

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Catherine E. Pugh, Mayor - **ABSENT**  
Honorable Joan M. Pratt, Comptroller and Secretary  
Rudolph S. Chow, Director of Public Works  
Andre Davis, City Solicitor  
David Ralph, Deputy City Solicitor  
S. Dale Thompson, Deputy Director of Public Works  
Bernice H. Taylor, Deputy Comptroller and Clerk  
Peter Hammen, Chief of Operations, Mayor's Office

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Catherine E. Pugh, in her absence during the meeting, designated Mr. Peter Hammen, Chief of Operations for the Mayor's Office, to represent the Mayor and exercise her power at this Board meeting.

President: "Good morning. The September 20, 2017 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disrupt -- disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting.

## MINUTES

Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the memorandum from my office dated September 18, 2017, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

City Solicitor: "Mr. President, I MOVE to so approve."

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. 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 November 21, 2016, the following contractors are recommended:

Action Electrical Contractors, Inc.	\$ 8,000,000.00
ECM Corporation	\$ 8,000,000.00
Johnson Bros. Corporation, a Southland Company	\$267,030,000.00
SECA Underground Corporation	\$ 15,960,000.00
Skelly and Loy, Inc.	\$ 40,470,000.00
Subsurface Technologies, Inc.	\$ 6,560,000.00
Underwood & Associates, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Athavale, Lystad & Associates, Inc.	Engineer
Becht Engineering BT, Inc.	Engineer
CSA Central, Inc.	Engineer
Environmental Engineering & Contracting, Inc.	Engineer

**MINUTES****BOARDS AND COMMISSIONS**

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

**MINUTES**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Cassandra Johnson for expenses incurred during the month of September 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$103.56 - 47000-422516-3030-271500-603002

**BACKGROUND/EXPLANATION:**

Ms. Johnson submitted her Employee Expense Statement and appropriate back up documentation on time, but they were inadvertently misplaced due to oversight. The Employee Expense Statement is now outside of the guidelines set by the AM-240-11.

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

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the Employee Expense Statement to reimburse Ms. Cassandra Johnson for expenses incurred during the month of September 2016.

**MINUTES**Health Department - Notice of Grant Award**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Notice of Grant Award (NGA) from the Maryland Department of Aging (MDoA) for the Baltimore City Senior Centers. The period of the NGA is July 1, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$ 10,000.00	Action-in-Maturity, Inc.	5000-535718-3024-768905-603051
3,000.00	Allen Center Board, Inc.	5000-535718-3024-768901-603051
3,000.00	Dept. of Recreation & Parks (Cherry Hill)	5000-535718-3024-768900-603051
11,117.00	Edward A. Myerberg Senior Center, Inc.	5000-535718-3024-768914-603051
12,458.00	Forest Park Senior Center, Inc.	5000-535718-3024-768903-603051
19,644.00	Govans Ecumenical Development Corp. (Harford Senior Center)	5000-535718-3024-768906-603051
7,500.00	Govans Center for Retired Persons, Inc. (Senior Network Center)	5000-535718-3024-768904-603051
6,062.00	Greenmount Senior Center	5000-535718-3024-768909-603051
6,000.00	Hatton Senior Center, Inc.	5000-535718-3024-768910-603051
6,000.00	John Booth Senior Center, Inc.	5000-535718-3024-768907-603051
6,030.00	Oliver Senior Center, Inc.	5000-535718-3024-768908-603051
12,000.00	Sandtown-Winchester Senior Center, Inc.	5000-535718-3024-768911-603051
10,000.00	Waxter Senior Center, Inc.	5000-535718-3024-768902-603051
12,000.00	Wayland Village Center, Inc.	5000-535718-3024-768919-603051
6,500.00	Zeta Senior Center, Inc.	5000-535718-3024-768913-603051
<b>\$131,311.00</b>		

**MINUTES**

Health Department - cont'd

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to provide funding to the Senior Centers for program activities and services for senior center participants.

The Notice of Grant Award is late because it was recently received from the Maryland Department of Aging.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the Notice of Grant Award from the Maryland Department of Aging for the Baltimore City Senior Centers.

**MINUTES**

Health Department - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Notice of Grant Award (NGA) from the Maryland Department of Aging. The period of the Notice of Grant Award is September 30, 2016 to September 29, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$35,092.00 - 5000-575917-3044-273300-405001

**BACKGROUND/EXPLANATION:**

This NGA will allow the Department to expand its outreach, education, and counseling services to Medicare beneficiaries. As a result of outreach services, beneficiaries will obtain help to apply for benefits related to Medicare.

The NGA is late because it was misplaced by the Department.

**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 Notice of Grant Award from the Maryland Department of Aging.



**MINUTES**

Health Department - No-Cost Time Extension

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the No-Cost Time Extension for the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention. This No-Cost Time Extension will extend the period of the Notice of Award through September 29, 2018.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On November 23, 2016 the Board approved the original Notice of Award for the Community Approaches to Reducing Sexually Transmitted Disease project in the amount of \$299,737.00 for the period September 30, 2016 through September 29, 2017.

This extension will allow the Department to complete program services.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the No-Cost Time Extension for the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention.

## MINUTES

Health Department - Agreements and Ratification of Agreement

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

1. **THE FAMILY LEAGUE OF BALTIMORE CITY (FLBC)** **\$1,049,929.00**

Account: 4000-498818-3080-284000-603051

The FLBC will provide services to reduce the number of infant deaths due to low birth weight, preterm births, and unsafe sleep conditions. The goals of the program are to reach full capacity for the expanded Healthy Families America areas, continue to improve data quality, and to continue to implement the inter-conception home visiting program. The period of the agreement is July 1, 2017 through June 30, 2018.

The Agreement is late because of the delays at the administrative level.

**MWBOO GRANTED A WAIVER.**

2. **HEALTHCARE ACCESS, MARYLAND INC. (HCAM)** **\$ 83,756.00**

Account: 5000-530018-3080-595800-605031

The HCAM will provide the services of a Maternal and Child Health Liaison to support the Citywide single point of intake for Pregnant Women and Infants. The HCAM is one of the bedrocks of Babies Born Healthy success, leading to decreased rates of low birth weight deliveries, preterm births, infant deaths, and racial disparities in infant mortality. The period of the agreement is July 1, 2017 through June 30, 2018. This agreement is presented at this time because of a delay in receiving the required documentation.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

3. **HEALTHCARE ACCESS, MARYLAND  
INC. (HCAM) \$359,892.00**

Accounts:	4000-498818-3080-284000-603051	\$162,486.00
	4000-499618-3080-294200-603051	\$197,406.00

The HCAM will provide support services for the home visiting programs.

The HCAM was established to assist City residents in the transition from Medicaid "fee-for-service" to a Managed Care System called HealthChoice. HCAM employees connect clients to needed services and help them navigate the Managed Care System.

In an effort to be the single point-of-entry for all pregnant women and infants in the City, HCAM will provide data entry support, ensuring that all related referrals outreached by other HCAM programs are entered into the Insight database. This database is used by the Health Department's Maternal and Child Health and Maternal and Infant Nursing programs. The period of the agreement is July 1, 2017 through June 30, 2018.

This agreement is late because of the delay in the administrative review process.

**MWBOO GRANTED A WAIVER.**

4. **ROBERTA'S HOUSE, INC. \$20,365.00**

Accounts:	6000-618914-3080-294600-603051	\$ 5,984.00
	6000-618915-3080-294600-603051	\$14,381.00

B'more for Healthy Babies (BHB) is a 10-year-plus Citywide strategy launched in 2009 to reduce Baltimore City's infant mortality rate. Each year in Baltimore, approximately 200 women experience a stillbirth or infant death. The BHB launched the Healing Ourselves through Peer Empowerment (HOPE) Project in order to provide support to these women

**MINUTES**Health Department - cont'd

and their families. One component of the HOPE Project is Still a Mom, a group-based ten week program that is offered four times per year in partnership with Roberta's House and facilitated by peers who themselves have experienced a loss. The curriculum addresses grief, family planning and birth spacing, mental health and maladaptive coping skills that could impact future birth outcomes. Healing through Quilting is an extension of Still a Mom that provides ongoing group support following the ten week sessions. Roberta's House operated the Still a Mom program, including Healing Through Quilting, and coordinated food, transportation, and incentives for clients. The period of the agreement was July 1, 2015 through September 30, 2017.

Approval of the ratification of the agreement will allow the Department to reimburse Robert's House for services provided. This agreement is late because of numerous administrative delays in receiving and processing the No-Cost Extensions from the March of Dimes.

INTER-AGENCY AGREEMENT

**5. DEPARTMENT OF RECREATION AND PARKS (DR&P) \$ 44,325.76**

Account: 1001-000000-3024-268400-603026

The City Health Department will provide funding to the DR&P for the coordination of senior center services at the John Booth Senior Center five days per week.

This inter-agency agreement will allow the DR&P to provide senior center service to older adults residing in the Patterson Park Community of Baltimore City. The DR&P will

**MINUTES**Health Department - cont'd

provide adults 60+ in the Patterson Park Community with recreational programming five days per week under the mandates of the Older Americans Act funding. The services will be held at the John Booth Senior Center, located at 2601-A E. Baltimore Street, Baltimore, Maryland, 21224. The term is for one year beginning on July 1, 2017 and ending on June 30, 2018.

This Inter-Agency Agreement is late because it was just completed.

AMENDMENT TO AGREEMENT**6. ACTION-IN-MATURITY (AIM) \$25,000.00**

Account: 4000-433517-3024-761405-603051

On January 18, 2017, The Board approved the original agreement in the amount of \$26,326.00. The Department is requesting approval of an additional amount of \$25,000.00 for additional services, making the total amount \$51,326.00.

Action-in-Maturity will serve as the community focal point for seniors and their caregivers. The services provided will include but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2016 through September 30, 2017.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements and ratified the agreement. The Comptroller **ABSTAINED** on item no. 4.

**MINUTES**Health Department - Grant Award Agreements

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

1. **GILEAD SCIENCES, INC.** **\$279,077.00**

Account: 6000-617916-3023-736900-406001

Gilead Sciences, Inc. is a biopharmaceutical company that researches, develops, manufactures, and markets human pharmaceuticals for certain diseases, including Hepatitis C virus and is providing this award to the Health Department.

This funding will expand the Department's capacity for HIV and/or HCV testing to include the Baltimore Needle Exchange Program. Given the population of persons who inject drugs served by the program, this is a target population that will be high yield for testing and referrals. The budget period is May 1, 2017 through April 30, 2018.

The Focus Award and Agreement is presented at this time because the Department was waiting for signatures.

2. **PREVENT CANCER FOUNDATION** **\$ 25,000.00**

Account: 6000-604618-3041-605800-406001

The Baltimore City Health Department facilitates the Baltimore City Cancer and Health Equity Coalition, a group of non-profit, hospital, clinic, academic, and community-based partners that work to address cancer and health disparities. Colorectal cancer (CRC) has been prioritized by the Coalition. The Coalition proposes to target low-income neighborhoods with the highest CRC mortality for increased cancer education and screening.

