

MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor - **ABSENT**
Honorable Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Rudolph S. Chow, Director of Public Works
David E. Ralph, Deputy City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

Pursuant to Article VI, Section 1 (c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Stephanie Rawlings-Blake, in her absence during the meeting, designated Mr. Henry Raymond, Director of Finance, to represent the Mayor and exercise her power at this Board meeting.

President: "Good morning, the August 17, 2016, meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to these hearings 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 must be vacated at the conclusion of the meeting.

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Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the memorandum from my office dated August 15, 2016, 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."

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

Comptroller: "Second."

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

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Allied Contractors, Inc.	\$ 37,251,000.00
Bruce-Merrilees Electric Company	\$ 151,389,000.00
Carter Paving & Excavating, Inc. d/b/a/ Carter Site Services	\$ 3,870,000.00
Dixie Construction Company, Inc.	\$ 8,000,000.00
F.H. Paschen, S.N. Nielsen & Associates, LLC	\$ 468,234,000.00
Homewood General Contractors, Inc.	\$ 8,000,000.00
Leidos, Inc.	\$7,146,000,000.00
M & A Infrastructure Solutions, LLC	\$ 1,242,000.00
Machado Construction Co., Inc.	\$ 30,375,000.00
MCN Build, Inc.	\$ 8,000,000.00
Velocity Wireless, LLC	\$ 1,152,000.00
W.F. Wilson & Sons, Inc.	\$ 30,375,000.00

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:

Biohabitats, Inc.	Landscape Architect Engineer
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MINUTES**BOARDS AND COMMISSIONS** - cont'd

Forella Group, LLC	Architect
Heery International, Inc.	Architect Engineer
Whitney Bailey Cox and Magnani, LLC	Landscape Architect Architect Engineer Land Survey

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following pages:

3096 - 3098

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$ 6,000.00	9938-905773-9475	
Rec & Parks 26 th	Neighborhood	
Series	Swimming Pool	
	Renovation -	
	Reserve	
18,000.00	" "	
<u>State</u>		
\$ 24,000.00	-----	9938-908775-9474
		Neighborhood
		Swimming Pool
		Renovation -
		Active

This transfer will provide funds to cover the cost associated with design services for Dypski Park.

2. \$4,036,000.00	9938-913001-9475	9938-909070-9474
State	Unallocated	Eager Park -
	Eager Park -	Active
	Reserve	

This transfer will provide funds to cover the cost associated with the construction of Eager Park.

3. \$ 25,000.00	9938-909064-9475	9938-910064-9474
1 st Parks	FY 16 Athletic	FY 16 Athletic
& Public	Field Renovation -	Field Renovation -
Facilities	Reserve	Active

This transfer will provide funds to cover the costs associated with design services for Gwynns Falls Leakin Park Athletic Fields.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
4. \$ 16,000.00	9910-994001-9600	9910-906105-9601
20 th Eco. Dev.	Constr. Res.	E. Balto. Ind.
Fund	Unallocated	& Commercial
	Reserve	

This transfer will provide funds for administrative costs for plat, bill preparation, advertisements, surveys, hearings and appraisals that is associated with the subdivision and sale of 140 North Janney Street Park and the closure of a portion of East Fairmount Avenue related to the Memorandum of Understanding with Pompeian, Inc.

Department of Public Works/Office
of Engineering and Construction

5. \$150,000.00	9958-906994-9526	
Stormwater	Constr. Res. Powder	
Utility	Mill Stream	
	Restoration	
90,078.00	-----	9958-905994-9525-3
		Engineering
<u>59,922.00</u>	-----	9958-905994-9525-9
\$150,000.00		Administration

The transfer will cover the cost of project 1236R-Task 1, Powder Mill Stream Restoration.

Department of Housing and Community Development

6. \$200,000.00	9910-923019-9587	
1 st Comm. &	Baltimore Homeown-	
Econ. Dev.	ership Incentive -	
Bonds	Reserve	
600,000.00	" "	
<u>General Funds</u>		
\$800,000.00		

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Dev. - cont'd</u>		
200,000.00	-----	9910-906011-9588 Employee Home buying Assistance
<u>600,000.00</u>	-----	9910-907109-9588 Booster Program V2V
\$800,000.00		

This transfer will provide funds for Baltimore Housing's Homeownership Incentive Program for fiscal year 2017.

Department of General Services

7. \$ 50,000.00	9916-901840-9194	9916-910741-9197
General Funds	Race Street Environmental Remediation - Reserve	Courthouse East Basement Beam Restoration - Active

This transfer will provide funds to the Department of General Services to restore the existing structural beam in the basement of Courthouse East and all associated in-house costs. This structural beam currently supports part of the southern exterior wall of the building and the restoration will prevent cracks from forming in the wall. Without repairs to this beam, cracks would develop in the exterior south wall of Courthouse East. These cracks would damage windows and cause exterior stone panels to break off.

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 1638 N. Bradford Street, (Block 1473, Lot 025) by gift from Ms. Nikki Rochester, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

Ms. Rochester, 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. Rochester has offered to donate to the City, title to the property located at 1638 N. Bradford Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The 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 July 6, 2016, other than water bills, (which must be paid as part of the transaction) is as follows:

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DHCD - cont'd

Real Property Tax	2016-2017	\$ 251.80
Miscellaneous Bills	#7966377	<u>123.22</u>
	Total Owed:	\$ 375.02

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1638 N. Bradford Street, (Block 1473, Lot 025) by gift from Ms. Nikki Rochester, Owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Finance/Office - Renewal of All Sports Inter-
of Risk Management scholastic Accident and All
Sports Activity Insurance
Policy for FY 17

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2016-2017 school years. The period of the policy is August 15, 2016 through August 15, 2017.

AMOUNT OF MONEY AND SOURCE:

\$71,157.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

This policy provides accident injury coverage to all students participating in any sponsored interscholastic sport activity, further reducing the School System's exposure. Final renewal premiums were not received until August 5, 2016, as insurance markets for this exposure are limited. This policy renewed with the incumbent carriers, Marke Insurance and US Fire.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the All Sports Interscholastic Accident and All Sports Activity Insurance Policy for the Baltimore City Public School System for the 2016-2017 school years.

MINUTES

Department of Audits - Audit Reports and Related Audit Digests

The Board is requested to **NOTE** receipt of the following Audit Reports and Related Audit Digests:

1. Audit of the City of Baltimore Wastewater Utility Fund Financial Statements June 30, 2014 and 2013.
2. Audit of the City of Baltimore Water Utility Fund Financial Statements June 30, 2014 and 2013.
3. Audit of the City of Baltimore Stormwater Utility Fund Financial Statements June 30, 2014.

President: "The first item on the non-routine agenda can be found on Page 9, Department of Audits. The Audit Reports and Related Audit Digests. Will the parties please come forward?"

Mr. McCarty: "Good morning."

President: "Good morning."

Mr. McCarty: "Good morning Mr. President."

President: "Good morning."

Mr. McCarty: "Bob McCarty, City Auditor. This is on the Water and Wastewater and Stormwater Utility Fund Audits for Fiscal Year 14. The City Code requires an annual audit of the financial statements of the City's Water, Wastewater, and Stormwater Utility Funds. The Department of Audits and KPMG have jointly audited the utilities' financial statements."

MINUTES

Our opinion on the utilities' financial statements is unmodified which means a clean opinion. The Wastewater the -- excuse me I'll start again here. The Water Fund's fiscal year 2014 operating income decreased by \$10,000,000.00 over the previous fiscal year. While Wastewater Fund's operating income increased by \$37.6 million. During fiscal year 14, the total net position of the Water Fund increased by \$18.7 million, and the Wastewater Fund increased by \$163.2 million dollars. The Stormwater Utility Fund became financially self-sustaining on July 1, 2013, and this is its initial audit. A review of fiscal year 14 operations show that Stormwater -- that the Stormwater Fund's operation operating income was \$9.4 million dollars and its total net position was \$261.8 million dollars. In addition, we have included separate reports that addressed the utilities compliance with certain laws and regulations and the internal control over financial reporting related to the financial statements. Based on our audits, the results of our tests disclosed no instances of noncompliance with laws and regulations. However, the utility did have one material weakness in internal control.

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That weakness dates back to our fiscal year 2011 audit, when we reviewed billing adjustments related to systemic errors in the automated calculations for the cancelling and rebilling of customer accounts. As management did not correct or replace its water billing system as of the end of fiscal year 14, we noted that these errors and limitations still existed in the system. We recommend that the City take appropriate action to ensure that billing transactions are properly reviewed and approved prior to their posting into MOIT, the general ledger, and the financial system statement -- the financial statement system. The Bureau of Water and Wastewater's response stated that the Bureau has entered into a contract for the purchase and installation of smart water meters, and that a new water billing system is scheduled to be implemented in October 2016."

President: "Any questions?"

Mr. Price: "I am James Price. I am Acting Bureau Chief for Bureau head for Water and Wastewater and we are in agreement with those findings."

