

MINUTES**REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President
Honorable Catherine E. Pugh, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary - **ABSENT**
Rudolph S. Chow, Director of Public Works
Andre M. Davis, City Solicitor
Dana P. Moore, Deputy City Solicitor
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The January 16, 2019 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the Memorandum from my office dated January 14, 2019, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

City Solicitor: "Mr. President, I move approval of the routine agenda items."

Director of Public Works: "Second."

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

* * * * *

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

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

THG Companies LLC	\$ 1,500,000.00
W.M. Schlosser Company, Inc.	\$318,320,000.00

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:

LandStudies, Inc.	Engineer Landscape Architect
PL Associates Inc.	Construction Management
RJN Group, Inc.	Engineer
Tech International Corp.	Engineer
Tibiri Energy Group LLC	Engineer

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

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 of the claim of Mr. Yaakov Abergel, Plaintiff, against the Mayor and City Council of Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$47,500.00 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

The Plaintiff alleges that on or about September 2, 2014, at 3729/31 Clarinth Rd., he stepped on a water meter cover which flipped over and caused him serious injuries. This included a large complex lateral meniscus tear to the right knee, and trauma to his hip and right shoulder. He was 24 years old at the time and contends, with supporting expert evidence that he has permanent injuries.

Based on a review of the legal and factual issues presented by this claim, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the proposed settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release of the claim of Mr. Yaakov Abergel, Plaintiff, against the Mayor and City Council of Baltimore.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. John Harney and Morgan Monceaux, deceased	1122 Mosher Street	F/S	\$49,000.00
Funds are available in account no. 9910-905640-9588-90000-704040, FY 17 CORE Demo Project.			
2. J & K Property Management, LLC	1334 Mosher Street	Sub- L/H	\$45,485.00
Funds are available in account no. 9910-905640-9588-90000-704040, FY 17 CORE Demo Project.			
3. Charlotte Pressman, Stanley J. Bomstein, and Sonia E. Bomstein	319 N. Monroe Street	G/R \$90.00	\$ 750.00
Funds are available in account no. 9910-905640-9588-90000-704040, FY 17 CORE Demo Project.			
4. LK Ground Rents, LLC	1618 W. Lafayette Avenue	G/R \$72.00	\$ 660.00
Funds are available in account no. 9910-905640-9588-90000-704040, FY 17 CORE Demo Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
5. Sandra Dorsey, Cordelia Ford, and Charia Friend, Personal Repre- sentative of the Estate of Carol Ford-Jewett	503 Baker Street	L/H	\$15,100.00
Funds are available in account no. 9910-905640-9588-90000-704040, FY 17 CORE Demo Project.			
6. Robert Charles Hunter, Personal Representative of the Estate of William R. Hunter	2727 Tivoly Avenue	G/R \$120.00	\$ 800.00
Funds are available in CDBG funds account no. 9910-904326-9588-90000-704040, CHM Project.			
7. The Estate of Henry L. Naiditch, Barbara Naiditch, Personal Representative and Barbara Gold Naiditch, Individually, Trading as Naiditch Partnership	2729 Tivoly Avenue	G/R \$90.00	\$ 600.00
Funds are available in CDBG funds account no. 9910-904326-9588-90000-704040, CHM Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options</u>			
8. William Henry Sydnor	303 N. Carrollton Avenue	L/H	\$45,284.00

Funds are available in City funds account no. 9910-914135-9588-90000-704040, Poppleton Project.

9. Christine Ziluca & Maxwell Ziluca	1029 Sarah Ann Street	G/R \$24.00	\$ 200.00
---	-----------------------	----------------	-----------

Funds are available in account no. 9910-914135-9588-90000-704040, Poppleton Project.

DHCD - Condemnations

10. Elizabeth A. Mack	532 N. Mount Street	F/S	\$ 2,500.00
-----------------------	---------------------	-----	-------------

Funds are available in account no. 9910-904177-9588-900000-704040, Citywide Acquisitions.

11. Herman L. Saunders and Gloria M. Saunders	536 N. Mount Street	L/H	\$ 1,200.00
---	---------------------	-----	-------------

Funds are available in account no. 9910-904177-9588-900000-704040, Citywide Acquisitions.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations or Redemptions</u>			
12. Frank F. Lusby, Jr., Trustee	2233 Henneman Avenue	G/R \$30.00	\$ 750.00
Funds are available in account no. 9910-905640-9588-900000-704040, FY16 Whole Block Demo Project.			
13. James D. Blum, Jr.	2531 Emerson Street	G/R \$36.00	\$ 600.00
Funds are available in account no. 9910-905640-9588-900000-704040, FY16 Whole Block Demo Project.			

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

UPON MOTION duly made and seconded, the Board approved the Options, the Condemnations, and the Condemnations or Redemptions.

MINUTES

Mayor's Office of Criminal Justice - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the House of Ruth Maryland, Inc. The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$499,950.00 - 6000-613116-2252-247800-600000

BACKGROUND/EXPLANATION:

Baltimore City Code, Article 5, §48-1 (2014 Edition) requires the Clerk of the Circuit Court of Baltimore City to collect an additional \$75.00 for the issuance of marriage licenses in Baltimore City and to transfer the proceeds from this additional fee to the City on a monthly basis into a special fund (up to a maximum of \$500,000.00). Monies collected benefit domestic violence shelter programs and are distributed to the House of Ruth Maryland, Inc., in proportion to the number of domestic violence victims it serves. The Baltimore City Police Department is the City agency designated to administer and distribute the funds.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the House of Ruth Maryland, Inc.

MINUTESHealth Department - TRANSFER OF LIFE-TO-DATE
SICK LEAVE

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Imani Victoria Bryan.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

<u>Donors</u>	<u>Days</u>
Ashley Cunningham	2
Rebecca Dineen	2
Jonathan Gross	5
Charlotte Hager	2
William Kellibrew	1
Steve Litzenberger	5
Erica Mitchell	2
Larry C. Simmons	1
Pamela Whittle	5
Total	<u>25</u>

Ms. Bryan is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Bryan to remain in pay status.

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Imani Victoria Bryan.

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the various agreements and ratification of agreements. The period of the agreement is July 1, 2018 through June 30, 2019, unless otherwise indicated.

AGREEMENTS

1. **KENNEDY KRIEGER INSTITUTE** **\$ 51,582.00**

Account: 4000-427119-3080-294300-603051

The Kennedy Krieger Institute, Center for Autism and Related Disorders will utilize the funds to provide screening assessments, training and staff case consultation by a trained psychologist with expertise in the early identification of autism spectrum disorders.

The agreement is late because of a delay at the administrative level.

MWBOO GRANTED A WAIVER.

2. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$163,202.00**

Account: 4000-484819-3023-718000-603051

The University of Maryland's STAR TRACK Adolescent HIV program has a long history of providing HIV care and supportive services to the youth of color with and at risk of HIV infection. The program has implemented many initiatives aimed to assist Men who have Sex with Men and transgender youth. Specifically, this program will collaborate on the development and implementation of a Pre-Exposure Prophylaxis (PrEP) social marketing campaign, serve as a provider to

MINUTES

Health Department - cont'd

engage HIV-positive and HIV-negative clients in HIV prevention and care services, including HIV testing, PrEP Antiretroviral management and screening and referral to supportive services. The period of the agreement is September 30, 2018 through September 29, 2019.

The agreement is late because of a delay in the Department's administrative level.

MWBOO GRANTED A WAIVER.

3. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$299,218.00**

Account: 4000-484819-3023-718000-603051

The University of Maryland, Baltimore will utilize the funds to assist HIV infected individuals through the JACQUES Initiative. The JACQUES Initiative will engage HIV-positive and HIV-negative clients in HIV prevention and care services including HIV testing, Pre-Exposure Prophylaxis and Antiretroviral Therapy management and screening and supportive services. The period of the agreement is September 30, 2018 through September 29, 2019.

MWBOO GRANTED A WAIVER.

4. **JOHNS HOPKINS UNIVERSITY BLOOMBERG SCHOOL OF PUBLIC HEALTH** **\$ 10,000.00**

Account: 5000-505419-3070-268400-603051

Johns Hopkins University Bloomberg School of Public Health will utilize the funds to provide the services of a Principal Investigator, Project Director and a Research Assistant. The

MINUTESHealth Department - cont'd

JHU staff will work with the Department's Opioid Overdose Prevention Program Manager to conduct an evaluation of the Department's Harm Reduction - Needle Exchange Program.

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

5. **JOHNS HOPKINS UNIVERSITY** **\$550,000.00**

Account: 5000-569719-3023-273396-603051

The Johns Hopkins University School of Nursing REACH Institute will utilize the funds to provide services in accordance with Ryan White Early Intervention Services. The REACH Institute will collaborate with the Department to create a Getting to Zero campaign targeting primary care and HIV/ Pre-Exposure Prophylaxis (PrEP) providers, increase HIV testing among primary care clinicians in transmission hot spots through a practice transformation approach, collaborate with partner agencies to participate in outreach events like PRIDE, Baltimore Black PRIDE and BMore Healthy with educational materials and promotional projects. In addition, the JHU SON Reach Institute will participate in and contribute to grantee meetings including quarterly PrEP collaborative sustainability meetings.

The agreement is late because budget revisions delayed its processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

6. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 8,195.00**

Account: 5000-569719-3023-273337-603051

The JHU will provide services under the Ryan White State Special HIV Women's Health Program Food Bank. The JHU/OB-GYN will utilize the funds to provide food items and/or gift cards that may be used to purchase food. The JHU will also provide food service to homeless clients who are Ryan White eligible. This may include direct provision of hot meals to homebound and medically fragile HIV clients.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 65,494.00**

Account: 5000-569719-3023-273336-603051

The Johns Hopkins University will utilize the funds to provide a range of client-centered Non-Medical Case Management activities focused on providing guidance and assistance in accessing medical, social, community, legal, financial, public and private programs and other needed services.

MWBOO GRANTED A WAIVER.

8. **THE JOHNS HOPKINS UNIVERSITY** **\$ 42,097.00**

Account: 5000-569719-3023-273384-603051

The Johns Hopkins University will utilize the funds to provide Health Education/Risk Reduction Services (HERR) for clients living with HIV, and how to reduce the risk of HIV transmission. HERR will include sharing information about medical and psychosocial support services and counseling client to improve their health status.

MINUTES

Health Department - cont'd

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

9. **PARK WEST HEALTH SYSTEMS, INC.** **\$ 11,993.00**

Account: 5000-569719-3023-273352-603051

Park West Health Systems, Inc. will provide medical non-emergency transportation services that enable an eligible client to access or be retained in core medical or support services. Medical transportation may be provided through use of company vehicle to provide transportation services, contracts with providers of transportation services and purchases and distribution of Maryland Transit Administration tokens or monthly bus passes to clients as needed. The period of the agreement is July 1, 2018 through June 30, 2019.

10. **PARK WEST HEALTH SYSTEMS, INC.** **\$106,142.00**

Account: 5000-569719-3023-273351-603051

Park West Health Systems, Inc. will provide a range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care, which includes initial assessment, support services and to ensure re-evaluation of the care plans. The period of the agreement is July 1, 2018 through June 30, 2019.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

11. WOODBOURNE WOODS, INC. \$ 12,480.00

Account: 4000-432919-3255-761200-604014

Woodbourne Woods, Inc. will provide nutritional meal services for elderly residents at the Woodbourne Woods Apartments located at 1650 Woodbourne Ave. The organization will serve 15 seniors, per day, Monday, Tuesday, Thursday and Friday for dinnertime meals at a cost of \$4.00 per meal for 52 weeks.

All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department of Aging, allowing periodic menu conferences between a representative of the organization and the Department, as requested by either party. The period of the agreement is October 1, 2018 through September 30, 2019.

The agreement is late because it was just completed by the Department.

MINUTESHealth Department - cont'd

12. **BETTY & DEBBIES'S FAMILY PLACE, INC.** **\$ 39,000.00**

Account: 5000-534019-3254-767806-607001

This agreement will allow the Department to disburse State Subsidized Assisted Housing Funds to low-income residents at Betty & Debbies's Family Place, Inc.

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

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

RATIFICATION OF AGREEMENTS

13. **JOHNS HOPKINS UNIVERSITY** **\$ 13,625.00**

Account: 4000-483518-3080-294600-601001

The Bunting Neighborhood Leadership Program (BNLP) is a one-of-a-kind initiative led by the Johns Hopkins Urban Health Institute. The BNLP cultivates and trains neighborhood-level and community-based leaders to build the knowledge, skills, and mentorship to improve neighborhood health outcomes.

The Department assigned a Maternal and Child Health Project Manager (Fellow) to the BNLP for an eleven-month, once a week, day training. The JHU's Urban Health Institute's BNLP will reimburse the Department for 20% of the Fellow's salary for calendar year 2018. The period of the agreement was February 2, 2018 through December 14, 2018.

MINUTES

Health Department - cont'd

14. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$364,269.00**

Account: 4000-483518-3080-294600-603051

The Resiliency in Communities to Heal from Trauma (ReCast) West Baltimore Promise Heights Program worked with residents, community school coordinators, school staff, mentors, and community organizations. They ensured the implementation, integration, alignment and coordination of the project activities to support youth engagement and development efforts and mentoring. The period of the agreement was September 30, 2017 through September 29, 2018.

MWBOO GRANTED A WAIVER.

The agreements are late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements and the ratification of agreement. The President **ABSTAINED** on item nos. 4, 5, 6, 7, 8, and 13.

MINUTES

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging. The period of the NGA was October 1, 2017 through September 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$168,099.00	-	4000-433518-3024-268400-404001
252,016.00	-	4000-432918-3255-761200-404001
130,075.00	-	4000-434318-3255-761600-404001
7,969.00	-	4000-436218-3255-761800-404001
84,215.00	-	4000-436118-3255-761700-404001
4,790.00	-	4000-433918-3044-761500-404001
16,693.00	-	4000-433918-3044-761500-404001
57,597.00	-	6000-633518-3255-771700-406001
\$721,454.00		

BACKGROUND/EXPLANATION:

This NGA will allow the Department to provide coordinated and accessible services for seniors in Baltimore City.