This grant provides funding to host a CRC Summit to benefit health providers and medical staff practicing in the targeted

## MINUTES

Health Dept. - cont'd

neighborhoods. The Summit will provide training and best practices to increase availability of, demand for, and provider delivery of CRC screening. The period of the Grant Award Agreement is July 15, 2017 through July 15, 2018.

This Grant Award Agreement was delayed because of confusion regarding processing new grants and grant agreements.

3. **MARYLAND DEPARTMENT OF HEALTH** **\$341,477.00**  
**BEHAVIORAL HEALTH ADMINISTRATION**

Account: 4000-407318-3070-268400-404001

This grant award entitled "Maryland Opioid Rapid Response" will provide funding to support Overdose Education and Naloxone Distribution Programs. The period of the Grant Award is August 1, 2017 through April 30, 2018.

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

**APPROVED FOR FUNDS BY FINANCE**

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

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



**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements</u>			
1. Gloria Gainous	820 N. Bradford Street	F/S	\$24,000.00

On July 20, 2016, the Board approved the acquisition by condemnation of the fee simple interest in 820 N. Bradford Street in the amount of \$20,000.00. The price was determined by the higher of two appraisals. The owner filed an Answer contesting the fair market value and obtained an appraisal report valuing the property at \$70,000.00. The City requested an updated appraisal which resulted in a valuation of \$33,000.00. After negotiations, the parties agreed to settle the case for \$44,000.00. Therefore, the Department is requesting an additional \$24,000.00 to pay the owner.

Funds are available in account 9910-908636-9588-900000-704040.

2. 400 Business Trust	105 N. Carrollton Avenue	L/H	\$ 1,200.00
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On November 23, 2016, the Board approved the acquisition by condemnation of the leasehold interest in 105 N. Carrollton Avenue in the amount of \$7,800.00. The price was determined by the higher of two appraisals. The owner filed an Answer refusing the City's offer. After negotiations, the parties agreed to settle the case for \$9,000.00. Therefore, the Department is requesting an additional \$1,200.00 to pay the owner.

Funds are available in account 9910-914135-9588-900000-704040.

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
3. Grady's Investment Group, LLC	2226 Druid Hill Avenue	L/H	\$15,667.00

On June 29, 2016, the Board approved the acquisition by condemnation of the leasehold interest in 2226 Druid Hill Avenue in the amount of \$24,333.00. The price was determined by the higher of two appraisals. The owner filed an answer contesting the fair market value. The owner obtained a comparative market analysis from a real estate agent, rather than an appraisal report from a licensed appraiser, valuing the subject property at \$105,470.00. The City requested an updated appraisal which resulted in a valuation of \$29,166.00. The Maryland State Department of Assessments and Taxation assessed the property at \$70,200.00. The parties were unable to agree on a fair market value for the property. After mediation and a pre-trial conference, it was determined that the fair market value was \$40,000.00. Therefore, the Department is requesting an additional \$15,667.00 to pay the owner.

UPON MOTION duly made and seconded, the Board approved the foregoing Payments of Settlements.

**MINUTES**

Department of Housing and - Community Development Block  
Community Development Grant-42 Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Community Development Block Grant-42 Agreement with Latino Economic Development Corporation of Washington, D.C. The period of the Agreement is February 1, 2017 through January 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 2089-208917-5930-727673-603051

**BACKGROUND/EXPLANATION:**

The Community Development Block Grant funds will be used to subsidize the organization's Micro Lending Program.

The organization will provide technical assistance and micro-loans to low- to moderate-income owners and developers of micro-enterprises located in Baltimore City.

**MWBOO GRANTED A WAIVER.**

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

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the

**MINUTES**

DHCD - cont'd

Plan effective July 1, 2016 and beyond. Consequently, this Agreement was delayed due to final negotiations and processing.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant-42 Agreement with Latino Economic Development Corporation of Washington, D.C.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3837 - 3738

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>			
1.	<b>\$300,000.00</b>	9938-915017-9475	9938-916017-9474
	27 <sup>th</sup> Rec & Parks	Riverside Park	Riverside Park
	Loan Series	Fields & Dog Park	Fields & Dog Park
		(Reserve)	(Active)

This transfer will provide funds to cover the costs associated with the purchase of the CSX property adjacent to Riverside Park.

2.	<b>\$ 35,000.00</b>	9938-913038-9475	9938-915038-9474
	General Fund	Latrobe Park Field	Latrobe Park Field
		House (Reserve)	House (Active)

This transfer will provide funds to cover the costs associated with installation of a waterline for Latrobe Park Field House.

3.	\$ 8,000.00	9938-920026-9475	
	Rec & Parks 27 <sup>th</sup>	CC Jackson Pool and	
	Series	Park Improvements	
		(Reserve)	
	24,000.00		
	State (Program	CC Jackson Pool and	
	<u>Open Space)</u>	Park Improvements	
		(Reserve)	
	<b>\$ 32,000.00</b>	-----	9938-921026-9474
			CC Jackson Pool and
			Park Improvements
			(Active)

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

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks - cont'd</u>		
This transfer will provide funds to cover costs associated with design services for CC Jackson Park Improvements.		
<u>Department of Housing and Community Development</u>		
4. <b>\$20,000.00</b>	9910-902985-9587	9910-909124-9588
Other Fund	Housing Development (Reserve)	Loan Administration

This transfer will provide funds to the Loan Administration account to cover expenditures for fiscal year 2018.

**MINUTES**Space Utilization Committee - Transfer of Building Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Transfer of Building Jurisdiction for the property located at the North East Corner of Janney Street and E. Fairmount Avenue (Block 6254D, Lot 21A) from the inventory of the Department of Transportation (DOT) to the inventory of the Department of Recreation and Parks.

**BACKGROUND/EXPLANATION:**

As part of the Pompeian Inc. expansion at 140 N. Janney Street, the Baltimore Development Corporation (BDC) initiated a subdivision process for 140 N. Janney Street, a portion of which was consolidated with the former roadbed at 4201 E. Fairmount Avenue. This new Block 6254D, Lot 21A will be redeveloped into a new City park.

The BDC and the DOT respectfully requests the transfer of Block 6254D, Lot 21A to the Department of Recreation and Parks as the new responsible and new reporting agency.

The Space Utilization Committee approved this Transfer of Building Jurisdiction at its meeting on August 22, 2017.

UPON MOTION duly made and seconded, the Board approved the Transfer of Building Jurisdiction for the property located at the North East Corner of Janney Street and E. Fairmount Avenue (Block 6254D, Lot 21A) from the inventory of the Department of Transportation to the inventory of the Department of Recreation and Parks.



**MINUTES**

Space Utilization Committee - First Amendment to Communications License Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Communications License Agreement with New Cingular Wireless PCS, LLC, a Delaware limited liability company, Licensee, for the use of a portion of the tower and storage space located at 4301 West Bay Avenue.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On October 15, 2008 the Licensee entered into a Communications License Agreement with the City for a period of five years through the date installation of transmission and equipment lines were completed with an option to renew for two additional five-year periods. The Licensee had the right to use a portion of the tower and property located at 4301 West Bay Avenue. The premises is used for cellular telephone communication.

This amendment will allow for three remote radio heads at an existing site to be installed on the tower. The Licensee will pay an additional yearly rent of \$4,500.00, the rent will no longer be due on a monthly basis, and instead it will be due to the City annually beginning November 1, 2017. The rent will increase by 4% annually. The other provisions of the Communications License Agreement will remain the same.

The Space Utilization Committee approved this First Amendment to Communications License Agreement on September 12, 2017.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing First Amendment to Communications License Agreement with New Cingular Wireless PCS, LLC, a Delaware limited liability company, Licensee, for the use of a portion of the tower and storage space located at 4301 West Bay Avenue.

**MINUTES**

Department of Real Estate - Renewal of Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the renewal of the Lease Agreement with St. Agnes Healthcare, Inc., lessor, for the rental of a portion of the premises located at 900 S. Caton Avenue, being a portion of the hospital roof, containing approximately 200 square feet, 576 square feet on the 7<sup>th</sup> floor penthouse, and certain wall space located within the electrical closets being in the basement of the facility at 900 S. Caton Avenue. The period of this fifth renewal is October 1, 2017 through September 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**Annual Rent

\$ 28,464.31	- Oct. 1, 2017	- Sept. 30, 2018
29,318.24	- Oct. 1, 2018	- Sept. 30, 2019
30,197.79	- Oct. 1, 2019	- Sept. 30, 2020
31,103.72	- Oct. 1, 2020	- Sept. 30, 2021
<u>32,036.84</u>	- Oct. 1, 2021	- Sept. 30, 2022
<b>\$151,120.90</b>	- 2042-000000-1474-165700-603013	

**BACKGROUND/EXPLANATION:**

On September 30, 1997, the Board approved the original lease agreement with Saint Agnes Healthcare, Inc. for an initial term of five years, with the option to renew for five additional 5-year terms. This renewal is for the fifth term.

The demised premises are used for the operation and maintenance of nine antennas, electronic equipment, and installation of a 4-inch conduit in conjunction with the 800 Megahertz system for the Fire and Police Departments of Baltimore City. The lessor is responsible for the maintenance and repairs, the roof, and all common areas of the building and utilities.

**MINUTES**

Department of Real Estate - cont'd

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the foregoing renewal of the Lease Agreement with St. Agnes Healthcare, Inc., lessor, for the rental of a portion of the premises located at 900 S. Caton Avenue, being a portion of the hospital roof, containing approximately 200 square feet, 576 square feet on the 7<sup>th</sup> floor penthouse, and certain wall space located within the electrical closets being in the basement of the facility at 900 S. Caton Avenue.

**MINUTES**

Department of Real Estate/Department - Option Agreement  
of Recreation and Parks

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Option Agreement with CSX Transportation, Inc., a Virginia Corporation (CSXT), for the purchase of the total 78,553 square foot portion of the PSC parcel located on Municipal Block Plat No. 1947, extending from the east side of Johnson Street to the west side of Covington Street.

**AMOUNT OF MONEY AND SOURCE:**

\$300,000.00 - 9938-916017-9474-900000-703042

**BACKGROUND/EXPLANATION:**

The Department of Recreation and Parks is interested in acquiring the CSXT property adjacent to Riverside Park for the purpose of expanding the park. The park expansion would allow for a regulation size football field, improved multi-purpose field, additional parking, storm water management, and potentially a fenced-in dog run.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Option Agreement with CSX Transportation, Inc., a Virginia Corporation, for the purchase of the total 78,553 square foot portion of the PSC parcel located on Municipal Block Plat No. 1947, extending from the east side of Johnson Street to the west side of Covington Street.