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Mr. Aponte: "I am Pedro Aponte, Acting CFO for DPW and Revenue Director for the City of Baltimore and we are in agreement with the Financial Statements too."

President: "The Audits have been **NOTED**. Thank you."

Mr. McCarty: "Thank you."

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MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the monthly rate at the City-owned 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 rate adjustments at this parking facility are warranted at this time.

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

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PABC - cont'd

Location	Proposed Transient Rate Changes	Proposed Monthly Rate Changes		
West Street Garage	No proposed rate adjustments	Regular Monthly Rate		
		Current Rate	Proposed Rate	Last Rate Change
		Regular Rate \$120.00	\$125.00	September 2015

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Mayor's Office on Criminal Justice (MOCJ) - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from Living Cities, Inc. The period of the Grant Award is March 16, 2016 through September 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 6000-604416-2252-688000-600000

BACKGROUND/EXPLANATION:

On December 9, 2015, the Board approved Phase I of the Baltimore City Accelerator Project. This grant will provide funding for Phase II of the Project.

The Baltimore City Accelerator Project focuses on improving the communication and connectivity of services available to individuals returning from incarceration by attempting to identify communication and coordination gaps and to address these deficiencies through a series of focus groups with returned citizens.

The grant award is late due to late receipt of grant award documents.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from Living Cities, Inc.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

3110 - 3111

The EWOs have been reviewed and approved

by the Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation/DOT Engineering & Construction

1. EWO #003, \$48,615.50 - TR 15016, Salt Facility and Site
Improvements

\$2,258,936.25 (\$119,674.00)	P. Flanigan & Sons, Inc.	-	-
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This authorization is requested on behalf of the Contractor and the DOT - Maintenance Division in order to resolve field issues and to resolve unforeseen site conditions encountered during the completion of the construction project. During the excavation of the bioretention filter, unanticipated work was encountered. The location of the BGE's 110 power line resulted in the redesign of the bioretention forebay and connecting drainage area. The furnishing and installation of two guard rails was added to the project. The work under this change order has been completed to avoid extending the project schedule or delivery of the facility, which would have cost the City additional money in excess of this change order. An Engineer's Certificate of Completion has not been issued on this contract.

2. EWO #003, \$0.00 - TR 14018, Material Testing 2014 Various
Projects Citywide

\$108,620.00	\$215,853.00	Sabra Wang & Associates, Inc.	60	95
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This authorization is requested by the Department of Transportation - TEC Division for work that was unknown at the time of advertisement. This contract is important to all current contracts in construction to ensure that the Department is getting quality construction material testing. Funding for items being added will be offset using existing items in the contract. The next material testing project will not be in place until October, 2016.

MINUTES**EXTRA WORK ORDERS**

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

Department of Transportation/DOT Engineering & Construction

Therefore, a 60-day non-compensable time extension is also requested. The contract expires on July 31, 2016. This time extension will result in a new completion date of September 28, 2016.

- | | | | |
|--|----------------|---------------------|---|
| 3. EWO #008, (\$434.83) - TR 03333, Sinclair Lane Bridge Rehabilitation over CSXT Railroad | | | |
| \$5,694,538.15 | \$2,755,478.94 | Concrete General, - | - |
| | | Inc. | |

This authorization is necessary for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the contract.

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 the Historic East Baltimore Community Action Coalition, Inc. The period of the agreement is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - 1001-000000-6331-475905-603051

BACKGROUND/EXPLANATION:

Under this Agreement, the Historic East Baltimore Community Action Coalition, Inc. will provide comprehensive integrated services to at least 350 out-of-school youth ages 16 to 24 living in Baltimore City. Services will include but are not limited to basic literacy, pre-GED, GED prep, job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities.

The Agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Employment Development - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the Historic East Baltimore Community Action Coalition, Inc.

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Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds 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. Today, the Board is requested to **NOTE 28** favorable reports by the Planning Commission at its meeting on August 4, 2016, on Transfers of Funds approved by the Board of Estimates at its meetings on July 20 and July 27, 2016.

The Board **NOTED** receipt of 28 favorable reports by the Planning Commission on August 4, 2016, on the Transfers of Funds approved by the Board of Estimates at its meetings on July 20 and July 27, 2016.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with the Baltimore City Board of School Commissioners, Tenant, for the rental of a portion of property located at 1510 W. Lafayette Avenue, 1st and 2nd floor, consisting of approximately 7,200 sq. ft. The period of the Lease Agreement is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent

BACKGROUND/EXPLANATION:

The leased premises will be used as an alternative school for selected Baltimore City Public School System students. The Landlord is responsible for maintenance and repair of the property, burglar and fire alarm systems, and utilities. The Tenant is responsible for providing custodial services, liability insurance, telephone services, and security of the leased premises.

The Lease Agreement is late because of the administrative process of the Baltimore City Board of School Commissioners.

The Space Utilization Committee approved this Lease Agreement on August 9, 2016.

MINUTESSpace Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore City Board of School Commissioners, Tenant, for the rental of a portion of property located at 1510 W. Lafayette Avenue, 1st and 2nd floor, consisting of approximately 7,200 sq. ft.

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to WF & J LLC for an amount that is less than the lien amount for the property known as NES Oakleaf Avenue, 353-1 Ft. SE Menlo Dr.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
NES Oakleaf Ave. 353-1 Ft. SE Menlo Dr.	\$21,200.00	\$ 5,387.37	\$388,461.04	\$21,200.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for NES Oakleaf Avenue, 353-1 Ft. SE Menlo Drive in the total amount of \$388,461.04.

WF & J LLC has offered to purchase the Tax Sale Certificate in the amount of \$21,200.00, file a petition to foreclose, acquire title to the property, and return it to productive use. The assignment amount of \$21,200.00 is the assessed value and covers the flat taxes and water bills.

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to WF & J LLC for an amount that is less than the lien amount for the property known as NES Oakleaf Avenue, 353-1 Ft. SE Menlo Dr.

MINUTESSpace Utilization Committee - Transfer of Building Jurisdiction

The Board is requested to approve the transfer of the properties listed below from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

<u>ADDRESS</u>	<u>BLOCK/LOT</u>
SES B&O R/W 245-10 Ft. SW of Hollins Ferry Road	7483/014
2444 S. Paca Street	7483/029
2450 S. Paca Street	7483/032
2504 S. Paca Street	7483/036
2516 S. Paca Street	7483/042
2434 S. Paca Street	7483/024
2448 S. Paca Street	7483/031
2422 S. Paca Street	7483/018
2432 S. Paca Street	7483/023
2438 S. Paca Street	7483/026
2502 S. Paca Street	7483/035
2604 S. Paca Street	7483/045
2418 S. Paca Street	7483/016
2428 S. Paca Street	7483/021
2440 S. Paca Street	7483/027
2510 S. Paca Street	7483/039
2612 S. Paca Street	7483/049
2614 S. Paca Street	7483/050
2420 S. Paca Street	7483/017
2446 S. Paca Street	7483/030
2500 S. Paca Street	7483/034
2512 S. Paca Street	7483/040
2430 S. Paca Street	7483/022
2442 S. Paca Street	7483/028
2506 S. Paca Street	7483/037
2514 S. Paca Street	7483/041

MINUTESSpace Utilization Committee - cont'd

<u>ADDRESS</u>	<u>BLOCK/LOT</u>
2608 S. Paca Street	7483/047
2436 S. Paca Street	7483/025
2508 S. Paca Street	7483/038
2602 S. Paca Street	7483/044
2610 S. Paca Street	7483/048
2424 S. Paca Street	7483/019
2426 S. Paca Street	7483/020
2452 S. Paca Street	7483/033
2600 S. Paca Street	7483/043
2606 S. Paca Street	7483/046

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

These properties are being transferred so the Department of Recreation and Parks will enable the parcels to be monitored and maintained as open space.

The Space Utilization Committee approved this transfer of jurisdiction on August 9, 2016.

UPON MOTION duly made and seconded, the Board approved the transfer of the properties listed below from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

MINUTES

Space Utilization Committee - License Agreement for Small
Cell Attachments to City Poles

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a License Agreement for Small Cell Attachments to 67 City-owned Poles (License Agreement) between the Department of Transportation, the Mayor and City Council of Baltimore, Licensor, with Technology MD Network Company (Technology MD), a Delaware limited liability company, Licensee. The period of the Agreement is effective upon Board approval for ten years, with three renewal terms of five years each.

AMOUNT OF MONEY AND SOURCE:

<u>Years</u>	<u>Annual Attachment Fee</u>
2016	\$296,920.00
2017	\$308,796.80
2018	\$321,148.67
2019	\$333,994.62
2020	\$347,354.40
2021	\$361,248.58
2022	\$375,698.52
2023	\$390,726.46
2024	\$406,355.52
2025	\$422,609.74

The initial estimated annual rental revenue from 67 poles, upon full build out will be \$296,920.00.