This NGA is contingent upon approval of FY18 Federal Appropriation of funds for the Administration of the Older Americans Act. By accepting these grants, the grantee agrees to abide by the terms of the following documents, including amendments thereto: it's approved Area Plan; grant applications, grant agreements, Aging Program Directives and all applicable federal and state laws, regulation, policies and procedures.

The NGA is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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 Notification of Grant Award from the Maryland Department of Aging.

MINUTES

Health Department - Update to the FY19 Unified Funding Document

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Update to the FY19 Unified Funding Document (UFD) for the month ending October 31, 2018.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The actions are as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>BASE AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Opioid Oper- tional Com- mand Center	Supple- ment 1	\$854,732.00	\$722,605.00	\$1,577,337.00
Supplemental ACC	Supple- ment 1	\$950,000.00	\$ 57,988.00	\$1,007,988.00
Childhood Lead Poi- soning Pre- vention	Supple- ment 1	\$344,133.00	\$ 34,414.00	\$ 378,547.00
Sexually Trans- mitted Disease	Reduc- tion Supple- ment 1	\$189,042.00	\$241,738.00	\$ 430,780.00
Immunization- HEP-IAP- HEP-B	New	\$744,100.00	\$ 20,000.00	\$ 764,100.00

MINUTES

Health Department - cont'd

BACKGROUND/EXPLANATION:

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

This grant award is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Update to the FY19 Unified Funding Document for the month ending October 31, 2018.

MINUTES

Health Department - Update to the FY19 Unified Funding Document

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Update to the FY19 Unified Funding Document (UFD) for the month ending November 30, 2018.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The actions are as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>BASE AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Tobacco-LGBT Tobacco Con- trol Initi- ative	Correc- tion	\$ 30,000.00	(\$ 30,000.00)	\$ 0.00
Map to Suc- cess (M2S)	New		\$928,556.00	\$ 928,556.00
Sexual Risk Avoidance Grant (SRAE) Just for Girls	New		\$109,066.00	\$ 109,066.00
General Transporta- tion Grant	Reduc- tion	\$7,931,996.00	(\$735,419.00)	\$7,196,577.00
Sexually Trans- mitted Disease	New	\$ 430,780.10	\$ 87,617.00	\$ 518,397.00

MINUTES

Health Department - cont'd

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>BASE AWARD</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Community-Based Programs to Test and Cure HEP-C	Supplement	\$62,880.00	\$67,789.00	\$130,669.00

BACKGROUND/EXPLANATION:

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

This grant award is late because of administrative delays.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Update to the FY19 Unified Funding Document for the month ending November 30, 2018.

MINUTES

Health Department - Revised Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Revised Notice of Award (NOA) from the Department of Health and Human Services (HHS), Substance Abuse and Mental Health Services Administration (SAMHSA), for the project titled, Resiliency in Communities to Heal from Trauma (ReCAST) West Baltimore: Empowering Communities to Heal from Trauma.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 4000-483519-3080-294600-603051

BACKGROUND/EXPLANATION:

On October 12, 2016, the Board approved the initial NOA in the amount of \$3,000,000.00 for the period of September 30, 2016 through September 29, 2021. The initial award contained special terms for multi-year funding. A total of three 12-month incremental spending periods, and restricted expenditures to \$1,000,000.00 during the following periods: September 30, 2016 through September 29, 2017, September 30, 2017 through September 29, 2018, and September 30, 2018 through September 29, 2019.

On December 30, 2017, the Department requested approval from the grantor to carryover unobligated funds in the amount of \$445,103.00 from the first 12-month spending period of September 30, 2016 through September 29, 2017, to the second 12-month spending period of September 30, 2017 through September 29, 2018.

On March 14, 2018, the Board approved the amended NOA dated January 22, 2018 for the carryover of funds. This revised NOA provides supplemental funding in the amount of \$25,000.00 for the purchase of Technical Assistance or for other allowable activities under the grant. This makes the total award amount \$3,025,000.00.

MINUTES

Health Dept. - cont'd

The Revised NOA is late because of administrative delays.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Revised Notice of Award from the Department of Health and Human Services, Substance Abuse and Mental Health Services Administration, for the project titled, Resiliency in Communities to Heal from Trauma West Baltimore: Empowering Communities to Heal from Trauma.

MINUTES

Department of Housing and - Memorandum of Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Agreement (MOA) between the Housing Authority of Baltimore City (HABC) and the Maryland State Historic Preservation Officer. This MOA will expire on September 8, 2021.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In 2016, the City and the State of Maryland entered into Project CORE (Creating Opportunities for Renewal and Enterprise), a joint initiative to devote significant resources to the transformation and redevelopment of Baltimore City, while providing workforce development and job creation. As part of this initiative, many vacant and deteriorating structures are being demolished.

Because much of this demolition is occurring within historic areas of Baltimore, and because the State of Maryland is funding much of the demolition, the undertaking is subject to review and consultation under the terms of the Maryland Historical Trust Act of 1985, as amended. Therefore, on September 8, 2016, the Maryland Department of Housing and Community Development, the Maryland Historical Trust, and the City entered into a Programmatic Agreement (PA) pursuant to the Act, to resolve the adverse effects of Project CORE on historic properties. Pursuant to that agreement, the parties consulted and arrived at agreed-upon measures to mitigate the adverse effects of the demolition on historic resources. Those mitigating measures were satisfactorily completed.

However, it has emerged that thirteen of the affected properties are in fact owned by the HABC, a body funded by and representing the United States Department of Housing and Urban Development.

MINUTES

Department of Housing and - cont'd
Community Development

Thus, the transfer of title of those properties to the City for the purpose of demolition constitutes a federal undertaking subject to Section 106 ("Section 106") of the National Historic Preservation Act ("NHPA"). Until the review requirements of Section 106 are satisfied (meaning the execution of this MOA), the demolition of the thirteen properties, as well as the rows and groups of which they are parts (totaling ninety-seven properties) cannot proceed.

The consultation and mitigation requirements of Federal Section 106 are materially the same as those of the Maryland Historical Trust Act. Therefore, rather than repeat the consultation and mitigation process already completed under the state law, the most efficient course is to enter into a Memorandum of Agreement under the terms of the NHPA that stipulates that the consultation and mitigation measures already completed under the state law are deemed to satisfy the requirements of the Federal NHPA as well. To that end, the HABC, the City and the Maryland Historical Trust, acting in its federal capacity as the State Historic Preservation Officer for Maryland, have entered into this Memorandum of Agreement, which the Department respectfully requests the Board to approve.

Prior to such time, the HABC may consult with the other Signatories to reconsider the terms of the MOA and amend it in accordance with the MOA.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement between the Housing Authority of Baltimore City and the Maryland State Historic Preservation Officer.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Dreamhouse, LLC, Developer, for the sale of the City-owned property located at 802 Whitmore Avenue.

AMOUNT OF MONEY AND SOURCE:

\$9,500.00

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation of the vacant building into a single family home, which will be sold to a homebuyer at market rate.

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

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

In accordance with the Waiver Valuation Process in the City's Appraisal Policy, the DHCD has determined the property located at 802 Whitmore Avenue, to be valued at \$9,500.00 and will be sold for \$9,500.00. Therefore, this section is not applicable.

MBE/WBE PARTICIPATION:

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

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Dreamhouse, LLC, Developer, for the sale of the City-owned property located at 802 Whitmore Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Eugene L. Ringgold, Developer, for the sale of the City-owned properties located at 1622 and 1624 E. Chase Street.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - 1622 E. Chase Street
7,500.00 - 1624 E. Chase Street
\$8,500.00

BACKGROUND/EXPLANATION:

The property located at 1624 E. Chase Street is a boarded vacant three-story row house that is in need of rehabilitation. The Developer's plan is to reside in the property once renovations are completed. The vacant lot at 1622 E. Chase Street will be used as a green space.

The City is authorized to dispose of the properties by virtue of Article 13 2-7(h)(2)(ii)(c), and Article 28, Subtitle 8 of the Baltimore City Code.

1622 E. Chase Street was journalized and approved for sale on December 6, 2012.

A good faith deposit in the amount of \$850.00 will be made prior to closing and the remaining balance of \$7,650.00, will be paid in full at closing.

The project will be privately funded by the Developer.

MINUTES

DHCD - cont'd

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

The property known as 1624 E. Chase Street was priced pursuant to the appraisal policy of Baltimore City. The Waiver Valuation Process was used in determining its price at \$7,500.00.

Also, pursuant to the Appraisal Policy of Baltimore City, properties assessed below \$2,500.00, by the State Department of Assessments and Taxation do not have to be appraised to determine their value. The property known as 1622 E. Chase Street assessed at \$1,000.00 and will be sold for \$1,000.00.

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

- stabilization of the immediate area,
- the elimination of blight,
- the sale will provide economic development,
- the generation of real estate and other taxes, and
- the Developer plans to reside in the property as a homeowner.

MBE/WBE PARTICIPATION:

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

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Eugene L. Ringgold, Developer, for the sale of the City-owned properties located at 1622 and 1624 E. Chase Street.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreement (CDBG Agreement) with Liberty's Promise, Inc. The period of the agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$48,000.00 - 2089-208919-5930-791830-603051

BACKGROUND/EXPLANATION:

The CDBG Agreement will provide operating support for an after-school program on civics and citizenship and paid internships for low-to moderate-income immigrant and refugee youth between the ages of 15 - 19 that attend Patterson High School in the Bayview-Hopkins area and the Benjamin Franklin High School in the Brooklyn area of the City.

On August 8, 2018, 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 2018 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. Emergency Shelter Grant Entitlement (ESG)
4. Housing Opportunity for People with AIDS (HOPWA)

The Department began negotiating and processing the CDBG agreements effective July 1, 2018 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreements were delayed due to final negotiations and processing.

MINUTES

DHCD - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Community Development Block Grant Agreement with Liberty's Promise, Inc.

MINUTES

Department of Housing and
Community Development (DHCD)

- CASA of Maryland Baltimore
Regional Education and
Training Center Community
Development Block Grant Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve the loan of Community Development Block Grant funds in the amount of \$750,000.00 and general funds in the amount of \$500,000.00 for the redevelopment of the vacant Belnord Theater located at 2706 Pulaski Highway into the CASA of Maryland (CASA) Baltimore Education and Training Center.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

APPROXIMATE AMOUNT OF MONEY AND SOURCE:

Federal Tax Credit Equity	\$ 1,499,458.00	Acquisition	\$ 619,015.00
New Market Tax Credit Equity	4,036,500.00	Construction/Hard Costs	7,413,839.00
State Historic Tax Credits	2,085,252.00	Architect & Engineering Fees	365,020.00
2016 Maryland Bond Bill	132,500.00	Legal & Accounting	612,418.00
2016 Maryland Capital Budget	300,000.00	Historic Consultant	135,448.00
HCD – CDBG & General Funds	1,250,000.00	Design, Feasibility & Environmental Assessment	76,475.00
France-Merrick Foundation	250,000.00	Project Management Fees	250,000.00
Baltimore County Appropriation	250,000.00	Developer Fee	1,060,666.00
State Capital Allocation	750,000.00	Transaction/Recording Tax	110,500.00
Weinberg Foundation	2,300,000.00	Other Soft Costs	2,210,329.00
TOTAL	\$12,853,710.00	TOTAL	\$12,853,710.00

MINUTES

DHCD - cont'd

Account No. - 9997-915800-9593 (CDBG funds)

Account No. - 9904-916800-9127 (General Funds)

The proceeds of the City's loans will be restricted solely to finance a portion of the hard construction costs of the construction.

BACKGROUND/EXPLANATION:

CASA is a community organization that was founded in 1985 in a church basement by Central American refugees and North Americans. CASA was created in response to the human needs of the thousands of Central Americans arriving to the Maryland/District of Columbia area after fleeing wars and civil strife in the countries of origin.

CASA, is one of the foremost Latino and immigrant organizations in the Mid-Atlantic region and a national leader in building and improving the quality of life in low-income immigrant communities. Its vision is for a future in which diverse and thriving communities live free from discrimination and fear and work together with mutual respect to achieve full human rights for all. CASA's primary mission is to work with the community to improve the quality of life and fight for equal treatment and full access to resources and opportunities for low-income Latinos and their families.

CASA offers health assistance, medical interpretations, English classes, financial literacy classes, vocational training, social services, leadership development, legal services, and placement for low-income Latino and other immigrant families. For the past 10 years, CASA has operated a center in southeast Baltimore, renting 3,000 square feet of space to provide employment, placement, and support services.

MINUTES

DHCD - cont'd

To establish a permanent and expanded space for its programming, CASA conducted a comprehensive search of more than 20 potential properties, and purchased a 16,000 square-foot building located in the Library Square area of Baltimore City, located at 2706 Pulaski Highway (the Property). The building, formerly a historic theater, has been unoccupied following the closure of a discount furniture store in April 2015. Following the planned renovation, the property will contain 16,000 square feet of rentable area to be used for expanded programs in order to grow workforce development programs to include job placement services; on-site vocational training courses, offered in partnership with community colleges; an on-site vocational training lab; an incubation center for housing and economic development opportunities; and English for Speakers of Other Languages Classes (the Project).

Because of the complicated financing structure that is required by Historic Tax Credits and New Market Tax Credits, the City Loan proceeds (the City Loan Proceeds) will be disbursed in total to the Borrower. The amounts equal to the City Loan Proceeds will be leveraged through the New Markets Tax Credit structure as follows: there will be a loan from the Borrower to a joint venture (the Joint Venture) of PNC Bank, National Association, and two leverage funds (collectively, the Leveraged Funds), one associated with the Reinvestment Fund, Inc. and one associated with Raza Development Fund, Inc.; there will be a qualified equity investment from the Joint Venture into two community development entities (collectively, the "CDEs"); and there will be a qualified low-income community investment (QLICI) loan from the CDEs into CASA Baltimore Neighborhood Center, LLC (the Owner), an affiliate of CASA de Maryland, Inc., and the owner of the Property.