**MINUTES**

Department of Real Estate - Amendment to Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Lease Agreement between BDC Wicomico, LLC, Lessor and the City on behalf of the Baltimore Police Department, Lessee. The Amendment to Lease Agreement will extend the period of the lease through April 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installments</u>	
\$50,419.32	\$4,201.61	May 1, 2017 - April 30, 2018
\$51,931.92	\$4,327.66	May 1, 2018 - April 30, 2019
\$53,489.88	\$4,457.49	May 1, 2019 - April 30, 2020
\$55,094.52	\$4,591.21	May 1, 2020 - April 30, 2021

Account: 1001-000000-2021-2126-00-603013

**BACKGROUND/EXPLANATION:**

On April 23, 2008 the Board approved a Lease Agreement with the Lessor for the period of May 1, 2008 through April 31, 2010, with the option to renew for one additional two-year period. The Tenant was in its last year of its two year renewal period of May 1, 2010 through April 30, 2012.

On August 22, 2012, the Board approved a new Lease Agreement for the period of May 1, 2012 through April 30, 2018 with the option to renew for one additional three-year period. The Board also approved an increase in the amount of leased space by 142 sq. ft., which brought the total amount of square footage of the leased

**MINUTES**

Department of Real Estate - cont'd

premises to 5,214 sq. ft. The reason for the increased square footage was for the installation of a bathroom. After completion of the bathroom it was determined that the actual square footage of the bathroom was 75 sq. ft., making the actual amount of square footage being leased 5,147 sq. ft.

This amendment will correct the amount of leased space from 5,214 to 5,147 sq. ft. and also will extend the period through April 30, 2021.

The Space Utilization Committee approved this Amendment to Lease Agreement on September 12, 2017.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment to Lease Agreement between BDC Wicomico, LLC, Lessor and the City on behalf of the Baltimore Police Department, Lessee.

**MINUTES**

Department of Real Estate - Lease Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Lease Agreement with Notre Dame Preparatory School, Inc., Tenant for the rental of a portion of the property known as 3301 Waterview Avenue, for use of 23% of space in the lower level, containing 69 seats and rowing related equipment. The period of the Lease Agreement is November 16, 2016 through November 15, 2017, with an option to renew for two one-year periods.

**AMOUNT OF MONEY AND SOURCE:**

Annual Rent

\$2,270.00

**BACKGROUND/EXPLANATION:**

The Lease Agreement is for the use of storage of boats on the lower level and rowing related equipment.

The Tenant will have the right to use on a daily basis the locker rooms, toilets, shower rooms, and ergometer room on the upper level. Tenant at its own expense may perform some modifications to the Leased Premises to make it suitable for the purpose of storing boats, which must be approved by the Landlord. The Tenant may use the parking area, the Facility Manager will have the sole discretion to restrict access to the parking at any time for purposes of other events and activities at the facility. Trailers may be parked outside of Leased Premises for the purpose of loading and unloading of boats, with prior approval. Tenant must move or use a boat at least 2 times during the year, or the boat will be put out of the building into the Pen area if not moved. Tenant must use a daily log for the boats. They must notify the Facility



## MINUTES

Department of Real Estate - cont'd

Manager of practices and special events at least 6 months in advance. The Facility Manager will conduct meetings with Tenant on a quarterly basis. If a boat is removed and/or replaced with another boat, Tenant must notify the Facility Manager. Tenant is responsible for Liability Insurance.

The Lease Agreement is late due to negotiations that determined the best use for the storage of the boats and use of the facility.

The Space Utilization Committee approved this Lease Agreement on August 22, 2017.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Lease Agreement with Notre Dame Preparatory School, Inc., Tenant for the rental of a portion of the property known as 3301 Waterview Avenue, for use of 23% of space in the lower level, containing 69 seats and rowing related equipment.

**MINUTES**

Real Estate Department - Lease Renewal

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Lease Agreement renewal option with Cunningham Communications, Inc., Lessor, for the rental of a portion of a 400 ft. multi-unit broadcast tower, together with a building, fence and other improvements located at 3900 Hooper Avenue. The period of the Lease Renewal is October 1, 2016 through September 20, 2019.

**AMOUNT OF MONEY AND SOURCE:**

Annual rent:

\$151,366.78	Oct 1, 2016 - September 30, 2017
\$157,421.46	Oct 1, 2017 - September 30, 2018
\$163,718.31	Oct 1, 2018 - September 30, 2019

Account: 2042-000000-1747-165700-603013

**BACKGROUND/EXPLANATION:**

The demised premises are used for the operation and maintenance of antennas and equipment storage in conjunction with the 800 Megahertz system for the Mayor's Office of Information Technology, the Baltimore Police, and Fire Department.

On October 1, 2013, the Board approved the original Lease agreement with Cunningham Communications, Inc. for three years with an option to renew for three additional 3 year terms.

The Lessor will be responsible for maintenance and repairs of the roof and all common areas of the building and utilities.

**MINUTES**

Real Estate Department - cont'd

The Lessee will be responsible for liability insurance, maintenance, and repairs to equipment. By inadvertence, the approval of the renewal was not submitted to the Board of Estimates however, the lessor was informed of the City's intent to renew the lease.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Lease Agreement renewal option with Cunningham Communications, Inc., Lessor, for the rental of a portion of a 400 ft. multi-unit broadcast tower, together with a building, fence, and other improvements located at 3900 Hooper Avenue.

**MINUTES**

Department of Real Estate - Subordination, Non-disturbance and  
Attornment Agreement and Tenant's  
Estoppel Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Subordination, Non-disturbance and Attornment Agreement and Tenant's Estoppel Certificate with 1410 Management Inc., on behalf of Bank of America, N.A.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On April 1, 2015 the Board approved a Lease Agreement between 1410 Management, Inc., Landlord and the City, Tenant for the period of April 1, 2015 through March 31, 2016, with the option to renew for an additional one-year period.

On March 16, 2016 the Board approved the renewal option for the period of April 1, 2016 through March 31, 2017.

On April 5, 2017 the Board approved an Amendment to Lease Agreement extending the Lease Agreement for an additional two year period starting April 1, 2017 through March 31, 2019, with the option to renew for an additional two-year period at a negotiated rental rate.

The current annual rental for the Leased Premises is \$29,948.28. The agency utilizing the space is the Mayor's Office of Employment Development for their small-scale career center at 1410 Bush Street.

**MINUTES**

Department of Real Estate - cont'd

1410 Management Inc., is in the process of obtaining financing for the property at 1410 Bush Street and their lender is requesting a Subordination, Nondisturbance and Attornment Agreement and Tenant's Estoppel Certificate from all its tenants.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subordination, Non-disturbance and Attornment Agreement and Tenant's Estoppel Certificate with 1410 Management Inc., on behalf of Bank of America, N.A.

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

The Board is requested to approve and authorize execution of the Provider Agreements. The period of the agreement is July 1, 2017 through June 30, 2018, unless otherwise indicated.

1. **STRONG CITY BALTIMORE, INC.** **\$154,279.00**

Account: 4000-407118-3571-760000-603051

Strong City Baltimore, Inc. as fiscal sponsor for the Youth Empowered Society, Inc. will utilize the funds to operate a Youth Drop-In center that will provide services to over 250 vulnerable homeless youth in Baltimore City.

The agreement is late because of a delay in receiving the project budget from Strong City Baltimore, Inc.

**MWBOO GRANTED A WAIVER.**

2. **STRONG CITY BALTIMORE, INC.** **\$ 52,372.23**

Account: 4000-407016-3571-759900-600000

Strong City Baltimore, Inc. will utilize the funds to cover personnel costs for a Baltimore Corps fellow whose primary focus will be working on the "Journey to Jobs" program as part of The Journey Home project managed by the Continuum of Care. Under this agreement, the Fellow will support the Journey Home project through policy research, program analysis, and monitoring federal and state legislative activity related to child support policy. The period of the agreement is August 1, 2017 through August 31, 2018.

The agreement is late because of a delay in negotiating the budget.

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

3. **HEALTH CARE FOR THE HOMELESS, INC.** **\$196,550.00**

Account: 4000-407118-5940-760200-603051

Health Care for the Homeless, Inc. will utilize the funds to assist approximately 250 clients. It will provide medical and mental health assessments, nursing services, case management, food, and transportation to medically compromised persons experiencing homelessness.

The agreement is late because of a delay in receiving the federal grant award notification.

**MWBOO GRANTED A WAIVER.**

4. **HEALTH CARE FOR THE HOMELESS, INC.** **\$236,259.00**

Account: 1001-000000-3573-591400-603051

Health Care for the Homeless, Inc. will utilize the funds to provide case management services to 20 formally homeless individuals.

The agreement is late because of a delay in obtaining signatures from Health Care for the Homeless, Inc.

**MWBOO GRANTED A WAIVER.**

5. **QUEEN ANNE'S COUNTY, MARYLAND** **\$ 23,412.00**

Account: 4000-490818-3573-763204-603051

Baltimore City is the grantee for the Baltimore Eligible Metropolitan Statistical Area (BEMSA) for the Housing Opportunities for People with AIDS program. The BEMSA includes Baltimore City, Baltimore, Anne Arundel, Carroll, Harford, Howard, and Queen Anne's counties. Queen Anne's

**MINUTES**

MOHS - cont'd

County, Maryland will utilize the funds to provide rental assistance to low-income individuals or to families who have a family member with AIDS.

The agreement is late because of a delay in receiving the signatures from Queen Anne's County.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**MINUTES**

Mayor's Office of Human Services (MOHS) - Amendment No. 1 to Agreements

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreements.

AMENDMENT TO AGREEMENT

1. **THE MARYLAND CENTER FOR VETERANS EDUCATION AND TRAINING, INC. (MCVET)** **\$ 47,113.20**

Account: 1001-000000-3572-772800-603051

On July 19, 2017, the Board approved the original agreement with the MCVET to provide funding to their emergency shelter bed project. The MCVET provide emergency overnight shelter capacity to house 30 homeless men and women.

This amendment to agreement will provide for unforeseen increased emergency overnight accommodations in an effort to assist the City's expanded emergency shelter capacity.

The original amount of the agreement was \$48,683.64. This amendment increases the agreement by \$47,113.20; making the total agreement amount \$95,796.84. The period of the Amendment to Agreement is July 1, 2017 through December 31, 2017.

2. **DAYSRING PROGRAMS, INC.** **\$314,790.00**

Account: 4000-407016-3571-757604-603051

On March 22, 2017, the Board approved the original agreement with Dayspring Programs, Inc. to provide funding to their permanent housing project. Due to a clerical error, the

**MINUTES**

MOHS - cont'd

contract incorrectly listed the total funding amount as \$314,617.00 instead of the correct \$314,790.00 as was awarded by the U.S. Department of Housing and Urban Development. This amendment includes a \$173.00 increase in the total project funding level. This amendment reflects the correct project funding level. All other terms and conditions of the agreement remain unchanged.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment No. 1 to Agreements.

