

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Catherine E. Pugh, Mayor  
Honorable Joan M. Pratt, Comptroller and Secretary  
Rudolph S. Chow, Director of Public Works  
David E. Ralph, Interim City Solicitor  
S. Dale Thompson, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The March 08, 2017 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room -- room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the memorandum from my office dated March 6, 2017, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the [Deputy] Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

## MINUTES

Interim City Solicitor: "Move the approval of the items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All opposed, NAY. The Motion carries. The routine agenda has been adopted."

\* \* \* \* \*

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

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

American Contracting & Environmental Services, Inc.	\$ 25,740,000.00
Bay Town Painting, Inc.	\$ 1,500,000.00
Brick House Brown, Inc.	\$ 279,000.00
J.A.K. Construction Co., Inc.	\$ 1,500,000.00
Kalkreuth Roofing & Sheet Metal, Inc.	\$ 8,000,000.00
Railroad Construction Company, Inc.	\$217,071,000.00

2. Prequalification of Architects and Engineers

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

AB Consultants, Inc.	Landscape Architect Land Survey Engineer
Buchart - Horn, Inc.	Engineer Architect
Johnson, Mirmiran & Thompson, Inc.	Engineer Architect Landscape Architect Land Survey

**MINUTES****BOARDS AND COMMISSIONS** - cont'd

Rivus Consulting, LLC	Engineer
RJN Group, Inc.	Engineer
SP Arch, Inc.	Landscape Architect Architect

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 foregoing firms.

MINUTES

EXTRA WORK ORDER

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

735

The EWO has been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

**MINUTES****EXTRA WORK ORDER**

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

Department of Transportation

- |  |                   |    |     |
|--|-------------------|----|-----|
| 1. EWO #001, \$75,000.00 - TR 15008RR, Urgent Need Contract<br><u>Citywide</u> |                   |    |     |
| \$1,644,010.00 -   | M. Luis Construc- | 90 | 95% |
|  | tion Co., Inc.    |    |     |

This authorization is requested on behalf of the Department of Transportation - Engineering and Construction for resurfacing and storm drain work on Severn Street. The work needed for this added location is within the scope of the contract and requires an increase in quantity of the existing bid items. Severn Street currently has several active businesses, one of which remains one of the oldest in the City. Severn Street was damaged by recurring flooding due to a nonexistent drainage system within the area. Additional work will include but is not limited to repairing brick structures, adjusting roadway structures, furnishing and installing new inlet frame and cover, and resurfacing the roadway. The Baltimore Development Corporation will share 50% of the Severn Street repair cost. A 90-day time extension is needed to complete the repairs. The Notice to Proceed was effective February 29, 2016 with a completion date of February 28, 2017. The request will extend the contract to May 28, 2017.

**MINUTES**Mayor's Office of Human Services - Agreements

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

1. **HEALTHCARE FOR THE HOMELESS, INC.** **\$517,081.00**

Account: 4000-407017-3571-757901-603051

Healthcare for the Homeless, Inc. will utilize the funds to cover personnel costs for case management services for 52 formerly homeless individuals living in their permanent supportive housing program. The funds will also be used to cover rental assistance. Although the Mayor's Office of Human Services was the original administrator of this grant, the project is being transferred to Healthcare for the Homeless, Inc. to ensure program continuity. The period of the Agreement is March 1, 2017 through September 30, 2017.

2. **HOUSE OF RUTH MARYLAND, INC.** **\$ 62,216.00**

Account: 4000-407117-5940-760600-603051

The House of Ruth Maryland, Inc. will utilize the funds to operate an emergency shelter and provide rapid re-housing assistance to 200 homeless women (clients) and their children. The period of the agreement is July 1, 2016 through June 30, 2017.

The Agreement is late because of a delay in negotiating the contract and the scope of services with the House of Ruth Maryland, Inc.

## MINUTES

MOHS - cont'd

3. **THE SALVATION ARMY, A** **\$ 55,905.60**  
**GEORGIA CORPORATION FOR THE**  
**SALVATION ARMY BALTIMORE, MARYLAND**

Account: 1001-000000-3572-772800-603051

The Salvation Army, A Georgia Corporation for the Salvation Army Baltimore, Maryland, will utilize the funds to provide 12 emergency overnight shelter beds to homeless families on nights that the temperature falls below 32 degrees Fahrenheit. The funds will be dispersed on a per diem basis and will be used to cover personnel costs, utilities, shelter operating costs, and food for clients. The period of the agreement is October 15, 2016 through March 15, 2017.

The Agreement is late because of a delay in receiving signatures from The Salvation Army, A Georgia Corporation for the Salvation Army Baltimore, Maryland.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**MINUTES**

Mayor's Office of Minority and Women-Owned Business Development - Consultant Agreements

The Board is requested to approve and authorize execution of the various Consultant Agreements. The period of the Consultant Agreement is December 1, 2016 through August 31, 2017.

In September 2016, the U.S. Department of Commerce - Minority Business Development Agency (MBDA) awarded a competitive grant to the City of Baltimore, Mayor's Office of Minority and Women-Owned Business Development (MWBD) to operate an MBDA Business Center in Baltimore. The full period of the grant award is September 1, 2016 through August 31, 2021.

1. **REGIONAL MANUFACTURING INSTITUTE, INC.** **\$35,000.00**

Account: 4000-405517-1250-775600-404001

There are 50 Minority Business Development Agencies Business and Project Centers throughout the country, and the City of Baltimore is the only municipality awarded a grant to operate a Minority Project Center. Due to the dynamic and competitive nature of MBDA Business Centers nationwide, it has been deemed more suitable to utilize the services provided by the Regional Manufacturing Institute, Inc. as a consultant rather than as an employee of the City.

Regional Manufacturing Institute, Inc. will serve as Event Producer for the Mid-Atlantic Minority Business Development Agency Advanced Manufacturing Project Center in Baltimore. The Regional Manufacturing Institute, Inc. will provide operational support and coordinate the networking, outreach, conference planning management and regulatory activities of the Center. The period of the Consultant Agreement is December 1, 2016 through August 31, 2017.

## MINUTES

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

2. **MICHAEL GALIAZZO, Ph.D.** **\$29,480.00**

Account: 4000-405517-1250-775600-404001

There are 50 Minority Business Development Agencies Business and Project Centers throughout the country, and the City of Baltimore is the only municipality awarded a grant to operate a Minority Project Center. Due to the dynamic and competitive nature of MBDA Business Centers nationwide, it has been deemed more suitable to utilize the services provided by Dr. Galiazzo as a Consultant rather than as an employee of the City.

Mr. Galiazzo will serve as a Consultant for the Mid-Atlantic Minority Business Development Agency Advanced Manufacturing Project Center in Baltimore. He will provide operational support for the Center.

3. **THE PROJECT RESOURCE GROUP, LLC** **\$28,000.00**

Account: 4000-405517-1250-775600-404001

There are 50 Minority Business Development Agencies Business and Project Centers throughout the country, and the City of Baltimore is the only municipality awarded a grant to operate a Minority Project Center. Due to the dynamic and competitive nature of MBDA Business Centers nationwide, it has been deemed more suitable to utilize the services provided by The Project Resource Group, LLC, as a Consultant rather than as an employee of the City. The Consultant through its employee, Ms. Christine Plater, will provide the services for this project.

**MINUTES**

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

Ms. Plater will serve as Project Administrator for the Mid-Atlantic Minority Business Development Agency Advanced Manufacturing Project Center in Baltimore. She will provide project administration support for the Center.

The Consultant agreements are late because of delays in administrative processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

## MINUTES

Health Department - Agreements

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

1. **ALPHA ZETA CHAPTER, ZETA PHI** **\$ 25,000.00**  
**BETA SORORITY, INC., MYRTLE TYLER**  
**FAITHFUL FUND INC.**

Account: 5000-530317-3041-605800-603051

The organization's Myrtle Tyler Faithful Fund Inc. will work with the Health Department to conduct a smoke-free homes campaign. The period of the Agreement is November 1, 2016 through June 30, 2017.

2. **AMERICAN LUNG ASSOCIATION OF** **\$ 20,000.00**  
**THE MID-ATLANTIC INC.**

Account: 5000-530317-3041-605800-603051

The organization will work with the Health Department to educate minority adults at housing sites for the FY 17 Tobacco Use Prevention and Cessation Program. The period of the Agreement is November 1, 2016 through June 30, 2017.

These Agreements are late because the Maryland Department of Health and Mental Hygiene did not approve the grant application until September, 2016. The tobacco sub-grants went out for bid in mid-October, 2016.

## MINUTES

Health Department - cont'd

3. **LIGHT HEALTH AND WELLNESS** **\$312,500.00**  
**COMPREHENSIVE SERVICES, INC.**

Account: 4000-424517-3023-274410-603051

The organization will provide HIV support services for infected/affected individuals in the City and the surrounding Eligible Metropolitan Area. The agreement period is July 1, 2016 through June 30, 2017.

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

**MWBOO GRANTED A WAIVER.**

4. **JOHNS HOPKINS BAYVIEW** **\$ 50,000.00**  
**MEDICAL CENTER, INC.**

Account: 4000-422517-3030-271500-603051

The organization's Bayview Medical Center's (BMC) Care-A-Van program targets uninsured individuals and provides free outreach medical services in Southeast Baltimore, including comprehensive medical care and health care education. Since it began in 1999, Care-A-Van has aggressively promoted health care and prevention of diseases, including syphilis, HIV and other sexually transmitted infections (STIs). Free testing is available for syphilis and HIV, and treatment of some STIs is also available aboard the Care-A-Van. Clients testing positive for HIV are either referred to the BMC or other health care providers for treatment. The van serves a large,



## MINUTES

Health Department - cont'd

6. **JOHNS HOPKINS UNIVERSITY, SCHOOL OF NURSING (JHUSON)** **\$ 10,731.00**

Account: 4000-499917-3080-294200-603051

The Fetal and Infant Mortality Review (FIMR) program, operated by the Health Department, enhances the health and well-being of women, infants, and families by improving the community resources and service delivery systems available to them in Baltimore City. The FIMR brings together key members of the community to examine individual cases of fetal and infant death to identify factors that contributed to those deaths, determine whether those factors represented system problems that require change, make recommendations for change, and assist in the implementation of recommendations. The Health Department will work with the JHUSON to obtain maternal interviews for cases that meet the FIMR criteria, provide resources to mothers who have experienced a fetal or infant loss, and support graduate students to undertake projects related to the FIMR. The FIMR Case Review Team will use this work to improve outreach and utilization of bereavement support and home visiting services. The agreement period is July 1, 2016 through June 30, 2017.

This agreement is late because of the delays in receiving required documentation.

7. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC.** **\$ 2,830.00**

Account: 4000-427217-3080-294300-603051

The organization's World of Care Comprehensive Therapy Center will coordinate its services with the Department's, Infants and Toddlers Program. The services will include screenings, evaluations, and therapy in the areas of occupational therapy, speech language pathology, and physical therapy.

## MINUTES

Health Department - cont'd

The organization will provide a maximum of 17 therapy sessions and a maximum of five evaluations. The period of the agreement is July 1, 2016 through June 30, 2017.

The agreement is late because the Grant Award from the Maryland State Department of Education was approved late in the fiscal year.

**AUDITS REVIEWED AND HAD NO OBJECTION.****8. HOME OF TENDER CARE, LLC \$ 23,400.00**

Account: 5000-534017-3254-767800-607001

This agreement will allow the Health Department to disburse State Subsidized Assisted Housing Funds to low income residents at the facility located at 5315 Norwood Avenue.