A regulatory agreement ensuring that the Owner complies with the Project Restrictions and other requirements of the City Loan will

MINUTES

DHCD - cont'd

be recorded and run with the land but will be subordinate to liens associated with the project financing. At the end of the compliance period of the New Market Tax Credits that are being used to finance in part the redevelopment of the Property (the Compliance Period), the Borrower will arrange to have the City Loan secured by a lien on real property or other collateral whose appraised value is not less than the outstanding principal and interest of the City Loan, or which is otherwise satisfactory to the City. The City agrees that to the extent the Borrower arranges for permanent financing of the Project at the end of the Compliance period, the payment of the City Loan and terms, conditions, and lien of the City's mortgage, if any, will be subordinate to the terms, conditions, and lien of any mortgage securing any component of such financing, and the City agrees to enter into a commercially reasonable subordination and standstill agreement with any such permanent lender.

The Borrower will represent and warrant that the City Loan Proceeds will be used solely for hard costs of constructing the Project (Approved Construction Costs) in accordance with an approved development budget and draw schedule, both to be reviewed and approved by the City prior to closing of the City Loan. The Borrower will submit draw requests, or a copy thereof, to the City showing that the proceeds of the City Loan are being used to reimburse expenditures for hard costs. Following the completion of construction, the Borrower will submit a written certification as to the final hard costs funded by the City Loan Proceeds.

An appraisal was prepared on July 10, 2018, by Cushman & Wakefield. The prospective market value, upon completion, was determined to be \$2,800,000.00.

The infusion of Historic Tax Credits and New Market Tax Credits provides roughly \$8,000,000.00 of equity to assist with the rehabilitation of dilapidated commercial structures such as the

MINUTES

DHCD - cont'd

Project. The combination of these tax credits will encourage investment in projects such as this. Because of tight market conditions, the reluctance of financial institutions to lend funds, and an unproven commercial market, the appraised value of the building is less than optimal. In addition, the commercial rents achievable by developer may limit the projected cash flow and appraised value. The Developer's intention is that by rehabilitating a long, vacant structure, it will breathe new life into the neighborhood and encourage other development that will in turn further increase the value of the project.

PARTICIPATING PARTIES:

- A. Borrower, Developer, and Tenant: CASA de Maryland, Inc. (the Borrower) will be the Borrower with respect to the City Loan. The Borrower will be the Developer of the Project and the Tenant at the Property.
- B. Owner: CASA Baltimore Neighborhood Center, LLC will be the Owner.
- C. General Contractor/Architect: The general contractor will be Hamel Commercial, Inc., which will post a 100% Payment and Performance Bond. Architectural services will be provided by JRS Architects, Inc.
- D. **Participating Financing Agencies:**
 - (1) Leverage Funds: The Joint Venture will be an entity controlled by the Reinvestment Fund, Inc. and Raza Development Fund, Inc. The Joint Venture leverages the various tax credit equity payments and makes a capital contribution to two sub-CDEs who make the QLICI loan to the Owner.

MINUTES

DHCD - cont'd

(2) CDEs: The CDEs are Raza Development, Fund, Inc. and the Reinvestment Fund, Inc. The CDEs receive the allocation of the tax credits that were made available to the Joint Venture to sell to PNC as the New Markets Tax Credit Investor.

E. City Loans: The City will make available Community Development Block Grant funds in the amount of \$750,000.00 and general funds in the amount of \$500,000.00 in one or more loans (collectively, the City Loan). The City Loan will have a term of 20 years following construction completion (the Maturity Date); interest will accrue at the rate of 1% per year; no payments will be due during the term; and provided that no event of default has occurred and is continuing, the principal of and all outstanding interest on the City Loan will be forgiven on the Maturity Date. Following the completion of construction, the Borrower will submit written certification as to the final hard costs funded by the City Loan Proceeds.

The City Loan will be secured primarily by the corporate pledge of the Borrower. The Borrower has agreed that at the end of the period in which the new market tax credits may be subject to recapture (expected to be seven years), the Borrower will secure the City Loan by either granting the City's subordinate lien on the property or providing other collateral, such as a Letter of Credit. The City will record a Regulatory Agreement on the property that will require the Owner to comply with restrictions and certain other requirements of the City Loan.

The sale or refinancing of the Development without the consent of the City will be an event of default and the principal amount of the City Loan plus any and all outstanding interest owed will be immediately due.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for a waiver or exception has been made.

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

1. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$750,000.00	9997-909985-9587	9997-915800-9593
Community	Housing Develop-	CASA de Maryland
Dev. Block	ment	
Grant 42	(Reserve)	

This transfer will provide funding for the redevelopment of the vacant Belnord Theater into the Baltimore Education and Training Center.

Department of Planning

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$129,808.61	9904-907795-9127	
General Funds	Capital Project	
	Priorities	
	(Active)	

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
370,191.39 <u>General Funds</u>	9904-905795-9129 Capital Project Priorities (Reserve)	
\$500,000.00	-----	9904-916800-9127 CASA de Maryland

This transfer will provide funding to CASA de Maryland for the redevelopment of the vacant Belnord Theater into the Baltimore Education and Training Center.

UPON MOTION duly made and seconded, the Board approved the loan of Community Development Block Grant funds in the amount of \$750,000.00 and general funds in the amount of \$500,000.00 for the redevelopment of the vacant Belnord Theater located at 2706 Pulaski Highway into the CASA of Maryland Baltimore Education and Training Center.

MINUTES

DHCD - cont'd

The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law. The Transfers of Funds were approved, SUBJECT to the receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Housing and Community Development (DHCD) - HOME Investment Partnerships Program Loan Extension, Intercreditor and Subordination Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve (i) the extension of the existing maturity date of the HOME Loan from November 1, 2049, to March 1, 2054, and (ii) and an Intercreditor and Subordination Agreement for the Cherrydale Apartments located at 1118 Cherry Hill Road between the Mayor and City Council of Baltimore, acting by and through the Department of Housing and Community Development and AGM Financial Services, Inc., the FHA 223(f) lender.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No additional City funds are required at this time.

BACKGROUND/EXPLANATION:

On May 29, 2008 the Board approved a HOME Investment Partnerships' Program loan (The HOME Loan) in the amount of \$2,090,000.00 to Cherrydale Limited Partnership (the Borrower), a Maryland Limited Partnership which is an affiliate of Enterprise Homes, Inc. (Enterprise). The proceeds of the HOME Loan (the HOME Loan Proceeds) were used to assist with a portion of the acquisition, and substantial rehabilitation of 18 three-story apartment buildings, which consist of 186 residential rental units. One hundred fifty of the rental units are affordable to persons or families with incomes at or below 60% of the area median income (AMI), adjusted for family size. The remaining 36 units are subject to income levels established under the Federal Low-Income Housing Preservation and Resident Homeownership Act.

MINUTES

DHCD - cont'd

The HOME Loan is currently secured by a third lien Deed of Trust on the property and accrues interest at 3.95% per annum for a permanent loan period of 40 years. Repayment of principal and interest are due from available surplus cash. No payments have been received to date by the City. All unpaid principal and accrued interest are currently due on November 1, 2049. As of December 31, 2017, the outstanding principal balance amounted to \$2,090,000.00, and interest on the HOME Loan accrues in an amount equal to \$82,555.00 per year. Accrued interest payable as of December 31, 2017, was \$680,796.00 and as of December 31, 2016, was \$598,241.00.

The HOME Loan is currently subordinate to the existing first-priority loan (the "Existing First Loan") held by Wells Fargo Bank, National Association (the "Existing First Lender") and a second-priority Maryland Housing and Rehabilitation Program loan (the "State Loan") from the State of Maryland. The Existing First Loan has a current outstanding balance of approximately \$3,487,655.00, bears interest at the rate of 6.19%, is scheduled to mature on September 1, 2049, and is insured by HUD through its 221(d)(4) program.

Recently, the Borrower has received a more favorable commitment and loan restructuring to refinance the Existing First Loan. The Borrower's refinancing plan contemplates a new first lien HUD-insured 223(f) first mortgage originated by AGM Financial (the New First Lender) in the approximate principal amount of \$4,832,800.00 (the New First Loan). The New First Loan will have an interest rate of approximately 4.25%, so the debt service payment is forecasted to increase by less than \$1,000.00 per month despite the higher principal amount.

With respect to the proposed refinancing, the proceeds of the approximately \$1,350,000.00 increase in the amount of the first lien will be used to: (a) cure deferred maintenance (approximately \$122,000.00); (b) increase the current replacement reserves (approximately \$330,000.00); (c) pay for third party costs related to the refinancing (approximately \$222,000.00); (d) as further

MINUTES

DHCD - cont'd

described below, pay back a portion of the deferred development fee to Enterprise (approximately \$527,000.00); (e) make partial payment of accrued interest on the HOME Loan; and (f) make a partial payment of the State Loan (approximately \$29,000.00).

A deferred development fee totaling approximately \$793,924.00 is owed by the Borrower to Enterprise pursuant to a development fee agreement between Enterprise and the Borrower, which agreement obligates the Borrower to pay the balance of the deferred fee no later than December 21, 2020, in order that the partnership avoid tax credit recapture.

In connection with the refinancing, the Borrower is requesting the following changes to the terms of the HOME Loan: (i) extend the maturity date of the HOME Loan from November 1, 2049, to March 1, 2054, and (ii) subordinate the HOME Loan to the New First Loan. HUD policy requires subordinate loans to mature no earlier than the maturity date of any HUD-insured first mortgage. As a condition of the Department's recommendation to the Board, the Borrower has agreed to pay a subordination fee in the amount of \$5,000.00 plus a payment (to be applied to accrued and unpaid interest on the HOME Loan) of approximately \$124,645.00.

An appraisal prepared by Principle Real Estates Consultants, dated August 11, 2018, determined that the Market Value at Fee Simple and meeting the income restrictions, is \$9,900,000.00.

All other terms and conditions of the original HOME Investment Partnerships' Program loan remain unchanged.

MBE/WBE PARTICIPATION:

N/A

THE DIRECTOR OF FINANCE REVIEWED AND RECOMMENDED APPROVAL.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved (i) the extension of the existing maturity date of the HOME Loan from November 1, 2049, to March 1, 2054, and (ii) and an Intercreditor and Subordination Agreement for the Cherrydale Apartments located at 1118 Cherry Hill Road between the Mayor and City Council of Baltimore, acting by and through the Department of Housing and Community Development and AGM Financial Services, Inc., the FHA 223(f) lender.

The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

MINUTES

Department of Housing and - Contract for Loan
Community Development Guarantee Assistance

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Contract for Loan Guarantee Assistance under Section 108 of the Housing and Community Development Act of 1974 for Fixed Rate Notes #B-02-MC-24-0010-A (i.e. East Baltimore Development, Inc.) and Fixed Rate Note #B-03-MC-24-0010 (i.e. Acme Warner) in the amounts of \$7,483,000.00 and \$7,059,000.00, respectively.

AMOUNT OF MONEY AND SOURCE:

No additional City funds are required at this time. However, the City will have to pay a one-time issuance cost on each of the new notes, which is expected to be .05% of the loan amount.

BACKGROUND/EXPLANATION:

On July 7, 2004, the Board approved a loan in the amount of \$21,200,000.00 from the United States Department of Housing and Urban Development ("HUD") to the City to finance the acquisition, demolition and relocation of certain properties associated with Phase I of the East Baltimore Development project (Note Number: B-02-MC-24-0010-A) redevelopment site. Concurrently, the City issued a fixed rate note to evidence this loan.

The HUD 108 Loan was for a term of 20 years. Payments are interest only for the first three years, which lowered the initial costs of repayment of the loan from Community Development Block Grant ("CDBG") funds. Interest only payments were set at a rate equal to the three-month LIBOR ("London Interbank Offering Rate") plus 20 basis points. In year 4, the loan was converted to a fixed rate loan pegged to yields on Treasury obligations of similar maturity set at the time of the HUD note sale.

MINUTES

Department of Housing and - cont'd
Community Development

On October 12, 2005, the Board approved a second Section 108 loan in the amount of \$13,275,000.00 from HUD to the City to finance the acquisition and redevelopment of Gateway South (formerly known as the Warner Street Corridor). Number: B-03-MC-24-0010). Funds were used to acquire properties, relocate tenants and demolish existing structures. Concurrently, the City issued a fixed rate note to evidence this loan.

The HUD 108 loan had a term of 20 years. Payments were interest only for the first three years, and the interest rate during the period was no greater than the three-month LIBOR ("London Interbank Offering Rate") offered plus 30 basis points. The permanent rate was tied to yields on Treasury obligations of similar maturity and set at the time of the HUD note sale in year 4. Real property tax increment payments captured by the existing TIF District were used to pay debt service payments.

The current outstanding balance on each of the notes is \$7,483,000.00 and \$7,059,000.00, respectively.

The Department was recently contacted by HUD regarding an upcoming public offering for the Section 108 Loan Guarantee Program and was offered the opportunity to participate in this offering. The City stands to save a substantial amount of money should it opt to refinance each of the notes.

By participating in the public offering, it is estimated that the City will save a total of \$888,546.00 by the refinancing of both notes at a lower rate. This will significantly reduce the amount of interest to be paid on the outstanding balance of each of the notes.

MINUTES

Department of Housing and - cont'd
Community Development

The current EBDI 108 is anticipated to be paid off in August of 2024 and the Acme Warner 108 is scheduled to be paid off in August of 2025. The proposed refinancing will extend the repayment periods of each of the notes to August of 2028.