**MINUTES**

Mayor's Office of Human Services - Grant Award

**ACTION REQUESTED OF THE B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the Fund for Educational Excellence, Inc. The period of the Grant Award is August 8, 2017 through October 31, 2017.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - 6000-603918-3574-327200-406001

**BACKGROUND/EXPLANATION:**

The Mayor's Office of Human Services, on behalf of the City of Baltimore, applied for funds through the Baltimore Campaign for Grade Level Reading program. On August 8, 2017, the Mayor's Office of Human Services received the grant award notice letter.

The delay in submitting this request for acceptance is due to a delay in receiving the final grant award notice from Fund for Educational Excellence, Inc.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the Fund for Educational Excellence, Inc.

**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 Ivan Pratt, Sr. and Carlynn Smith, Plaintiffs, against the Baltimore City Police Department, Mayor and City Council of Baltimore City, Sgt. Terrence McGowan, Sgt. Mark Moore and Officer Alejandro Pena, for alleged violation of Articles 24 and 26 of the Maryland Declaration of Rights, false arrest, false imprisonment, malicious prosecution, negligence, improper supervision, negligent hiring and retention, invasion of privacy-false light, and battery.

**AMOUNT OF MONEY AND SOURCE:**

\$110,000.00 - 1001-000000-2041-716700-603070

**BACKGROUND/EXPLANATION:**

On September 8, 2013, the Plaintiffs were driving on Hanover Street in Baltimore, Maryland with their minor child and brother in the backseat. The Plaintiffs attempted to change lanes when another vehicle moved to prevent the Plaintiffs from changing lanes. The occupants of the other vehicle continued to follow the Plaintiffs and cut them off, throwing objects out the window, breaking the windshield, and getting out of the car to threaten the Plaintiffs and physically strike their car. The Plaintiffs believed they were victims of a road rage incident and racial hostility based on the actions of the occupants of the other vehicle. The Plaintiffs then spotted a Baltimore Police Department vehicle, started signaling for help, and pulled over to a nearby gas station. Defendant Sergeants McGowan and Moore did not see the Plaintiffs, but did see the occupants of the other vehicle. The Defendants pulled over the other vehicle and tried to figure out what had happened. At that point, the Plaintiffs started to walk over to talk with the Defendant Sergeants. The two groups began yelling at each other and the scene started to escalate. Sgt. Moore called for backup.

## MINUTES

Law Department - cont'd

The occupants of the other vehicle stated that the Plaintiffs were the ones that started the incident and the Plaintiffs explained that it was the other way around. The Plaintiffs attempted to explain their version of events, but it seemed that Defendant Sergeants McGowan and Moore were not interested in hearing their version. Sergeants McGowan and Moore handed the investigation over to Officer Pena who had arrived on scene.

Ivan Pratt, Sr., Carlynn Smith, and the Plaintiff Pratt's brother were arrested at the scene. They were told to get a family member to come for the minor child or the child would be taken to Child Protective Services. The Plaintiff Smith's car was towed. Plaintiff Pratt was in jail for five days charged with first degree assault for use of his vehicle. The Plaintiff Pratt was passed over for promotions at his job as a result of the felony charge. The Plaintiff Smith had to be transported to the hospital after being arrested because she was diabetic and suffered a dangerous rise in sugar in her blood. Charges against Plaintiffs were later dismissed.

As a result of the incident, Ms. Smith and Mr. Pratt, Sr. filed suit in State court seeking compensatory and punitive damages for an amount in excess of \$75,000.00. Because of conflicting factual issues, the loss of liberty and medical expenses during the detention, the objective damage to the Plaintiff's vehicle, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$110,000.00 in return for a dismissal of the litigation.

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**

## MINUTES

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Settlement Agreement and Release for the action brought by Ivan Pratt, Sr. and Carlynn Smith, Plaintiffs, against the Baltimore City Police Department, Mayor and City Council of Baltimore City, Sgt. Terrence McGowan, Sgt. Mark Moore and Officer Alejandro Pena, for alleged violation of Articles 24 and 26 of the Maryland Declaration of Rights, false arrest, false imprisonment, malicious prosecution, negligence, improper supervision, negligent hiring and retention, invasion of privacy-false light, and battery.

**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 Shiquetta Wilson against the Mayor and City Council of Baltimore in connection with an alleged trip and fall incident that occurred at or near the sidewalk adjacent to 3628 Keystone Avenue, Baltimore, Maryland 21211.

**AMOUNT OF MONEY AND SOURCE:**

\$150,000.00 - 2044-000000-1450-703800-603070

**BACKGROUND/EXPLANATION:**

On November 21, 2015, Shiquetta Wilson (Plaintiff) tripped and fell on the sidewalk outside of a residence located at 3628 Keystone Avenue, Baltimore, Maryland 21211. As a result of the fall, Plaintiff sustained serious injuries to her body, including a broken left ankle and a grade II sprain to her right ankle. Plaintiff sustained permanent damage to her left lower extremity. The Plaintiffs medical bills totaled \$48,634.11.

In order to resolve this litigation economically and to avoid the expense, time, and uncertainties of further protracted litigation, the parties have agreed to offer Plaintiff payment of \$150,000.00, for complete settlement of the case, including attorney's fees. In return, Plaintiff has agreed to dismiss litigation against the City, and its employees, agents and representatives.

Based on a review of the facts of 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**

**MINUTES**

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Settlement Agreement and Release for the action brought by Shiquetta Wilson against the Mayor and City Council of Baltimore in connection with an alleged trip and fall incident that occurred at or near the sidewalk adjacent to 3628 Keystone Avenue, Baltimore, Maryland 21211.



MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved the  
Extra Work Orders and Transfers of Funds  
listed on the following pages:  
3865 - 3867  
The EWOs have been reviewed and approved  
by the  
Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.  
The Transfer of Funds were approved  
SUBJECT to receipt of favorable reports  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

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

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

Department of Transportation (DOT)

- |   |                             |            |    |
|---|-----------------------------|------------|----|
| 1. EWO #001, \$41,440.00 - TR 16010, Structural Repairs on<br><u>Bridges Citywide JOC 1</u> |                             |            |    |
| \$ 824,530.00 -   | Allied Contractors,<br>Inc. | 30<br>days | 99 |

This authorization is requested on behalf of the DOT. A determination was made that the following repairs are needed to maintain and make improvements for public safety for pedestrians to travel over the waterfront promenade ramp near Aliceanna and Boston Street. The work consists of removing and replacing deteriorated decking, removing and replacing old railings, resetting existing hand railings, adding two additional stringers under the wooden decking for structural support and placing asphalt at the bottom of the ramp for drainage.

A 30 day non-compensable time extension is needed to complete the work. The Notice to Proceed was issued September 8, 2016 with a completion date of September 8, 2017. The new completion date will be October 7, 2017. The work included in the change order has not been performed prior to Board approval. The work under this change order is consistent with all work necessary to construct improvements under this contract which includes but is not limited to bridge repairs.

The contract contains goals of 26% for MBE and 8% for WBE. An Engineer's Certificate of Completion of Work has not been issued.

MINUTES

EXTRA WORK ORDERS

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

DOT - cont'd

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$ 26,978.86</b>	9950-905754-9507	9950-906754-9508-2
State Constr.	Constr. Reserve	Contingencies
Rev.	Annual Urgent	Structural Repairs
	Needs Bridge	
	Repair	

This transfer will partially fund the costs associated with Change Order No. 1 on Project TR 16010, Structural Repairs on Bridges Citywide, with Allied Contractors, Inc.

3. EWO #002, \$123,765.00 - TR 08313, East Baltimore Life Science Park - Phase 1D

\$1,731,597.35	\$3,566.05	P. Flanigan & Sons, Inc.	60 days	95
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This authorization is requested on behalf of the DOT, TEC Division, and the Developer. There was an overrun of Class 1, Class 1A and contingent variable depth GAB.

The original plans called to mill and pave the roadway along Rutland Avenue and McDonogh Street. During construction, it was discovered that the roadway base was deteriorated more than expected and more intensive work was needed. It was determined to be more effective to reconstruct the roadway and provide a longer lasting product. The 3 foot GAB and the 5 foot sidewalk was needed to convert the temporary sidewalk on the east side

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

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

DOT - cont'd

of Rutland Avenue to permanent sidewalk in order to accommodate ADA accessibility on the project. A 60-day non-compensable time extension is needed to complete the change order work. The Notice to Proceed was effective August 22, 2016 with a completion date of August 22, 2017. The additional time will result in a new completion date of October 20, 2017. The work under this change order has been completed for the reason that it was part of the contract bid item.

The work requested under this Extra Work Order is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving milling and resurfacing within the limits of the project.

The contract contains goals of 20% for DBE. An Engineer's Certificate of Completion has not been issued.

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$108,914.00</b>	9950-944002-9507	9950-916052-9527-2
FED	Constr. Reserve	Contingencies
	Reserve for	EBDI Life Science
	Closeouts	Park - Phase 1D

This transfer will partially fund the costs associated with Change Order No. 2 on Project TR 08313, East Baltimore Life Science Park - Phase 1D with P. Flanigan & Sons, Inc.

**MINUTES**

Bureau of the Budget and <u>Management Research (BBMR)</u>	- Grant Award and Appropriation <u>Adjustment Order No. 18</u>
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**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 for the grant entitled Baltimore City At-Risk Violence Intervention Program (BCAVIP). The period of the Grant Award is July 1, 2017 through June 30, 2018.

The Board is further requested to approve the Appropriation Adjustment Order No. 18 (AAO) to transfer State funds within the Baltimore City Police Department from Service 621: Administration, to Service 624: Target Violent Criminals.

**AMOUNT OF MONEY AND SOURCE:**

\$86,348.00 - From: 5000-500018-2041  
Service 621: Administration

To: 5000-506618-2013  
Service 624: Target Violent Criminals

**BACKGROUND/EXPLANATION:**

Under the terms of this AAO, the grant will help fund the Police Department's BCAVIP, which develops crime reduction programs for vulnerable populations. The three populations include youth, returning citizens, and the Lesbian, Gay, Bisexual, Transgender population. The grant funds will support salaries, equipment, and program supplies.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

BBMR - cont'd

**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 foregoing Grant Award from the Governor's Office of Crime Control and Prevention for the grant entitled Baltimore City At-Risk Violence Intervention Program.

The Board further approved the foregoing Appropriation Adjustment Order No. 18 to transfer State funds within the Baltimore City Police Department from Service 621: Administration, to Service 624: Target Violent Criminals.

**MINUTES**

Department of General Services - Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Provider Agreement with Strong City Baltimore, Inc. The period of the agreement is September 6, 2017 through September 6, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$67,000.00 - 1001-000000-1981-194700-603026

**BACKGROUND/EXPLANATION:**

Strong City Baltimore, Inc. through the Baltimore Corps, a fellowship for professionals, will provide the services of a Special Assistant to the Department of General Services' Fiscal & Strategic Management Division. The Special Assistant will be under the supervision of the lead for intra-agency process improvement. They will provide support for various critical agency-wide functions and projects that are central to the Department of General Services mission.