This facility is enrolled in the Senior Assisted Living Group Home Subsidy Program, and will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The senior assisted residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2016 through June 30, 2017.

This agreement is late because the Department was waiting on information and signatures from the provider.



## MINUTES

Health Department - cont'd

NURSE MONITOR AGREEMENT

- |                              |                     |
|------------------------------|---------------------|
| 9. <b>KIM JORDAN, R.N.</b>   | <b>\$ 60,500.00</b> |
| 10. <b>DENA HARRIS, R.N.</b> | <b>\$ 60,500.00</b> |

Account: 4000-426217-3110-306800-603018

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Community First Choice (CFC) and the Community Personal Assistance Services (CPAS) program, formerly known as Maryland Medical Assistance Personal Program.

The CFC and the CPAS programs will provide services and support to enable older adults and people with disabilities to live in their homes. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Nurse Monitors who will supervise the provision of services to eligible recipients.

The Nurse Monitors will exercise independent professional judgment and carry professional liability insurance. Each Nurse Monitor will be an independent contractor and not an employee of the City.

The Nurse Monitors will be responsible for providing oversight and quality monitoring of the participant's health status and the outcomes of personal assistance for the CFC and the CPAS program participants. They will make home visits, maintain clinical records, and utilize the Long Term Support Maryland Tracking System, as required. The period of the Agreement is July 1, 2016 through June 30, 2017.

The agreements are late because of revisions delaying the process.

**MINUTES**

Health Department - cont'd

RETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

**MWBOO GRANTED A WAIVER.**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

11. **N.M. CARROLL MANOR, INC.** **\$0.00**

While the Senior Volunteers are on duty, the grant provides for their life insurance, transportation and other benefits.

The Health Department was awarded a grant from the Corporation for National and Community Services to develop and/or operate volunteer services programs, specifically the RSVP where services are performed by persons 55 years of age and over.

The RSVP volunteers serve in a diverse range of non-profit private organizations, public agencies, faith-based groups, or an eligible proprietary health care agency. Assignments include, but are not limited to health and other education, assisting seniors to live independently, mentoring and tutoring children, visiting nursing home residents, disaster preparedness and response, delivery of health services, food collection and distribution, and assisting organizations with capacity building through planning, organizing, and grant writing. The period of the Agreement is July 1, 2016 through June 30, 2019.

The Agreement is late because of a delay in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**Health Department - Employee Expense Reports**ACTION REQUESTED OF B/E:**

The Board is requested to approve the various expense reports for following employees:

1. **JENNIFER PANKEY** **\$ 43.42**

Account: 1001-000000-3080-288700-603002  
August 2016

The Department requests reimbursement to Ms. Jennifer Pankey for mileage expenses. The reimbursement is late because the employee expense statement and appropriate back up documents were inadvertently misplaced due to oversight.

2. **EMILIE GILDE** **\$ 43.85**

Account: 5000-530316-3041-605800-603002  
June 2016

The Department requests reimbursement to Ms. Emilie Gilde for travel expenses. The reimbursement is late because the employee expense statement and appropriate back up documents were inadvertently misplaced due to oversight.

3. **PAULA R. THOMAS** **\$ 68.20**

Account: 4000-475917-3080-294600-603002  
August 2016

The Department requests reimbursement to Ms. Paula R Thomas for mileage expenses. The reimbursement is late because the employee expense statement and appropriate back up documents were inadvertently misplaced due to oversight.

## MINUTES

Baltimore City Health Department - cont'd

4. **JANA GOINS** **\$ 49.43**

Account: 1001-000000-3031-271500-603002  
September 2016

The Department requests reimbursement to Ms. Jana Goins for transportation expenses using Uber. Ms. Goins does not own a vehicle and needed to attend meetings. The reimbursement is late because the employee expense statement and appropriate documents were inadvertently misplaced due to oversight.

5. **DRUCILLA BROWN** **\$1,000.00**

Account: 1001-000000-3100-295900-603019  
May 2016

Ms. Drucilla Brown attended the Chamberlain College of Nursing in May 2016 through July 2016 (summer semester), for community health nursing related courses.

In accordance with the Memorandum of Understanding (MOU) between the City of Baltimore and the American Federation of State, County and Municipal Employees, AFL-CIO, Council 67 & Local 558 Community Health Nurses and Nurse Practitioners – Fiscal Year 2017, Article 14 Education, which states that Full time Nurses, who have completed eighteen months of service, enrolling at an accredited undergraduate or graduate institution in one or more courses which contribute to the professional growth and service in nursing or related fields, shall be entitled to tuition reimbursement of \$1,000.00 per person, subject to existing requirements of the program.

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

**MINUTES**

Baltimore City Health Department - cont'd

Pursuant to Administrative Manual Section 240-11, an Employee Expense Report must be received by the Bureau of Accounting and Payroll Services within 40 work days from the last calendar day of the month in which the expenses were incurred. Expenses submitted after this time limit will not be reimbursed without written approval of the Board of Estimates.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense reports for the foregoing employees.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

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

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

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

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

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

## MINUTES

PABC - cont'd

Location	Proposed Transient Rate Changes				Proposed Monthly Rate Changes
West Street Garage	Regular Transient Rates				Regular Monthly Rate
		Current Rate	Proposed Rate	Last Rate Change	No Proposed Changes
	Thurs. – Sat. 3-12 hour rate	\$17.00	\$18.00	March 2015	

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

754 - 754

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.



**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. <b>\$ 15,993.20</b>	9910-995001-9587	9910-910020-9588
28 <sup>th</sup> Comm.	Unallocated Reserve	Neighborhood
Dev. Bonds	- Reserve	Conservation
		Initiative

This transfer will provide funds to eliminate the account deficit in the Neighborhood Conservation Initiative account.

2. <b>\$ 33,426.24</b>	9910-903963-9587	9910-910802-9588
Pimlico Local	Park Heights Re-	Towanda Recreation
Impact Aid -	development -	Center
Aid	Reserve	

This transfer will provide funds to eliminate the account deficit in Towanda Recreation Center account.

Enoch Pratt Free Library

3.   \$180,000.00	9936-906060-9457	9936-905058-9457
5 <sup>th</sup> Public	Waverly Library	Canton Library Renova-
Bldg. Loan	Renovation	tion
95,000.00	9936-906060-9457	9936-905058-9457
6 <sup>th</sup> Enoch	Waverly Library	Canton Library Renova-
Pratt Loan	Renovation	tion
<b><u>\$275,000.00</u></b>		

The Canton Library, one of the original branch libraries constructed by Enoch Pratt and given to the City, was completely renovated to meet current code and modern library service requirements.

This project was completed and the branch reopened in 2016. This transfer will allow for eventual financial closure of the project. The Waverly Library Renovation is complete and surplus funds are available to transfer.

**MINUTES**

Department of Public Works/ - Amendment No. 1 to S.C. 921  
Office of Eng. & Constr.

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 1 to SC 921, Improvements to the Gwynns Falls Sewershed Collection System - Area B with O'Brien & Gere Engineers, Inc. This amendment will extend the period of the agreement through August 14, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On February 15, 2012, the Board approved the original agreement for 5 years. The current expiration date is February 15, 2017. This amendment extends the period for eighteen months through August 14, 2018.

The project involves the designing of improvements recommended by the Gwynns Falls Serwershed Study and Sewershed Plan Project 1032. The work includes condition assessment, preliminary and final design for replacement sewers, point repairs, rehabilitation of sewers using Cured-In-Place Pipe (CIPP) lining, heavy cleaning of sewers, locating/operating/inspection of manholes, and replacement/rehabilitation of sanitary sewers and manholes within the Gwynns Falls Sewershed. During the early stage design, there were numerous basement backup incidents in the project area. So the City directed the design consultant to perform additional engineering services to add capacity to the Powder Mill Run Interceptor. Later, the City decided to add the stream restoration work at the same location to the project for cost-effective purposes. The additional scope of work mentioned above requires additional time to complete the design to comply with the Consent

**MINUTES**

Department of Public Works/ - cont'd  
Office of Eng. & Constr.

Decree requirements and no additional cost is required. The scope of services for SC 921 is to provide engineering services for the design of recommended improvements in the Gwynns Falls Sewershed Collection System.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise Programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

**MBE: 27%**

**WBE: 9%**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to SC 921, Improvements to the Gwynns Falls Sewershed Collection System - Area B with O'Brien & Gere Engineers, Inc.

**MINUTES**

Department of Public Works/ - Amendment No. 2 to Agreement  
Office of Eng. & Constr.

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement for S.C. 902, Wastewater Engineering Services for the Improvement of Dundalk Sewershed with CDM/PEER Joint Venture. This amendment will extend the period of the agreement through February 6, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$95,158.26 - 9956-909602-9951-900020-702064

**BACKGROUND/EXPLANATION:**

On February 8, 2012, the Board approved the original agreement for SC 902 with CDM/PEER Joint Venture (Consultant) for a period of five years.

On October 7, 2015, the Board approved Amendment No. 1 for additional engineering services such as providing design sewer rehabilitation services.

This amendment is necessary to provide post award engineering services for the project to comply with the Consent Decree. The post award engineering services will include finalizing engineering documentation and data provided by the contractor i.e.: as-build, post CCTV videos, GIS data, etc.

The scope of the agreement included the development of contract documents including plans and specifications and post award services to the project. The design improvements included rehabilitation and replacement of sanitary sewers ranging from 12-inch to 30-inch in pipe size and approximately 300 manholes. Post

**MINUTES**

Department of Public Works/ - cont'd  
Office of Eng. & Constr.

award services provided include review of submittals, RFIs, and change orders, technical consultations, attend progress meetings, review CCW inspections, and perform conditional and final inspections.

The time extension is necessary to make sure the design consultant is on board during the warranty period, which starts from the day the conditional completion date is given to the contractor.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise Programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

**MBE: 27%**

**WBE: 9%**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement for S.C. 902, Wastewater Engineering Services for the Improvement of Dundalk Sewershed with CDM/PEER Joint Venture.

**MINUTES**

Department of Public Works/ - Amendment No. 1 to Agreement  
Office of Eng. & Constr.

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement for Project No. 1178W, On-Call Civil Structural Engineering Services with Whitman, Requardt & Associates, LLP (Amendment No. 1 to Agreement). The Amendment No. 1 to Agreement will extend the period of the agreement through July 29, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$750,000.00

**BACKGROUND/EXPLANATION:**

On July 30, 2014, the Board approved the original agreement for 36 months in the amount of \$1,498,065.26 that will expire on July 29, 2017.

The Amendment No. 1 to Agreement is needed because two of the tasks for inspection services have been added that were not included in the original agreement for the Enhanced Nutrient Removal project at Patapsco Wastewater Treatment Plant, making it necessary to extend the period of the agreement and to increase the upset limit by \$750,000.00 for a total upset limit of \$2,248,065.26. This amendment extends the period of the agreement for two years through July 29, 2019. All other terms and conditions of the original agreement remain unchanged.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise

**MINUTES**

Department of Public Works/ - cont'd  
Office of Eng. & Constr.

Programs in accordance with Baltimore City Code, Article 5,  
Subtitle 28.

**MBE: 27%**

**WBE: 10%**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and  
authorized execution of the Amendment No. 1 to Agreement for  
Project No. 1178W, On-Call Civil Structural Engineering Services  
with Whitman, Requardt & Associates, LLP.

