Health services. The full amount of funding for Fiscal Year 2021 is \$50,860.00. The UFD for this item was approved by the Board on August 26, 2020.

7. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$37,450.00**

Account: 5000-569721-3023-273301-603051

The organization will provide Early Intervention services. The full amount of funding for Fiscal Year 2021 is \$224,700.00. The UFD for this item was approved by the Board on August 26, 2020.

MINUTES

Health Department - cont'd

8. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$25,883.33**

Account: 5000-569721-3023-273315-603051

The organization will provide Medical Case-Management services. The full amount of funding for Fiscal Year 2021 is \$155,300.00. The UFD for this item was approved by the Board on August 26, 2020.

9. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 1,833.33**

Account: 5000-569721-3023-273367-603051

The organization will provide Medical Transportation services. The full amount of funding for Fiscal Year 2021 is \$11,000.00. The UFD for this item was approved by the Board on August 26, 2020.

The two-month advance of funding provides for the continuation of program services under Ryan White State Special services while the scope of work and budgets are being reviewed and approved for the Fiscal Year 2021 program year.

The above-listed organizations agree that all expenditures are to be made in accordance with the terms and conditions of the funding source. Any funds advanced to the listed organizations prior to the execution of the agreements are subject to the terms and conditions of the agreements.

The request is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized approve and authorize a two-month advance of funding for the foregoing organizations.

MINUTES

Department of Finance - Payment in Lieu of Taxes

ACTION REQUESTED OF B/E:

The Board is requested to approve the Payment in Lieu of Taxes Agreement (PILOT Agreement) for the Lakewood Apartments located at 1401 Lakewood Avenue (the Project).

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time and the PILOT will have no impact on City revenue for the reasons discussed below.

BACKGROUND/EXPLANATION:

The Lakewood Apartments consists of an existing, four-story building containing 102 units of senior housing which contains 26 studio units, 69 one-bedroom units, six two-bedroom units (collectively the Low-Income Units), and one management unit. All of the units, except for the management unit, received a subsidy through a United States Department of Housing and Urban Development (HUD) project-based Section 8 Housing Assistance Payment Contract (the HAP Contract).

On August 8, 2018, the Board approved the sale of the Project from the Pentecostal Housing Corporation to Berea Housing Associates, Limited Partnership, a Massachusetts limited partnership (the Current Owner/Borrower). The Current Owner/Borrower is an affiliate of Weston Associates, Inc. (Weston), a Boston based real estate firm specializing in acquiring and transforming low-income projects into modern facilities and affordable to individuals and families.

Weston has now agreed to sell the Project to Hudson Valley Property Group, or an affiliate thereof (HVPG). The HVPG is a New York City based owner and developer of affordable workforce housing. As part of the sale, the Current Owner/Borrower has agreed to repay in full the outstanding \$1,000,000.00 principal and accrued interest due on the original HOME Loan made by the City.

MINUTES

Department of Finance - cont'd

To ensure long-term affordability, The HVPG will assume and maintain the existing 20-year term of the HAP Contract which runs through the year 2038 and will assume the restrictive covenants required by the HOME Loan. 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 HOME Loan.

PILOT REQUEST:

The HVPG has requested the PILOT to assist the Project. The Staff from the Department of Housing and Community Development (DHCD) has undertaken an analysis of the proposed PILOT based on three criteria: (i) is the PILOT necessary to preserve or create affordable housing; (ii) does the Project need the subsidy to proceed; and (iii) did the Developer actively seek other sources of funding or subsidy before requesting the PILOT. The DHCD's review of information provided by the Developer indicates that the Project meets the above-described criteria and that the Project will be unable to move ahead unless a PILOT is approved.

RECOMMENDATION:

The Project was reviewed and approved by the Low-Income Housing Committee to provide a PILOT for the Project. The Current Owner/Borrower, effective from the date of closing on the financing for the Project, the date of which the Current Owner/Borrower will document by a letter sent to the City (the Commencement Date), through June 30th of that year and for each Fiscal Year thereafter, agrees to pay the City, in lieu of the ordinary Baltimore City and State of Maryland real estate taxes on the Project, an amount as follows: for the Low-Income Units covered by the HAP Contract, 10% of the tenant portion of the rent (the Shelter Rent), based on the Rental Schedule beginning on the Commencement Date. The Current Owner/Borrower will make the required payments until the obligations of the City to accept negotiated payments provided in the PILOT Agreement will cease under its provisions.

Given the need for affordable housing in the City, the Low-Income PILOT Committee believes that the PILOT is necessary to support both the capital and operating needs of the project.

MINUTES

Department of Finance - cont'd

The Project qualifies for a PILOT under Section 7-503 of the Tax Property Article of the Annotated Code of the State of Maryland.

MBE/WBE PARTICIPATION:

The Current Owner/Borrower has signed the Commitment to Comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

UPON MOTION duly made and seconded, the Board approved the Payment in Lieu of Taxes Agreement for the Lakewood Apartments located at 1401 Lakewood Avenue.