The Special Assistant will be responsible for conducting the discovery, process analysis and work flow design required to build and replace paper workflows as part of a current General Services initiative, to support task automation on administrative tasks, reporting information flows and service delivery through identifying opportunities and designing with the appropriate tools. This includes the analysis evaluation and regular reporting on key initiatives.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Provider Agreement with Strong City Baltimore, Inc.



## 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. PATUXENT MATERIALS, INC. | \$100,000.00 | Renewal |
|-----------------------------|--------------|---------|
- Contract No. B50004682 - Furnish and Deliver Various Soil and Sand Products - Department of Public Works - P.O. No. P536976

On September 21, 2016, the Board approved the initial award in the amount of \$206,679.00. The award contained four 1-year renewal options. This first renewal in the amount of \$100,000.00 is for the period September 20, 2017 through September 21, 2018, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On July 6, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |                             |              |         |
|-----------------------------|--------------|---------|
| 2. BRENNTAG NORTHEAST, INC. | \$200,000.00 | Renewal |
|-----------------------------|--------------|---------|
- Contract No. B50004779 - Hydrogen Peroxide for Wastewater Treatment Plants - Department of Public Works - Wastewater Facilities - P.O. No. P537510

On November 9, 2016, the Board approved the initial award in the amount of \$150,000.00. The award contained four 1-year renewal options. This first renewal in the amount of \$200,000.00 is for the period November 15, 2017 through November 14, 2018, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 15, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**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

- |   |         |         |
|---|---------|---------|
| 3. MOSAIC GLOBAL SALES,<br>LLC  | \$ 0.00 | Renewal |
| Contract No. B50003722 - Hydrofluorosilicic Acid for Water Treatment Plants - Department of Public Works - P.O. No. P530639 |         |         |

On October 15, 2014, the Board approved the initial award in the amount of \$662,000.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$0.00 is for the period November 15, 2017 through November 14, 2018 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On August 20, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |                |         |
|--|----------------|---------|
| 4. PREMIER MAGNESIA, LLC   | \$1,000,000.00 | Renewal |
| Contract No. 08000 - Thioguard Chemical Application Technology - Department of Public Works - P.O. NO. P529232 |                |         |

On October 29, 2014, the Board approved the initial award in the amount of \$2,000,000.00. The award contained three 1-year renewal options. On September 21, 2016, the Board approved the first renewal in the amount of \$1,000,000.00. This second renewal is for the period November 1, 2017 through October 31, 2018, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement. This contract is for a proprietary chemical application technology required to be used at the Patapsco Wastewater Treatment Plant, patented by Premier Magnesia, LLC.

- |   |                      |                |
|---|----------------------|----------------|
| 5. <u>AMES, INC.</u>  | <u>\$ 100,000.00</u> | <u>Renewal</u> |
| Contract No. 08000 - Aurora Pumps and Parts - Department of Public Works, Water and Wastewater - P.O. NO. P525480 |                      |                |

On November 6, 2013, the Board approved the initial award in the amount of \$200,000.00. The award contained two renewal options. On September 21, 2016, the Board approved the first renewal in the amount of \$100,000.00. This final renewal in the amount of \$100,000.00 is for the period November 6, 2017 through November 5, 2018. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement.

- |  |                       |                |
|--|-----------------------|----------------|
| 6. <u>PVS TECHNOLOGIES, INC.</u>   | <u>\$2,000,000.00</u> | <u>Renewal</u> |
| Contract No. B50004332 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works - Wastewater Facilities - P.O. No. P533569 |                       |                |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained four 1-year renewal options. On September 21, 2016, the Board approved the first renewal in the amount of \$0.00. This second renewal

## 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

in the amount of \$2,000,000.00 is for the period November 18, 2017 through November 17, 2018, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 29, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |         |         |
|--|---------|---------|
| 7. PRIORITY DISPATCH CORP.   | \$ 0.00 | Renewal |
| Contract No. 08000 - Quality Assurance Service Agreement - Baltimore City Fire Department - P.O. No. P527295 |         |         |

On May 14, 2014, the Board approved the initial award in the amount of \$45,825.00. The award contained five 1-year renewal options. Subsequent actions have been approved. This third renewal is to ensure continuity for the ProQA software application which provides National Q Case Review Assurance for Emergency Fire Dispatch and Emergency Medical Dispatch calls. This quality assurance review of the 911 system is required by State regulations. This renewal in the amount of \$0.00 is for the period September 1, 2017 through August 31, 2018, with two 1-year renewal options remaining.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement. This contract utilizes proprietary software and support only available from the vendor, and is not available from subcontractors.

## 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

8. ITEM 1:

Liquid Chlorine in  
One ton containers  
KUEHNE CHEMICAL COMPANY, INC.

ITEM 2:

Liquid Chlorine in  
150 LB. Cylinders  
UNIVAR USA, INC.

\$500,000.00

Renewal

Contract No. B50003713 - Liquid Chlorine - Department of Public Works - P.O. Nos. P529084 and P529085

On October 15, 2014, the Board approved the initial award in the amount of \$954,000.00. The award contained four 1-year renewal options. Two renewal options have been exercised. This third renewal in the amount of \$500,000.00 is for the period November 1, 2017 through October 31, 2018, with one 1-year renewal option remaining.

MBE/WBE PARTICIPATION:

On August 13, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |   |              |                 |
|---|--------------|-----------------|
| 9. MICROCEPTION, INC.   | \$ 40,170.00 | Selected Source |
| Contract No. 06000 - Video and Computer Monitoring Equipment - Baltimore Police Department - Req. No. R773472 |              |                 |

Microception, Inc. is the manufacturer and sole distributor of the interview management system and proprietary software currently used in the homicide interview rooms and holding cells.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The equipment in the Baltimore Police Department's (BPD) interview rooms suffered water damage after a fire in 2016. The BPD also requires additional monitoring equipment in the new Active Shooter Unit. Replacement equipment must be compatible with the current system. The period of the award is September 20, 2017 through September 19, 2018. 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.

**MBE/WBE PARTICIPATION:**

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

10. R.B. FULTON CO., INC.	\$ 30,000.00	Low Bid
Solicitation No. B50005085 - Supply, Deliver and Install Restroom Partitions in the Men's and Women's Restrooms - Mayor's Office of Employment Development - Req. No. R766657		

Fifty-two vendors were solicited by posting in CitiBuy. The one bid received was opened on August 11, 2017 and is considered fair and reasonable. Award is recommended to the sole bidder. This is a one-time procurement.

**MBE/WBE PARTICIPATION:**

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

11. CLEAN HARBORS ENVIRONMENTAL SERVICES, INC.	\$310,000.00	Cooperative Contract
Contract No. PCR-15-020 - Household Hazardous Waste: Collection and Disposal Services - Department of Public Works, Bureau of Solid Waste - P.O. No. P537456		

Anne Arundel County awarded a competitively bid, cooperative inter-local contract agreement PC-15-020 as the lead agency for the Baltimore Regional Cooperative Purchasing Committee of which the City is a member, to Clean Harbors Environmental Services, Inc. The vendor will provide household hazardous waste collections for city residents. The period of the award is July 1, 2017 through June 30, 2018 with two 1-year renewal options.

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

**MBE/WBE PARTICIPATION:**

On June 20, 2017, MWBOO set goals of 2% MBE and 1% WBE. Clean Harbors Environmental Services, Inc. was found in non-compliance on August 31, 2017.

**MBE:** Kalyani Environmental Solutions 2%

**WBE:** A2Z Environmental Group, LLC 1%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

12. MOTOROLA SOLUTIONS, INC.	\$ 0.00	Assignment Agreement
Contract No. 06000 - Vehicle Radio Repair/Installation Services - Department of Public Works - P.O. No. P531733		

The Board is requested to approve and authorize execution of an Assignment Agreement with Teltronic, Inc. to Motorola Solutions, Inc.

On June 15, 2016, the Board approved an award of Contract 06000 to Teltronic, Inc. Motorola Solutions, Inc. has acquired the rights, title and interest in Teltronic, Inc. and is requesting assignment of Contract 06000 to Motorola Solutions, Inc.

**MBE/WBE PARTICIPATION:**

Not applicable.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards and Renewals. The Board further approved and authorized execution of the Assignment Agreement with Motorola Solutions, Inc. (item no. 12).



**MINUTES**

Office of the City Council - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Mr. Zeke Cohen and staff to solicit donations from local individuals, Baltimore businesses, civic leaders, the foundation community, and the general population to develop a literacy population entitled, Baltimore Reads. The period of the campaign will be effective upon Board approval through October 8, 2017.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community, and the general population. A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors, with respect to the City Council or the Board of Estimates, will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as all other potential donors.

Given Baltimore City Public School's interest in increasing literacy outcomes, Baltimore Reads is designed to convene students, families, and the general community for a day of reading in Patterson Park on October 7, 2017. The funds raised will be used to pay for interactive activities, refreshments, and décor, along with additional resources for the students. The students

**MINUTES**Office of the City Council - cont'd

will have the opportunity to rotate between different reading stations and engage in literacy exploration, while breaking down barriers dividing the communities of Baltimore. The activities will be offered in both English and Spanish to create an inclusive environment for all Baltimore City residents.

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Mr. Zeke Cohen and staff to solicit donations from local individuals, Baltimore businesses, civic leaders, the foundation community, and the general population to develop a literacy population entitled, Baltimore Reads. The President **ABSTAINED**.

**MINUTES**

Office of the City Council - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Mr. Ryan Dorsey to solicit donations from friends, businesses, and organizations to benefit the artist residency/arts grants funding program, Artist/District. The period of the campaign will be effective upon Board approval through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No General Funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

Solicitations will be made for the establishment and operation of an artist residency/arts grants funding program in Baltimore City Council District 3 called, Artist/District. The program will provide funding to artists residing in City Council District 3, selected by a panel of non-government officials. Non-profits, businesses, organizations, and donors will be solicited directly by Mr. Dorsey. The solicitations will be made in person, by telephone, in writing, and e-mail.

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

**MINUTES**

Office of the City Council - cont'd

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the foregoing Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Mr. Ryan Dorsey to solicit donations from friends, businesses, and organizations to benefit the artist residency/arts grants funding program, Artist/District. The President **ABSTAINED**.

**MINUTES**

Office of the City Council President - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with the University of Maryland Foundation, Inc. (Foundation), acting on behalf of the Shriver Peaceworker Program. The period of the agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$15,000.00 1001-000000-1000-106300-601029

**BACKGROUND/EXPLANATION:**

Under the terms of this agreement with the Foundation, acting on behalf of the Shriver Peaceworker Program, the City will reimburse the Foundation directly for a Peaceworker Fellow assigned to assist Mr. Ezekiel V. Berzoff-Cohen.