**MINUTES**

Department of Public Works/ - Amendment No. 2 to Project 1160.1  
Office of Eng. & Constr. On-Call Electrical Engineering  
Services

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Project 1160.1, On-Call Electrical Engineering Services with Shah & Associates, Inc. (Amendment No. 2). The Amendment No. 2 extends the period of the agreement through February 28, 2018 or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00

**BACKGROUND/EXPLANATION:**

On February 29, 2012 the Board approved the original agreement for the period of three years in the amount of \$1,000,000.00.

The Amendment No. 2 is necessary to process and complete a task for the Arc Flash Study and Design of the 15 Pumping Stations in Baltimore City. The Arc Flash Study and Design needs to comply with the requirements of the NEC, NFPA, 70E, OSHA, and to provide a safe work place to persons responsible for the operation and maintenance of the pumping stations.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise Programs in accordance with Baltimore City Code, Article 5, Subtitle 28.



**MINUTES**

Department of Public Works/ - cont'd  
Office of Eng. & Constr.

**MBE: 27%**

**WBE: 9%**

**AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENT.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Project 1160.1, On-Call Electrical Engineering Services with Shah & Associates, Inc.

**MINUTES**

Department of Public Works/Office - Assignment of Task No. 002  
of Engineering and Construction  
(DPW/OE&C)

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve assignment of Task 002 with STV, Inc. (Consultant) under Project No. 1236S, On-Call Stormwater Study and Engineering Services.

**AMOUNT OF MONEY AND SOURCE:**

\$504,225.91 - 9958-930006-9520-900020-703032

**BACKGROUND/EXPLANATION:**

The SDC 7772, Patapasco Avenue Drainage Improvement Project is located in the Cherry Hill Neighborhood. The areas along Spelman Road and Patapsco Avenue experience periodic flooding and closure during intense storm events.

The Consultant will prepare final design services and provide biddable documents to the City. In addition, the Consultant will provide engineering solutions to resolve the flooding along Patapsco Avenue and improve drainage in the Cherry Hill neighborhood.

The scope of the original contract includes: designing civil/environmental stormwater drainage systems, geotechnical services, conducting and evaluating all subsurface investigations, and responding stormwater system and open channel emergencies, and preparing design reports.

MINUTES

DPW/OC&E - cont'd

The Consultant will continue to comply with all terms and conditions of the M/WBE program in accordance with the Baltimore City Code, Article 5, Subtitle 28.

**MBE:** 27%

**WBE:** 10%

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$600,000.00	9958-940003-9522	
State Constr.	(Constr. Reserve)	
CTB 14		
 \$505,813.23	 -----	9958-930006-9520-3
		Engineering
<u>94,186.77</u>	 -----	9958-930006-9520-9
<b>\$600,000.00</b>		Administration

This transfer will provide funds to cover costs associated with Project No. 1236S - Task 2, SDC 7772, Patapsco Avenue Drainage.

UPON MOTION duly made and seconded, the Board approved assignment of Task 002 with STV, Inc. under Project No. 1236S, On-Call Stormwater Study and Engineering Services. The Transfer of

**MINUTES**

DPW/OC&E - cont'd

Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Public Works/Office - Amendment No. 2 to Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Post Award Services Agreement with Rummel, Klepper & Kahl, LLP for S.C. 845R, Nitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant. The Amendment No. 2 extends the Agreement through May 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$1,374,228.14 - 9956-905527-9551-900010-703032

**BACKGROUND/EXPLANATION:**

The original contract was approved by the Board on August 29, 2012 through August 28, 2016, in the amount \$7,218,760.28. Amendment No. 1 extended the term through December 31, 2017 and increased the funding by \$388,721.30. The scope of the original agreement includes providing coordination of all engineering disciplines, preparing monthly progress reports, prepping work plans, managing sub-consultants through monitoring of progress, budgets, and schedules, technical consultations, Hazardous Waste Management Monitoring, reviews of change orders, requests for information (RFIs) and submittals.

Amendment No. 2 is needed to complete designer's Post Award Services for S.C. 845R. Due to the continued delays by Frucon/Balfour Beatty Infrastructure, Inc. on completing the Biological Aerated Filters and the continuation of quality failure, the Rummel, Klepper & Kahl, LLP services need to be contractually extended to finish the project. In addition, this

**MINUTES**

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

Amendment No. 2 will extend the agreement through May 31, 2018 and increase funding by \$1,374,228.14, making the total contract \$8,981,709.72.

**MBE/WBE PARTICIPATION:**

The consultant will continue to comply with all terms and conditions of the M/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28. The original goals are 27% and 9%.

**APPROVED FOR FUNDS BY FINANCE**

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

**A PROTEST WAS RECEIVED FROM FRU-CON CONSTRUCTION, A DIVISION OF BALFOUR BEATTY INFRASTRUCTURE, INC. THE BOARD WILL NOT HEAR THIS PROTEST AS FRU-CON CONSTRUCTION, A DIVISION OF BALFOUR BEATTY INFRASTRUCTURE, INC. IS NOT A BIDDER ON THIS PARTICULAR CONTRACT. IN ADDITION, ANY CLAIMS THAT THAT ENTITY HAS SHOULD BE SUBMITTED TO THE AGENCY THROUGH ITS CLAIMS REVIEW PROCESS.**

President: "Uh -- I don't see anyone from Fru-Con here, so, um -- I'll entertain a Motion to end this meeting."

Solicitor: "What did he ask for?"

Mayor: "Motion -- he said a Motion to adjourn."

President: "They're not here."

MINUTES

Comptroller: "Right."

President: "So, do we need a Motion on this since they're not here?"

Solicitor: "No."

\* \* \* \* \*

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Post Award Services Agreement with Rummel, Klepper & Kahl, LLP for S.C. 845R, Nitrification Filters and Related Work for the Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant.

March 7, 2017

***Fru-Con Construction***

A Division of Balfour Beatty Infrastructure, Inc.

3601 Leo Street  
Baltimore, MD 21226

Tel 410-355-2451

Fax 410-355-2454

www.bbiius.com

Board of Estimates  
c/o Clerk to the Board  
204 City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

Attention: *Board of Estimate*

FC-BC-291

Reference: Sanitary Contract 845R

Subject: **Written Protest**  
Amendment No. 2 to Post Award Agreement  
Rummel, Klepper & Kahl, LLP

Dear Board,

Balfour Beatty Infrastructure, Inc., through its division Fru-Con Construction (BBII/FC) is the general contractor for the SC 845R Project. BBII/FC submits this written protest to the proposed Amendment No. 2 to Rummel, Klepper & Kahl, LLP's (RK&K's) Post Award Agreement for the following reasons:

1. RK&K is the Engineer of Record for the the SC 845R Project as well as the SC 852R project.
2. The delays associated with the construction of both the SC 845R and SC 852R projects are directly related to errors, omissions, and inconsistencies in RK&K's design which fall below the recognized standard of care (RK&K's Design Deficiencies). In other words, RK&K materially breached its design contract with the City.
3. For the SC 845R Project, RK&K's Design Deficiencies include, but are not limited to:
  - a. RK&K's deficient design of the 60" Stainless Steel Pipe and Supports. (Note that the City initially recognized BBII/FC's entitlement to a 24 day time extension, but unilaterally withdrew it so that more liquidated damages could be assessed).
  - b. RK&K's failure to fully design location of waterstop and interference with shop drawing submittal review and approval. This issue alone accounts for 234 calendar days of delay.
  - c. RK&K's failure to properly design the exterior walls for the Operations Building as well as other related design errors and omissions. This accounts for approximately 210 days of delay.
  - d. RK&K's failure to specify a field weld criteria satisfactory to the City which has resulted in over a year delay to the Project completion.
4. For the SC 852R Project, RK&K's Design Deficiencies include, but are not limited to:
  - a. RK&K's deficient design of pipe supports which the City initially recognized, but improperly withdrew so that additional liquidated damages could be assessed against BBII/FC.



- b. RK&K's deficient structural design leading to 1055 days of delay while BBII/FC attempted to remediate the deficiencies in RK&K's design. Notably, the City retained the services of a third-party forensic engineer, Rath, Rath & Johnson, who found that RK&K's deficient design is the root cause of the structural failures and, thus, the resulting delay to the completion of the SC 852R project.
  - c. RK&K's failure to specify a field weld criteria satisfactory to the City which has resulted in a continuing delay to the completion of SC 852R.
5. RK&K is directly responsible for the delays in the completion of both the SC 845R and SC 852R projects. The Board should not only reject the proposed Amendment No. 2, the Board should demand that the City's claims against RK&K be fully investigated and pursued.

Sincerely,



Jeff Kracun

Operations Manager

Balfour Beatty Infrastructure Inc.

CC : Joe Paplauskas (OEC); Bob Nash (OEC); Ben Johns (BBII), Board of Estimates

**MINUTES**

Department of Public Works/ - Full Release of Retainage  
Office of Eng. & Constr. Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Full Release of Retainage to Video Pipe Services, Inc. (Contractor).

**AMOUNT OF MONEY AND SOURCE:**

\$88,875.22 - 9956-918616-9551-000000-200001

**BACKGROUND/EXPLANATION:**

As of November 15, 2016, Video Pipe Services, Inc. has completed 100% of all work for SC 922R, Large Diameter Sewer Cleaning in the Low Level Sewershed. The Contractor has requested a full release of retainage in the amount of \$88,875.22. Currently, the City is holding \$88,875.22 in retainage for the referenced project and the contractor is requesting to reduce the amount of retainage to \$0.00.

**MWBOO APPROVED THE RELEASES OF RETAINAGE.**

**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 Full Release of Retainage to Video Pipe Services, 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) - Condemnation</u>			
1. All State Properties, Inc.	2613 Rosewood Ave.	L/H	\$ 7,440.00
Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Project.			
<u>DHCD - Options</u>			
2. Braverman Trustees	1115 Forrest St.	G/R \$90.00	\$ 600.00
Funds are available in City Bond Funds, account no. 9910-910715-9588-900000-704040, Johnston Square Project.			
3. Carolyn Class	1803 N. Chester St.	G/R \$41.00	\$ 342.00
4. Carolyn Class	1820 N. Chester St.	G/R \$41.00	\$ 342.00
5. M. Virginia Price, formerly known as Myrle E. Wakeman	2503 Emerson St.	G/R \$48.00	\$ 400.00
6. James K. McBride	2503 Emerson St.	L/H	\$15,600.00

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - <u>Options</u> - cont'd			
7. Hilda Butler McDuffie, remainderman and surviving joint tenant.	1322 N. Washington St.	F/S	\$15,000.00

Funds are available in account no. 9910-908636-9588-900000-704040.

In the event that the option agreement/s fail 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.

UPON MOTION duly made and seconded, the Board approved the foregoing Condemnation and the Options.

**MINUTES**

Mayor's Office of Employment Development - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Fusion Partnerships, Inc. The period of the Agreement is September 1, 2016 through April 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$150,000.00 - 4000-807416-6312-792405-603051

**BACKGROUND/EXPLANATION:**

The Agreement authorizes Fusion Partnerships, Inc. to conduct intensive, neighborhood outreach to eligible youth and young adult residents of Baltimore City between the ages of 16 through 29 years old who are in need of training, employment, and/or support services. Fusion Partnerships, Inc. will recruit and enroll at least 30 residents into work readiness training and provide job placement services.

The Agreement was delayed in its presentation to the Board because of additional time needed to reach a comprehensive understanding between the parties.