BACKGROUND/EXPLANATION:

Under the terms of the License Agreement, Technology MD will be solely responsible for the cost of any remedial work to make the City poles suitable for its use and will be responsible for liability insurance, utilities, maintenance, providing public notice to its proposed use of a City Pole, repairs to its equipment and compliance with all FCC rules and regulations.

MINUTES

Space Utilization Committee - cont'd

Technology MD will not attach to any City pole without the review and approval of its plans by the Department of Transportation. The community review process will be the responsibility of the Department of Planning and the Department of Real Estate will administer the License Agreement on behalf of the City. In addition, if Technology MD needs to construct new poles, it will become the property of the City and Technology MD will be responsible for the maintenance of said poles at the discretion of the City.

Technology MD shall pay \$300.00 per year per pole as a fee in lieu of utilizing the City's conduit. This fee will be reduced by \$300.00 per pole that is subsequently connected to the City's conduit because Technology MD will enter into a Conduit Lease Agreement. These fees have been set by the Board of Estimates.

Furthermore, Technology MD will pay an annual attachment fee according to the following schedule:

<u>No. of Attachments</u>	<u>Annual Attachment Fee</u>
1-25 attachments	\$5,000.00 each
26-100 attachments	\$4,350.00 each
101-200 attachments	\$3,540.00 each
201-300 attachments	\$3,120.00 each
301-400 attachments	\$2,700.00 each
401-500 attachments	\$2,280.00 each
501+ attachments	\$1,860.00 each

The annual attachment fee will increase by 4% annually on the effective date of the License Agreement.

The following are the addresses for the pole attachments:

Approximate Pole Address	
1750 E. Fairmount Avenue	Baltimore, MD 21231
798 S. Eden Street	Baltimore, MD 21231
425 N. Port Street	Baltimore, MD 21224
298 S. Bond Street	Baltimore, MD 21231
962 Aisquith Street	Baltimore, MD 21202
106 E. West Street	Baltimore, MD 21230

MINUTES

1401 Thames Street	Baltimore, MD 21231
152 W. Hamburg Street	Baltimore, MD 21230
1499 Orleans Street	Baltimore, MD 21231
1199 Morton Street	Baltimore, MD 21201
1201 W. Mt Royal Avenue	Baltimore, MD 21217
1339 S. Charles Street	Baltimore, MD 21230
525 N. Caroline Street	Baltimore, MD 21205
2114 N. Calvert Street	Baltimore, MD 21218
1699 E. Madison Street	Baltimore, MD 21205
100 feet north of the N Howard/Park Avenue Intersection	Baltimore, MD 21201
1604 St. Paul Street	Baltimore, MD 21202
3100 St. Paul Street	Baltimore, MD 21218
2539 N. Charles Street	Baltimore, MD 21218
1619 Orleans Street	Baltimore, MD 21231
2698 Eastern Avenue	Baltimore, MD 21224
2901 E. Monument Street	Baltimore, MD 21205
2815 Eastern Avenue	Baltimore, MD 21224
3298 Hudson Street	Baltimore, MD 21224
2642 E. Monument Street	Baltimore, MD 21205
99 S. Spring Street	Baltimore, MD 21231
2898 E. Fayette Street	Baltimore, MD 21224
201 29th Division Street	Baltimore, MD 21201
1399 Morton Street	Baltimore, MD 21201
1119 Saint Paul Street	Baltimore, MD 21202
1407 E. Fayette Street	Baltimore, MD 21231
1414 E. Madison Street	Baltimore, MD 21205
2901 Jefferson Street	Baltimore, MD 21205
141 W. Ostend Street	Baltimore, MD 21230
655 W. Lombard Street	Baltimore, MD 21201
198 E. 33rd Street	Baltimore, MD 21218
3398 Seven Mile Lane	Pikesville, MD 21208
4401 Mt. Hope Drive	Baltimore, MD 21215
5508 Pimlico Road	Baltimore, MD 21209
1708 W. Rogers Avenue	Baltimore, MD 21209
3601 Old York Road	Baltimore, MD 21218
817 E. 33rd Street	Baltimore, MD 21218

MINUTES

2798 Barclay Street	Baltimore, MD 21218
2700 N. Charles Street	Baltimore, MD 21218
2226 Kirk Avenue	Baltimore, MD 21218
2345 Boone Street	Baltimore, MD 21218
1098 E. 22nd Street	Baltimore, MD 21218
408 E. North Avenue	Baltimore, MD 21218
1700 Latrobe Street	Baltimore, MD 21202
1218 E. Oliver Street	Baltimore, MD 21202
1214 E. Preston Street	Baltimore, MD 21202
1301 Valley Street	Baltimore, MD 21202
1107 Aisquith Street	Baltimore, MD 21202
999 Harford Ct.	Baltimore, MD 21202
400 E. Eager Street	Baltimore, MD 21202
2017 E. Monument Street	Baltimore, MD 21205
698 N. Madeira Street	Baltimore, MD 21205
201 N. Port Street	Baltimore, MD 21224
2008 E. Lombard Street	Baltimore, MD 21231
627 S. Montford Avenue	Baltimore, MD 21224
2400 Boston Street	Baltimore, MD 21224
3004 O'Donnell Street	Baltimore, MD 21224
5300 Holabird Avenue	Baltimore, MD 21224
401 E. Clement Street	Baltimore, MD 21230
698 E. Randall Street	Baltimore, MD 21230
2990 S. Hanover Street	Baltimore, MD 21225
1045 Steiger Way	Baltimore, MD 21205

The Space Utilization Committee approved this License Agreement on August 9, 2016.

MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement for Small Cell Attachments to 67 City-owned Poles (License Agreement) between the Department of Transportation, the Mayor and City Council of Baltimore, Licensor, with Technology MD Network Company, a Delaware limited liability company, Licensee.

MINUTES

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release for the action brought by Plaintiff, Ava Warrington (Ms. Warrington), against the Baltimore Police Department (BPD) for judicial review of BPD's administrative order terminating Ms. Warrington's employment.

AMOUNT OF MONEY AND SOURCE:

\$85,824.00 - 1001-000000-2042-198100-601062

Central Payroll will disperse a payroll check with all required withholdings and contributions in the gross amount of \$85,824.00.

BACKGROUND/EXPLANATION:

This incident involves charges of termination filed by the BPD against Ms. Warrington for abusing sick leave. Ms. Warrington pled guilty to the charge of abusing sick leave (which was accepted by the trial board) and the trial board proceeded to the punishment phase of the administrative hearing. The trial board recommended that the Commissioner of the BPD terminate Ms. Warrington's employment with the agency, after hearing evidence that was arguably relevant to both the abuse of sick leave as well as to an earlier dropped charge of providing a false statement. The Commissioner agreed with the recommendation and terminated Ms. Warrington's employment.

Ms. Warrington filed a petition for judicial review with the Circuit Court. The Circuit Court reversed the Commissioner's order, finding that the BPD violated Ms. Warrington's due process rights by introducing evidence that was related to the dropped charge of filing a false statement. The Circuit Court's order reinstated Ms. Warrington back to her position with the BPD, effective March 11, 2015. The BPD filed an appeal to the Court of Special Appeals.

MINUTES

Law Department - cont'd

During appellate court ordered mediation, the parties reached a proposed settlement of all claims wherein Ms. Warrington would resign from the BPD and the BPD will pay Ms. Warrington the sum of \$85,824.00, which represents a negotiated amount of back pay and as ordered by the Circuit Court.

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release for the action brought by Plaintiff, Ava Warrington (Ms. Warrington), against the Baltimore Police Department (BPD) for judicial review of the BPD's administrative order terminating Ms. Warrington's employment.

MINUTES

State's Attorney Office - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP). The period of the Agreement is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$78,000.00 - 5000-597517-1150-118000-600000

BACKGROUND/EXPLANATION:

The GOCCP has awarded this grant entitled "Juvenile Crimes Unit Initiative" to the Office of the State's Attorney for Baltimore City's Juvenile Crime Unit Initiative. The program focuses on juvenile crime prevention, law enforcement, and prosecution strategies that impact juvenile crimes and offenders in Baltimore City. The strategies rely heavily on the cooperation of the Department of Juvenile Services and the Baltimore Police Department for intelligence gathering, information sharing, targeted enforcement and effective prosecution. Resources are leveraged to identify, track, apprehend, and prosecute juvenile offenders. The funds will be used to provide salary support for one prosecutor.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention

MINUTES

Mayor's Office of Economic & - Amendment to Consultant Agreement
Neighborhood Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Consultant Agreement with Baltimore City Community College (BCCC).

AMOUNT OF MONEY AND SOURCE:

\$3,325.00 - 5000-535916-1250-152800-603051

BACKGROUND/EXPLANATION:

On October 28, 2015, the Board approved the Consultant Agreement in the amount of \$97,960.00, with the BCCC through the Mayor's Office of Immigrant and Multicultural Affairs. The BCCC was selected as a subcontractor to provide vocational training and support for the implementation of the Targeted Assistance Grant.