The public offering is tentatively scheduled for February 13, 2019. To participate in the HUD refinance, all executed documents must be returned to HUD Central by close of business on January 16, 2019.

The issuance costs for the East Baltimore Development Section 108 are estimated to be \$37,415.00. The Department has agreed to pay this cost.

The issuance costs for the Acme Warner Section 108 are estimated to be \$35,295.00 and will be paid by the City's Department of Finance.

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Contract for Loan Guarantee Assistance under Section 108 of the Housing and Community Development Act of 1974 for Fixed Rate Notes #B-02-MC-24-0010-A (i.e. East Baltimore Development, Inc.) and Fixed Rate Note #B-03-MC-24-0010 (i.e. Acme Warner) in the amounts of \$7,483,000.00 and \$7,059,000.00, respectively.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1046 N. Milton Avenue, Block 1572, Lot 022, by gift from Ms. Silvia Vesperoni, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1046 N. Milton Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 25, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd1046 N. Milton Avenue

Real Property Tax	2018/2019	\$ 0.00
Registration	066957	<u>130.00</u>
Total Taxes Owed		\$130.00

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1046 N. Milton Avenue, Block 1572, Lot 022, by gift from Ms. Silvia Vesperoni, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1106 E. Hoffman Street, Block 1132, Lot 004, by gift from Clyde Davis-EL, Jr. and Elaine T. Davis-EL, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owners have offered to donate to the City, title to the property located at 1106 E. Hoffman Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owners will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through July 6, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

1106 E. Hoffman Street

Real Property Tax	2018-2019	\$ 117.44
Miscellaneous Bill	8596421	196.27
Property Registration	079041	<u>156.00</u>
Total Taxes Owed		\$ 469.71

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1106 E. Hoffman Street, Block 1132, Lot 004, by gift from Clyde Davis-EL, Jr. and Elaine T. Davis-EL, Owners, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1618 Cliftview Avenue, Block 4165, Lot 033, by gift from Mr. Eric Harris, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1618 Cliftview Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 9, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

1618 Cliftview Avenue

Tax Sale	317669	\$2,578.10
Real Property Tax	2018-2019	354.00
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2018	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Miscellaneous	7949464	Included in Tax Sale
Miscellaneous	8215485	Included in Tax Sale
Miscellaneous	8580268	230.21
Miscellaneous	8587180	179.69
Total Taxes Owed		<u>\$3,333.00</u>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1618 Cliftview Avenue, Block 4165, Lot 033, by gift from Mr. Eric Harris, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the fee simple interest in the property located at 1711 Vine Street, Block 1079, Lot 069, by gift from Ms. Janine Bailey, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1711 Vine Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 26, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd1711 Vine Street

Real Property Tax	2018-2019	\$ 102.26
Registration	033032	<u>130.00</u>
Total Taxes Owed		\$ 232.26

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at 1711 Vine Street, Block 1079, Lot 069, by gift from Ms. Janine Bailey, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1205 Ensor Street, Block 1158, Lot 003, by gift from Mr. Bennie Grissom, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1205 Ensor Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 18, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd1205 Ensor Street

Real Property Tax	2018-2019	\$ 102.26
Environmental	55213086	500.00
Registration	003505	<u>140.80</u>
Total Taxes Owed		\$ 743.06

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1205 Ensor Street, Block 1158, Lot 003, by gift from Mr. Bennie Grissom, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 4008 Lyndale Avenue, Block 6111, Lot 056, by gift from Frances Williams, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 4008 Lyndale Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 25, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd4008 Lyndale Avenue

Tax Sale	333256	\$26,653.56
Real Property Tax	2018-2019	1,916.32
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Miscellaneous	8319154	Included in Tax Sale
Miscellaneous	8344871	Included in Tax Sale
Miscellaneous	8569337	246.60
Environmental	53188447	Included in Tax Sale
Environmental	53791646	Included in Tax Sale
Environmental	53791653	Included in Tax Sale
Environmental	55004717	Included in Tax Sale
Environmental	55066393	1,500.00
Environmental	55100820	<u>1,900.00</u>
Total Taxes Owed		\$32,216.48

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 4008 Lyndale Avenue, Block 6111, Lot 056, by gift from Frances Williams, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2223 Mount Holly Street, Block 2817, Lot 042, by gift from Ms. Shonna Holmes, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 2223 Mount Holly Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through May 1, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

2223 Mount Holly Street

Tax Sale Cert. #300303	5/18/2018	\$13,896.75
Real Property Tax	2017-2018	2,838.22
Real Property Tax	2016-2017	3,402.92
Real Property Tax	2015-2016	3,976.28
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Miscellaneous Bill	6670178	Included in Tax Sale
Miscellaneous Bill	6738728	Included in Tax Sale
Miscellaneous Bill	6797054	Included in Tax Sale
Miscellaneous Bill	7080708	Included in Tax Sale
Miscellaneous Bill	7143423	Included in Tax Sale
Miscellaneous Bill	7433600	Included in Tax Sale
Miscellaneous Bill	7978349	409.88
Miscellaneous Bill	8085235	569.11
Miscellaneous Bill	8337859	356.68
Miscellaneous Bill	8479263	167.20
Property Registration	425602	<u>1,213.42</u>
Total Taxes Owed		\$26,830.46

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 2223 Mount Holly Street, Block 2817, Lot 042, by gift from Ms. Shonna Holmes, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2875 Kinsey Avenue by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 2875 Kinsey Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 15, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

2875 Kinsey Avenue

Tax Sale	310096	\$6,045.83
Real Property Tax	2018-2019	180.45
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Miscellaneous	6308506	Included in Tax Sale
Miscellaneous	6342703	Included in Tax Sale
Miscellaneous	6447437	Included in Tax Sale
Miscellaneous	6920904	Included in Tax Sale
Miscellaneous	7018526	Included in Tax Sale
Miscellaneous	7375488	Included in Tax Sale
Miscellaneous	7672884	Included in Tax Sale
Miscellaneous	7946882	Included in Tax Sale
Miscellaneous	8117079	826.07
Miscellaneous	8220881	371.42
Miscellaneous	8291403	323.61
Miscellaneous	8483216	417.82
Registration	101412	367.04
Total Taxes Owed:		\$8,532.24

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 2875 Kinsey Avenue by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2625 Hafer Street by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 2625 Hafer Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 23, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd2625 Hafer Street

Tax Sale	309406	\$21,517.11
Real Property Tax	2018-2019	96.24
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Miscellaneous	5010814	Included in Tax Sale
Miscellaneous	5782958	Included in Tax Sale
Miscellaneous	5838123	Included in Tax Sale
Miscellaneous	6024772	Included in Tax Sale
Miscellaneous	6026033	Included in Tax Sale
Miscellaneous	6132005	Included in Tax Sale
Miscellaneous	6176275	Included in Tax Sale
Miscellaneous	6186951	Included in Tax Sale
Miscellaneous	6276216	Included in Tax Sale
Miscellaneous	6277008	Included in Tax Sale
Miscellaneous	6304661	Included in Tax Sale
Miscellaneous	6342224	Included in Tax Sale
Miscellaneous	6365373	Included in Tax Sale
Miscellaneous	6595763	Included in Tax Sale
Miscellaneous	6759484	Included in Tax Sale
Miscellaneous	6784326	Included in Tax Sale
Miscellaneous	6907216	Included in Tax Sale
Miscellaneous	6907216	Included in Tax Sale
Miscellaneous	7020993	Included in Tax Sale
Miscellaneous	7357064	Included in Tax Sale
Miscellaneous	7595036	Included in Tax Sale
Miscellaneous	7609225	Included in Tax Sale
Miscellaneous	7670060	Included in Tax Sale
Miscellaneous	7904683	Included in Tax Sale
Miscellaneous	8488553	176.80
Environmental	52058435	Included in Tax Sale
Registration	206389	2,094.40

Total Taxes Owed: \$23,884.55

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 2625 Hafer Street by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1513 Rutland Avenue by gift from Mr. Samuel Twene, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

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

BACKGROUND/EXPLANATION:

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

The Owner has offered to donate to the City, title to the property located at 1513 Rutland Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through October 22, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

1513 Rutland Avenue

Tax Sale	313425	\$2,491.02
Real Property Tax	2018-2019	86.54
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Miscellaneous	7430382	Included in Tax Sale
Miscellaneous	7657943	Included in Tax Sale
Miscellaneous	7722531	Included in Tax Sale
Miscellaneous	8082414	265.87
Miscellaneous	8228603	245.57
Miscellaneous	8298135	4,072.50
Environmental	53446027	Included in Tax Sale
Environmental	54949201	<u>Included in Tax Sale</u>
Total Taxes Owed:		\$7,161.50

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1513 Rutland Avenue by gift from Mr. Samuel Twene, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

Mayor's Office of Human Services - Agreements, Grant Award
Agreement and Ratification
of Agreement

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

AGREEMENTS

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$361,869.76**

Account: 4000-407118-3571-760100-603051

This agreement will be used to support Sarah's Hope - Mount Street, a comprehensive family shelter that provides 24 hour services for 150 homeless families in Baltimore City each year. Sarah's Hope offers emergency shelter and family-centered support services that provide immediate stabilization, and helps families quickly regain permanent housing. This agreement specifically expands the case management and operational capacity at Sarah's Hope. The period of the agreement is July 1, 2018 through February 29, 2020.

2. **STRONG CITY BALTIMORE, INC.** **\$200,000.00**

Account: 5000-529119-3573-760000-603051

Strong City Baltimore, Inc., as fiscal sponsor for Youth Empowered Society, Inc., will use funds to operate a Rapid Rehousing Program to serve vulnerable and homeless youth in Baltimore City. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreements are late because of a delay in receiving the project budget from the organizations.

MINUTES

Mayor's Office of Human Services - cont'd

3. **HEALTHCARE FOR THE HOMELESS** **\$ 561,775.00**

Account: 5000-507018-3573-757900-603051

HealthCare for the Homeless, Inc. will use funds to provide medical care, housing-based case management, and tenancy support services to eligible and MOHS-approved clients as part of the Assistance in Community Integration Services (ACIS) Pilot. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because of a delay at the administrative level.

4. **DAYSPRINGS PROGRAMS, INC.** **\$ 287,084.00**

Account: 4000-407017-3571-757600-603051

Dayspring Programs, Inc. will provide supportive services to 60 low-income, formerly homeless households as part of their permanent supportive housing program. Supportive services include case management, assistance with finding appropriate scattered-site housing units, and job training. The period of the agreement is January 1, 2019 through December 31, 2019.

MWBOO GRANTED A WAIVER.

GRANT AWARD AGREEMENT

5. **STATE OF MARYLAND, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT** **\$2,155,255.00**

Account: 5000-529119-3571-333700-405001

This Homelessness Solutions Program Agreement constitutes a notice of award from the Maryland State Department of Housing and Community Development. The grant will provide funding for

MINUTES

MOHS - cont'd

Rapid Re-Housing, Eviction Prevention, Shelter and Essential Services, and the Homeless Management Information System (HMIS). The period of the agreement is July 1, 2018 through September 30, 2019.

The agreement is late because of a delay in obtaining the grant award from the State of Maryland Department of Housing and Community Development.

RATIFICATION OF AGREEMENT

6. **HEALTHCARE FOR THE HOMELESS, INC.** **\$44,850.00**

Account: 5000-507018-3573-757900-603051

Health Care for the Homeless, Inc. will use funds to provide medical care, housing-based case management, and tenancy support services to eligible and MOHS-approved clients as part of the Assistance in Community Integration Services (ACIS) Pilot. The period of the agreement was January 1, 2018 through June 30, 2018.

The agreement is late because of a delay at the administrative level.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

EXTRA WORK ORDER AND TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

230 - 231

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES**EXTRA WORK ORDER**

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

This transfer will fund the costs associated with change order #2 on Project TR 12317, Central Ave Phase II with Allan Myers, MD Inc.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department Technology</u>			
1. Robert Quick	Power DMS User Conference Orlando, FL Feb. 6 - 11, 2019 (Reg. Fee \$550.00)	Consent Decree Fund	\$1,354.60

The subsistence rate for this area is \$218.00 per day. The hotel rate is \$139.00 per night, plus \$18.87 per night hotel tax, and a resort fee of \$11.95 per night. The conference will be held on February 6-8, 2019. Mr. Quick is extending his stay at his own expense.

Office of Inspector General

2. Jennifer Caffrey Theo Sebekos	Essential of Inspector General Investigations Brunswick, GA Jan. 28 - Feb. 8, 2019 (Reg. Fee ea. \$4,181.04)	General Fund	\$9,034.00
-------------------------------------	---	-----------------	------------

The registration fee of \$4,181.04 and transportation costs of \$305.96 for both Ms. Caffrey and Mr. Sebekos were prepaid using a City-issued credit card assigned to Isabel M. Cumming. The registration fee will cover the costs of lodging, food and tuition. Therefore, the disbursement to both Ms. Caffrey and Mr. Sebekos is \$60.00.

MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Department of Information and Technology</u>			
3. Frank Johnson	VMWORLD 2018 Las Vegas, NV Aug. 25 - 29, 2018 (Reg. Fee \$0.00)	General Fund	\$ 942.30

The hotel cost of \$405.90, transportation cost of \$476.40 and ground transportation cost of \$60.00 were paid using a City-issued credit card assigned to Ms. Charmane Baker.

The travel request is late because the Department received the trip confirmation for the travel request late.

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

UPON MOTION duly made and seconded, the Board approved the Travel Requests and the Retroactive Travel Approval.

MINUTES

Parking Authority of - Maintenance Agreement
Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Maintenance Agreement with Scheidt & Bachmann USA Inc. (S&B). The period of the Maintenance Agreement is November 01, 2018 for two years unless sooner terminated.