**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 Agreement with Fusion Partnerships, Inc.

**MINUTES**

Mayor's Office of Employment - Amendment to Subgrant Agreement  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Subgrant Agreement with Humanim, Inc. and ratify the services provided. The Amendment to Subgrant Agreement extends the period of the agreement through April 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

N/A - 4000-807416-6312-672005-603051

**BACKGROUND/EXPLANATION:**

On November 18, 2015, the Board approved the original agreement with Humanim, Inc. The agreement authorized Humanim, Inc. to provide training for Microsoft Office, Administrative Assistant, and Certified Medical Administrative Assistant for low-skilled, unemployed, or underemployed City residents. Humanim, Inc. will recruit, screen, and enroll at least 55 participants in training while providing job readiness, comprehensive case management, employment, and retention services.

The purpose of this Amendment is to change the term of this Agreement from January 1, 2016 through December 31, 2016 to January 1, 2016 through April 30, 2017.

The total funding amount remains the same, a maximum of \$249,695.00. The money will be drawn from a federal Department of Labor demonstration grant received through the state of Maryland Department of Labor, Licensing, and Regulation.

**MINUTES**

MOED - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Subgrant Agreement with Humanim, Inc. and ratified the services provided.

**MINUTES**

Office of the City Council - Governmental/Charitable Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse the Governmental/Charitable Solicitations Application to be submitted to the Board of Ethics of Baltimore City for Mr. Kristerfer Burnett on behalf the Edmondson Village Community Health Alliance (EVCHA). The period of the campaign will be effective upon Board approval through December 31, 2017.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

As a Board Member of the EVCHA, which oversees the Edmondson Village Farmers Market, Mr. Burnett wishes to make solicitations to support the EVCHA programs, operation, and development related to the 2017 Farmers Market season. Solicitations will begin upon approval and conclude no later than December 31, 2017.

The funds will include, but not be limited to payment for items related to program and event planning cost, supplies, printing, marketing materials, equipment, and any other items related to the planning and implementation of the events and activities. A potential donor list will be comprised of businesses, organizations, nonprofits, and foundations that have expressed interest in supporting the Edmondson Village Community Health Alliance. Businesses, organizations, nonprofit or foundations may or may not be controlled donors.



## MINUTES

Office of the City Council - cont'd

All will be solicited in the same manner and none will be singled out in any way, if at all, in the same manner as other potential donors. Solicitations will be made by verbal, written, or electronic correspondence. Mr. Burnett will always make the distinction from the beginning that he is meeting, discussing, or requesting, in his role as a Board Member of the Edmondson Village Community Health Alliance, and not as a City Councilmember. He will make it clear that any donation will in no specific way benefit the donors in terms of constituent services, legislative action, or any other favored treatment.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitations Application to be submitted to the Board of Ethics of Baltimore City for Mr. Kristerfer Burnett on behalf the Edmondson Village Community Health Alliance. The President **ABSTAINED**.

**MINUTES**

Bureau of the Budget and - AAO #49 Interdepartmental Agreement  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interdepartmental Agreement between the Mayor's Office of Criminal Justice and the Office of the State's Attorney, Service 758: Coordination of Public Safety Strategy. The period of the Interdepartmental Agreement is October 1, 2016 through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$117,000.00 - Federal Grant - 484317  
30,000.00 - Matching Funds - Office of States Attorney -  
**\$147,000.00** 1001-000000

**BACKGROUND/EXPLANATION:**

On December 14, 2016, the Board approved acceptance of a grant from the U.S. Department of Justice through the Maryland Governor's Office of Crime Control and Prevention for the Baltimore City SART and Human Trafficking Program, Award number VOCA-2016-0035. The appropriation will be placed in the federal fund account, detailed fund number.

The source of funds for the matching component of \$30,000.00 will come from the State's Attorney, which will task an Assistant State's Attorney to dedicate 15% of her time per year participating in SART and Human Trafficking Collaboration. In total, the budget under this contract is \$147,000.00 in personnel and services. No appropriation adjustment action is required.

The Office of the State's Attorney will provide services of a Human Trafficking Case Manager to identify and manage possible Human Sex and/or Labor Trafficking cases.

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

**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 Interdepartmental Agreement between the Mayor's Office of Criminal Justice and the Office of the State's Attorney, Service 758: Coordination of Public Safety Strategy.

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:

781 - 784

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

The Transfer of Funds were approved  
SUBJECT to receipt of a favorable report  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

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

Department of Public Works,  
Office of Engineering & Construction

1. ER 4036R, Urgent Need Stream Repair 1	Environmental Quality Resources, LLC	\$ 981,049.00	
<b>MBE:</b>	Chavis Enterprises, LLC.	\$51,995.00	5.29%
	Best Fence, LLC.	26,600.00	2.71%
	L. Johnson Tree Service, LLC.	10,200.00	1.03%
		<b>\$88,795.00</b>	<b>9.03%</b>
<b>WBE:</b>	Fallsway Construction Company, LLC.	\$37,468.00	3.81%
	Hanover Land Services, Inc.	46,083.00	4.69%
	Sunrise Safety Services, Inc.	9,805.00	0.99%
	Manuel Luis Construction Company, Inc.*	5,300.00	0.54%
		<b>\$98,656.00</b>	<b>10.03%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

\*Manuel Luis Construction Company, Inc. is not in good standing with the Department of Assessment and Taxation. The Bidder will be allowed to substitute an approved WBE if Manuel Luis Construction Company, Inc. is not in good standing at time of award.

2. **TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
\$ 54,000.00 (MVR)	9958-911403-9526 Construction Reserve Urgent Need Streambed Repairs	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works,  
Office of Engineering & Construction - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1,222,000.00 (State Constr.)	" " "	
132,017.00 SW Utility Funds	Moore's Run Env. Restore	
<b>\$1,408,017.00</b>		
\$ 98,105.00	-----	9958-912403-9525-2 (Extra Work)
120,000.00	-----	9958-912403-9525-3 (Engineering)
150,000.00	-----	9958-912403-9525-5 (Inspection)
981,049.00	-----	9958-912403-9525-6 (Construction)
58,863.00	-----	9958-912403-9525-9 (Administration)
<b>\$1,408,017.00</b>		

The transfer of funds will cover costs for ER 4036, Urgent Needs Stream Repair 1.

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Recreation and Parks

3. RP 15802 - Latrobe  
Park Field House

**REJECTION** - On Wednesday, August 31, 2016, the Board opened three bids for Project RP 15802. Bids ranged from \$699,000.00 to \$1,109,000.00. The apparent low bid has been determined to be irregular. Although this was a lump sum bid, the electrical work allocated by the bidder to the MBE subcontractor was 20% over the estimate for electrical work. After payment to the electrical subcontractor, the amount remaining in the low bid is inadequate to complete the work. The apparent second bidder's price is above the Agency's affordability. Therefore, it is in the best interest of the City to re-advertise this project at a later time. The Board is requested to reject bids for RP 15802.

**A PROTEST WAS RECEIVED FROM TRIONFO BUILDERS, INC.**

**AS THIS RECOMMENDATION IS FOR REJECTION OF ALL BIDS, THE BOARD WILL NOT HEAR THIS PROTEST.**

3825 BLENHEIM ROAD, PHOENIX, MARYLAND 21131

phone: 410.592.1371 fax: 410.592.1372 www.trionfobuilders.net

## Trionfo Builders Inc.

November 22, 2016

Mail

Board of Estimates  
c/o Clerk to the Board  
204 City Hall  
100 N. Holliday Street  
Baltimore, Maryland 21202

RE: Latrobe Park Field House  
Contract Number: RP 15802

To the Honorable Board of Estimates:

We are writing to protest the award of the above referenced Project to any bidder other than Trionfo Builders, Inc. This project bid on August 31, 2016. Trionfo Builders, Inc. whose address is 3825 Blenheim Road, Phoenix, MD 21131, was the second lowest bidder, and as such, we have standing to protest the submission of JLN Construction Services, LLC.

The bid results were as follows:

- |                                   |             |
|-----------------------------------|-------------|
| 1. JLN Construction Services, LLC | \$ 699,000  |
| 2. Trionfo Builders, Inc.         | \$1,029,000 |
| 3. Orfanos Contractors, Inc.      | \$1,109,000 |

Following the bid opening we reviewed the bid packages submitted by all bidders, including the minority documentation. It is our position that JLN Construction Services, LLC's bid unbalanced in order to satisfy the MBE participation percentages, and we believe JLN's bid should be rejected and non-responsive on this basis. Support for our position follows.

JLN submitted an electrical subcontractor, TEI Contractors at a subcontract price of \$188,730. The subcontract price is exactly 27% of their bid which was the M/WBE requirement for this bid. While on its face this amount satisfies the 27% contract requirement, this subcontract value is not substantiated by the *actual* value of the electrical work, particularly in comparison to the remaining amount of the bid price (i.e., \$510,270) that JLN would dedicate to completing the non-electrical portion of the Work. In support of this position, Trionfo received four (4) competitively submitted electrical bids as follows: a) \$57,708, b) \$61,435, c) \$75,100, and d) \$89,968. TEI's bid to JLN is more than three (3) times the lowest bid we received, and is still more than two (2) times the highest of the four bids. We suspect that an investigation of TEI's pricing will show that it well exceeds any reasonable engineer's estimate for this work that the City received.

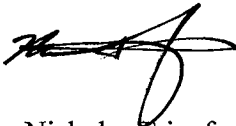


Our contention is that JLN's electrical subcontractor's pricing has been intentionally overstated in order to meet the MBE requirement of this contract, and that the full amount of the contract price allocated to TEI Contractors will not be used by TEI (or its legitimate trade subcontractors) if the work is awarded to JLN, and/or the amount to be paid to TEI will not be used to satisfy a "commercially useful function" within the meaning of Baltimore City Code, Art. 5, §28-32.

In light of JLN's dedication of 27% of its contract bid price to the electrical work, which is not warranted by the scope of the electrical work in the bid documents, JLN's bid is materially unbalanced and should be rejected as non-responsive.

We respectfully request that you investigate and respond to our concerns and ask to be notified if approval is placed on the Agenda.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nicholas Trionfo', with a stylized flourish at the end.

Nicholas Trionfo  
President

cc: File  
Ms. Tameka Holness (Baltimore City Dept. of Public Work Minority Compliance Office)  
Ms. Tonorah Houston-Burgee (Chief of Contract Administration, Baltimore City Department of Public Works)

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Transportation

4. TR 12311, Replacement of Three Bridges Over MD 295: Waterview Avenue Bridge, Bridge, Annapolis Rd. Bridge and Maisel St. Pedestrian Bridge Corridor-Wide Guide Sign Replacement-Bush St. to City-County Line.

**REJECTION** - On February 15, 2017, the Board opened one bid for Project TR 12311. Because the bidder exceeded the Engineer's estimate beyond the Department's budget capacity, the Department of Transportation believes that it is in the best interest of the City to reject the bid and re-advertise this project. Therefore, the Board is requested to reject the bid for TR 12311.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007 to Johnson, Mirmiran & Thompson, Inc. under Project 1217, On-Call Construction Project Management Services. The period of the task assignment is approximately 6-months.

**AMOUNT OF MONEY AND SOURCE:**

\$188,084.14 - 2024-000000-5480-395700-603026

**BACKGROUND/EXPLANATION:**

This authorization provides for a Construction Project Engineer and Public Works Inspector II for TR 16020 Comprehensive conduit Management Services and other projects as assigned.