This Amendment to Consultant Agreement increases the BCCC's budget by \$3,325.00, to allow the BCCC to pay for an additional Advanced Forklift course instruction for 11 students. This makes the total contract award \$101,285.00. All other terms and conditions of the original Consultant Agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Economic & - cont'd
Neighborhood Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Consultant Agreement with Baltimore City Community College.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$67,810.09 - 9950-906082-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the Scope of Work for One Light Street at 1 Light Street constructing 270,000 SF of Office and 275,000 SF of Residential Apartments with 270 units. The Developer agrees to make a one-time contribution in the amount of \$67,810.09 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Mirecourt Associates, LLC.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to A. Morton Thomas and Associates, under Project 1217 On-Call Construction Project Management Services. The duration of this task is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$109,079.39 - 2024-000000-5480-395700-603018

BACKGROUND/EXPLANATION:

This authorization is to provide the Conduit Section with Construction Project Supervisor 1 services for Conduit Capital Maintenance Construction contracts.

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 agreement.

MBE: 27.00%

WBE: 10.00%

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to A. Morton Thomas and Associates, under Project 1217 On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Lease Agreement for Alley Gating

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating with Midtown Community Benefits District.

AMOUNT OF MONEY AND SOURCE:

Midtown Community Benefits District will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

Midtown Community Benefits District wishes to gate certain alleys in Block 344 in order to safeguard its property. A public hearing was held after the required notice was posted. After conclusion of the hearing, the application was approved.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement for Alley Gating with Midtown Community Benefits District.

MINUTES

Baltimore Development Corporation (BDC) - Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve: (a) City funding of \$600,000.00 convertible five-year term loan to Baltimore Arts Realty Corporation (BARCO) for the purchase of furniture, fixtures and equipment associated with its costs to establish Open Works, which will be located at 1400 Greenmount Avenue; and, (b) the execution by the Mayor or Director of Finance of any ancillary documents, letters or certificates that do not change the substance of the terms of the documents. The loan will be secured by a 5% membership interest in 1400 Greenmount LLC, the Borrower affiliate that owns the real estate. BDC will hold that security interest as agent for the City.

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - 9910-923100-9601-900000-709099

BACKGROUND/EXPLANATION:

The property, 1400 Greenmount Avenue, is an existing 34,000 square foot warehouse and distribution center in Baltimore's Station North Arts and Entertainment District. The Borrower will undertake a major gut rehab of this property to become the home of Open Works, a "makerspace" that will provide safe, affordable and state-of-the-art facility for up to 500 individuals, including start-ups and small businesses, engineers, artists, and designers. The total project is estimated at \$12.3 million.

Open Works will lease the building from a Special Purpose Entity (SPE), 1400 Greenmount LLC, which will serve as the building owner and Qualified Active Low-Income Community Business.

The establishment of Open Works is a critical next step in a revitalization strategy for Central Baltimore that many stakeholders, including BDC, have been implementing over the last decade. The project, one block from the City Arts apartments and townhomes, will anchor the southeastern corner of the Station North Arts & Entertainment District and provide access to state-of-the-arts equipment and micro-studio space.

MINUTES

BDC - cont'd

BDC is proposing the following financial assistance to assist BARCO: a \$600,000.00 loan that will be forgiven and converted to a grant if the facility remains open and in operation for five years from receiving its use and occupancy permit. If the facility does not remain open and operational for the five year period, the loan will come due and the City, through BDC, will be entitled to take 5% member interest/ownership in 1400 Greenmount, LLC, which is the owner of the building.

The economic benefits of BARCO's project are significant and include:

- Redevelopment of an empty 34,000 square foot warehouse
- The project will anchor the southeastern corner of the Station North Arts & Entertainment District.
- Provide access to state-of-the-art equipment and micro-studio space.
- The project will provide workforce training programs and after-school educational programs that are appropriate for the technologies and specialized facilities that will be available in Open Works in partnership with local organizations and neighborhood schools.
- Will provide safe, affordable, and state-of-the art facilities for up to 500 individuals, including start-ups and small businesses, engineers, artists and designers.
- This project is a key component to furthering the directives of the Greenmount Avenue Technical Assistance Panel.

MINUTES

BDC - cont'd

MBE/WBE PARTICIPATION:

The Borrower has signed the Commitment to Comply with Article 5, Section 28 of the Baltimore City Code.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$600,000.00	9910-906995-9600	9910-923100-9601
24 th Econ.	Constr. Reserve	Industrial & Commercial
Dev. Fund	Ind. & Coml.	Financing
	Financing	

This transfer will provide funds to cover costs associated with Baltimore Arts Realty Corporation for the purchase of furniture, fixtures and equipment associated with its costs to establish Open Works a state-of-the-art facility geared towards start-ups, small businesses, engineers, artists, and designers.

UPON MOTION duly made and seconded, the Board approved: (a) City funding of \$600,000.00 convertible five-year term loan to Baltimore Arts Realty Corporation for the purchase of furniture, fixtures and equipment associated with its costs to establish Open Works, which will be located at 1400 Greenmount Avenue;

MINUTES

and, (b) the execution by the Mayor or Director of Finance of any ancillary documents, letters or certificates that do not change the substance of the terms of the documents. The Transfer of Funds was approved **SUBJECT** to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

RECOMMENDATIONS FOR AWARDS/REJECTION

* * * * *

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

3138 - 3139

to the low bidders meeting the specifications,

and rejected the bid as indicated

for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|--|-------------------------|-----------------|
| 1. | B50004357, Provide
Water Taxi and
Commuter Services
in Baltimore Harbor | Harbor Boating,
Inc. | \$ 3,058,664.00 |
|----|--|-------------------------|-----------------|

(Dept. of Transportation)

MWBOO SET MBE AND WBE GOALS AT 0%.

On November 09, 2015, MWBOO determined MBE and WBE goals of 0%. However, federal funding will be received for the Water Taxi and Commuter Services. Therefore, the Department of Transportation determined the DBE goal of 5%. The DBE, Illume Communications, is not in good standing with SDAT and award to Harbor Boating, Inc. is conditioned upon Illume Communications meeting all requirements within 10 days of award.

DBE: Illume Communications 5.4%

- | | | | |
|----|---|----------------|--------------|
| 2. | B50004650, Fabricate
Signs for Carroll
Park | Color Ad, Inc. | \$ 98,980.00 |
|----|---|----------------|--------------|

(Department of Recreation and Parks)

MWBOO SET MBE AND WBE GOALS AT 0%.

- | | | | |
|----|----------------------------------|----------------------|---------------|
| 3. | B50004664, Pipe
Repair Clamps | Smith-Blair,
Inc. | \$ 200,000.00 |
|----|----------------------------------|----------------------|---------------|

(DPW, Bureau of Water & Wastewater)

MWBOO GRANTED A WAIVER

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

4. B50004090, Network Hardware \$20,000,000.00

Applied Technology Services, Inc.
 CDW Government LLC
 Daly Computers, Inc.
 Data Connect Enterprise, Inc.
 Data Networks of America, Inc.
 DISYS Solutions, Inc.
 Digicon Corporation
 En-Net Services, L.L.C.
 Knight Point Systems, LLC.
 Nu-Vision Technologies LLC dba Blackbox Network Services
 PCMG, Inc.
 Star Computer Supply, LLC
 USC/Canterbury Corp

(MOIT, DPW, DOT, & Other Agencies)

MWBOO GRANTED A WAIVER

5. B50004627, Original Equipment Manufacturer Actuators and Parts Edwin Elliott & Company, Incorporated \$ 150,000.00

(DPW, Wastewater Facilities Maintenance)

MWBOO GRANTED A WAIVER

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. LAWMAN SUPPLY COMPANY
OF NEW JERSEY, INC. | \$ 0.00 | Renewal |
| Solicitation No. B50003811 - Tactical Vests - Sheriff's
Office - Req. No. P529099 | | |

On October 20, 2014, the City Purchasing Agent approved the initial award in the amount of \$15,664.00. The award contained two 1-year renewal options. On October 14, 2014, the Board approved the first renewal in the amount of \$15,000.00. This final renewal in the amount of 0.00 is for the period October 20, 2016 through October 19, 2017.

- | | | |
|---|-------------|-----------------|
| 2. SIEMENS INDUSTRY, INC. | \$45,961.44 | Selected Source |
| Solicitation No. 06000 - Replace Existing Traffic Signal
System - Transportation - Confirming Invoices - Req. No.
R737287 | | |

The original contract BP 02155 Replace Existing Traffic Signal System, expired on February 28, 2014. This approval is for the final payment on this contract.

- | | | |
|--|---------------|---------|
| 3. CHEMUNG SUPPLY
CORPORATION | \$ 40,760.00A | Renewal |
| Solicitation No. B50004683 - Guardrails - Transportation -
Maintenance Administration - Req. No. 735676 | | |

The requirement was posted on CitiBuy. Two bids received were opened on July 28, 2016. Authority is requested to issue a Purchase Order to the lowest bidder. The period of the award is August 17, 2016 through August 16, 2017, with two 1-year renewal options remaining.