AMOUNT OF MONEY AND SOURCE:

<u>YEAR 1</u>	<u>YEAR 2</u>		
\$ 26,575.61	\$ 27,239.99	2075-000000-2321-407200-603016	(Arena)
26,575.61	27,239.99	2075-000000-2321-407700-603016	(Baltimore)
26,575.61	27,239.99	2075-000000-2321-408200-603016	(Caroline)
26,575.61	27,239.99	2075-000000-2321-408700-603016	(Fayette)
26,575.61	27,239.99	2075-000000-2321-408300-603016	(Fleet & Eden)
26,575.61	27,239.99	2075-000000-2321-407400-603016	(Franklin)
10,685.07	10,952.13	2076-000000-2321-612900-603016	(JFB Lot)
26,575.61	27,239.99	2075-000000-2321-407500-603016	(Lexington)
26,575.61	27,239.99	2075-000000-2321-407900-603016	(Little Italy)
26,575.61	27,239.99	2076-000000-2321-253800-603016	(Marina)
26,575.61	27,239.99	2075-000000-2321-407100-603016	(Market)
26,575.61	27,239.99	2075-000000-2321-407600-603016	(Penn Stat.)
26,575.61	27,239.99	2075-000000-2321-408100-603016	(St. Paul)
<u>26,575.61</u>	<u>27,239.99</u>	2076-000000-2321-254000-603016	(West)
\$356,168.00	\$365,072.00	TOTAL	

MINUTES

Parking Authority of - cont'd
Baltimore City

BACKGROUND/EXPLANATION:

On November 10, 2004, the Board approved a maintenance agreement with S&B that was for three years and covered the revenue control equipment that was installed at the time at 9 facilities.

On May 28, 2008, the Board approved the second maintenance agreement with S&B that was in effect for three years and covered the revenue control equipment that was installed at the time at 15 facilities.

On November 9, 2011, the Board approved the third maintenance agreement with S&B that was in effect for two years (terminating October 30, 2013) and covered the revenue control equipment that was installed at the time at 16 facilities.

On October 30, 2013, the Board approved the fourth Maintenance Agreement with S&B and covered the revenue control equipment installed at 17 facilities for two years, terminating October 30, 2015.

On November 18, 2015, the Board approved the fifth Maintenance Agreement with S&B and covered the revenue control equipment installed at 17 facilities for two years, terminating October 30, 2017.

On November 22, 2017, the Board approved the sixth Maintenance agreement with S&B that covered the revenue control equipment installed at 17 facilities for one year, terminating October 30, 2018.

MINUTES

Parking Authority of - cont'd
Baltimore City

The PABC now requests approval of a two-year Maintenance Agreement with S&B for the equipment installed at 14 facilities because three facilities were leased long-term to MEDCO.

This equipment has made a significant contribution to the substantial increases in revenue that the PABC has experienced during the past nine years. The PABC is pleased with the functioning of the equipment and the service provided by S&B to date. This Maintenance Agreement will ensure the continued functioning of the equipment.

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 Maintenance Agreement with Scheidt & Bachmann USA Inc.

MINUTES

Department of Transportation/DOT - Task Assignment No. 11,
Engineering and Construction Project No. 1209

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 011 to Rummel, Klepper & Kahl, LLP under Project No. 1209, On-Call Traffic Engineering Studies. The period of the agreement is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$273,426.00 - 9950-926016-9508-900020-703032

BACKGROUND/EXPLANATION:

This task assignment will provide authorization for engineering support and on site bicycle planning support to advance project delivery city-wide.

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 are: MBE: 27% and WBE: 10%.

The Consultant has met 41.00% of the MBE goals and 11.00% WBE goals at this time.

MWBOO APPROVED THE REQUEST.

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

MINUTES

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$300,768.00	9950-921019-9509	9950-926016-9508-3
GF (HUR)	Construction Reserve	Design
	Bike Master Plan	Bike Master Plan FY-19

This transfer will fund the costs associated with Task No. 11 on Project No. 1209, On Call Traffic Engineering Services with Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 011 to Rummel, Klepper & Kahl, LLP under Project No. 1209, On-Call Traffic Engineering Studies. 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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1225, On-Call Design Construction Services for Reconstruction and Resurfacing Projects. The period of Task No. 013 is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$143,378.00	-	9962-906072-9562-900000-703032
57,352.00	-	9950-901069-9512-900020-703032
85,504.11	-	9950-902315-9506-900020-703032
\$286,234.11		

BACKGROUND/EXPLANATION:

This authorization provides for user and application support to its employees and contractors with Contract Management application. The Department is also in need of support services to upgrade its current version of On-Base application to the latest version as well as additional implementation and enhancement needed to better support the Agency's Documents Control Management.

MBE/WBE PARTICIPATION:

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

MINUTES

Department of Transportation - cont'd

The Consultant has achieved MBE goals of 55% and 1.00% of the WBE goals. The Consultant has the capacity to meet the remaining WBE goals.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 013 to Johnson, Mirmiran & Thompson, Inc., under Project No. 1225, On-Call Design Construction Services for Reconstruction and Resurfacing Projects.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 13 to KCI Technologies, Inc., under Project 1225, On-Call Consultant Services for Reconstruction and Resurfacing Projects. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$178,073.91 - 1001-000000-1911-192100-603026

BACKGROUND/EXPLANATION:

This task will allow two part time on-site personnel that will be processing the following; plan reviews for construction permits, permit application & review and permit coordination with city and utility agencies.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has met the MBE goal of 10.00% and the WBE goal of 1%. At this time, the Consultant has the capacity to meet the remaining goals.

MWBOO FOUND CONSULTANT IN COMPLIANCE.

MINUTES

Department of Transportation - cont'd

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 13 to KCI Technologies, Inc., under Project 1225, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 14 to KCI Technologies, Inc. under Project 1225 On-Call Design Consultant Services for Reconstruction and Resurfacing. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$104,496.61	-	1001-000000-5000-381900-603026
100,000.00	-	1001-000000-2301-249800-603026
100,000.00	-	1001-000000-5015-749800-603026
\$304,496.61		

BACKGROUND/EXPLANATION:

This task will provide support for the 2018-2019 snow season, completing the implementation of Cityworks storeroom (warehouse inventory module) at the Street Lighting warehouse, IT infrastructure analysis and management support, and on-call Cityworks support.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

On the established goals, the Consultant has met 9.00% MBE and 1.00% WBE. However, they have the capacity to meet the remaining percentage goals.

MWBOO APPROVED THE REQUEST.

MINUTES

Department of Transportation - cont'd

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 14 to KCI Technologies, Inc. under Project 1225 On-Call Design Consultant Services for Reconstruction and Resurfacing.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 9950-907074-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Mitigation fee was required for the Roland Heights, L.C., development. The Developer proposes to perform the Scope of Work for Roland Heights, L.C. at 1600 Roland Heights Avenue, constructing 130 townhouses.

The Developer agrees to make a one-time contribution in the amount of \$20,000.00 to fund the City's multimodal transportation improvements in the development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Roland Heights, L.C.

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:

247 - 250

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

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office
of Engineering and Construction

- 1. ER 4125, Impervious Anchor Construction \$ 995,582.70
Area Removal at Corp.
Various Locations

MBE/WBE PARTICIPATION:

Anchor Construction Corp. has complied with the requirements of the Maryland Department of Environment's Disadvantage Business Enterprise (DBE) Program. As part of their bid, Anchor Construction Corp has committed to utilize the following DBE goals according to the State Revolving Loan Forms that were submitted in their bid submission:

DBE/MBE: S&J Service, Inc.	\$179,500.00	18.03%
DBE/WBE: Barbie's Recycling & Hauling, Inc.	\$ 59,500.00	5.98%
Empire Landscaping, LLC	<u>100,000.00</u>	<u>10.04%</u>
	\$159,500.00	16.02%

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
2. \$ 895,988.86	9958-914406-9526	
State Water	Impervious Removal/	
Quality Revenue	Greening	
179,240.78		
Storm Water		
<u>Revenue Bonds</u>		
\$1,075,229.64	-----	9958-908421-9525-6 Construction

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office
of Engineering and Construction

The transfer will cover costs of ER 4125-Impervious Area
Removal at Various Locations

Bureau of Procurement

- | | | | |
|----|--|------------------|--------------|
| 3. | B50005491, Regular
Cab and Chassis
with Van Body | Apple Ford, Inc. | \$189,750.00 |
|----|--|------------------|--------------|

(Dept. of General Services)

MBE/WBE PARTICIPATION:

On April 12, 2018, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|-------------------------------------|--------------|
| 4. | B50005566, Services
for Electronic
Security Systems | Vision Technologies
Incorporated | \$470,775.00 |
|----|---|-------------------------------------|--------------|

(Dept. of General Services)

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of ProcurementMBE/WBE PARTICIPATION:

MBE: Plexus Group (Plexus Installations, Inc.) \$ 75,924.00 15%

WBE: SDC Information Technology, LLC \$ 18,831.00 4%

MWBOO FOUND VENDOR IN COMPLIANCE.

5. B50005599, General Charter Bus Transportation Services \$2,100,000.00
- a. Sivels Transportation, Inc.
(Item #3)
 - b. D.T.S Worldwide Transportation
(Item #1, #2, #4, & #5)
 - c. Woodlawn Motor Coach
(Item #1, #3, & #4)
 - d. Reliable Transportation
(Item #2 & #5)

MWBOO GRANTED A WAIVER.

6. B50005596, Storm Mobile Dredging & Drain Inlet Cleaning Video Pipe, Inc. \$1,000,000.00

(DPW, Asset Management)

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement**MBE/WBE PARTICIPATION:**

MBE: J.J. Adams Fuel Oil Co.	\$ 18,150.00	5%
Savin Engineers, P.C.	\$223,850.00	37%
WBE: R&R Contracting Utilities, Inc.	\$ 30,250.00	5%

The bidder did not include the correct percentage on the Part D MBE/WBE Participation Affidavit for the MBE participation, however, the dollar amount is sufficient.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

Department of General Services - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Johnson, Mirmiran & Thompson, Inc. under Project 1805, On-Call Mechanical/Electrical/Plumbing Design Services. The period of the agreement is four years or until the upset limit of is reached.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies on a continuing basis require mechanical/engineering/plumbing design services to modify, upgrade, or repair their facilities. Typically the work is limited in scope and/or of an urgent nature, which in either case should not be postponed until the customary engineering selection process can be executed.

Under this agreement, these services will be provided as needs are identified. The costs of services rendered will be negotiated at a not-to-exceed price for each task assigned. Fees will be based on actual payroll rates. The payroll rate and multiplier have been reviewed by the Department of Audits.

The initial contract period will be four years, however projects started within the initial four-year period may continue beyond the four-year time frame until completion.

The total fee for this agreement will not exceed \$2,000,000.00 without a formal amendment. The Consultant was selected pursuant to the Architectural and Engineering Awards Commission procedures.

MINUTES

Department of General Services - cont'd

MBE/WBE PARTICIPATION:

MBE: Dhillon Engineering, Inc.	\$0 - \$460,000.00	0 - 23%
DM Enterprises of Baltimore, LLC	\$0 - \$460,000.00	0 - 23%
IH Services, Inc.	\$0 - \$460,000.00	0 - 23%
Phoenix Engineering, Inc.	<u>\$0 - \$460,000.00</u>	<u>0 - 23%</u>
	\$0 - \$460,000.00	0 - 23%
	(in the aggregate)	
 WBE: Albrecht Engineering, Inc.	\$0 - \$260,000.00	0 - 13%
JRS Architects, Inc.	\$0 - \$260,000.00	0 - 13%
Constellation Design Group, Inc.	\$0 - \$260,000.00	0 - 13%
	<u>\$0 - \$260,000.00</u>	<u>0 - 13%</u>
	\$0 - \$260,000.00	0 - 13%
	(in the aggregate)	

MWBOO FOUND VENDOR IN COMPLIANCE.**AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Johnson, Mirmiran & Thompson, Inc. under Project 1805, On-Call Mechanical/Electrical/Plumbing Design Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Dewberry Engineers, Inc., under SC 948, Post Award Services (PAS) Brooklyn Wastewater Pumping Station Rehabilitation and Thioguard Chemical Feed Facility at Baltimore Street. The period of the Agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$394,236.45 - 9956-902547-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting the approval of SC 948, PAS for Brooklyn Wastewater Pumping Station Rehabilitation and Thioguard Chemical Feed Facility at Baltimore Street. This project is intended to provide engineering and technical services to support construction of SC 948.

The Consultant will assist the City in maintaining overall management of the project by providing coordination of all engineering disciplines and sub-consultants required to perform the scope of work by preparing monthly progress reports for this work to be attached to the monthly invoice, and managing the sub-consultants through monitoring of progress. In addition, the Consultant will monitor budgets and attend construction progress meetings, provide reviews of documents submitted by the contractor, and provide technical support to the City staff through construction and closeout of the construction project.

The scope of the original agreement includes On-Call Civil Engineering Services for various water and wastewater facilities' projects including treatment plants, pumping stations and utilities, which may include planning, design, and construction

MINUTES

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

phase services. The services will include review of available information, project management, investigation, design, emergency service, report preparation and contract documents, including construction cost estimates, permit applications, and services during construction.

MWBOO SET GOALS OF 31% FOR MBE AND 10% FOR WBE.

MBE:	Dhillon Engineering, Inc.	\$110,453.91	28.01%
	Navarro & Wright Co., Inc.	<u>14,259.41</u>	<u>3.61%</u>
	Total	\$124,713.32	31.62%
WBE:	Carroll Engineering, Inc.	\$ 41,493.62	10.52%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$324,000.00	9956-905533-9549	9956-902547-9551-3
Revenue Bonds	Annual Facilities Improvements	Design & Study

This transfer will cover the costs of Project SC 948, Brooklyn Wastewater Pumping Station Rehabilitation and Thioguard Chemical Feed Facility at Baltimore Street for PAS.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Dewberry Engineers, Inc., under SC 948 agreement with Dewberry Engineers, Inc., under SC 948, Post Award Services Brooklyn Wastewater Pumping Station Rehabilitation and Thioguard Chemical Feed Facility at Baltimore Street. 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 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. 010 to Dewberry Consultants, LLC under Project No. 1178D, On-Call Civil/Structural Engineering Services.