**MBE/WBE PARTICIPATION:**

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

**MBE: 27.00%**

**WBE: 10.00%**

**MINUTES**

Department of Transportation - cont'd

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007 to Johnson, Mirmiran & Thompson, Inc. under Project 1217, On-Call Construction Project Management Services.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

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

**AMOUNT OF MONEY AND SOURCE:**

\$165,109.37 - 9950-902315-9506-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for a Senior Construction Inspector to provide oversight in connection with Contract No. TR 01041R, Edmondson Avenue Bridge.

**MBE/WBE PARTICIPATION:**

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

**MBE: 27.00%**

**WBE: 10.00%**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 12 to A. Morton Thomas and Associates, Inc. under Project 1217, On-Call Construction Project Management Services.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 008 to KCI/STV Joint Venture under Project 1190, On-Call Consulting Engineering Design, Review and Evaluation Services. The period of the task assignment is approximately one-year.

**AMOUNT OF MONEY AND SOURCE:**

\$293,128.73 - 2024-000000-5480-395600-603026

**BACKGROUND/EXPLANATION:**

This authorization provides for professional services to design and implement Cityworks for asset and work order management including deployment of field crews, integration with OnBase document management and the 311 system.

The scope of services include but are not limited to, project management, coordination and reporting, project kick-off meetings, Citywork implementation and CSR/Cityworks Interface.

**MBE/WBE PARTICIPATION:**

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

**MBE: 27.00%**

**WBE: 10.00%**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 008 to KCI/STV Joint Venture under Project 1190, On-Call Consulting Engineering Design, Review and Evaluation Services.



**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 006 to Rummel, Klepper & Kahl, LLP under Project 1191, On-Call Consultant Services Agreement for Federal Aid Resurfacing and Reconstruction Projects. The period of the task assignment is approximately 9-months.

**AMOUNT OF MONEY AND SOURCE:**

\$188,042.87 - 9950-904393-9527-900020-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for construction phase services including, but not limited to design modifications, geotechnical engineering, and consultation with the Department, in addition to permitting and responding to Requests for Information and submittal review services for Broadway Square Renovation Project, TR 13015.

**MBE/WBE PARTICIPATION:**

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

**DBE: 25%**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 006 to Rummel, Klepper & Kahl, LLP under Project 1191, On-Call Consultant Services Agreement for Federal Aid Resurfacing and Reconstruction Projects.

**MINUTES**

Department of Transportation - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with STV, Inc. under Project No. 1135, On-Call Design Consultant Services for Federal Aid Bridges (Amendment No. 2). The Amendment No. 2 extends the period of the agreement through February 22, 2020.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On February 23, 2011, the Board approved the original agreement in the amount of \$3,000,000.00. The agreement allowed STV, Inc. to assist the Department of Transportation, Engineering & Construction Division with on-call bridge design services, to include but not limited to the replacement or rehabilitation design of bridge structures, geotechnical design services, soil borings, and other related civil and structural engineering designs.

On March 2, 2016, the Board approved Amendment No. 1 to extend the term of the agreement for one year to complete ongoing tasks.

Amendment No. 2 is necessary to continue completion of the remaining task that was delayed due to multi-level reviews performed by State Highway Administration at various stages of design and reconciliation of comments.

**DBE PARTICIPATION:**

The Consultant will comply with Title 49 Code of Federal Regulations part 26 and the DBE goal established in the original agreement.

**MINUTES**

Department of Transportation - cont'd

**DBE:** 25.00%

**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement with STV, Inc. under Project No. 1135, On-Call Design Consultant Services for Federal Aid Bridges.

**MINUTES**

Department of Public Works - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an expenditure of funds to pay the membership dues for the American Water Works Association (AWWA).

**AMOUNT OF MONEY AND SOURCE:**

\$19,925.00 - 2071-000000-5531-398600-603022

**BACKGROUND/EXPLANATION:**

The AWWA is the largest non-profit, scientific, and educational association dedicated to managing and treating water, the world's most important resource. The AWWA provides solutions to improve public health, protect the environment, strengthen the economy, and enhance quality of life. The benefits of membership include standing with the water community to influence government legislation and regulations, learning about issues before they become full-blown crises, professional development opportunities to staff, and improving day-to-day operations.

The AWWA dues are based on customer service connections. As the Department serves over 150,000 water customer service connections, its FY16 dues totaled \$19,439.00. In FY 2016, the AWWA offered the City a first-year credit in the amount of \$9,439.00 resulting in a first-year membership cost of \$10,000.00. The FY 2017 dues amount is \$19,925.00.

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the membership dues for the American Water Works Association.

**MINUTES**

Space Utilization Committee/ - Lease Agreement  
Department of Public Works

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interdepartmental Lease Agreement with the Department of Transportation for the rental of a portion of the property known as 210 Guilford Avenue. The period of the Interdepartmental Lease Agreement is December 1, 2016 through November 30, 2017, with the option to renew for an additional one-year term.

**AMOUNT OF MONEY AND SOURCE:**

Annual Rent

\$323,803.38 - 1001-000000-2301-248700-603096

Monthly Installation

\$26,983.62

**BACKGROUND/EXPLANATION:**

The Landlord will be responsible for the maintenance of the interior and exterior of the building including the foundations, roof, walls, gutters, downspouts, air conditioning, ventilation and heating system, cleaning the floors, janitorial services, trash removal, pest control, keeping the sidewalks and entrances to the premises clear of ice, snow, and debris. The Landlord will be responsible for all interior and exterior lighting of the leased premises, except for damage caused by negligence of the Tenant, Tenant's employees, guests, agents, invitees, and contractors. The Landlord will also furnish and pay for all utilities that are supplied to or used at the leased premises including oil, gas, electric and water.

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

The Tenant will accept the leased premises in its current existing condition and provide all equipment if applicable, necessary for the operation of the Tenant's programs, including but not limited to telephone and computer services to the leased premises. The Tenant will be responsible for placing debris from the leased premises into trash receptacles and keeping the entrance, passageways, and areas adjoining or appurtenant to their leased premises in a clean and orderly condition, free of rubbish and obstruction.

The Space Utilization Committee approved this Interdepartmental Lease Agreement on January 10, 2016.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Interdepartmental Lease Agreement with the Department of Transportation for the rental of a portion of the property known as 210 Guilford Avenue.

**MINUTES**

Space Utilization Committee/Department - Lease Agreement  
of Recreation and Parks

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with Civic Works, Inc. for the rental of the property known as Hilltop House, 2445 Rose Street. The period of the Lease Agreement is July 1, 2016 through June 30, 2021 with the right to renew for 2 - five year terms.

**AMOUNT OF MONEY AND SOURCE:**

The rent shall be \$1.00 if demanded.

**BACKGROUND/EXPLANATION:**

The property is being used as office and meeting space by Civic Works, Inc. with occasional overnight stays for members of the National Civilian Community Corps. The Landlord is responsible for structural defects and maintaining the exterior of the building including the foundation, roof, walls, gutters, downspouts ventilating and heating systems, all water, electrical and plumbing supply lines and cutting the grass.

The Tenant is responsible for keeping the premises clean and free of trash, and for repair and/or replacements of any floors, walls, fixtures or appliances; gas, electric, and water; repairing damaged flooring in the main hall and 1<sup>st</sup> floor bathroom; telephone, security, shoveling the walk to the driveway, janitorial; and, accepts the property in its "as-is" condition and will obtain liability insurance.

Tenant will work with the Department of Recreation and Parks on at least two park service projects annually during the term of the lease.



**MINUTES**

Space Utilization Committee/Department - cont'd  
of Recreation and Parks

The Space Utilization Committee approved this lease on December 13, 2016.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Civic Works, Inc. for the rental of the property known as Hilltop House, 2445 Rose Street.

**MINUTES**

Space Utilization Committee - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with Clear Channel Outdoor, Inc., tenant, for the rental of a portion of the property known as 1818 Annapolis Road.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The original lease agreement was approved by the Board on December 9, 2015.

The leased premises, consisting of approximately 2.317 acres, is used for an outdoor advertising display for designated billboard panels. The City has the right to terminate the lease if the leased property is improved by permanent construction other than an outdoor advertising display.

Clear Channel Outdoor, Inc. is responsible for accepting the leased premise in an "as-is" condition and maintaining the area in a clean condition. Clear Channel Outdoor, Inc. is also responsible for maintaining a Liability Insurance Policy.

The Amendment to Lease Agreement modifies the Lease Agreement section on the tenant's responsibility to pay real property taxes and assessments levied against the leased premises structure. The billboard sites are currently leasing on tax-exempt property. If the State Department of Assessments & Taxation (SDAT) changes that tax exempt status, Clear Channel Outdoor, Inc. would then be responsible for payment of property taxes. Clear Channel Outdoor, Inc. requested the right to appeal if SDAT changes the tax exempt status of the property.

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

The Space Utilization Committee reviewed and approved this Amendment to Lease agreement on January 10, 2017.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Clear Channel Outdoor, Inc., tenant, for the rental of a portion of the property known as 1818 Annapolis Road.

**MINUTES**

Space Utilization Committee - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with Clear Channel Outdoor, Inc., tenant, for the rental of a portion of the property known as 1930 Annapolis Road.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The original lease agreement was approved by the Board on December 9, 2015.

The leased premises, consisting of approximately .395 acres, is used for an outdoor advertising display for designated billboard panels. The City has the right to terminate the lease if the leased property is improved by permanent construction other than an outdoor advertising display.

Clear Channel Outdoor, Inc. is responsible for accepting the leased premise in an "as-is" condition and maintaining the area in a clean condition. Clear Channel Outdoor, Inc. is also responsible for maintaining a Liability Insurance Policy.

The Amendment to Lease Agreement modifies the Lease Agreement section on the tenant responsibility to pay real property taxes and assessments levied against the leased premises structure. The billboard sites are currently leasing on tax-exempt property. If the State Department of Assessments & Taxation (SDAT) changes that tax exempt status, Clear Channel Outdoor, Inc. would then be responsible for payment of property taxes. Clear Channel Outdoor, Inc. requested the right to appeal if SDAT changes the tax exempt status of the property.

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

The Space Utilization Committee reviewed and approved this Amendment to Lease on January 10, 2017.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Clear Channel Outdoor, Inc., tenant, for the rental of a portion of the property known as 1930 Annapolis Road.



## MINUTES

DHCD - cont'd

**FOR FY 2017, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$45,125.00.**

**MBE: \$12,183.75**

**WBE: \$ 4,512.50**

On May 4, 2016, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2016 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME
3. Emergency Solutions Grant (ESG)
4. Housing Opportunities for Persons with AIDS (HOPWA)

Upon approval of the Resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2016 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements. The Comptroller **ABSTAINED** on item no. 2.

**MINUTES**

Department of Housing and - Amendatory Agreement No. 1  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendatory Agreement No. 1 with East Baltimore Development, Inc. (EBDI). The Amendatory Agreement No. 1 extends the agreement through February 28, 2018.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The original agreement was approved by the Board on March 21, 2016 for one year. The purpose of this Amendatory Agreement No. 1 is to implement a one year no-cost time extension beginning March 2, 2017 and ending February 28, 2018.

The EBDI has requested the extension in order to implement design enhancements to Eager Park and provide improvements to the overall experience for visitors and users of the Park, including additional lighting, benches and widening of sidewalks/jogging path, new water fountains, additional landscaping/trees. Also, in partnership with KaBoom!, the EBDI will construct a playground on the north block. The playground design will be community driven and ultimately involve community participation in its assembly/installation.