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

4. UNIVERSAL SECURITY

<u>INSTRUMENTS, INC.</u>	<u>\$ 0.00</u>	<u>Renewal</u>
Contract No. B50003047 - Smoke Alarms - Baltimore City Fire Department - P.O. No. P525156		

On October 9, 2013, the Board approved the initial award in the amount of \$450,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$0.00 is for the period October 9, 2016 through October 8, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

5. GEIGER PUMP AND EQUIPMENT

<u>COMPANY</u>	<u>\$150,000.00</u>	<u>Renewal</u>
Contract No. 08000 - ITT Gould and ITT Allis Chalmers Pump Parts - Department of Public Works - P.O. No. P525232		

On October 16, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$150,000.00 is for the period October 15, 2016 through October 14, 2017. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

6. GEIGER PUMP AND EQUIPMENT

COMPANY	\$ 0.00	Renewal
Contract No. 08000 - OEM Parts for Polychem Systems - Department of Public Works - P.O. No. P524984		

On September 25, 2013, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. On June 1, 2016, the Board approved an increase in the amount of \$100,000.00. This renewal in the amount of \$0.00 is for the period October 9, 2016 through October 8, 2017, with one 1-year renewal option remaining.

7. EFFICIENCY ENTERPRISES,

OF MARYLAND, LLC	\$ 0.00	Renewal
Contract No. B50002426 - Recreational Vehicle/Motor Home Repairs - Department of General Services, Fleet Management - P.O. No. P521426		

On August 8, 2012, the Board approved the initial award in the amount of \$700,000.00. The award contained two 1-year renewal options. On August 19, 2015, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period September 1, 2016 through August 31, 2017. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 3% MBE AND 2% 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

10. HWC ENTERPRISES, LLC.

t/a HYDRATEC	\$ 45,000.00	Increase
Contract No. B50003823 - Parts and Repair Service for Muncie Pumps, Power Take Offs and Valves - Department of General Services - P.O. No. P529186		

On October 23, 2014, the City Purchasing Agent approved the initial award in the amount of \$22,500.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Due to increased use of these parts and repair services, an increase is necessary as the projected expenditure for this contract was based on use of the previous contract. This increase will make the award amount \$135,000.00. The contract expires on October 22, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

11. EASTERN CONTROLS, INC. OF PA

	\$ 50,000.00	Sole Source
Contract No. 08000 - Endress+Hauser Parts and Equipment - Department of Public Works, Wastewater Facilities Division - Req. No. R736277		

The Wastewater Facilities Maintenance Division requires procuring Endress+Hauser parts and equipment for replacement and repair of existing installed equipment in order to maintain compatibility. Endress+Hauser has confirmed that the sole area supplier of its equipment and parts in the State of Maryland is Eastern Controls, Inc. of PA. The period of the award is August 17, 2016 through August 16, 2017, with four 1-year renewal options.

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

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.

12. VERIZON BUSINESS NETWORK

SERVICES INC. ON BEHALF OF VERIZON MARYLAND LLC	\$215,750.00	Sole Source/ Agreement
Contract No. 08000 - E911 Fiber Diversity Installation - Mayor's Office of Information Technology, Baltimore City Fire Department, Baltimore City Police Department - P.O. No. to be determined.		

The Board is requested to approve and authorize execution of a Service Agreement with Verizon Business Network Services Inc. on behalf of Verizon Maryland LLC. The period of the agreement is effective upon Board approval for one year.

The vendor is the sole provider of Enhanced 911 (E911) service in the State of Maryland and houses the fiber infrastructure for sending 911 calls to the City. Under this agreement, the vendor will provide the necessary fiber diversity of E911 trunks for the City of Baltimore. The State of Maryland has agreed to fund this project. The above amount is the City's estimated requirement.

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

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

13. MITCHELL PLUMBING

& HEATING, INC.	\$ 0.00	Extension
Contract No. B50002088 - Drain Cleaning Services - Department of General Services - P.O. No. P518386		

On September 14, 2011, the Board approved the initial award in the amount of \$138,230.00. The award contained one renewal option. This extension will provide continuity of services to the City while a new contract is competitively bid and awarded. The extension is for the period September 14, 2016 to February 17, 2017. The above amount is the City's estimated requirement.

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

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the Agreement with Verizon Business Network Services Inc. on Behalf of Verizon Maryland LLC (item no. 12).

MINUTESHealth Department - Agreements, Amendment to Agreements,
and Ratification

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

AGREEMENTS

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

Account: 4000-499016-3030-271500-603051

The Johns Hopkins Bayview Medical Center's "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 the program 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 available aboard the Care-A-Van. Clients testing positive for HIV are referred to either Johns Hopkins Bayview Medical Center or other health care providers for treatment. The van serves a large, rapidly growing Hispanic population, and a bilingual representative is always available on the Care-A-Van. The period of the agreement is January 1, 2016 through December 31, 2016.

The Agreement is late due to a delay in the administrative review process.

MWBOO GRANTED A WAIVER.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$183,391.00**

Account: 4000-422116-3030-271400-603051

The JHU will provide medical expertise and clinical services to Tuberculosis (TB) clinic patients including examinations, recommendations for therapy, education, and outreach, and monitoring of adverse reactions in patients.

MINUTES

Health Department - cont'd

The JHU, School of Medicine will provide provisions of direction and consultation regarding clinic policies and protocols, especially concerning TB and HIV co-infections. The period of the agreement is January 1, 2016 through December 31, 2016.

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

MWBOO GRANTED A WAIVER.

3. **THE JOHNS HOPKINS UNIVERSITY (JHU) \$34,650.00**

Account: 6000-617915-3150-736900-603051

The JHU, School Of Medicine is providing the services of a case manager to provide linkage-to-care services to persons diagnosed with Hepatitis C at the Department's STD Clinic and community health centers in the City.

The JHU, School of Medicine will be awarded funds under the Gilead (Focus) program from Gilead Sciences, Inc. with approval of this agreement.

Gilead Science, Inc. is a biopharmaceutical company that researches, develops, manufactures and markets human pharmaceuticals for certain diseases, including the Hepatitis C virus. The period of the agreement is January 1, 2015 through April 30, 2017.

The agreement is late because the grant award was received late in the fiscal year.

MINUTES

Health Department - cont'd

4. **ST. PAUL PLACE SPECIALISTS, INC.** **\$14,000.00**

Account: 1001-000000-3030-271300-603051

St. Paul Place Specialists, Inc. will provide services in the area of a Medical Director for the Bureau of Disease Control Laboratory. The Medical Director will be responsible for the overall operation and administration of the laboratory, assisting in the selection of personnel who are competent to perform test procedures, record and report test results promptly, accurately, and proficiently, and assure compliance with the applicable Federal, State, local laws and regulations. The period of the agreement is July 1, 2016 through June 30, 2017.

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

5. **INDEPENDENT MARYLANDERS ACHIEVING
GROWTH THROUGH EMPOWERMENT, INC. (IMAGE)** **\$13,000.00**

Account: 5000-533817-3254-767700-405001

The Department receives funding from the Maryland Department of Aging (MDoA) for the development of an Aging and Disability Resource Center through the Area Agencies on Aging (AAA) Money Follows the Person (MFP) program.

The Department engages IMAGE to perform services in the area of MFP Options Counseling for nursing home residents that want to explore the option to return to the community.

The IMAGE will provide options counseling and Medicaid application assistance to all referred individuals between the ages of 18 - 49 who are referred to the MFP/AAA by DHMH or its designees. For individuals aged 50 - 64, the options counseling will be provided through a collaboration between the AAA and the provider. The period of the Agreement is July 1, 2016 through June 30, 2017.

MINUTES

Health Department - cont'd

The agreement is late because the Department was waiting on finalization of budget and signatures from IMAGE.

6. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM) \$ 60,000.00**

Account: 4000-499917-3080-294200-603051

The Safe Sleep program will prepare pregnant women for the arrival of their newborn and the postpartum period by providing safe sleep education, newborn and post-partum education. Services will include family planning and well-woman exams, and the provision of a portable crib when needed. The HCAM will provide the services of a Safe Sleep/Family Planning Coordinator to screen all requests for program eligibility, provide Safe Sleep education and training, and link women to available support services. The period of the agreement is July 1, 2016 through June 30, 2017.

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

MWBOO GRANTED A WAIVER.

7. **GAY, LESBIAN, BISEXUAL, AND TRANSGENDER \$291,882.00**
COMMUNITY CENTER OF BALTIMORE & CENTRAL
MARYLAND, LTD (GLCCB)

Account: 4000-484716-3023-513200-603051

The GLCCB has been a community resource for men who have sex with men (MSM) and transgender communities in Baltimore for more than two decades. For the purpose of this project, the GLCCB will be the primary resource for the social marketing campaign to inform the MSM and transgender communities about Pre-Exposure Prophylaxis.