AMOUNT OF MONEY AND SOURCE:

\$144,610.63 - 9956-902943-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction has requested Dewberry Consultants, LLC to carry out a study to develop a Preliminary Design Report for each of the following four Wastewater Pumping Stations: McComas Street, Westport, Fort McHenry, and Locust Point. The Preliminary Design Report will assess current pumping station conditions, identify major deficiencies, and provide rehabilitation recommendations for each station.

The project consists of on-call consulting for various tasks assigned by the Office of Engineering & Construction on an as needed basis. The scope involves civil/structural consulting services for various water and wastewater facilities including treatment plants, pumping stations and utilities and may include planning, design, and construction phase services.

MBE/WBE PARTICIPATION:

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

MINUTES

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

MWBOO approved the request on 10/29/2018.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$160,349.00	9956-905533-9549	9956-902943-9551-3
Wastewater	(Annual Facilities	Study
Revenue Bond	Improv)	

This transfer will cover the costs of Project 1178D, (SC 995) On-Call Civil/Structural Engineering Services, Task 10.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 010 to Dewberry Consultants, LLC under Project No. 1178D, On-Call Civil/Structural Engineering Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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. 001 to Whitman, Requardt & Associates, LLP, under Project No. 1805, WC 1370R, On-Call Construction Management Assistance Services. The duration of this task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$281,896.77 - 9960-902598-9557-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting the Consultant to provide construction management assistance and inspection services for the ongoing work on WC 1370R-AMI/R, Metering Infrastructure Repair & Replacement, Various Locations (3" & Larger Water Service).

The scope of the original agreement includes assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project record and documentation, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support.

Under the scope of the construction project, the Consultant will replace/install water meters of various types 3" - 12" in diameter, retrofit/refurbish existing meters to correct miscellaneous defects to make them compatible with automated meter infrastructure/reading (AMI/R) system equipment, install test ports, and replace/install outlet shutoff valves, fittings, and other appurtenances inside and/or outside existing large meter vaults.

MINUTES

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

The Consultant will also locate exterior large meter vaults, adjust meter frame and cover for the existing large meter vaults, replace service lines of various diameters and materials with ductile iron as needed to perform meter installation, remove dirt/trash/debris and dewater large meter vaults, replace/install large 3" and larger water service meter vaults, remove and replace top slab, and miscellaneous repairs to the large meter vaults, furnish and install/replace small/large sectional vault, temporary pavement and sidewalk restoration (incidental), erosion and sedimentation control measures (incidental), and maintenance of traffic (incidental).

The original contract will expire September 26, 2022.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the goals of 29% MBE and 10% WBE assigned to the original agreement. Currently, this On-Call Agreement is not in compliance because this is a new agreement and Task No. 001 is the first task written.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$304,448.51	9960-906133-9558	9960-902598-9557-3
Revenue Bonds	Constr. Res. -	Inspection
	Meter Replacement	

MINUTES

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

This transfer will cover the costs of Project 1805, WC 1370R, On-Call Construction Management Assistance, Task No. 001 for Construction Management Assistance and Inspection Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Whitman, Requardt & Associates, LLP, under Project No. 1805, WC 1370R, On-Call Construction Management Assistance Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to Whitman, Requardt & Associates, LLP, under Project No. 1805, WC 1371, On-Call Construction Management Assistance Services. The duration of this task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$334,213.96 - 9960-902590-9557-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting the Consultant to provide Construction Management Assistance and Inspection Services for the ongoing work on WC 1371, AMI/R Metering Infrastructure Repair & Replacement, Various Locations (3" & Larger Water Service).

The scope of the original agreement includes assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project record and documentation, review of the 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 and construction contract administrative support.

Under the scope of the construction project, the Consultant will replace/install water meters of various types 3" - 12" in diameter, retrofit/refurbish existing meters to correct miscellaneous defects to make them compatible with automated meter infrastructure/reading (AMI/R) system equipment, install test ports, and replace/install outlet shutoff valves, fittings, and other appurtenances inside and/or outside of existing large meter vaults.

MINUTES

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

The Consultant will also locate exterior large meter vaults, adjust meter frame and cover for the existing large meter vaults, replace service lines of various diameters and materials with ductile iron as needed to perform meter installation, remove dirt/trash/debris and dewater large meter vaults, replace/install large 3" and larger water service meter vaults, remove and replace top slab, and miscellaneous repairs to the large meter vaults, furnish and install/replace small/large sectional vault, temporary pavement and sidewalk restoration (incidental), erosion and sedimentation control measures (incidental), and maintenance of traffic (incidental).

The original contract will expire on September 26, 2022.

MBE/WBE PARTICIPATION:

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

Currently, this On-Call Agreement is not in compliance because this is a new agreement and Task No. 002 is the second task written. Task No. 1 has not been approved to date.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$360,951.08	9960-906133-9558	9960-902590-9557-5
Revenue Bonds	Constr. Res. -	Inspection
	Meter Replacement	

MINUTES

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

This transfer will cover the costs of Project 1805, WC 1371, On-Call Construction Management Assistance, Task No. 002 for Construction Management Assistance and Inspection Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to Whitman, Requardt & Associates, LLP, under Project No. 1805, WC 1371, On-Call Construction Management Assistance Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of 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. 001 to Transviron, Inc., under Project No. 1806, SC 948, On-Call Project and Construction Management Assistance Services. The duration of this task is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$137,248.42 - 9956-902547-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of continued assistance from Transviron, Inc. to provide on-site inspection services on SC 948, Rehabilitation of Brooklyn Pumping Station for the Department of Public Works/Office of Engineering and Construction.

The scope of the original agreement includes assisting the Construction Management Division with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, and review and processing of contractors' applications for payment. In addition, the services may include attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, constructability contract administration, and MBE/WBE and wage regulations compliance reporting.

The scope of the construction project includes a comprehensive program to be developed which calls for hydraulic, electrical and structural improvement to the pumping station, and rehabilitation of the station's structure. In addition, a Thioguard System has been designed to augment an existing dosing system.

MINUTES

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

The original contract will expire on June 13, 2022.

MBE/WBE PARTICIPATION:

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

The Consultant currently is not in compliance because this is Task No. 001 of the new agreement and nothing has been earned on this agreement.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Transviron, Inc., under Project No. 1806, SC 948, On-Call Project and Construction Management Assistance Services.

MINUTES

Department of Public Works - First Amendment to
License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to License Agreement with Tradepoint Atlantic, LLC (Tradepoint, fka Sparrows Point Terminal, LLC). The First Amendment to License Agreement extends the period through March 31, 2019 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

No funds are required for this request.

BACKGROUND/EXPLANATION:

On December 24, 2014, the Board approved the original License Agreement for the period December 24, 2014 through December 31, 2018, in the amount of \$1,443,870.96, with Sparrows Point Terminal, LLC to allow for the discharge of treated effluent from the Back River Wastewater Treatment Plant from outfalls located on the property of Tradepoint Atlantic LLC.

The terms of the original License Agreement allowed both parties to extend the agreement beyond the 2018 end date to continue negotiations for future modifications of the agreement. The original License Agreement expired December 31, 2018.

MBE/WBE PARTICIPATION:

N/A

AUDITS NOTED THE TIME EXTENSION.

MINUTES

Department of Public Works - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to License Agreement with Tradepoint Atlantic, LLC (Tradepoint, fka Sparrows Point Terminal, LLC).

MINUTES

Department of Public Works/Bureau - Agreement
of Water and Wastewater (DPW/BWWW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Baltimore City Community College (BCCC). The period of the agreement is December 31, 2018 through March 8, 2019.

AMOUNT OF MONEY AND SOURCE:

\$12,833.00 - 2070-000000-5501-396404-603020
 12,834.00 - 2070-000000-5501-396804-603020
 12,833.00 - 2070-000000-5501-396904-603020
\$38,500.00

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Waste Water Treatment Plants of Baltimore City be provided with 144 hours of classroom instruction for each year of the three years that they are employed to successfully complete the Waste Water Treatment Technician Apprenticeship Program. The training provided by the BCCC is for Professional Services.

The BCCC has provided a custom curriculum that enables these employees to be exposed to the technical requirements of the certification process as it relates to the actual work environment of the water industry. The BCCC has provided previous training for the City, and DPW/BWWW is requesting the Board approve this session of training for Waste Water Treatment Technician.

This request is for the second session of Year I instruction for the class of Waste Water Treatment employees who operate the

MINUTES

DPW/BWWW - cont'd

City's Waste Water Treatment system. The training will take place on-site using existing equipment and materials.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Baltimore City Community College.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|---------------------|----------------|
| 1. <u>ROBNET, INC.</u> | <u>\$100,000.00</u> | <u>Renewal</u> |
| Contract No. B50003871 - Automotive Hardware and Fasteners - Department of General Services - Fleet Management - P.O. No. P530010 | | |

On January 28, 2015, the Board approved the initial award in the amount of \$300,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$100,000.00 is for the period February 1, 2019 through January 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 13, 2014, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity-only contract in which no services are provided. The vendor is a certified MBE/WBE.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------------------|----------------|
| 2. <u>INDUSTRIAL REFRIGERATION SERVICE, INC.</u> | <u>\$ 36,000.00</u> | <u>Renewal</u> |
| Contract No. B50004711 - Maintenance Contract for Ice Rink Refrigeration Machines - Various - P.O. No. P536897 | | |

On September 14, 2016, the Board approved the initial award in the amount of \$25,245.00. The award contained four 1-year renewal options. On October 4, 2017, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$26,000.00 is for the period September 14, 2018 through September 13, 2019, with two 1-year renewal options 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>
---------------	------------------------	--------------------

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below MBE/WBE subcontracting threshold of \$50,000.

- | | | |
|---|---------|---------|
| 3. ALLOGRAM, INC. | \$ 0.00 | Renewal |
| Contract No. B50004161 - Various Trophies and Awards -
Department of Recreation and Parks - P.O. No. P533187 | | |

On October 7, 2015, the Board approved the initial award in the amount of \$70,679.49. The award contained four 1-year renewal options. Two renewal options have been exercised. This renewal will ensure availability of various trophies and awards to agencies throughout the City for various programs and activities. This third renewal is for the period October 7, 2018 through October 6, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On June 30, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 4. HARBOR TRUCK SALES AND SERVICE, INC. t/a BALTIMORE FREIGHTLINER | \$500,000.00 | Renewal |
| Contract No. B50003552 - O.E.M. Parts and Service for Detroit Engines - Department of General Services, Fleet Management - P.O. NO. P528194 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

On July 30, 2014, the Board approved the initial award in the amount of \$500,000.00. The award contained two renewal options. On July 26, 2017, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$500,000.00 is for the period August 1, 2018 through July 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 8, 2014, it was determined that no goals would be set because of no opportunity to segment the contract. Diagnostic analysis, O.E.M. parts, and warranty repair services are the responsibility of the prime contractor, and must be provided by manufacturer authorized and certified mechanics. Segmentation is not feasible on this contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 5. KEYSTONE UNIFORM CAP | \$ 42,543.75 | Renewal |
| Contract No. B50005226 - 8 Point Hats - Baltimore Police Department - P.O. No. P542257 | | |

On January 10, 2018, the Board approved the initial award in the amount of \$34,486.85. The award contained two 1-year renewal options. This first renewal in the amount of \$42,543.75 is for the period January 8, 2019 through January 7, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

MINUTES

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

6. B.A.F.S., INC. t/a
THE MILL OF BEL AIR \$ 0.00 Renewal
 Contract No. B50004444 - Horse Feed, Bedding and Mineral
 Blocks - Police Department - P.O. No. P534149

On January 13, 2015, the Board approved the initial award in the amount of \$27,000.00. The award contained three renewal options. Two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period January 13, 2019 through January 12, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

7. FERGUSON ENTERPRISES, INC.
d/b/a FERGUSON WATERWORKS \$ 0.00 Renewal
 Contract No. B50004679 - Cast Gray Iron Manhole, Valve, and
 Meter Covers, Frames and Grates - Departments of Public
 Works, Transportation and others - P.O. No. P537584

On November 9, 2016, the Board approved the initial award in the amount of \$1,000,000.00. The award contained three 1-year renewal options. The initial award was awarded to two vendors, Ferguson Enterprises, Inc. and North American Cast Iron Products, Inc. North American Cast Iron Products, Inc. has failed to respond to repeated attempts at communication, and is no longer in good standing with the State of Maryland. Therefore, renewal is not recommended with this second vendor.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

This first renewal in the amount of \$0.00 is for the period January 1, 2019 through December 31, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 8. TOTAL ENVIRONMENTAL | | |
| CONCEPTS, INC. | \$150,000.00 | Renewal |
| <u>Contract No. B50003609 - Parts and Maintenance for Fuel</u> | | |
| Dispensing Equipment - Department of General Services - Fleet | | |
| Management - P.O. No. P529506 | | |

On November 19, 2014, the Board approved the initial award in the amount of \$300,000.00. The award contained two 1-year renewal options. On January 14, 2015, the Board approved a correction in the amount of \$0.00. This first renewal in the amount of \$150,000.00 is for the period January 1, 2019 through December 31, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 19, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

- | | | |
|---|---------------------|----------------|
| 9. <u>MUELLER SYSTEMS, LLC</u> | <u>\$200,000.00</u> | <u>Renewal</u> |
| Contract No. 08000-EDC IV Detector Check and FM3 Fireline Meters - Department of Public Works - Water and Wastewater - Revenue Measuring and Billing - P.O. No. P534522 | | |

On January 20, 2016, the Board approved the initial award in the amount of \$200,000.00. The award contained one renewal option. This contract allows the City to have a source for these specialized detector check valves and Fireline Water Meters. Mueller Systems, LLC is the sole source manufacturer of the Hersey Model EDCIV Detector Check Valves and sole distributor for F3 Fireline Meters required by the City's Water Meter Shop. This sole renewal in the amount of \$200,000.00 is for the period February 15, 2019 through February 14, 2021. 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 as these commodities are only available from the distributor and are not available from subcontractors.