The Peaceworker Fellow will work 20 hours per week and act as a Legislative Intern for Mr. Berzoff-Cohen. He/She will: (1) perform legislative research; (2) provide constituent services; (3) provide policy analysis; (4) attend meetings of the City Council, City Council Committees, and neighborhood groups, as requested; and (5) perform other similar tasks as requested by Mr. Berzoff-Cohen.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Office of the City Council President - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreement with the University of Maryland Foundation, Inc., acting on behalf of the Shriver Peaceworker Program. The President **ABSTAINED**.

**MINUTES**

Fire Department - Subscription Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Subscription Agreement from the Maryland Emergency Management Agency. The period of the Subscription Agreement is October 1, 2016 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$235,001.00 - grant  
235,001.00 - City match  
\$470,002.00 - 1001-000000-1930-262100-401220

**BACKGROUND/EXPLANATION:**

This is a federal grant that must be matched dollar for dollar with local in-kind assistance. It is provided to enhance and strengthen emergency management capabilities at the state and local level.

The Subscription Agreement is late because documents were recently processed.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Subscription Agreement from the Maryland Emergency Management Agency.

**MINUTES**

Mayor's Office - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Baltimore Brothers, LLC. The period of this MOU is September 15, 2017 through March 31, 2018, unless terminated sooner by the parties.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 1001-000000-1250-795500-607001

**BACKGROUND/EXPLANATION:**

Baltimore Brothers, LLC agrees that it will provide for the City of Baltimore violence interruption, coordinated by:

- Engagement with leaders in Baltimore City who are influential in the Western and Northwestern BPD districts. This engagement will provide the space for mediation services between city residents, and
- provide barrier removal and referral services to community residents interested in being diverted away from potentially illegal activity.

Baltimore Brothers, LLC will provide a final report to the City of Baltimore, reflecting total number of residents engaged in disputes and the results of those cases.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**



**MINUTES**

Mayor's Office - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Baltimore Brothers, LLC.

**MINUTES**

Department of Public Works - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Grant Award from the Maryland Department of the Environment (MDE). This Grant Award is effective upon Board approval through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - 5000-505618-1981-194700-603016

**BACKGROUND/EXPLANATION:**

The Maryland Department of the Environment (MDE) notified the Department on June 29, 2017 that Baltimore City's LED Lights for Montebello Filtration Plant project had been selected to receive up to \$1,000,000.00 through the FY18 Energy Water Infrastructure Program. The purpose of this grant is to support the replacement of existing lights at the Montebello Filtration Plant with energy efficient LED lamps, ballasts, and/or light fixtures. The Department's Office of Sustainable Energy conducted an energy audit of the Montebello Filtration Plant and identified a large number of older inefficient lights. Replacing them with LEDs is projected to save, upon completion, about \$160,000.00 annually in electricity costs.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED 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 Grant Award from the Maryland Department of the Environment.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement for the partial release of retainage to Enterprise Electrical Company for Water Contract No. 1233 Montebello Filtration Plant I Emergency Electrical Improvements.

**AMOUNT OF MONEY AND SOURCE:**

\$70,270.00 - 9960-908504-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of Oct. 17, 2016, Enterprise Electrical Company, has completed 100% of all work for Water Contract No. 1233. The Contractor requested a partial release of retainage for \$70,270.00. Currently, the City is holding \$77,970.00 in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$7,700.00. The remaining amount of \$7,700.00 is sufficient 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 agreement for the partial release of retainage to Enterprise Electrical Company for Water Contract No. 1233 Montebello Filtration Plant I Emergency Electrical Improvements.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Hazen & Sawyer, PC, Project SC 941, Wastewater Engineering Services for Sewer Collection System Improvements in the Jones Falls Sewershed. The Amendment will extend the agreement through May 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$241,477.60 - 9956-905648-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering & Construction representatives and Hazen & Sawyer, PC have discussed the budget associated with SC 941 multiple times over the past six months. As a result of these aforementioned discussions, Hazen & Sawyer, PC is submitting this proposal for Change Order No. 1. Through the end of November 2016, approximately \$121,508.67 remains of the budget, (Total Budget of \$736,340.60). This remaining fee, in addition to the additional funds requested by this change order will be utilized to provide additional engineering services associated with, but not limited to pressure sewer upsizing, grinder pump design, as well as continued Post Award Services for Department of Transportation Project TR 10318. These additional engineering services, which were originally not anticipated, are required to complete the necessary design package to be advertised in 2017 and eliminate Sanitary Sewer Overflow (SSO) 67 and 530 72.

The scope of the original agreement includes: Develop Contract Documents for the rehabilitation of the collection system in the Jones Falls Sewershed. Specific rehabilitation projects and/or other corrective action were identified previously (Jones Falls

**MINUTES**

DPW - cont'd

Sewershed Study and Plan) to address deficiencies noted during past sewershed evaluations, but not addressed under the City's recent Sanitary Contracts in the Jones Falls Sewershed, including SC 895, SC 897R, and SC 899. The Limit and required rehabilitation work consist of approximately 65,000 Liner Feet (LF) of Cured-in-Place Piping (CIPP) lining and approximately 500 manholes to be rehabilitated or replaced. The assigned project areas include area within the Charles Street Corridor, the Maryland Avenue Subsewersheds, and the Reisterstown/Park Heights area. Work will also include completing design associated with the elimination of the City's two largest sanitary sewer overflows (330) - SSO 67 and 530 72.

**MBE/WBE PARTICIPATION:**

The vendor will Comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement.

**MBE:** 27.91%

**WBE:** 10.36%

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment No. 1 to Agreement with Hazen & Sawyer, PC, Project SC 941, Wastewater Engineering Services for Sewer Collection System Improvements in the Jones Falls Sewershed.

**MINUTES**

Department of Public Works/Office - Amendment No. 3 to Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with Hazen & Sawyer, PC, (Consultant), for Project 1116HS, Jones Falls Sewershed Collection System. The Amendment No. 3 will extend the agreement through February 16, 2018.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 18, 2010, the Board approved the agreement with the Consultant to provide engineering services for the Improvement to Jones Falls Sewershed Collection System.

On August 14, 2013, the Board approved Amendment No. 1 to allow the consultant to provide additional engineering services to complete the Post Award phase.

On July 29, 2015, the Board approved Amendment No. 2 to allowed the consultant to provide post award engineering services which included attending additional progress meetings, site visits, responding to request for information (RFIs), review of submittals, technical consultations, review of proposed change orders (PCO's), review of post-rehabilitation videos, and attend the final acceptance walk-through.

Amendment No. 3 will allow the consultant to provide additional design engineering services which includes finalizing contract documents for a design project that re-scopes work deleted from the prior construction project developed under this agreement. The

**MINUTES**

DPW - cont'd

six month time extension will allow the consultant to draft addenda and reviewing bids to facilitate the completion of construction by the Consent Decree deadline of January 1, 2020.

**MBE/WBE PARTICIPATION:**

The vendor will Comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement.

**MBE:** 27%

**WBE:** 9%

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment No. 3 to Agreement with Hazen & Sawyer, PC, for Project 1116HS, Jones Falls Sewershed Collection System.

**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. 029 to Arcadis US, Inc. under On-Call Project and Construction Management Assistance, Project No. 1303. The duration of the task is approximately 11 months.

**AMOUNT OF MONEY AND SOURCE:**

\$150,219.73 - 9951-905527-9562-900020-705032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of Construction Management Assistance from Arcadis US, Inc. for schedule analysis. These services will be a continuation of the services that were provided under Task 026 which has expired. These services will be provided for SC 845R-Enhanced Nutrient Removal Nitrification Facilities at the Patapsco Wastewater Treatment Plant.

**MBE/WBE PARTICIPATION:**

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

**MBE:** 27.00%

**WBE:** 10.00%

**APPROVED FOR FUNDS BY FINANCE**

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



**MINUTES**

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

UPON MOTION duly made and seconded, the Board approved the foregoing assignment of Task No. 029 to Arcadis US, Inc. under On-Call Project and Construction Management Assistance, Project No. 1303.

**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. 04 to Alpha Corporation under Project 1501 On-Call Project and Construction Management Assistance Services. The period of the task assignment is 12 months.

**AMOUNT OF MONEY AND SOURCE:**

\$ 62,661.43	9956-907689-9551-900020-705032	SC 918S
62,661.44	9956-904754-9551-900020-705032	SC 890
62,661.44	9956-904544-9551-900020-705032	SC 901R
62,661.44	9956-903572-9551-900020-705032	SC 857
<b>\$250,645.75</b>		

\$ 40,964.13	9960-911613-9557-900020-705032	WC 1310R
40,964.13	9960-909614-9557-900020-705032	WC 1311R
40,964.13	9960-907636-9557-900020-705032	WC 1353
40,964.13	9960-910144-9557-900020-705032	WC 1270
40,964.12	9960-910144-9557-900020-705032	WC 1278
40,964.12	9960-915617-9557-900020-705032	WC 1286
40,964.12	9960-922101-9557-900020-705032	WC 1293
<b>\$286,748.88</b>		

**\$537,394.63      TASK TOTAL**

**BACKGROUND/EXPLANATION:**

The Department needs continued assistance from Alpha Corporation to provide inspection services and construction management assistance on projects including, but no limited to the following: WC 1310R-AMI/R Urgent Need Metering Infrastructure, WC 1311R-AMI/R Urgent Need Pavement and Sidewalk Restoration, Various Locations,

## MINUTES

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

WC 1353-AMI/R Urgent Need Metering Infrastructure Repair and Replacement-VariouS Locations (Up to 2" Water Services), WC 1270 Water Infrastructure Rehabilitation-VariouS Locations, WC 1278 Old York Road and Vicinity-Water Main Replacements, WC 1286 Guilford Avenue and Vicinity Water Main Replacement, WC 1293 Water Infrastructure Various Locations, SC 9183 Advanced Site Preparation for Headworks Improvements at the Back River Wastewater Treatment, SC 890 Quad Avenue Wastewater Pumping Station Force Main Replacement, SC 901R Patapsco Residual Transfer Station at Patapsco Wastewater Treatment Plant, SC 857 Chlorination/Dechlorination Process Conversion at Patapsco Wastewater Treatment Plant.

This task will provide schedules and Project Control Analysis work which aligns with the original scope of the agreement. The PCA will provide support to the delivery team during the work which is for the Department.

Project 1501 includes the following: assisting the City Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, review of information and responses, and construction contract administrative support.

**MINUTES**

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

**MBE/WBE PARTICIPATION:**

The Vendor will comply with MBE/WBE programs in accordance with Article 5, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals assigned to the original agreement.