MINUTESHealth Department - cont'd

The organization will collaborate with Special Teens At-Risk, Together Reaching Access and the AIDS Education and Training Center on training and recruitment program for peer navigators. The period of agreement is September 30, 2015 through September 29, 2016.

This agreement is late because this is a new grant from the Department of Health and Human Services, Centers for Disease Control and Prevention (CDC), which was approved by the Board on November 4, 2015. Awards to sub-grantees were made in late November 2015. The sub-grantees were asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

GRANT AWARD AGREEMENT

8. **THE ABELL FOUNDATION** **\$100,000.00**

Account: 6000-613417-3080-297600-404001

The grant funds will be used to provide care coordination services for disadvantaged/minority pregnant women in the City. Specifically, funds will be used by HealthCare Access Maryland (HCAM), the sub-grantee, to retain a Nurse Care Coordinator and a Social Work Coordinator. Each Coordinator will function as a part of the HCAM's Administrative Care Coordination Unit to provide effective care coordination services for 500 pregnant women over the course of the grant period. The period of the award is July 1, 2016 through June 30, 2017.

The agreement is late because the Department was waiting for program accounting information.

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

MINUTES

Health Department - cont'd

AMENDMENT NO. 2 TO THE NOTICE OF AWARD AND
COOPERATIVE AGREEMENT

9. **DEPARTMENT OF HEALTH AND HUMAN SERVICES, \$103,600.00
CENTERS FOR DISEASE CONTROL AND
PREVENTION**

Account: 4000-428516-3160-271400-404001

On October 28, 2015, the Board approved the initial Notice of Award and Cooperative Agreement for the project titled Dating Matters Initiative in Baltimore for \$350,000.00 for the period of September 1, 2015 through August 31, 2016.

On January 13, 2016, the Board accepted the revised Notice of Award and Cooperative Agreement for approval of restricted funds for travel costs and program incentives. Restricted funds cannot be withdrawn until released by a revised notice of award signed by the grants management officer.

This Amendment No. 2 to the Notice of Award and Cooperative Agreement approves the carry-over of unobligated funds from budget period September 1, 2014 through August 31, 2015, to budget period September 1, 2015 through August 31, 2016, as requested by the Department to support sustainability. All other terms and conditions remain in effect throughout the budget period unless otherwise changed, in writing, by the grant management officer.

The revised Notice of Award and Cooperative Agreement is late because of the administrative review process.

AUDITS NOTED THE REVISED NOTICE OF AWARD.

MINUTES

Health Department - cont'd

RATIFICATION OF THE AMENDMENT TO AGREEMENT

10. **THE JOHNS HOPKINS UNIVERSITY** **\$20,000.00**
SCHOOL OF MEDICINE

Account: 6000-626615-3080-292304-603051

On January 13, 2016, the Board approved the original agreement with Johns Hopkins University School of Medicine, Harriet Lane Clinic in the amount of \$100,000.00. The Department is amending the agreement by \$20,000.00 for additional services. This will make the total agreement amount \$120,000.00. The period of the agreement was July 1, 2015 through June 30, 2016.

The amendment to agreement is late because of a delay in completion of the required documentation.

RATIFICATION OF THE AGREEMENTS

11. **THE JOHNS HOPKINS UNIVERSITY** **\$10,731.60**
SCHOOL OF NURSING

Account: 4000-499916-3080-294200-603051

The Baltimore City Fetal and Infant Mortality Review (FIMR) program, operated by the Department, enhances the health and well-being of women, infants, and families by improving the community resources and services delivery systems available to them in the City. 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.

MINUTESHealth Department - cont'd

The Department worked with the organization to obtain maternal interviews for cases that meet FIMR criteria, provide resources to mothers who have experienced a fetal or infant loss, and support graduate students to undertake projects related to FIMR. The FIMR Case Review Team used this work to improve outreach and utilization of bereavement support and home visiting services. The period of the agreement was July 1, 2015 through June 30, 2016.

The agreement is late because it was awarded late in the fiscal year and revisions of the template delayed processing.

12. **THE JOHNS HOPKINS UNIVERSITY** **\$3,643.00**

Account: 5000-569716-3023-274420-603051

The overall goal of the perinatal component of the Johns Hopkins HIV Women's program is to provide comprehensive health services to HIV infected women during pregnancy to minimize the risk of mother to child transmission of HIV to the infant, with antiretroviral therapy while maintaining optimal health outcomes for the mother during and after pregnancy. The period of the agreement was July 1, 2015 through July 31, 2015.

This agreement is late because the State of Maryland Department of Health and Mental Hygiene's 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 Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Employee Expense Statements

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

13. **STEPHANIE SMILEY** **\$300.00**

Account: 4000-422716-3030-279200-604003
February 2016 - Uniforms

Stephanie Smiley submitted the expense form in February 2016; however, she made various errors when submitting the expense report for reimbursement, which resulted in the paperwork being submitted late.

14. **CATHERINE CAREY** **\$ 14.78**

Accounts: 4000-427716-3023-599600-603002 \$ 3.78
4000-427716-3023-599600-603002 \$ 11.00
February 2016 - Mileage

Catherine Carey failed to submit her expense form for February 2016 after it was returned to her for corrections.

15. **CASSANDRA LUCAS** **\$ 62.65**

Accounts: 5000-533516-3044-273300-603002 \$ 58.65
November 2015 - Mileage
5000-533516-3044-273300-603003 \$ 4.00
November 2015 - Parking

The expense statement for Ms. Lucas for the month of November 2015 includes mileage and parking. It was submitted in a timely matter but the expense statement was misplaced.

MINUTES

Health Department - cont'd

The Administrative Manual, Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require the Board of Estimates approval.

The Department apologizes for the lateness of these requests.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Grant Award from the State of Maryland Department of Health and Mental Hygiene. The period of the Grant Award is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

The State of Maryland Department of Health and Mental Hygiene will provide the funding. The amount of each award is as follows:

<u>GRANT #:</u>	<u>GRANT DESCRIPTION:</u>	<u>BASE AWARD AMOUNT</u>
CH560CFT	Core Public Health Services	\$9,015,655.00
MH3740TH	Healthcare for the Homeless	664,582.00
CH580OIP	Oral Disease & Injury Prevention	35,000.00
CH831PHP	Public Health Emergency Preparedness	358,559.00
CH831PHP	Cities Readiness Initiative	85,328.00
MA411HSP	Expanded ACC	950,000.00
CH903BBH	Babies Born Healthy Initiative	870,865.00
PR051PHP	PHEP Ebola Supplemental	15,000.00
CH929MHP	Children With Special Health Care Needs	25,000.00
FHB66PRE	Personal Responsibility Education	390,000.00
FHC69CHS	Child Health Systems Improvement	1,778,378.00
FHD39MIC	HFA Expansion	1,516,996.00
FHE41ABS	Abstinence Education	190,000.00
FHD95TSC	Tobacco Enforcement Initiative	180,000.00
FHC25ODH	State and Local Public Health	348,955.00
FH201FFP	Reproductive Health/Family Planning	562,327.00
FH386HTA	Healthy Teens/Young Adults	835,109.00
FHD62SQ1	Surveillance and Quality Improvement	191,180.00
WI213WIC	WIC	2,513,200.00

MINUTES

Health Department - cont'd

WH219PYD	Children/Adolescent Health Advocacy	40,143.00
FHC84LPO	Lead Poisoning Prevention	787,477.00
MA055DCE	Adult Day Care	136,753.00
MA005EPS	Administrative Care Coordination	2,005,500.00
MA157ACM	PWC Eligibility	2,024,281.00
MA365GTS	General Transportation	8,171,266.00
CH051STD	Sexually Transmitted Disease	439,001.00
CH054IMM	Immunization-HEP-IAP, HEP-B	744,100.00
AD697CMA	AIDS Case Management	5,927,282.00
AD712HCV	Community Based Programs	222,676.00
AD615NEP	Needle Exchange Program	290,860.00
FHB39CPE	Cancer Prev., Educ., Scrn., Diagnosis	22,000.00
CH586TPG	Tobacco Use Prev. Community	266,157.00
CH586TPG	Tobacco Use - Administration	20,033.00
Total:		\$41,623,663.00

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised Unified Grant Awards being issued. The most current Unified Award document will be the official award of record.

The Grant Award is late because it was delayed due to the Department's administrative review process.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the State of Maryland Department of Health and Mental Hygiene.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP under Project No. 1504, SC 925 and SC 9183, Construction Management Assistance Various Projects. The duration of this task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$ 70,071.86 - 9956-907335-9551-900020-706063 SC 925
210,215.59 - 9956-907689-9551-900020-706063 SC 918S
\$280,287.45

BACKGROUND/EXPLANATION:

The Consultant will provide Construction Management Assistance services on various projects, including but not limited to SC 925 ARC Flash Hazard Improvements at the Back River Wastewater Treatment Plant, and SC 918S, Improvements to the Headworks and Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant for the Department of Public Works, Office of Engineering and Construction.