- | | | |
|--|----------------|----------------|
| 10. <u>THC ENTERPRISES, INC. t/a</u> | | |
| <u>MID-ATLANTIC WASTE SYSTEMS</u> | <u>\$ 0.00</u> | <u>Renewal</u> |
| Contract No. B50004195 - Roll-off Container Rehab & Repair - Department of Public Works - Bureau of Solid Waste - P.O. No. P533536 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

On November 4, 2015, the Board approved the initial award in the amount of \$60,000.00. The award contained three renewal options. Two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period November 10, 2018 through November 9, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On February 4, 2015, it was determined that no goals would be set because there is no opportunity to segment the contract.

11. <u>SICO AMERICA INC.</u>	<u>\$250,000.00</u>	<u>Renewal</u>
Contract No. 08000 - Replace Staging Equipment at the Baltimore Convention Center - P.O. No. P539760		

On January 12, 2017, the City Purchasing Agent approved the initial award in the amount of \$24,906.01. The award contained four 1-year renewal options. On May 31, 2017, the Board approved an Amendment and Increase in the amount of \$23,858.44. This second renewal in the amount of \$250,000.00 allows the City to purchase proprietary SICO America stage replacement parts and equipment from the Contractor on an as-needed basis, including repair and maintenance services. The period of the renewal is January 12, 2019 through January 11, 2020 with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This is a sole source contract.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

14. APPLIED TECHNOLOGY SERVICES

BUSINESS SERVICES

DIGICON CORPORATION

BREKFORD CORPORATION

DALY COMPUTERS, INC.

EN-NET SERVICES, LLC

THE LUCILLE MAUD CORP.

USC/CANTERBURY CORP.

STAR COMPUTER SUPPLY, LLC

\$ 0.00

Ratification
and Renewal

Contract No. B50004091 - Computers, Desktops, Laptops, and Tablets - BCIT - P.O. Nos. P534889, P534892, P534893, P534422, P534420, P534419, P534408, P534031 and P534030

On October 28, 2015, the Board approved the initial award in the amount of \$20,000,000.00. The award contained three 1-year renewal options. This ratification and renewal provides computer desktops, laptops, tablets and optional support on an as-needed basis for various end user agencies. The ratification is for the period October 28, 2018 through January 16, 2019. The period of the renewal is January 17, 2019 through October 27, 2019, with two 1-year renewal options 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>
---------------	------------------------	--------------------

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

On June 3, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

15. <u>BRP US, INC.</u>	<u>\$ 40,000.00</u>	<u>Increase</u>
Contract No. 06000 - Outboard Engine Parts - Baltimore Police Department/Marine Unit - P.O. No. P539024		

On March 31, 2017, the City Purchasing Agent approved the initial award for the amount of \$21,000.00. On October 04, 2018, the City Purchasing Agent approved an increase for the amount of \$6,282.02. The Board is requested to approve an increase for the amount of \$40,000.00. The Baltimore Police Department is in need of additional funding for marine unit repairs during the contract period. The contract expires April 02, 2020. BRP US, Inc. provides pricing under GSA schedule, GS-07F-0066h and is partially funded under the FY12 Port Grant in the amount of \$25,711.52.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable because the initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

16. <u>B.A.F.S., INC.</u>	<u>\$ 30,000.00</u>	<u>Increase</u>
Contract No. B50005012 - Dog Food for the K-9 Unit - Baltimore Police Department/K-9 Unit - P.O. No. P539819		

On June 14, 2017, the Board approved the initial award for the amount of \$28,380.10. The Board is requested to approve an

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

increase for the amount of \$30,000.00 to purchase dog food for the K-9 unit for the duration of the contract. The contract expires June 13, 2020.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable because the initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

17. WESCAM, INC.	\$ 82,584.74	Increase
Contract No. 08000 - Wescam Helicopter Camera Repair - Baltimore Police Department/Aviation - P.O. No. P545843		

On November 07, 2018, the Board approved the initial award for the amount of \$42,415.22. The Board is requested to approve an increase for the amount of \$82,584.74 for the repair of two helicopter cameras, and funds for the next pending camera currently installed in police helicopters. The contract expires September 17, 2019.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable. The award meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

18. W.W. GRAINGER INC.	\$2,500,000.00	Increase
Contract No. - 091214-WWG-NJPA - Facilities Maintenance, Repair, and Operating Supplies - P.O. No. P540350		

On July 19, 2017, the Board approved the initial award for the amount of \$1,000,000.00. On February 14, 2018, the Board

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

approved the first increase for the amount of \$2,250,000.00. On September 12, 2018, the Board approved the renewal for the amount of \$500,000.00. The Board is requested to approve an increase for the amount of \$2,500,000.00. The increase will make the total contract amount \$6,250,000.00. The contract expires October 21, 2019 with no renewals remaining.

MBE/WBE PARTICIPATION:

	<u>Commitment</u>	<u>Performed</u>
MBE: Walters Relocations, Inc.	5%	\$70,840.00 (7%)

MWBOO FOUND VENDOR IN COMPLIANCE.

19. ALTEC INDUSTRIES INC. \$ 112,403.00 Increase
 Contract No. B50005499 - 37-Foot Bucket Truck - Department of
 General Services - P.O. No. P546317

On December 19, 2018, the Board approved the initial award for the amount of \$112,403.00. The Board is requested to approve an increase for the amount of \$112,403.00. The increase will make the total contract amount \$224,806.00. The contract expires December 11, 2019.

MBE/WBE PARTICIPATION:

On April 12, 2018, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

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 Procurement

20. HONEYWELL BUILDING

SOLUTIONS SES CORPORATION	\$ 156,285.93	Increase
---------------------------	---------------	----------

Contract No. B50002161 - Maintenance Services for Life and Safety Systems for Convention Center

On January 25, 2012, the Board approved the initial award for the amount of \$2,250,000.00. On March 18, 2015, the Board approved the first renewal at no additional cost. On March 09, 2016, the Board approved the second renewal for the amount of \$500,000.00. On April 26, 2017, the Board approved a correction and increase for the amount of \$750,000.00. The Board is requested to approve an increase for the amount of \$156,285.93. The contract expires February 28, 2019. The increase will make the total contract amount \$3,656,285.93.

MBE/WBE PARTICIPATION:

		<u>Commitment</u>	<u>Performed</u>
MBE: Horton Mechanical Contractors, Inc.	10%	\$87,913.20	(21%)
WBE: The Fireline Corporation	5%	\$25,118.00	(6%)

MWBOO FOUND VENDOR IN COMPLIANCE.

21. HUNTER SERVICE SOLUTIONS	\$ 19,000.00	Increase
------------------------------	--------------	----------

Contract No. 06000 - Parts and On-Site Service for Hunter Tire Equipment - Department of General Services - P.O. No. P538870

On March 14, 2017, the City Purchasing Agent approved the initial award for the amount of \$19,000.00. On January 10, 2018, the City Purchasing Agent approved the final renewal at

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

no additional cost. The Board is requested to approve an increase for the amount of \$19,000.00. This increase will make the total contract \$38,000.00. The contract expires March 13, 2019.

MBE/WBE PARTICIPATION:

MBE/WBE participation is not applicable because the initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

22. BALTIMORE POWERSPORTS,
INC. t/a BALTIMORE

HARLEY-DAVIDSON	\$ 56,000.00	Increase
-----------------	--------------	----------

Contract No. 06000 - OEM Parts and Service for Harley Davidson Motorcycles - Department of General Services, Fleet Management - P.O. No. P543175

On March 29, 2018, the City Purchasing Agent approved the initial award for the amount \$23,000.00. On December 10, 2018, the City Purchasing Agent approved an increase for the amount of \$11,500.00. The Board is requested to approve an increase for the amount of \$56,000.00. This increase will make the total contract \$90,500.00. The contract expires March 31, 2019.

MBE/WBE PARTICIPATION:

This is an indefinite quantity contract. The annual requirement was initially estimated to be less than \$50,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

23. AMERICAN DIVING SUPPLY, LLC	\$ 28,595.50	Award
Solicitation No. B50005606 - Marine Unit-Diving Gear - Baltimore Police Department - Req. No. R802910		

Vendors were solicited twice by posting on CitiBuy, B50005575 which received no bids, and B50005606 which received three bids opened on December 4, 2018. The award is recommended to be made to the lowest responsive, responsible bidder. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

24. FARBER SPECIALTY VEHICLES	\$322,046.00	Cooperative Contract
US Communities Government Cooperative Purchasing Contract No. 128887 - Mobile Medical Clinic Van - Department of General Services - Fleet - Req. No. R812493		

This is a mobile medical clinic van for the Health Department, which will be purchased from a competitively bid, cooperative inter-local Contract No. 128887 issued by the Port of Portland, Oregon on behalf of US Communities Government Purchasing Alliance. This is a one-time purchase.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

On April 12, 2018, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER.

25. FARBER SPECIALTY VEHICLES	\$184,591.00	Cooperative Contract
----------------------------------	--------------	-------------------------

Contract No. 06000 - US Communities Government Cooperative Purchasing Contract No. 128887 - Vehicle for Needle Exchange - Department of General Services - Fleet - Req. No. R807519

On unit will be purchased from a competitively bid, cooperative inter-local contract agreement #128887 issued by the Port of Portland, Oregon on behalf of US Communities Government Purchasing Alliance. The Health Department will utilize the mobile outreach unit for the Needle Exchange Program. This is one-time purchase.

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

MBE/WBE PARTICIPATION:

On April 12, 2018, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Procurement - cont'd

26. FRANKLIN MILLER, INC.	\$250,000.00	Sole Source
Contract No. 08000 - Super Shredder and Parts - Department of Public Works - Wastewater Facilities - Req. No. R809520		

The vendor is the manufacturer's sole authorized distributor of these products, which must be compatible with currently installed equipment at the wastewater treatment plants. The period of the award is January 16, 2019 through January 15, 2022. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

27. AFFORDABLE HOUSING NETWORK,	Purchase and
LLC, d/b/a GOSECTION8.COM	License Agreement
Contract No. 08000 - GoSection8-HOPWA Program - Mayor's Office of Human Services - Req. No. R807386	

The Board is requested to approve and authorize execution of the Purchase and License Agreement with Affordable Housing Network, LLC. The period of the agreement is January 23, 2019 through January 22, 2024.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

Affordable Housing Network, LLC (d/b/a GoSection8.com) will provide reasonable rent determination software services that are customizable to meet the needs of the Mayor's Office of Human Services (MOHS) and all of HUD funded rental assistance units. The MOHS must replace the current product with a web-based product that utilizes current rent reasonableness standards of HUD.

GoSection8.com's web-based solution was chosen because the vendor's software complied with all of HUD's rent reasonableness requirements to produce reports and analysis of units. The vendor will also provide training to the staff members. The vendor is the owner and sole provider of this software.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as sole source procurement, as these commodities are only available from the distributor and are 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>
---------------	------------------------	--------------------

Bureau of Procurement - cont'd

28. MERRICK INDUSTRIES, INC.	\$ 0.00	Assignment Agreement
Contract No. 08000 - Merrick Lime Slacker Replacement Parts - Department of Public Works - Water and Wastewater - Water Analyzer's Office - P.O. No. P539787		

The Board is requested to approve and authorize execution of an Assignment Agreement with Merrick Industries, Inc. The period of the agreement is June 7, 2017 through June 6, 2020.

On June 7, 2017, the Board approved the initial award to T.E. Byerly Company, Inc. in the amount of \$225,000.00. On November 15, 2017, the Board approved an increase in the amount of \$200,000.00. On May 4, 2018, Merrick Industries, Inc. acquired all rights, title, obligations, conditions and interest of T.E. Byerly Company, Inc. and is requesting assignment of Contract No. 08000 to Merrick Industries, Inc.

MBE/WBE PARTICIPATION:

Not applicable. On May 16, 2017, it was determined that this contract meets the requirements for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Procurement - cont'd

The Mayor's Office of Criminal Justice and Roca Inc., have collaborated to identify work crew opportunities within City agencies to employ high-risk individuals with transitional jobs. Ratification of this agreement will allow for placement of individuals with Recreation and Parks. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

On November 1, 2018, MWBOO approved a waiver request due to no opportunity to segment.

MWBOO GRANTED A WAIVER.

31. GEIGER PUMP AND EQUIPMENT

COMPANY	\$ 0.00	Agreement
Contract No. 08000 - ITT Goulds and II Allis Chalmers OEM Pumps and Parts - Department of Public Works - Back River Wastewater Facilities - P.O. No. P545669		

The Board is requested to approve and authorize execution of an Agreement with Geiger Pump and Equipment Company. The period of the agreement is October 17, 2018 through October 16, 2021.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

On October 24, 2018, the Board approved the initial award to Geiger Pump and Equipment Company. The vendor is the manufacturer's sole authorized distributor.

MBE/WBE PARTICIPATION:

Not applicable.

32. CONVERGEONE SYSTEMS INTEGRATION, INC. (FORMERLY, ARROW SYSTEMS INTEGRATION, INC.)	\$ 0.00	First Amendment to Agreement
Contract No. B50003985 - Telecommunication Improvement & Procurement Project (TIPP) - Municipal Telephone Exchange - P.O. No. P535071		

The Board is requested to approve and authorize execution of a First Amendment to Agreement. The period of the amendment to agreement is March 30, 2019 through March 29, 2020, with one 1-year renewal option remaining.

On March 30, 2016, the Board approved an initial award in amount of \$5,063,326.43. The amendment will allow the parties to modify the payment schedule and also to simplify the billing schedule for remaining amounts.