**MBE: 46.55%**

**WBE: 0.00%**

**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 foregoing assignment of Task No. 04 to Alpha Corporation under Project 1501 On-Call Project and Construction Management Assistance Services.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with KCI Technologies, Inc., (Consultant), for SC 882, Post Award Services Enhanced Nutrient Removal Project 2, Activated Plant No. 4. The Amendment No. 1 will extend Agreement through April 15, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,386,997.33 - Maryland Department of Environment (40.8%)  
1,006,252.97 - Baltimore City (29.6%)  
1,006,252.97 - Baltimore County (29.6%)  
**\$3,399,503.27** - 9956-905565-9551-900010-703032

**BACKGROUND/EXPLANATION:**

The OE&C is requesting to amend its Post Award Engineering Services Contract to allow the Consultant to provide engineering services through the completion of the construction. This amendment is needed due to the time extension that has been approved for the construction project. The continued services (as specified in the original agreement) includes review of shop drawings, respond to request for information, review proposed change order (PCO's), prepare operational and maintenance manuals, provide assistance to train the Plant personnel in the operation and maintenance of equipment and systems being furnished under the contract, process control system consultation, integration and coordination, and participate in system start up and develop record drawings.

Under the original agreement, the Consultant was to provide Post Award Engineering services during construction of SC 882. The construction project, SC 882 scope included: installation of six Reactors with an integral Reactor Gallery and three integral stair Houses, a Blower Building Installation of three sludge pump

**MINUTES**

DPW - cont'd

stations, 12 final clarifiers, two Junction Chambers, six Flow Distribution Boxes, modifications to existing Junction Box four, installation of a Flushing Water Pump Station, a Transfer Pad and associated Transfer Pad Pump Station, three Chemical Vaults, Instrumentation and Control Systems, three Electrical Substations, structural rehabilitation of the existing chlorine contact tanks, installation of underground piping and electrical and controls conductors as necessary for process system, site embankment construction, grading, paving, and miscellaneous other site improvements.

**MBE/WBE PARTICIPATION:**

The vendor will Comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement.

**MBE:** 27%

**WBE:** 10%

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment No. 1 to Agreement with KCI Technologies, Inc. for SC 882, Post Award Services Enhanced Nutrient Removal Project 2, Activated Plant No. 4.

**MINUTES**

Department of Transportation - Developer's Agreement No. 1533

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1533 with 320 W. 29<sup>th</sup> Street, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$22,900.00

**BACKGROUND/EXPLANATION:**

320 W. 29<sup>th</sup> Street, LLC would like to upgrade the existing water service in the vicinity of their renovation to the 320 West 29<sup>th</sup>, Street. This agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

An Irrevocable Letter of Credit in the amount of \$22,900.00 has been issued to 320 W. 29<sup>th</sup> Street, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for this project, therefore, MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1533 with 320 W. 29<sup>th</sup> Street, LLC, Developer.

**MINUTES**

Department of Transportation/ - Task Assignment  
Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 03 to WSP USA (formerly Parsons Brinckerhoff, Inc.) under On-Call Design Consultant Services for Resurfacing and Reconstruction Projects, Project No. 1225. The duration of the task is approximately six months.

**AMOUNT OF MONEY AND SOURCE:**

\$254,992.97 - 9950-911040-9527-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for streetscape design services for the Sharp-Leadenhall neighborhood in South Baltimore which includes sidewalk, reconstruction, maintenance of traffic, lighting, and landscape design services for Contract No. TR 17022, Sharp Street - Leadenhall Streetscape.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 2, Subtitle 28 of the Baltimore City Code and the MBE/WBE goals established in the original agreement.

**MBE:** 27%

**WBE:** 10%



**MINUTES**

DOT - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
<b>\$280,492.27</b>	9950-911040-9528	9950-911040-9527-3
GF (HUR)	Construction	Design Sharp
	Reserve -	Leadenhall
	Leadenhall	Streetscape

This transfer will fund the costs associated with Task No. 3 on Project 1225, On-Call Design Consultant Services for Resurfacing & Reconstruction with WSP USA.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing assignment of Task No. 03 to WSP USA (formerly Parsons Brinckerhoff, Inc.) under On-Call Design Consultant Services for Resurfacing and Reconstruction Projects, Project No. 1225. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Transportation/ - Task Assignment  
Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 08 to Rummel, Klepper & Kahl, LLP under On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects, Project No. 1191. The duration of the task is approximately one-year.

**AMOUNT OF MONEY AND SOURCE:**

\$283,416.35 - 9950-920050-9508-900010-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for engineering design services to prepare contract bid documents for Contract No. TR 17302, involving rehabilitation to the existing pavements of S. Clinton Street from Boston Street to Keith Avenue. Design services will include but are not limited to design for ADA repairs to the existing sidewalks, pedestrian ramps to intersection streets and reconstructing all driveways.

**DBE PARTICIPATION:**

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

**DBE:** 25%

MINUTES

DOT - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
\$249,406.39 FED	9950-908056-9509 Construction Reserve - Citywide System Preservation	
62,351.60	9950-908056-9509 Construction Reserve - Citywide System Preservation	
<u>\$311,757.99</u>	-----	9950-920050-950803-  Design Citywide System Preservation - Clinton Street Rehab.

3

This transfer will fund the costs associated with Task No. 8 on Project 1191, On-Call Consultant Services for Federal Aid Resurfacing & Reconstruction with Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the foregoing assignment of Task No. 08 to Rummel, Klepper & Kahl, LLP under On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects, Project No. 1191. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from

**MINUTES**

Department of Transportation - cont'd

the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Police Department - Second Renewal Option of  
Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the second renewal option of the Memorandum of Understanding (MOU) with the Baltimore Child Abuse Center, Inc. (BCAC). The period of the second renewal option is July 1, 2017 through June 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$110,000.00 - 5000-588518-2021-212900-603026

**BACKGROUND/EXPLANATION:**

On February 3, 2016, the Board approved the original MOU for the provision of comprehensive forensic interviews to alleged victims of child sexual abuse and assault and other services. The period of the MOU was July 1, 2015 through June 30, 2016, in the amount of \$110,000.00, which was funded through a grant from the Maryland Department of Public Safety and Correctional Services, as a reimbursement for Sex Offender Registration. On October 12, 2016, the Board approved the first of three one-year renewal options in the amount of \$110,000.00 for the period July 1, 2016 through June 30, 2017. This is the second renewal option of the MOU for the period July 1, 2017 through June 30, 2018.

This request is late because the documents were recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved the foregoing second renewal option of the Memorandum of Understanding with the Baltimore Child Abuse Center, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

3911 - 3912

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |   |             |              |
|----|---|-------------|--------------|
| 1. | B50004877, Two<br>Comparison -<br>Macroscopes<br>for Forensic Lab | Ludesco LLC | \$ 56,352.00 |
|----|---|-------------|--------------|

(Police Dept. - Crime Lab)

**MWBOO GRANTED A WAIVER.**

- |    |                         |  |
|----|-------------------------|--|
| 2. | B50005031, Light Towers | <p><b>REJECTION</b> - The solicitation was posted on CitiBuy, eMaryland Marketplace, and local newspapers. On July 26, 2017, two bids were received and opened. Upon further review of the solicitations Specifications, additional requirements have been identified. It is recommended that the Board reject all bids, in the best interest of the City so that this requirement may be re-solicited with the additional requirements.</p> |
|----|-------------------------|--|

(Dept. of General Services)



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

3.	B50005048, Courier Services	Runners, Inc.	\$300,000.00
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(Health Dept.)

**MWBOO GRANTED A WAIVER.**

4.	B50005062, SLEC Model 18 Type Heavy Duty Mobile Vehicle Lifts	Stertil-Koni USA, Inc.	\$ 55,388.00
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(Dept. of General Services)

**MWBOO GRANTED A WAIVER.**

5.	B50005072, Air Sealing and Insulation	USA Energy Co.	\$200,000.00
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(Dept. of Public Works,  
Office of Sustainable Energy)**MBE:** Lewis Construction, LLC                      \$11,673.00                      18%**WBE:** USA Energy Co., Inc.\*                      \$23,346.00                      36%

\* Indicates Self-Performance

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MINUTES**

Department of Recreation and Parks - Donation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a Donation Agreement among the Department of Recreation and Parks, People Foundation, Inc., Donor, and D & A Dunlevy Landscapers, Inc., Contractor. The agreement is effective upon Board approval and will terminate upon final acceptance of the Project by the City, unless terminated sooner in compliance with the agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$39,281.00 - 9938-910028-9474-900000-706063

**BACKGROUND/EXPLANATION:**

The purpose of the Donor's contribution is to provide funding to support water quality improvements at Morrell Park - 2718 Washington Boulevard, Baltimore, Maryland 21230.

The Donor has contracted with the Contractor to perform the work. Upon completion of the work the public will benefit from the overall improvements to the water quality as well as to the park.

Final acceptance will be defined as acceptance of the Project by the City after the Donor and the City have verified that the equipment and systems are fully operational, all warranty work is complete, and the Contractor has fulfilled its contract obligations.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Donation Agreement among the Department of Recreation and Parks, People Foundation, Inc., Donor, and D & A Dunlevy Landscapers, Inc., Contractor. Acting on behalf of the Honorable Mayor, Ms. Catherine E. Pugh, Mr. Peter Hammen, Chief of Operations for the Mayor's Office, **ABSTAINED**.

**MINUTES**

Department of Recreation and Parks - Donation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the execution of a Donation Agreement among Department of Recreation and Parks, People Foundation, Inc., Donor, and Poole Landscaping LLC, Contractor. The agreement is effective upon Board approval and will terminate upon final acceptance of the Project by the City, unless terminated sooner in compliance with the agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$207,981.00 - 9938-910028-9474-900000-706063

**BACKGROUND/EXPLANATION:**

The purpose of the Donor's contribution to the City is to support water quality and storm water management improvements at Gwynns Falls/Leakin Park for the Millrace Section Project - 3401 W. North Avenue, Baltimore, Maryland 21216.

The Donor has contracted with Poole Landscaping LLC (Contractor) to perform the work. Payment and Performance Bonds have been received. Upon completion of the work the public will benefit from the improvements made to the water quality and to the overall improvements to the trail.

Final acceptance will be defined as acceptance of the Project by the City after the Donor and the City have verified that the equipment and systems are fully operational, all warranty work is complete, and the Contractor has fulfilled its contract obligations.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Donation Agreement among Department of Recreation and Parks, People Foundation, Inc., Donor, and Poole Landscaping LLC, Contractor. Acting on behalf of the Honorable Mayor, Ms. Catherine E. Pugh, Mr. Peter Hammen, Chief of Operations for the Mayor's Office, **ABSTAINED**.

**MINUTES****TRAVEL REQUESTS**Health Department

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Dedra Layne	Community Based Violence Prevention Study Tour Sept. 23 - 27, 2017 Milwaukee, WI (Reg. Fee \$465.00)	Grant (Dept. of Justice Comm. Based Violence Prevention)	\$2,376.23

The subsistence rate for this location is \$183.00 per night.