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. 002 to Rummel, Klepper & Kahl, LLP under Project No. 1504, SC 925 and SC 9183, Construction Management Assistance Various Projects.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 003 to Rummel, Klepper & Kahl, LLP under Project No. 1504, SC 890 Construction Management Assistance Various Projects. The duration of this task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$215,380.80 - 9956-904754-9551-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide inspection services on various projects including, but not limited to SC 890-Force Main rehabilitation at Quad Avenue Watershed Pumping Station for the Department of Public Works/Office of Engineering and Construction.

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

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 003 to Rummel, Klepper & Kahl, LLP under Project No. 1504, SC 890 Construction Management Assistance Various Projects.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 019 to Rummel, Klepper & Kahl, LLP under Project No. 1402, SC 845R, On-Call Project and Construction Management Assistance Services Inspection Services. The duration of this task is approximately three months.

AMOUNT OF MONEY AND SOURCE:

\$187,382.87 - 9956-905527-9551-900010-705032

BACKGROUND/EXPLANATION:

The Consultant will provide inspection services on SC 933, High Level Interceptor Cleaning for the Department of Public Works, Office of Engineering and Construction. The work includes but is not limited to code compliance, project management, field inspection, and recordkeeping.

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

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 019 to Rummel, Klepper & Kahl, LLP under Project No. 1402, SC 845R, On-Call Project and Construction Management Assistance Services Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 025 to Arcadis US, Inc. under Project No. 1303, On-Call Project and Construction Management Assistance (WC 1255, SC 932, SC 906, SC 934). The period of the task assignment is approximately 0 months.

AMOUNT OF MONEY AND SOURCE:

(\$ 3,249.12)	-	9960-905658-9557-900020-705032	(WC 1255)
(173,002.73)	-	9956-905620-9551-900020-705032	(SC 932)
(53,907.98)	-	9956-905620-9551-900020-705032	(SC 906)
(13,563.39)	-	9956-908614-9551-900020-705032	(SC 934)
(\$243,723.22)			

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting Arcadis US, Inc. to provide a credit of unused funds from various tasks, including (Task 004 - WC 1255), (Task 009 - SC 932), (Task 011 - SC 906), and (Task 015 - SC 934). This credit will increase the agreement upset limit and allow other tasks to be developed.

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. 025 to Arcadis US, Inc. under Project No. 1303, On-Call Project and Construction Management Assistance (WC 1255, SC 932, SC 906, and SC 934).

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Brown and Caldwell, under Project No. 1185.1.2 (WC 1319), Small Water Main Replacement and Rehabilitation Design at Various Locations. The amendment to agreement extends the period of the agreement through May 15, 2017 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9960-907606-9557-900020-706063

BACKGROUND/EXPLANATION:

On August 13, 2014, the Board approved a two-year agreement, in the amount of \$295,000.00, with Brown and Caldwell under Project No. 1185.1.2 (WC 1319) to provide engineering services for the development of contract documents for the replacement and rehabilitation of small diameter water distribution mains and appurtenances in the designated areas as identified by the City of Baltimore.

The project was suspended on December 5, 2014, before the 70% submittal was due. The project resumed on August 7, 2015. The Office of Engineering and Construction is recommending a time extension of the agreement for nine months through May 15, 2017. 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/Office - cont'd
of Engineering and Construction

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

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the of the Amendment to Agreement with Brown and Caldwell, under Project No. 1185.1.2 (WC 1319), Small Water Main Replacement and Rehabilitation Design at Various Locations.

MINUTES

Department of Public Works/Office - Partial Release of
of Engineering and Construction Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with Anchor Construction Corporation under WC No. 1264, Water Main Replacement Various Locations.

AMOUNT OF MONEY AND SOURCE:

\$170,604.90 - 9960-905136-9557-000000-200001

BACKGROUND/EXPLANATION:

As of January 21, 2016, Anchor Construction Corporation has completed 100% of all work for WC 1264. The Contractor has requested a partial Release of Retainage in the amount of \$170,604.90. Currently, the City is holding \$243,721.28 in retainage for the referenced project and the Contractor is requesting to reduce the amount of retainage to \$73,116.38, which is a sufficient amount to protect the interest of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Partial Release of Retainage Agreement with Anchor Construction Corporation under WC No. 1264, Water Main Replacement Various Locations.

MINUTES

Department of Public Works/Office - Emergency Pre-Construction
of Engineering & Construction (DPW) Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an emergency procurement and authorize execution of an Emergency Pre-Construction Services Agreement with a supplemental contractor, Whiting Turner Contracting Company, Inc. for SC 961, Emergency Pre-Construction Services (Phase I). The period of the Emergency Pre-Construction Services Agreement is effective upon Board approval through December 31, 2016.

AMOUNT OF MONEY AND SOURCE:

\$98,290.00 - 2070-000000-5501-396920-603026

BACKGROUND/EXPLANATION:

The completion of the Patapsco Enhanced Nutrient Removal (ENR) Projects is subject to a December 31, 2016 Consent Decree deadline imposed by the Maryland Department of the Environment. The Patapsco ENR Projects (Sanitary Contract No. 845R - Nitrification Filters Related Work for the ENR Facilities at Patapsco Wastewater Treatment Plant (PWWTP) and Sanitary Contract No. 852R - Denitrification Filters Related Work for the ENR Facilities at Patapsco Wastewater Treatment Plant) are being delayed by disputes with the existing Contractor over the correction of identified quality control deficiencies.

The DPW has repeatedly expressed its concerns to the existing contractor about the quality of welds on process piping at the Patapsco ENR Projects and has directed the existing contractor to take corrective action. The existing contractor however has not taken any action to repair or replace deficient welds. The lack of resolution of this dispute has jeopardized the completion of the ENR Projects by the Consent Decree deadline.

MINUTES

DPW - cont'd

The DPW has determined that in order to meet the Consent Decree deadline, it is imperative that the City retain the services of a supplemental contractor to provide Pre-Construction (Phase I) services in order to estimate the costs of corrective measures. If an agreement on the price can be reached, a follow-on Construction Contract (Phase 2) will be presented for approval of actual repairs or replacement of deficient work.

Whiting Turner Contracting Company, Inc. is an experienced contracting firm with the personnel and ability to complete the necessary work in a timely manner. In addition, Whiting Turner Contracting Company, Inc. is currently on site at the ENR Projects on a related project, Sanitary Contract No. 857, Chlorination/Dechlorination Facilities Process Conversion at the PWWTP and has the resources and subcontractors available to conduct the work. It is the DPW's intent to recover the costs of Phase 1 and Phase 2 from the existing Contractor in the future during the close-out of the Patapsco ENR Projects.

PURSUANT TO ARTICLE VI, §11 (e)(i) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED THAT THE REFUSAL TO CORRECT DEFICIENT WORK BY THE EXISTING CONTRACTOR ON THE ENR PROJECTS JEOPARDIZES THE CITY'S ABILITY TO MEET THE CONSENT DECREE ORDER DEADLINE AND HAS CREATED A SITUATION WHERE NO ADVANTAGE WILL RESULT IN SEEKING, NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS TO REPAIR THE DEFICIENT WORK IDENTIFIED BY DPW. IN ADDITION, GIVEN THE IMPENDING CONSENT DECREE ORDER DEADLINE, THE NEED TO RETAIN A SUPPLEMENTAL CONTRACTOR IS OF AN EMERGENCY NATURE AS THERE IS INSUFFICIENT TIME TO PROCURE THE NECESSARY WORK THROUGH THE NORMAL COMPETITIVE BIDDING PROCESS.

ON JULY 06, 2016, WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE. THE DIRECTOR OF FINANCE RECOMMENDS APPROVAL OF THE EMERGENCY PROCUREMENT.

MINUTES

DPW - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the emergency procurement and authorized execution of the Emergency Pre-Construction Services Agreement with a supplemental contractor, Whiting Turner Contracting Company, Inc. for SC 961, Emergency Pre-Construction Services (Phase I). The President voted **NO**.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Michael Fried	National Association of County and City Health Officials (NACCHO) Atlanta, GA Aug. 20 - 23, 2016 (Reg. Fee \$625.00)	General Funds	\$1,594.12

The airfare in the amount of \$209.96 and registration fee in the amount of \$625.00 were prepaid using a City-issued credit card assigned to Mr. Hemminger. Therefore, the disbursement to Mr. Fried is \$759.16.

Department of Public Works - Solid Waste

2. Douglas Carter	2016 WASTECON Indianapolis, IN Aug. 21 - 25, 2016 (Reg. Fee \$1,062.50)	General Funds	\$2,432.78
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The subsistence rate for this location is \$161.00 per day. The hotel cost is \$199.00 per night, plus taxes of \$33.83 per night.