MBE/WBE PARTICIPATION:

On March 3, 2015, MWBOO set goals of 6% MBE and 2% WBE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

MBE: Advanced Telecom Services, Inc. 6%

WBE: McEnroe Voice & Data Corp. 2%

MWBOO FOUND VENDOR IN COMPLIANCE.

33. SCHREIBER TRANSLATIONS,
INC. \$ 20,000.00 Extension
 State of Maryland Contract No. 050B3400002 - Statewide Language Interpretation Services (Written) - Health Department, Mayor's Office, Department of Public Works, etc. - P.O. No. P521506

On October 1, 2012, the City Purchasing Agent approved the initial award in the amount of \$4,800.00. The award contained four renewal options. Subsequent actions have been approved. All renewal options have been exercised. The bid was competitively bid by the Maryland State Department of Budget and Management. The City of Baltimore is currently utilizing the Maryland State Contract for the services listed under the scope of work. The State has extended its contract through February 28, 2019. An extension is necessary to continue translation services for various City agencies until new contract is awarded by the State. The period of the extension is January 1, 2019 through February 28, 2019. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

Not applicable. Initial award was below the MBE/WBE subcontracting threshold of \$50,000.00.

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, Increases to Contracts, and Extensions. The Board further approved and authorized execution of the Purchase and License Agreement with Affordable Housing Network, LLC d/b/a Gosection8.Com (item no. 27), the Assignment Agreement with Merrick Industries, Inc. (item no. 28), the Assignment Agreement with Baltimore Hotel Investment, LLC (item no. 29), the Agreement with Roca Baltimore, LLC (item no. 30), the Agreement with Geiger Pump and Equipment Company (item no. 31), and the First Amendment to Agreement with Convergeone Systems Integration, Inc. (formerly Arrow Systems Integration, Inc., item no. 32). Acting on behalf of the Honorable Comptroller, Joan M. Pratt, Ms. Bernice H. Taylor, Deputy Comptroller, **ABSTAINED** on item no. 20.

MINUTES

Department of Transportation/DOT - Task Assignment No. 2,
Engineering and Construction Project No. 1249

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP under Project No. 1249, On-Call Bridge Design Services.

AMOUNT OF MONEY AND SOURCE:

\$365,303.68 - 9950-902772-9506-900010-705032

BACKGROUND/EXPLANATION:

This task assignment will provide authorization for engineering construction support services in connection with TR 13301R - Installation of I-83 Median Gate North of Cold Spring Lane and Bridge Joint Repairs.

The scope of services include, but is not limited to installation of I-83 Median Gate North of Cold Spring Lane and Bridge Joint Repairs of deteriorated concrete throughout the top surface of the bridge along with cleaning and painting of the deck slider plate within the parapets.

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 are: MBE: 27% and WBE: 10%.

This is the second task and no payments have been made at this time. There has not been MBE/WBE performance at this time. However, there remains enough capacity to meet the goals.

MINUTES

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

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to Rummel, Klepper & Kahl, LLP under Project No. 1249, On-Call Bridge Design Services.

MINUTES

Department of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1704 Eastern Avenue	Jimette A. Thanos	1 Flat sign 14.33' x 1.5'
\$105.60-Flat Charge		
2. 400 S. Highland Avenue	Kai & Feng, LLC	1 ADA ramp 44' x 3' 2 Sets of stairs 16' x 3' 3 Awnings, (1) @3' x 5.5' (1) 6' x 3', (1) @29' x 2'
\$927.90-Flat Charge		
3. 11 W. Barney Street	Paul Nash, Jr.	Closed areaway 3' x 5'
\$ 63.00-Annual Charge		
4. 123 S. Chester Street	Chester St. Properties, LLC	2 Non-illuminated cornice signs, (1) @ 7' x 2', (1) @ 5'7" x 1'10"
\$211.20-Flat Charge		

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 800 N. Wolfe Street	LSH GE Gateway 2, LLC	1 Single face electric sign 46.03 sq. ft.

\$731.88-Flat Charge

There are no objections, since no protests were received for the above-listed applications.

6. 411 S. Central Avenue	Baltimore Fallsway Spring, LLC	Footings 135 linear ft.
-----------------------------	-----------------------------------	-------------------------

\$317.25-Annual Charge

**A PROTEST WAS RECEIVED FROM ABC RADIATOR & AIR CONDITIONING.
THE PROTESTANT DID NOT APPEAR.**

October 30, 2018

Attention: Harriett Taylor

Board of Estimates

100 N. Holliday St.

Baltimore, MD

Room 204

Objection Letter

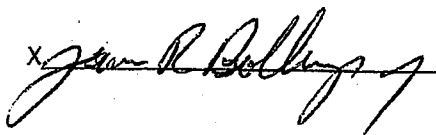
This is an Objection letter to the Board of Estimates for Manette Tepe owner of Holladay Baltimore, LLC to build a ground up 8 story hotel located at 411 S. Central Ave. The owners of A.B.C. Radiator and Air Conditioning are **against** the construction for the hotel for the following reasons:

1. It will block a considerable amount of sunlight that enters through our only 3 windows on the side to be built against which will result in us having to install additional lighting.
2. In previously mentioned windows there are also 3 ventilation spaces made into the glass window and we will have to add in additional ventilation our building.
3. If the sub grade pile caps are allowed to cross our property line it will affect future building on our property.
4. The hotel offers **NO** onsite parking. This will disrupt our business for there is already limited parking in the area.

We would like to request a hearing on these matters please.

Thank you,

Owners James Bollinger Jr. and Mark Bollinger

x 

x  10/31/18



CATHERINE L. PLIGH
MAYOR

APPLICATION FOR MINOR PRIVILEGE

DEPARTMENT OF TRANSPORTATION

MINOR PRIVILEGE SECTION

200 Holliday Street, Room 204

Baltimore, Maryland 21202

410-396-3346 • minorprivilege@baltimorecity.gov



DEPARTMENT OF TRANSPORTATION
BALTIMORE

Date: 10/15/18

To the Board of Estimates:

Application is hereby made for a permit to:

THE CONSTRUCTION OF A GROUND UP 8 STORY HOTEL.

Location	<u>411 S. CENTRAL AVE</u>	Property Owner	<u>HOLLADAY BALTIMORE, LLC</u>
Address	<u>BALTIMORE MD 21202</u>	Phone Number	<u>MANETTE TEPPE (549) 217-4505</u>
Size	<u>911 SF TOTAL</u>		
Projection from Property Line	<u>2'-2" MAX</u>	Width of Sidewalk	<u>59 3/4'</u>
Purpose	<u>ALLOW SUB-GRADE PILE CAPS TO CROSS PROPERTY LINE.</u>		

I hereby agree to the granting of this permit, under the provisions of the Baltimore City Charter, Article VIII, Section 9. I understand and agree that all charges arising by reason of the granting of this permit will constitute liens upon the above property. I further agree that if the above application is granted, the permit shall at all times be subject to revocation and change of rate by the Board of Estimates.

Witness	<u>James Swett</u>	Owner	<u>Manette Tepe</u>
Address	<u>227 S. Main Street South Bend, IN 46601</u>	Address	<u>227 S. Main St. Suite 300 South Bend, IN 46601</u>

I hereby certify that copies of this application have been served upon the adjoining property owners.

Name	<u>BOLLINGER SR., ETAL, JAMES R</u>	Address	<u>401 S CENTRAL AVE, BALTIMORE MD, 21202</u>
Name		Address	

Consideration of the granting of the permit applied for, the applicant hereby agrees to pay, indemnify, and save harmless the Mayor and City Council of Baltimore, its officers, agents, and employees, from any and all suits, actions, demands, damages, expenses, and costs of every kind and description for which said municipality, its officers, agents, or employees may be liable as a result of, or in connection with, the issuance of said permit or any work or operation done or performed in connection with the erection, construction, installation, existence, maintenance or removal of the subject matter of said permit.

It is further understood that the Board of Estimates reserves the right, in its discretion, to terminate the privilege at any time or to increase the charges for the privilege granted on thirty days' notice.

Witness	<u>James Swett</u>	Owner	<u>Manette Tepe</u>
Address	<u>227 S. Main Street South Bend, IN 46601</u>	Address	<u>227 S. Main Street Suite 300 South Bend, IN 46601</u>

Any objection to the issuance of this permit must be filed in writing with the Board of Estimates within three (3) days from the date of delivery on "return receipt" which shows receipt of this application by certified mail.

First Year Charge	Annual Charge	Flat Charge
-------------------	---------------	-------------

Approved by the Board of Estimates upon payment of charge indicated above and subject to revocation at all times by the Board of Estimates. Adjustments and cancellations of minor privilege charges will be made only from the date of written request.

Approved	Permit Number	<input type="checkbox"/> Temporary	<input type="checkbox"/> Permanent
----------	---------------	------------------------------------	------------------------------------

ABC RADIATOR & AIR CONDITIONING

COOLING SPECIALISTS

Auto • Tractors • Industrial • Marine • Onsite Service

**BOB, MARK, ROB
BOLLINGER**

📍 401 South Central Avenue
Baltimore, MD 21202

☎ 410-675-9555

🌐 www.abcradiatorandac.com

☎ 410-327-0431

@ abcradiator@verizon.net

MINUTES

President: "The first item on the non-routine agenda can be found on page 124, item no. 6, Department of Transportation, Minor Privilege Application. Will the parties please come forward? Will the parties please come forward? I'm good. This is not Park Heights. Thank you."

Mr. Tim Knight: "Good morning --"

President: "Good morning."

Mr. Knight: "-- Tim Knight, Chief of the Right-of-Way Services Division for Department of Transportation."

President: "Um -- is the protestant here? Is the protestant here? Going once. Going twice. I will entertain a Motion."

Solicitor: "Move that the protest be denied."

Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed, NAY. The Motion carries."

* * * * *

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

MINUTES

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Whitman, Requardt & Associates, LLP, under project No. 1208, On-Call Transportation Planning/Policy/Feasibility. The Amendment No. 2 to Agreement will extend the period of the Agreement through January 13, 2022 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Increase in upset limit

BACKGROUND/EXPLANATION:

On January 14, 2015, the Board approved the original three-year Agreement, in the amount of \$1,500,000.00, with Whitman, Requardt & Associates, LLP to assist the Planning Division in managing various tasks.

The scope of services includes, but is not limited to developing strategies to maximize State and Federal funding of transportation projects and identifying and capturing funding opportunities that include grant writing and grant administration.

On January 31, 2018, the Board approved Amendment No. 1 to allow for a one-year time extension and an increase to the upset limit by \$1,000,000.00 to continue design services for various projects.

Amendment No. 2 will extend the period of the Agreement through January 13, 2022 and increase the upset limit by \$1,000,000.00 to continue design services for various projects. This will make the total upset limit \$3,500,000.00.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 23% MBE and 10% WBE goals established in the original agreement.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement with Whitman, Requardt & Associates, LLP, under project No. 1208, On-Call Transportation Planning/Policy/Feasibility.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 25 to Whitman, Requardt & Associates, LLP under Project No. 1217, On-Call Construction Project Management Services. The period of the services under Task No. 013 is approximately three months.

AMOUNT OF MONEY AND SOURCE:

\$132,975.81 - 9950-912036-9508-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides staffing for Construction Project Management Services and Inspection Services in connection with TR 16301, Replacement of the Broening Highway Bridge over Colgate Creek. The staffing is necessary prior to the approval of Contract No. 1288 - Bridge Construction Management Services.

MBE/WBE PARTICIPATION:

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

The Consultant has exceeded the MBE goal of 27%, they achieved a goal of 31%. Although they have not met the WBE goal of 10%, they achieved a goal of 6% and there remains enough capacity to meet the goal.

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 25 to Whitman, Requardt & Associates, LLP under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued Addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Bureau of Procurement

- B50005591, LED Fixtures and Parts
BIDS TO BE RECV'D: 01/16/2019
BIDS TO BE OPENED: 01/16/2019

Bureau of Procurement

- B50005557, Furnish and Deliver Washers & Dryers
BIDS TO BE RECV'D: 01/16/2019
BIDS TO BE OPENED: 01/16/2019

Bureau of Procurement

- B50005617, HVACR Services
BIDS TO BE RECV'D: 01/16/2019
BIDS TO BE OPENED: 01/16/2019

Bureau of Procurement

- B50005601, Supply Instrumentation Parts & Equipment
BIDS TO BE RECV'D: 01/16/2019
BIDS TO BE OPENED: 01/16/2019

MINUTES

Bureau of Procurement

- B50005432, Police Laboratory
Safety Renovations
BIDS TO BE RECV'D: 01/16/2019
BIDS TO BE OPENED: 01/16/2019

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

Bureau of Procurement

- B50005623, Emergency Generator
Installation

T.E.A.M. Service Corporation
of New York

Bureau of Procurement

- B50005591, LED Fixtures and
Parts

Spark Lighting Corp.
Graybar Electric Co.
Capital LTG Supply/Capital
Tristate
Lighting and Supplies,
LLC
C.N.R. Lighting Supply
Co.

MINUTES

Bureau of Procurement

- B50005557, Furnish and Deliver Washers & Dryers

Business Services
 Tiles in Style, LLC d/b/a
 Taza Supplies
 One Stop Electric Center,
 Inc./ Youssef Fouerti

Bureau of Procurement

- B50005617, HVACR Services

Reliable-Cain Heating
 and Cooling
 J.F. Fischer, Inc.
 RSC Electrical & Mechanical
 Contractors, Inc.
 JCM Control Systems
 Denver-Eleck, Inc.
 BMC Services LLC

Bureau of Procurement

- B50005601, Supply Instrumentation Parts & Equipment

North East Technical Sales

Bureau of Procurement

- B50005588, Parts for Fuel Dispensing Equipment

NO BIDS WERE RECEIVED.

Bureau of Procurement

- B50005432, Police Laboratory Safety Renovations

Tito Contractors, Inc.

MINUTES

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 23, 2019.



JOAN M. PRATT

Secretary