The cost of the hotel for Sept. 23, 2017 is \$409.00, plus occupancy tax of \$50.81. The Department is requesting additional subsistence of \$226.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 24, 2017 is \$359.00, plus occupancy tax of \$50.81. The Department is requesting additional subsistence of \$176.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 25, 2017 is \$289.00, plus occupancy tax of \$50.81. The Department is requesting additional subsistence of \$106.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 26, 2017 is \$289.00, plus occupancy tax of \$50.81. The Department is requesting additional subsistence of \$106.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

**MINUTES****TRAVEL REQUESTS**Health Department- cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The airfare costs of \$141.98 and registration fee of \$465.00 were prepaid using a City-issued procurement card assigned to Ryan Hemminger. Therefore, the disbursement to Ms. Layne is \$1,769.25.

- |    |   |  |            |
|----|---|--|------------|
| 2. | Dante Barksdale Community Based<br>Violence Prevention<br>Study Tour<br>Sept. 23 - 27, 2017<br>Milwaukee, WI<br>(Reg. Fee \$390.00) | Grant<br>(Dept. of<br>Justice<br>Comm.<br>Based<br>Violence<br>Prevention) | \$2,024.99 |
|----|---|--|------------|

The subsistence rate for this location is \$183.00 per night.

The cost of the hotel for Sept. 23, 2017 is \$349.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$166.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 24, 2017 is \$299.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$116.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 25, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

**MINUTES****TRAVEL REQUESTS**Health Department- cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The cost of the hotel for Sept. 26, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The airfare costs of \$141.98 and registration fee of \$390.00 were prepaid using a City-issued procurement card assigned to Ryan Hemminger. Therefore, the disbursement to Mr. Barksdale is \$1,493.01.

3. James Timpson	Community Based Violence Prevention Study Tour Sept. 23 - 27, 2017 Milwaukee, WI (Reg. Fee \$390.00)	Grant (Dept. of Justice Comm. Based Violence Prevention)	\$2,024.99
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The subsistence rate for this location is \$183.00 per night.

The cost of the hotel for Sept. 23, 2017 is \$349.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$166.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 24, 2017 is \$299.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$116.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.



**MINUTES****TRAVEL REQUESTS**Health Department- cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The cost of the hotel for Sept. 25, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 26, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The airfare cost of \$141.98 and registration fee of \$390.00 were prepaid using a City-issued procurement card assigned to Ryan Hemminger. Therefore, the disbursement to Mr. Timpson is \$1,493.01.

4. Anisha Thomas	Community Based Violence Prevention Study Tour Sept. 23 - 27, 2017 Milwaukee, WI (Reg. Fee \$390.00)	Grant (Dept. of Justice Comm. Based Violence Prevention)	\$2,024.99
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The subsistence rate for this location is \$183.00 per night.

The cost of the hotel for Sept. 23, 2017 is \$349.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$166.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

## MINUTES

TRAVEL REQUESTSHealth Department- cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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The cost of the hotel for Sept. 24, 2017 is \$299.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$116.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 25, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The cost of the hotel for Sept. 26, 2017 is \$229.00, plus occupancy tax of \$41.75. The Department is requesting additional subsistence of \$46.00 to cover the cost of the hotel and \$40.00 for meals and incidentals.

The airfare cost of \$141.98 and registration fee of \$390.00 were prepaid using a City-issued procurement card assigned to Ryan Hemminger. Therefore, the disbursement to Ms. Thomas is \$1,493.01.

- |                    |   |                           |           |
|--------------------|---|---------------------------|-----------|
| 5. Kimberly Lagree | Healing Justice Alliance Conf.<br>Milwaukee, WI<br>Sept. 24 - 27, 2017<br>(Reg. Fee \$0.00) | US Dept.<br>of<br>Justice | \$ 570.00 |
|--------------------|---|---------------------------|-----------|

The hotel expenses will be paid by the Healing Justice Alliance. The airfare cost of \$390.10 was prepaid using a City-issued credit card assigned to Mr. Ryan Hemminger. Therefore, the disbursement to Ms. Lagree is \$180.00.

**MINUTES****TRAVEL REQUESTS**Health Department- cont'd

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
Pursuant to AM 240-3, Board approval is required for a City representative's absence that involves one or both weekend days.			
6. Dante Barksdale	Community Based Violence Prevention Study Tour New York City, NY Sept. 27 - 30, 2017	Dept. of Justice Community Based Violence Prevention	\$1,487.35

The transportation in the amount of \$190.98 was prepaid by City-issued procurement car assigned to Mr. Ryan Hemminger. Therefore, the attendee will be disbursed \$1,296.37.

7. Anisha Thomas	Community Based Violence Prevention Study Tour New York City, NY Sept. 27 - 30, 2017	Dept. of Justice Community Based Violence Prevention	\$1,487.35
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The transportation in the amount of \$190.98 was prepaid by City-issued procurement card assigned to Mr. Ryan Hemminger. Therefore, the attendee will be disbursed \$1,296.37.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department - cont'd</u>			
8. James Timpson	Community Based Violence Prevention Study Tour New York City, NY Sept. 27 - 30, 2017	Dept. of Justice Community Based Violence Prevention	\$1,487.35

The transportation in the amount of \$190.98 was prepaid by City-issued procurement card assigned to Mr. Ryan Hemminger. Therefore, the attendee will be disbursed \$1,296.37.

9. Dedra Layne	Community Based Violence Prevention Study Tour New York City, NY Sept. 27 - 30, 2017	Dept. of Justice Community Based Violence Prevention	\$1,487.35
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The transportation in the amount of \$190.98 was prepaid by City-issued procurement card assigned to Mr. Ryan Hemminger. Therefore, the attendee will be disbursed \$1,296.37.

Baltimore Police Department

10. Richard Remy	16 <sup>th</sup> Annual Association of Forensic Quality Assurance Managers Scottsdale, AZ Oct. 9 - 13, 2017 (Reg. Fee \$0.00)	Asset Forfeiture Fund	\$1,451.64
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**MINUTES****RETROACTIVE TRAVEL APPROVAL**Office of the State's Attorney

11. Sandra Goldthrope	TASER International	Federal	\$1,619.61
	AXON Accelerate	Asset	
	User Conference	Forfeiture	
	Scottsdale, AZ	Funds	
	June 19 - 21, 2017		
	(Reg. Fee \$599.00)		

**RETROACTIVE TRAVEL APPROVAL**

On June 19 - 21, 2017 Ms. Goldthrope traveled to Scottsdale, AZ to attend the TASER International AXON Accelerate User Conference. The allowed subsistence rate for this location was \$150.00 per day. The hotel rate was \$129.00 per night. The taxes were \$16.22 per night. The registration fee of \$599.00 was prepaid using a City-issued procurement card assigned to Ms. Timi Roberts. The Transportation cost of \$584.95 was prepaid using a City-issued procurement card assigned to Ms. Robin Haskins. Therefore, the reimbursement to Ms. Goldthrope is \$435.66.

This request is late because of an attempt to locate lower airfare. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

**TRAVEL REIMBURSEMENT**

\$387.00	- Hotel
<u>48.66</u>	- Hotel Tax
<b>\$435.66</b>	

MINUTES

TRAVEL REQUESTS

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests, the retroactive approvals, and the travel reimbursement.

**MINUTES**

Department of Public Works/ - Memorandum of Understanding  
Bureau of Solid Waste

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding between the Mayor and City Council of Baltimore (M&CC), acting by and through the Department of Public Works (DPW), and the Housing Authority of Baltimore City (HABC). The period of the MOU is January 12, 2017 through January 11, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$ 475,000.00	-	January 12, 2016 through January 11, 2017
700,000.00	-	January 12, 2017 through January 11, 2018
721,000.00	-	January 12, 2018 through January 11, 2019
<u>742,630.00</u>	-	January 12, 2019 through January 11, 2020
<b><u>\$2,638,630.00</u></b>	-	1001-000000-5154-659000-600000

**BACKGROUND/EXPLANATION:**

On July 13, 2016, the Board approved a request to ratify the fourth and final one-year renewal of the MOU between the M&CC, acting by and through the DPW, and the HABC for the collection and disposal of residential and commercial waste from certain housing developments owned and operated by the HABC. The period covered by the renewal was January 12, 2015 through January 11, 2016 in the amount of \$382,454.00. Although the MOU had expired, the Bureau of Solid Waste continued to provide services to the HABC. The parties reached agreement on the amount of \$475,000.00 for services provided after the prior MOU expired.

This MOU requested to be approved will include compensation for services provided to the HABC for the period January 12, 2016 through January 11, 2017, as well as three additional years of

**MINUTES**

Department of Public Works/ - cont'd  
Bureau of Solid Waste

service for the period January 12, 2017 through January 11, 2020, for the continued collection and disposal of residential and commercial waste.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Memorandum of Understanding between the Mayor and City Council of Baltimore, acting by and through the Department of Public Works, and the Housing Authority of Baltimore City.



**MINUTES****PROPOSALS AND SPECIFICATIONS**

1. Department of Transportation - TR 18001, Reconstruction of Footways Citywide  
**BIDS TO BE RECV'D: 10/18/2017**  
**BIDS TO BE OPENED: 10/18/2017**
  
2. Department of Transportation - TR 18004, Reconstruction of Alleys Citywide  
**BIDS TO BE RECV'D: 10/18/2017**  
**BIDS TO BE OPENED: 10/18/2017**
  
3. Department of Public Works/Office of Engineering and Construction - SC 930R, Clinton Street Sewage System Improvements  
**BIDS TO BE RECV'D: 10/25/2017**  
**BIDS TO BE OPENED: 10/25/2017**
  
4. Department of General Services - GS 15823, Courthouse East Roof Replacement  
**BIDS TO BE RECV'D: 11/01/2017**  
**BIDS TO BE OPENED: 11/01/2017**

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

**MINUTES****ACKNOWLEDGEMENT**

President: "Before we close, I would like to welcome Councilman Ryan Dorsey from the third District who has joined us this morning. Thank you. There being no more business before this Board, we will recess until bid opening at twelve noon. Thank you."

\* \* \* \* \*

**MINUTES**

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

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

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

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

Department of Public Works - SC 967, Urgent Needs:  
Improvements to Baltimore City  
Sanitary Sewers in Various  
Locations - Part A

Metra Industries  
Spiniello  
Mobile Dredging & Video Pipe, Inc.  
SAK Construction  
RE Harrington PHU  
IPR Northeast  
Anchor Construction Corp

## MINUTES

Bureau of Purchases

- B50005104, Psychological  
Services (TECHNICAL OPENING)

Greenside Psychological Assoc.  
d/b/a Atlantic OccuPsych  
Interdynamics, Inc.

Bureau of Purchases

- B50005114, Liquid Sodium  
Bisulfite for Wastewater  
Treatment Plants

Univar USA, Inc.  
Southern Ionics, Inc.  
PVS Chemical Solutions, Inc.

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 27, 2017.



JOAN M. PRATT  
Secretary