**AUDITS NOTED THE NO-COST TIME EXTENSION.****APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendatory Agreement No. 1 with East Baltimore Development, Inc.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1970 N. Patterson Park Avenue, (Block 4171, Lot 062) by gift from Charles Shoultz, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at 1970 N. Patterson Park Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, 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 January 25, 2017, other than water bills (which must be part of the transaction) is as follows:

**MINUTES**DHCD - cont'd1970 N. Patterson Park Avenue

Tax sale	301208	\$26,452.68
Real Property Tax	2016-2017	25.44
Real Property Tax	2015-2016	30.96
Real Property Tax	2014-2015	87.82
Real Property Tax	2013-2014	42.00
Real Property Tax	2012-2013	47.72
Real Property Tax	2011-2012	64.50
Real Property Tax	2010-2011	58.76
Real Property Tax	2009-2010	245.32
Real Property Tax	2008-2009	210.40
Miscellaneous	5815287	223.66
Miscellaneous	6031694	10,471.28
Miscellaneous	6616353	313.26
Miscellaneous	6717573	279.70
<b>Total Taxes Owed:</b>		<b>\$38,553.50</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1970 N. Patterson Park Avenue, (Block 4171, Lot 062) by gift from Charles Shoultz, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 928 Harlem Avenue, (Block 0104, Lot 039) by gift from Matthew Ngalla, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at 928 Harlem Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, 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 January 25, 2017, other than water bills (which must be part of the transaction) is as follows:

## MINUTES

DHCD - cont'd928 Harlem Avenue

Miscellaneous	7576010	253.44
Tax sale	309495	\$13,092.75
Tax sale	276550	7,863.86
Real Property Tax	2016-2017	76.32
Real Property Tax	2015-2016	144.25
Real Property Tax	2014-2015	1,314.12
Real Property Tax	2013-2014	1,513.20
Real Property Tax	2012-2013	1,738.04
Real Property Tax	2011-2012	1,927.52
Miscellaneous	6088306	264.61
Miscellaneous	6144240	257.89
Miscellaneous	6193445	131.10
Miscellaneous	6214704	166.91
Miscellaneous	6365837	268.96
Miscellaneous	6490627	184.67
Miscellaneous	6655922	189.48
Miscellaneous	6696751	296.24
Miscellaneous	6820765	166.91
Miscellaneous	6970800	125.68
Miscellaneous	7000359	306.25
Miscellaneous	7069081	293.95
Miscellaneous	7115058	371.46
Miscellaneous	7172505	202.43
Miscellaneous	7281959	289.27
Miscellaneous	7328933	176.09
Miscellaneous	7501182	159.66
Miscellaneous	7523152	184.67

## MINUTES

DHCD - cont'd

Miscellaneous	7840184	178.75
Miscellaneous	8146003	163.95
Miscellaneous	8170896	122.06
Environmental Fine	51994424	1,515.00
Registration	834010	<u>2,865.80</u>
<b>Total Taxes Owed:</b>		<b>\$36,805.29</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 928 Harlem Avenue, (Block 0104, Lot 039) by gift from Matthew Ngalla, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the lease hold interest in the property located at 2559 Garrett Avenue (Block 4114F-025) by gift from Ms. Valerie A. Drakeford, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

Ms. Drakeford has offered to donate to the City, title to the property located at 2559 Garrett Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bill must be paid as part of the transaction. A list of open municipal liens accrued through January 27, 2017, other than water bills (which must be part of the transaction) is as follows:

## MINUTES

DHCD - cont'd

2559 Garrett Avenue

Tax Sale Certificate	#285907	\$ 6,668.02
Real Property Taxes	2016-2017	127.24
Real Property Taxes	2015-2016	154.96
Real Property Taxes	2014-2015	182.68
Real Property Taxes	2013-2014	934.18
Real Property Taxes	2012-2013	1,007.84
Real Property Taxes	2011-2012	1,125.08
Real Property Taxes	2010-2011	1,294.03
Real Property Taxes	2009-2010	269.06
Miscellaneous	7004179	270.68
Miscellaneous	7112840	216.57
Miscellaneous	7314594	204.97
Miscellaneous	7349301	196.27
Miscellaneous	7471410	301.77
Miscellaneous	7481146	298.58
Miscellaneous	7617202	152.51
Miscellaneous	7638067	281.40
Miscellaneous	7649080	273.65
Miscellaneous	7706492	203.20
Miscellaneous	7756943	328.63
Miscellaneous	7769334	178.63
Miscellaneous	7775133	198.40
Miscellaneous	7963218	245.65
Miscellaneous	7985161	219.47
Miscellaneous	8038853	397.63
Miscellaneous	8050759	215.40
Miscellaneous	8099640	204.97
Miscellaneous	8164014	189.27
Environmental Fine	51595890	180.00
Environmental Fine	52013190	180.00
Environmental Fine	54128335	1,500.00
Registration	414911	<u>617.40</u>

**Total Taxes Owed: \$18,818.14**

**MINUTES**

DHCD - cont'd

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 2559 Garrett Avenue (Block 4114F-025) by gift from Ms. Valerie A. Drakeford, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.



**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 004 to Murphy & Dittenhafer, Inc. under Project 1234, On-Call Architectural Design Services. The period of the task assignment is approximately 18 months.

**AMOUNT OF MONEY AND SOURCE:**

\$3,619.86 - 9938-919014-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include stormwater expeditor services for ABC/Catherine Street Park.

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

**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$25,000.00</b>	9938-913001-9475	9938-919014-9474
Other Funds	(Unallocated Res.) FY15 Baltimore Playground Program	(Active) FY15 Baltimore Playground Program

This transfer will provide funds to cover the costs associated with construction of Thames Street and Catherine Street Playgrounds.

**MINUTES**

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004 to Murphy & Dittenhafer, Inc. under Project 1234, On-Call Architectural Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Mayor's Office of Government Relations - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Clark Hill PLC. The period of the Consultant Agreement is effective upon Board approval for one year, unless terminated earlier under the terms of the Agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 1001-000000-1250-775200-603018

**BACKGROUND/EXPLANATION:**

Clark Hill PLC will act as an advocate and counselor and assist the City in enhancing its position in a broad range of matters before the federal government, including, but not limited to tax issues, federal funding/appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health and public safety.

The Consultant Agreement is late because of negotiations over agreement terms.

**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 Agreement with Clark Hill PLC.

**MINUTES**

Mayor's Office of Government Relations - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Mr. William S. Ratchford, II. The period of the Agreement is January 18, 2017 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$47,500.00 - 1001-000000-1250-775200-603018

**BACKGROUND/EXPLANATION:**

Mr. Ratchford is knowledgeable of State and local legislative and fiscal matters. He has been involved in legislative and fiscal policy analysis before the Maryland General Assembly since 1962. He served as Director of the Department of Fiscal Services from 1974 to 1977 and has earned a great deal of respect in legislative policy and fiscal matters.

As a Consultant to the Mayor and Senior Advisor, he will prepare and provide expert analysis on State legislative and fiscal matters impacting Baltimore City on a variety of matters concerning the Baltimore City Public School System. He will be paid at an hourly rate of \$95.00 not to exceed \$47,500.00.

The Consultant Agreement is late because of negotiations over agreement terms.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Mayor's Office of Government Relations - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Mr. William S. Ratchford, II.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |   |             |         |
|---|-------------|---------|
| 1. JOHN M. DEBOY, II  | \$ 7,200.00 | Renewal |
| Contract No. B50002849 - Stat Survey for Labs- Health Department - P.O. No. P522982 |             |         |

On March 21, 2013, the City Purchasing Agent approved the initial award in the amount of \$7,200.00. The award contained four 1-year renewal options. Three renewal options have been exercised. This final renewal in the amount of \$7,200.00 is for the period April 1, 2017 through March 31, 2018.

**MBE/WBE PARTICIPATION:**

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

- |   |         |         |
|---|---------|---------|
| 2. SECURITY EQUIPMENT CO.   | \$ 0.00 | Renewal |
| Contract No. B50003321 - New Holland O.E.M. Parts and Service - Department of General Services - Fleet Management |         |         |

On February 26, 2014, the Board approved the initial award in the amount of \$225,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period May 1, 2017 through April 30, 2018, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

In setting the goals on a contract, MWBOO must consider the availability in various industry classifications and professions of MBEs and WBEs that are qualified and willing to

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases

provide goods, expertise, and services on the particular contract. On February 5, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contracts, as there are currently no certified MBEs or WBEs who are authorized New Holland parts or service providers.

**MWBOO GRANTED A WAIVER.**

3. DIGITECH COMPUTER  
INC. \$1,700,000.00 Renewal  
Contract No. B50002151 - EMS Billing Service Baltimore City  
Fire Department - P.O. No. 519894

On April 4, 2012, the Board approved the initial award in the amount of \$5,000,000.00. The award contained five 1-year renewal options. Two renewal options have been exercised. This third renewal in the amount of \$1,700,000.00 is for the period March 28, 2017 through March 27, 2018 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:****MWBOO SET GOALS OF 15% MBE AND 5% WBE.**

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> 1 <sup>st</sup> Choice Staffing, LLC	15%	\$1,081,176.00	(22.8%)
<b>WBE:</b> Mary Kraft Staffing & Associates, Inc.	5%	\$ 326,206.00	(6.9%)

**MWBOO FOUND VENDOR IN COMPLIANCE.**





## 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 Purchases

electronic accreditation files building and paperless assessments required by the Commission on Accreditation for Law Enforcement Agencies (CALEA). By adhering to the stringent requirements of CALEA, the Baltimore City Police Department will be able to demonstrate to the Department of Justice that the agency is committed to mitigating any issues uncovered as part of the Civil Rights investigation. The period of the renewal is February 24, 2017 through February 23, 2018, with three one-year renewal options remaining.

**MBE/WBE PARTICIPATION:**

No goals were set on this contract, as it was determined to be a sole source contract. This procurement is for licenses and related services for proprietary software that is only available from the vendor.

6. HOLABIRD ENTERPRISES OF  
MARYLAND, INC. T/A  
HOLABIRD FLEET SERVICE

GREB SERVICE, INC.	\$2,500,000.00	Renewal
Solicitation No. B50003291 - Hydraulic and Welding Repair Service - Department of General Services, Fleet Management - P.O. Nos. P526534 and P526535		

On March 12, 2014, the Board approved the initial award. Subsequent actions were approved. This is the first of 2 one-year renewal options. The renewal is for the period March 11, 2017 through March 11, 2018, with 1 one-year renewal option remaining.

**MWBOO SET GOALS OF 3% MBE AND 0% WBE.**

## 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 Purchases

	<u>Commitment</u>	<u>Performed</u>
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Holabird Enterprises  
of Maryland, Inc.

<b>MBE:</b> Maryland Scrap Hauling	3%	\$1,603.10	0.13%
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Per contracting agency, contractor has demonstrated good faith efforts. The majority of the money spent was for specialty equipment and parts. There is no further available opportunity for segmentation. Contractor also spent \$3,000.00 (0.2%) with MBE, Coleman Security Services, LLC for security services.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Greb Service Inc.