The Department is requesting additional subsistence in the amount of \$38.00 per night to cover the cost of the hotel, and \$40.00 per day for meals and incidentals. The airfare in the amount of \$218.96 and registration fee in the amount of \$1,062.50 were prepaid using a City-issued credit card assigned to Ms. Tianna Haines. Therefore, the disbursement to Mr. Carter is \$1,151.32.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works - Wastewater Treatment</u>			
3. Maia Tatinclaux	2016 APWAPWX Minneapolis, MN Aug. 28 - 30, 2016 (Reg. Fee \$650.00)	Waste- water Utility	\$1,916.98

The subsistence rate for this location is \$204.00 per day. The hotel cost is \$209.00 per night, plus taxes of \$28.00 per night.

The Department is requesting additional subsistence in the amount of \$5.00 per night to cover the cost of the hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$375.96 and registration fee in the amount of \$650.00 were prepaid using a City-issued credit card assigned to Ms. Tianna Haines. Therefore, the disbursement to Maia Tatinclaux is \$891.02.

4. Bilal Sarayra	Public Works Expo Minneapolis, MN Aug. 28 - 31, 2016 (Reg. Fee \$1,150.00)	Storm- water Utility	\$1,999.37
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The subsistence rate for this location is \$204.00 per night. The cost of the hotel is \$185.00 per night plus taxes of \$24.79 per night. The Department is requesting additional subsistence of \$31.00 per day for meals and incidentals. The registration cost of \$1,150.00 was prepaid using a City-issued procurement card assigned to Tianna Haines. Therefore, the disbursement to Mr. Sarayra is \$809.37.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Finance/Bureau of Risk Management</u>			
5. Donna C. Briscoe	2016 Workers' Compensation Educational Conference Ocean City, MD Sept. 18 - 21, 2016 (Reg. Fee \$225.00)	General Funds	\$ 979.95

The subsistence rate for this location is \$153.00 per night. The cost of the hotel is \$151.05 per night plus taxes of \$6.80 per night. The Department is requesting additional subsistence of \$34.00 per day for meals and incidentals. The registration cost of \$225.00 was prepaid using an Expenditure Authorization. Therefore, the disbursement to Ms. Briscoe is \$754.95.

RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENTFire Department/Mayor's Office of Emergency Management

6. Stephen Gibson	Maryland Emergency Management Assn. Conference Ocean City, MD May 30 - June 3, 2016 (Reg. Fee \$175.00)	Urban Area Security Initiative Grant	\$946.47
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The subsistence rate for this location is \$153.00 per night. The registration fee of \$175.00 was prepaid using a City Procurement card assigned to Mr. David McMillan. Therefore, the requested reimbursement amount to Mr. Gibson is \$771.47.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department/Mayor's Office of Emergency Management - cont'd</u>			
\$ 163.67	- Mileage		
472.00	- Hotel		
49.56	- Hotel Tax		
86.24	- Meals		
\$ 771.47	- Total Reimbursement		

The travel request is late because the Department did not plan its submission prior to the Board's recess on May 25, 2016.

7. Robert Maloney	Maryland Emergency Management Assn. Conference Ocean City, MD May 30 - June 2, 2016 (Reg. Fee \$175.00)	Urban Area Security Initiative Grant	\$566.17
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The subsistence rate for this location is \$153.00 per night. The registration fee of \$175.00 was prepaid using a City Procurement card assigned to Mr. David McMillan. Therefore, the requested reimbursement amount to Mr. Maloney is \$391.17.

TRAVEL REIMBURSEMENT

\$354.00	- Hotel		
37.17	- Hotel Tax		
\$391.17	- Total Reimbursement		

The travel request is late because the Department did not plan its submission prior to the Board's recess on May 25, 2016.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department/Mayor's Office of Emergency Management - cont'd</u>			
8. Calvin Bowman	Maryland Emergency Management Association Conference Ocean City, MD May 30-June 3, 2016 (Reg. Fee \$175.00)	Urban Area Security Initiative Grant	\$1,094.70

Mr. Bowman traveled to Ocean City, Maryland on May 30, 2016 - June 3, 2016 to attend the Maryland Emergency Management Association Conference.

The subsistence rate for this location was \$153.00 per day for May 30-31, 2016 and \$276.00 per day for June 1-2, 2016. The hotel rate was \$118.00 per night, plus \$5.31 per night for hotel taxes.

The registration fee and the membership fee totaling \$175.00 were prepaid on a City-issued credit card assigned to Mr. David McMillan. Mr. Bowman personally incurred the costs of transportation, the hotel, hotel taxes, and meals. Therefore, the requested reimbursement amount to Mr. Bowman is \$919.70.

TRAVEL REIMBURSEMENT

\$ 155.52 - Mileage
472.00 - Hotel (@ \$118.00 x 4)
21.24 - Hotel Tax (@ \$5.31 x 4)
270.94 - Meals
\$ 919.70 - Total Reimbursement

The travel request is late because the Department did not plan its submission prior to the Board's recess on May 25, 2016.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

Fire Department/Mayor's Office of Emergency Management - cont'd

9. Brian Bovaird	Maryland Emergency Management Association Conference Ocean City, MD May 30-June 3, 2016 (Reg. Fee \$175.00)	Urban Area Security Initiative Grant	\$ 715.57
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Mr. Bovaird traveled to Ocean City, Maryland on May 30, 2016 - June 3, 2016 to attend the Maryland Emergency Management Association Conference.

The subsistence rate for this location was \$153.00 for May 31, 2016 and \$276.00 for June 1, 2016. The hotel rate was \$59.00 per night, plus \$6.49 per night for hotel taxes.

The registration fee and the membership fee totaling \$175.00 were prepaid on a City-issued credit card assigned to Mr. David McMillan. Mr. Bovaird personally incurred the costs of transportation, the hotel, hotel taxes, and meals. Therefore, the requested reimbursement amount to Mr. Bovaird is \$540.57.

TRAVEL REIMBURSEMENT

\$ 146.88 - Mileage
118.00 - Hotel (@ \$59.00 x 2)
12.98 - Hotel Tax (@ \$6.49 x 2)
<u>262.71</u> - Meals
\$ 540.57 - Total Reimbursement

The travel request is late because the Department did not plan its submission prior to the Board's recess on May 25, 2016.

The Board, UPON MOTION duly made and seconded, approved the foregoing travel requests and retroactive travel approval/reimbursements.

MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works/
Bureau of Solid Waste - SWC 16310, Northwest Transfer Station Building Renovation and Site Improvements
BIDS TO BE RECV'D: 09/21/2016
BIDS TO BE OPENED: 09/21/2016

2. Department of Public Works/
Office of Engineering and
Construction - WC 1351, Urgent Need Water Infrastructure Rehabilitation
BIDS TO BE RECV'D: 09/21/2016
BIDS TO BE OPENED: 09/21/2016

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposals 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

August 16, 2016

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 - 75, City Council President and members of the Board of Estimates, BOE Agenda dated August 17, 2016 , 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

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 August 17, 2016.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

President: "There being no more business before the Board, the meeting will recess until bid opening at 12 noon. Thank you."

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MINUTES

Deputy Comptroller: "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 **NO ADDENDA WERE RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

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

Department of Transportation - TR 16022, Urgent Need Contract
Citywide

P. Flanigan & Sons, Inc.
Civil Construction, LLC
M. Luis Construction Co., Inc.
E&R Services, Inc.

MINUTES

Bureau of Purchases- B50004618, Master Snow Removal
Services

Four Seasons Nursery & Landscape Services
 S.R. Schulte Contracting
 AB Trucking & Contracting, LLC
 Crusse Construction, LLC
 Carroll Concrete Construction Company
 Harford Tree Experts + Landscaping, Inc.
 Metropolitan Industrial Services, LLC
 PL Specialist, LLC
 American Heritage Excavating, LLC
 P2 Cleaning Services, LLC
 LJW, Inc.
 Destiny Group Inc. dba KMT Contractors
 Lorenz, Inc.
 P. & J. Contracting Co., Inc.
 A2Z Environmental Group
 Corporate Maintenance Group
 A Halcon Contractors, Inc.
 Manuel Landscaping, Inc.
 LG Construction, Inc.
 D&B Construction, Inc.

Bureau of Purchases - B50004657, Uniforms for the Department of
 Transportation Traffic and Safety
Divisions

F&F and A. Jacobs & Sons, Inc.
 Maryland Small Arms Range, Inc.
 Howard Uniform Co.

Bureau of Purchases - B50004669, Poly Vinyl Chloride (PVC) Pipes
 & Fittings

Ferguson Waterworks
 HD Supply Waterworks LTD

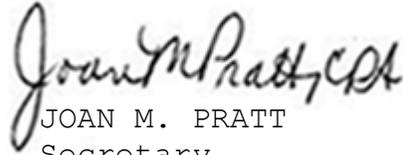
Bureau of Purchases - B50004684, Thermoplastic Blocks

Ennis Paint, Inc.

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, August 24, 2016.



JOAN M. PRATT
Secretary