MINUTES

**RESOLUTION
OF
THE BOARD OF ESTIMATES OF BALTIMORE CITY
RELATING TO ABSTENTIONS**

WHEREAS, the City Charter, Article VI, Section 2, provides that the Board of Estimates may promulgate rules and regulations to exercise its powers and perform its duties; and

WHEREAS, the Baltimore City Code, Article 8, Subtitle 6, establishes restrictions on participation in certain matters that present a conflict of interest; and

WHEREAS, in the past, it has been the practice for Board members to submit an abstentions list to the Comptroller's office recording the page number and item of an abstention and those abstentions have been read out loud at the beginning of each Board meeting and recorded in the minutes of the meeting; and

WHEREAS, the Comptroller's Office proposes to include the reason for an abstention and make the memo publicly accessible in the interest of government transparency;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY, that on this 16th day of December, 2020 the following Resolution is adopted:

1. Board members will submit a dated memo to the Comptroller's Office the day before the scheduled Board meeting date. The memo will note the page number of the member's abstention, the item, and the reason for the abstention.
2. The memo will be posted on the website concurrently with the weekly agenda.
3. The Clerk of the Board of Estimates will read the abstention aloud at the beginning of the meeting. The Comptroller's office will maintain a running list of abstentions on the BOE website.

MINUTES

4. Section 6 of Article 8 of the Baltimore City Code outlines the City's Conflict of Interest policies. Members should refer to Baltimore City's Ethics Office, under the Inspector General, for guidance on abstentions or considerations.

This Resolution shall take effect immediately.

Approved as to form and legal sufficiency this 16th day of December, 2020

Adopted by the Board of Estimates:

Chief Solicitor

Clerk

Date

UPON MOTION duly made and seconded, the Board **ADOPTED** the Resolution of the Board of Estimates of Baltimore City Relating to Abstentions.

MINUTES**REMARKS**

Mayor: "Mr. President."

President: "I'm sorry Mr. Mayor yes."

Mayor: "No, I just, I-I just wanted to make a brief comment and say uh welcome uh -- to you uh -- Mr. Chair-Mr. President to the Board of Estimates and to uh, Comptroller Henry. I look forward to uh -- working with you both to make sure that this process is dramatically improved and we improve how we're doing contracting in the city in its entirety but I also, I think I would be remiss if we did not highlight the importance of this -- this day to have three African-American men uh -- be sitting on this Board uh -- for the first time and leading this Board for the first time is something that I think that we all have to lift up and know uh -- for us that uh --there are young brothers and young sisters watching we have to always be mindful of that as we work-work together as we challenge each other as we make each other better to make sure that the City is better and that is all for me."

President: "Mr. Mayor, thank you for uh --injecting that sentiment I think ah -- it goes without saying that sediment carries

MINUTES

throughout everyone on this call. I think ah -- Mr. Comptroller I saw your hand raised?"

Comptroller: "Thank you. Mr. President, I also did want to take uh -- just a moment not only to uh -- to say how happy, how honored and proud I am to be here as part of this group um -- but also uh -- to speak substantively to the issue that I had originally pulled off of the routine agenda. Uh -- there was an item that we passed in which uh -- as my office did the research on the item ah --it became clear that it had taken the City over four months to process uh -- a contract that involved uh -- providing money to a local non-profit to do work that benefits the City. And um -- I didn't want to hold that up any additional amount of time but um -- I do think it's important that uh -- we as a -- as a City as a City Government. Uh -- find a way to reduce the amount of time that it takes to process uh -- these types of um - - receptive contracts, uh -- especially in cases where they're done regularly and it regularly takes a long time to do. Um -- non-profits by the nature of their existence uh -- rarely have uh

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-- significant uh - cash, uh -- on hand to be able to continue their operations while they're waiting for the next source of funding. And I would not want to see City Government be part of the problem, but be part of the solution um -- in -- in conversations between staff, um -- the Mayor's Office, has already committed to pulling together whatever, agencies and personnel are needed so that we can have a conversation and start to get to the bottom of why this process takes so long now, and what we can do to streamline it. I want to thank the Mayor for his willingness uh -- to address a problem that as far as I can tell has been chronic for a generation. Uh -- perhaps longer and I'm -I'm looking forward to helping to be part of the solution in terms of making City Government more effective and more efficient. So thank you."

President: "No thank you uh -- Mr. Comptroller, you know as the presiding officer of the Board um -- you know I too uh -- you know share that same uh -- concern as well as the concern Mr. Comptroller, Mr. Mayor uh -- with small businesses, uh -- and uh -- that work for the city that work with the city that provides

MINUTES

services to the city and trying to give them timely billing as well um -- as we look at um -- you know, this issue global pandemic and the economic crisis um -- we know that the brunt of that falls on small businesses and um -- you know I look forward to kind of streamline that process to ensure that our vendors are being paid as quickly as um -- possible through this process as well um -- we are all here I'm excited to serve with each of you who know that we're going to drive it more transparent more accountable as well as a more efficient process through this Board and, I look forward to continue."

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of Recreation & Parks - RP 20810, Garrett Park Court
and Stormwater Improvements
BIDS TO BE RECV'D: 02/10/2021
BIDS TO BE OPENED: 02/10/2021

MINUTES

President: "As there is no more new business uh -- before the Board, but we will recess until uh -- the bid opening at 12 noon. The Board will reconvene on December the 23, 2020. I thank everyone for tuning in uh -- please stay safe, uh -- please wear your mask, please wash your hands and definitely -- definitely please social distance. I thank you goodbye."

* * * * *

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 openings virtually while the State of Emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

* * * * *

MINUTES**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

MINUTES

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

Department of General Services - GS 19822, Key Highway Garage Restoration

Monumental Paving & Excavating, Inc.
Eastern Waterproofing & Restoration
of Virginia Inc.

Bureau of Procurement - B50006154, Utility Van Body Installation

Intercon Truck Equipment, Inc.
Triad Truck Equipment Inc.

Bureau of Procurement - B50006155, Flat Bed Traveling Axle Trailer

NO BIDS RECIEVED

MINUTES

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, December 23, 2020.

Bill Henry
Secretary