MBE: D & T Contractor, LLC See note below

Per contracting agency, the requirements were for specialty equipment such as pumper truck and fire engines and hydraulic service. The welding service to be performed by the MBE was not required at this time.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

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

7.	PORT NETWORKS, INC.	\$ 2,306.73	Ratification
		<u>21,683.27</u>	Renewal
		<b>\$23,990.00</b>	

Solicitation No. B50003940 - Internet Service Provider for WiFi at the Inner Harbor - Mayor's Office of Information Technology - P.O. P538568

On January 30, 2015, the City Purchasing Agent approved an initial award. Subsequent actions were approved. This is the first of 3 one-year renewal options. The renewal will provide one gigabyte internet access from the Tierpoint Data Center facility to the Inner Harbor. The ratification period is January 30, 2017 through March 7, 2017. The renewal is for the period March 8, 2017 through February 7, 2018, with 2 two-year renewal options remaining.

MBE/WBE PARTICIPATION:

Not applicable. Initial award was below MBE/WBE subcontracting threshold of \$50,000.00. There are only a select few number of vendors that can provide WiFi connectivity at the Inner Harbor from the Data Center facility, which does not have MBE/WBE certified vendors that are On-Premise Providers for connectivity from the Tierpoint Data Center.

8.	ZAYO GROUP, LLC	\$0.00	Ratification
			Renewal
	Solicitation No. 06000 - Ethernet Internet Connection Agreement - Mayor's Office of Information Technology - P.O. No. P532452		

On February 8, 2012, the Board approved the initial award. Subsequent actions were approved. The renewal will provide continuity of internet connectivity for the City's network

## 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 Purchases

for the duration of the initial term. The period of the ratification is February 8, 2017 through March 7, 2017. The period of the renewal is March 8, 2017 through February 7, 2018, with 2 one-year renewal options.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical 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. There is only a select few number of vendors that can provide internet connectivity for the City's network. There are no certified MBE/WBE vendors that can provide this service.

- |                      |             |  |
|----------------------|-------------|--|
| 9. HIGHTAIL,<br>INC. | \$ 9,260.00 | 1 <sup>st</sup> Amendment/<br>Increase |
|----------------------|-------------|--|
- Contract No. 08000 - Annual Licensing and Software Support for Hightail Enterprise - State's Attorney's Office - PO No. P531250

The Board is requested to approve and authorize execution of the First Amendment to the Corporate Subscriber Agreement with Hightail, Inc. The contract expires on December 30, 2017.

On May 18, 2015, the City Purchasing Agent approved the initial award for the amount of \$16,500.00. On December 16, 2015, the Board approved the first renewal for the amount of \$16,500.00. On October 19, 2016, the Board approved the second renewal for the amount of \$16,500.00.

## 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 Purchases

The Board is requested to approve an increase for the amount of \$9,260.00 to cover the cost of an additional 105 software licenses. This software is used to securely send, share, access, and sign files, as well as provide Enterprise IT administration features. The increase will make the total contract amount \$58,760.00.

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

- |   |               |          |
|---|---------------|----------|
| 10. ACCELA, INC.  | \$ 120,000.00 | Increase |
| Contract No. 08000 - Construction Contract Planning and Coordination Services Software Agreement - Department of Transportation - Req. No.: Various |               |          |

On September 10, 2008, the Board approved the initial award for the amount of \$45,000.00. On June 03, 2009, the Board approved the agreement. On August 26, 2009, the Board approved the first renewal for the amount of \$45,000.00. On October 21, 2009, the Board approved Amendment I for the amount of \$59,500.00. On August 18, 2010, the Board approved the second renewal for the amount of \$56,000.00.

On January 12, 2011, the Board approved Amendment II for the amount of \$70,000.00. On May 4, 2011, the City Purchasing Agent approved an increase for the amount of \$26,880.00. On September 14, 2011, the Board approved the third renewal and an increase

## 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 Purchases - cont'd

for the amount of \$105,000.00. On September 12, 2012, the Board approved the fourth renewal for the amount of \$110,000.00. On August 14, 2013, the Board approved the fifth and final renewal for the amount of \$110,000.00. On April 09, 2014, the Board approved Amendment III for the amount of \$90,000.00. On March 18, 2015, the Board approved an increase and an assignment agreement for the amount of \$110,000.00.

The Board is requested to approve an increase for the amount of \$120,000.00. The increase is for continued funding of the agreement, construction management software licenses, and support required by the Department of Transportation to coordinate various construction projects.

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

## 11. LIFE TECHNOLOGIES

CORPORATION	\$ 360,000.00	Sole Source
Contract No. 08000 - DNA Lab Supplies - Baltimore Police Department - Req. No.: R752132		

Life Technologies Corporation is the sole manufacturer of the DNA reagents used by the Baltimore Police Department. Only these supplies can be used for the DNA system and hardware that the Baltimore Police Department is currently using.

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 Purchases - cont'd

be practical 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.

## 12. IDEALEASE OF BALTIMORE,

LLC	\$ 44,624.00	Low Bid
Solicitation No. B50004905 - Rental of Two Tandem Axle Tractors with Wet Lines - Department of General Services - Req. No.: R754326		

Vendors were solicited by posting on CitiBuy and the sole bid received was opened on February 16, 2017. The bid is considered fair and reasonable and the award is recommended to be made to the low, responsive, and responsible bidder.

The tractors will be used for a pilot program allowing small haulers to dump at the Northwest Transfer Station. The program is set to kick-off on April 1, 2017. Two older model (1996) tractors are currently used at the site to haul two to three loaded trailers to other destinations daily. The amounts dumped are anticipated to increase significantly and rental of two additional units will ensure reliability of the equipment as well as keep up with the daily workload.

The above amount is the City's estimated requirement to rent two tandem axle tractors for a period of eight months. However, the vendor shall supply the City's entire requirement, be it more or less.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, Increases to Contracts, and Extensions. In addition, the Board approved and authorized execution of the First Amendment to the Corporate Subscriber Agreement with Hightail, Inc. (item no. 9).



**MINUTES**

Department of Finance - Approval of Acquisition of Property

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize consent to the Maryland Port Administration to acquire approximately 103 acres of land and approximately 1,900,000 feet of warehouse space in the Point Breeze Industrial Park from the present owner for use in conjunction with the Seagirt Marine Terminal.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Pursuant to Article 6-304 of the Transportation Article of the Annotated Code of Maryland, property acquired for port purposes by the Maryland Port Administration within the boundaries of Baltimore City requires approval of the City's Board of Estimates. The Maryland Port Administration has contracted to purchase the above described property to further the expansion of the Seagirt Marine Terminal. Upon purchase, the Maryland Port Administration will immediately sell 33 acres and 828,000 square feet of warehouse space to Rukert Terminals to consolidate with other property Rukert owns. Rukert will pay full taxes for the property which it acquires. In regard to the remaining 70 acres, the Maryland Port Administration will also consent to the payment of full property taxes for these parcels.

The Department of Finance is therefore recommending that the consent to the purchase be contingent upon the City and the Maryland Port Administration entering into a PILOT Agreement for payment of full taxes on the property retained by the Maryland Port Administration. The Maryland Port Administration needs the Board of Estimates permission to acquire the property and the Department of Finance has been advised that the settlement date on the acquisition is scheduled for March 9, 2017. As stated above, the property acquired by Rukert will be fully taxable.

The PILOT Agreement will be prepared by the Law Department and submitted to the Board of Estimates for approval.

**MINUTES**

Department of Finance - cont'd

**EXHIBIT A**

1. Baltimore City Ward 26, Section 1, Block 6916, Lot 3, known as 2200 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel D, Lot 1 depicted on Final Subdivision Plan, Point Breeze Business Center, prepared by LPJ, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3259.
2. Baltimore City Ward 26, Section 1, Block 6916, Lot 5, also known as 2300 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC, conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel D, Lot 2 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-001.
3. Baltimore City Ward 26, Section 1, Block 6916, Lots 13, 14A, and 15, also known as 2500 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING (a) Parcel C, Lot 1 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-002, and (b) Parcel B, Lot 2 depicted on Final Subdivision of Parcel 'B' as Shown on the Subdivision Plan Entitled "AT&T Technologies, Inc. Broening Highway Facility" Recorded in the Plat Records of Baltimore City in Plat Record S.E.B. No. 3026 on September 5, 1985, which plat is recorded among the Land Records of Baltimore City as Plat SEB 3131.
4. Baltimore City Ward 26, Section 1, Block 6916, Lots 11 and 12A, known as 2400 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel C, Lot 2 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-002.
5. Baltimore City Ward 26, Section 1, Block 6915, Lots 9 and 9A, also known as 2501 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel C, Lot 4 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-002.

## MINUTES

Department of Finance - cont'd

6. Baltimore City Ward 26, Section 1, Block 6915, Lot 6, also known as 2301 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel D, Lot 4 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-001.

7. Baltimore City Ward 26, Section 1, Block 6915, Lot 1, also known as 2205 Broening Highway, Baltimore, MD 21224, BEING a portion of the property that CalEast Industrial Investors, LLC conveyed to Pointe Breeze, LLC, by deed dated June 22, 2005, recorded in the Land Records of Baltimore City at Liber FMC No. 6593, folio 510, and also BEING Parcel D, Lot 5 depicted on Final Subdivision Plan, property of AT&T Technologies, Inc., prepared by Spotts, Stevens and McCoy, Inc., recorded among the Land Records of Baltimore City as Plat S.E.B. No. 3026, Sheet E-001.

UPON MOTION duly made and seconded, the Board approved and authorized consent to the Maryland Port Administration to acquire approximately 103 acres of land and approximately 1,900,000 feet of warehouse space in the Point Breeze Industrial Park from the present owner for use in conjunction with the Seagirt Marine Terminal.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u>			
1. Catherine Pugh	Mayor's Urban Waterways Forum Chicago, IL March 12 - 13, 2017 (Reg. Fee \$0.00)	General Funds	\$ 585.77

The subsistence rate for this location is \$211.00 per night. The hotel cost is \$235.00, plus hotel taxes of \$40.90. The Mayor's Office is requesting \$40.00 for meals and incidentals. The airfare of \$269.87 and hotel cost plus hotel taxes of \$40.90 were prepaid on a City-issued procurement card assigned to Renee Newton. Therefore, the amount to be disbursed to Ms. Pugh is \$40.00.

2. Afra Vance-White	Mayor's Urban Waterways Forum Chicago, IL March 12 - 13, 2017 (Reg. Fee \$0.00)	General Funds	\$ 569.75
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The airfare of \$269.87 and hotel cost of \$166.00 and hotel taxes of \$25.88 were prepaid on a City-issued procurement card assigned to Ms. Renee Newton. Therefore, the amount to be disbursed to Ms. Vance-White is \$105.00.

Employees' Retirement System

3. Joan Pratt	Government Finance Officers Assoc. 111 <sup>th</sup> Annual Conference Denver, CO May 18 - 24, 2017 (Reg. Fee \$860.00)	Special Funds - ERS	\$3,229.53
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The subsistence rate for this location is \$247.00 per day. The hotel cost is \$238.00 per night, plus hotel taxes of \$35.11 per night. The Department is requesting an additional \$31.00 per day for meals and incidentals.

Fire and Police Employees' Retirement System

4. Joe Wade	Trustee Educational Seminar & Annual Conference & Exhibition Fort Lauderdale, FL May 19 - 24, 2017 (Reg. Fee \$1,250.00)	Special Funds - Fire and Police	\$3,221.32
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The subsistence rate for this location is \$182.00 per night. The cost of the hotel is \$259.00 per night plus taxes of \$28.49 per night. The Department is requesting additional subsistence of \$77.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals.

The registration costs of \$1,250.00 were prepaid by Fire and Police Employees' Retirement System. Therefore, the disbursement to Mr. Wade is \$1,971.32.

Department of Public Works

5. Shaaron Phillips	American Water Works Assn. Annual Conference Philadelphia, PA June 11 - 15, 2017 (Reg. Fee \$810.00)	Water Utility	\$2,923.28
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The subsistence rate for this location is \$252.00. The hotel cost is \$239.00 per night plus hotel taxes of \$37.05 per night. The Department is requesting additional subsistence of \$27.00 per day for meals and incidentals.

The registration fee of \$810.00 was prepaid on a City-issued procurement card assigned to Ms. Tianna Haines. Therefore, the amount to be disbursed to Ms. Phillips is \$1,369.46.

Department of Public Works-OCAL

6. Kenya Asli	National Grants Management Assoc. 2017 Annual Grants Training Arlington, VA April 17 - 20, 2017 (Reg. Fee \$785.00)	Storm- water Utility	\$1,865.68
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The subsistence rate for this location is \$311.00 per night. The hotel cost is \$242.00, plus hotel taxes of \$92.20. The Department is requesting \$51.46 for mileage. The registration fee of \$785.00 was prepaid on a City-issued procurement card assigned to Tianna-Haines. Therefore, the amount to be disbursed to Kenya Asli is \$1,080.68.

Department of Housing and Community Development

7. Shama Ganachari	Basically Com- munity Development Block Grant Training (CDBG) New Orleans, LA Mar. 13 - 15, 2017 (Reg. Fee \$0.00)	CDBG Funds	\$1,596.40
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The subsistence rate for this location is \$219.00. The hotel cost is \$220.00 per night plus hotel taxes of \$35.51 per night. The Department is requesting additional subsistence of \$40.00 per day for meals and incidentals.

Mayor's Office of Human Services

8.	Lori Cunningham	2017 Annual Conf. on Financial Education Chicago, IL Mar. 28 - 31, 2017 (Reg. Fee \$388.00)	Com - munity Service Block Grant	\$2,199.16
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The subsistence rate for this location is \$211.00. The hotel cost is \$240.00 per night plus hotel taxes of \$41.75 per night. The Department is requesting additional subsistence of \$29.00 per night for the hotel balance and \$40.00 per day for meals and incidentals.

The airfare in the amount of \$785.88 and hotel cost in the amount of \$720.00 were prepaid on a City-issue procurement card assigned to Assad Assadi. The registration fee of \$388.00 was prepaid by EA 199585. Therefore, the amount to be disbursed to Ms. Cunningham is \$180.00.

9.	Adongo Matthews	2017 Annual Conf. on Financial Education Chicago, IL Mar. 28 - 31, 2017 (Reg. Fee \$388.00)	Com - munity Service Block Grant	\$2,252.00
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The subsistence rate for this location is \$211.00. The hotel cost is \$255.00 per night plus hotel taxes of \$44.37 per night. The Department is requesting additional subsistence of \$44.00 per night for the hotel balance and \$40.00 per day for meals and incidentals.

The airfare in the amount of \$785.88 and hotel cost in the amount of \$765.00 were prepaid on a City-issue procurement card assigned to Assad Assadi. The registration fee of \$388.00 was prepaid by EA 199585. Therefore, the amount to be disbursed to Ms. Matthews is \$180.00.

Health Department

10. Heang Kim Tan	ASA 2017 Leadership Institute and Aging March 19 - 24, 2017 Chicago, IL (Reg. fee \$1,500.00)	AERS	\$3,594.69
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The subsistence rate for this location is \$211.00 per night. The cost of the hotel is \$239.00 per night plus taxes of \$41.56 per night. The Department is requesting additional subsistence of \$28.00 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals.

The airfare cost of \$431.88 was prepaid using a City-issued procurement card assigned to Ryan Hemminger. The registration cost of \$1,500.00 was paid by the Weinberg Foundation. Therefore, the disbursement to Heang Kim Tan is \$1,662.81.



**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
11. Emilie Gilde	Policy Surveillance Summer Institute 2016 June 8 - 10, 2016 Philadelphia, PA (Reg. Fee \$0.00)	DHMH Cigarette Restitution Fund	\$ 825.11

On June 1, 2016, the Board approved the travel request, in the total amount of \$825.11 for Ms. Gilde to attend the Policy Surveillance Summer Institute 2016 Conference in Philadelphia, Pennsylvania from June 8 - 10, 2016.

The Board approved \$675.11 to be disbursed to Ms. Gilde. However, Ms. Gilde was only disbursed \$464.00 incurring the costs of vehicle mileage, hotel parking, and hotel taxes. Therefore, Ms. Gilde is requesting reimbursement in the amount of \$211.12.

**TRAVEL REIMBURSEMENT**

\$110.16 - Mileage (204 miles x .54)
56.00 - Hotel Parking
<u>44.96 - Hotel Tax</u>
<b>\$211.12</b>

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>			
12. Anthony Calhoun	Eleventh Annual Investor Forum Monterey, CA March 11 - 18, 2017 (Reg. Fee \$0.00)	Special Funds	\$1,867.24

The subsistence rate for this location is \$214.00 per night. The cost of the hotel is \$179.00 per night plus taxes of \$22.91 per night. The Department is requesting additional \$5.00 per day for meals and incidentals. Mr. Calhoun will be spending three additional days March 15 - 17, 2017 at his own cost.

UPON MOTION duly made and seconded, the Board approved the travel requests and the travel reimbursement. The Mayor **ABSTAINED** on item no. 1. The Comptroller **ABSTAINED** on item nos. 3, 4, and 12.

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

842 - 845

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Comptroller **ABSTAINED** on item no. 8.

**MINUTES****PERSONNEL**Mayor's Office of Criminal Justice (MOCJ)

The Board is requested to approve and authorize execution of the Amendments to Non-Retirees Contractual Employee Agreements.

On November 19, 2014, the Board approved acceptance of the grant award for the Supervised Visitation Center, Award No. 2014-FJ-AX-0026. The period of the grant is October 1, 2014 through June 30, 2017. The amendment will extend the term of the contractual services through the end date of the grant, June 30, 2017.

- |                               |               |
|-------------------------------|---------------|
| 1. <b>ERIN CUNNINGHAM</b>     | <b>\$0.00</b> |
| 2. <b>CHRISTINA TERRANOVA</b> | <b>\$0.00</b> |

Account: 4000-476515-2252-690500-603018

Ms. Cunningham and Ms. Terranova will oversee the operation of the Visitation Center; prepare documents, spaces and staff for shifts; check in with clients over the phone in preparation for visitations/exchanges during shifts to ensure safe service provision; supervise part-time staff during shifts and outside hours; perform client intakes, create client service agreements; create and maintain files and records of client contacts and any safety concerns that arise during a visitation or exchange; create staff and client schedules; track and implement budgeting plans, facilitate quarterly meetings, and other related duties.

- |                          |               |
|--------------------------|---------------|
| 3. <b>WANDA ASHLEY</b>   | <b>\$0.00</b> |
| 4. <b>CHERYL FRALING</b> | <b>\$0.00</b> |
| 5. <b>ANN MYERS</b>      | <b>\$0.00</b> |
| 6. <b>DARNELL PENN</b>   | <b>\$0.00</b> |

**MINUTES****PERSONNEL**MOCJ - cont'd7. **NATASHA PETERSON****\$0.00**

Account: 4000-476515-2252-690500-603018

Ms. Ashley, Ms. Fraling, Ms. Myers, Mr. Penn, and Ms. Peterson will serve as a Visitation Monitor. They will observe visitation sessions between visiting parents and children, for several families simultaneously; intervene as necessary during visits or exchanges to address any concerns that arise with parents and/or children; keep accurate and complete records of any safety concerns or potential problems that arise during a visitation session; meet parents and/or children before and after visits to check in with them and refer them to needed services or programs; maintain clear and consistent communication with the on-site supervisor, on-site police, other monitors, and volunteers whether by phone, email or in person; coordinate the safety of visits by being available to accompany individuals wherever needed in and around the building; maintain client files; maintain personal timesheets and invoices; discuss case progress and concerns with supervisors as well as attending occasional meetings about case status and other center operational issues; comply with all Visitation Center policies and procedures, including confidentiality, safety, mandated reporting procedures, administrative and operational duties as-needed.

The Amendments are late because of the late approval of the GAN to extend the grant by the Department of Justice.

**MINUTES****PERSONNEL**

8. Comptroller's Office - Department of Communication Services - Municipal Post Office

Overlap in Employment in Excess of 20 days:

Classification: Driver I  
Job Code: 54437  
Grade: 427 (\$29,371 - \$31,173)  
Position No.: 10199

Cost: \$1,442.00 - 2032-000000-1360-159100-601001

The Department of Human Resources evaluated the request from the Comptroller's Office for an overlap in employment due to an increase in mail production from the Municipal Post Office.

In an effort to reduce costs, the Municipal Post Office has hired additional staff to combat the increase in mail production and delivery. The extended overlap in employment will allow for the current incumbent (Daryl McNeill) to train the newly hired incumbent (Sonam Tashi) while the Department coordinates with the Department of Human Resources to classify the required position. The overlap of the two incumbents will extend through March 29, 2017; a period of approximately twenty-one (21) working days

In accordance with the provisions of the Administrative Manual, Section 211-1, Personnel Overlap in Employment," approval is requested.

**MINUTES****PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 17006, Urgent Need Contract  
Citywide II  
**BIDS TO BE RECV'D: 04/12/2017**  
**BIDS TO BE OPENED: 04/12/2017**

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

## MINUTES

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS ON THE AGENDA.**

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest.



*Kim A. Trueheart*

March 7, 2017

Board of Estimates  
Attn: Clerk  
City Hall, Room 204  
100 N. Holliday Street,  
Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

The following details are provided to initiate this action as required by the Board of Estimates:

1. Whom you represent: Self
2. What the issues are:

Pages 1 - 93, City Council President and members of the Board of Estimates, BOE Agenda dated March 8, 2017, if acted upon:

- a. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
- b. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
- c. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
- d. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
- e. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.

Email: [kimtrueheart@gmail.com](mailto:kimtrueheart@gmail.com)

*5519 Belleville Ave  
Baltimore, MD 21207*

- f. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 8, 2017.

If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,  
Kim Trueheart,  
Voter, Citizen & Resident

*5519 Belleville Ave  
Baltimore, MD 21207*

**MINUTES**

President: "Okay, there being no more business before this Board, the meeting will recess until bid opening at 12 noon."

\* \* \* \* \*

**MINUTES**

Clerk: "Good afternoon. The Board is now in session for the receiving and opening of bids."

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

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

Department of Transportation - TR 11306, Midtown Streetscape/  
Traffic Improvements  
**BIDS TO BE RECV'D: 03/22/2017**  
**BIDS TO BE OPENED: 03/22/2017**

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

Bureau of Purchases -B50004822, Psychological Services  
and Employee Assistance Program  
**(Technical Opening)**

Greenside Psychological  
Associates, Inc. d/b/a OccuPsych  
Janus Associates, Inc. d/b/a  
Business Health Services  
Adventist HealthCare d/b/a  
LifeWork Strategies  
Interdynamics, Inc.

## MINUTES

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, March 15, 2017.

A handwritten signature in black ink, reading "Joan M. Pratt, CPA". The signature is written in a cursive style with a large initial "J".

JOAN M. PRATT  
Secretary