

MINUTES**REGULAR MEETING**

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

President: "Good Morning, the April 6, 2016, meeting of the Board of Estimates is now called to order. The Board -- the Board of Estimates will hold its annual Taxpayer's Night. Taxpayer Night allows citizens an opportunity to voice their thoughts and concerns about the Mayor's proposed Fiscal Year 2017 Budget. Members of the Board of Estimates will meet to listen to residents and gather feedback. The meeting will be held Tuesday, April 12, 2016 at 5 p.m., with public comments beginning at 5:30 pm in the War Memorial Building, 101 North Gay Street. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. Members -- 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 the charge of trespassing."

MINUTES

Comptroller: "Please note that on March 30, 2016, the Board approved the award of B50003985, Telecommunications Improvement and Procurement Project (TIPP) to Arrow Systems Integration, Inc. subject to it coming into compliance with MWBOO within 10 days. Arrow Systems Integration Inc. submitted information to Mr. Courtney Billups, Chief of MWBOO and he has approved their plan to come into compliance. The Board was provided a copy of the correspondence from Mr. Billups approving the plan on Friday, April 1, 2016."

President: "I will direct the Board members attention to the memorandum from my office dated April 4, 2016, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

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

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

Bay Associates Environmental, Inc.	\$ 1,500,000.00
Bensky Construction Co., LLC	\$ 5,301,000.00
CHU Contracting, Inc.	\$ 8,000,000.00
Clyde McHenry, Inc.	\$ 8,000,000.00
Debra's Glass, Inc.	\$ 8,000,000.00
DSM Properties, LLC	\$ 3,051,000.00
Joseph B. Fay Co.	\$175,158,000.00
L.E. Blue & Associates, Inc.	\$ 1,500,000.00
Mermaid Construction Company, Inc.	\$ 333,000.00
Oak Grove Restoration Company	\$ 4,239,000.00
RSC Electrical & Mechanical Contractors, Inc.	\$ 8,000,000.00
Strait Steel, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

Baker Engineering Services, Inc.	Engineer
C.C. Johnson & Malhotra, P.C.	Architect Engineer Land Survey

MINUTES

Boards and Commissions - cont'd

Crabtree, Rohrbaugh & Associates, Architects	Architect
Hord Coplan Macht, Inc.	Landscape Architect Architect
Poole Design, LLC	Landscape Architect
Sabra, Wang & Associates, Inc.	Engineer
Stormwater Consulting, Inc.	Engineer Landscape Architect

There being no objections, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms. The Comptroller **ABSTAINED** on L.E. Blue & Associates, Inc. only.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

1145 - 1146

All of the EWOs had been reviewed and approved

by the Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of Public Works/Office of Engineering & Construction

1. EWO # 001, \$0.00 - W.C. 1260, Edmondson Village Neighborhood & Vicinity Water Main Replacements

\$7,948,168.45	\$	0.00	Monumental Paving & Excavating, Inc.	243	60
				CCD	

The Office of Engineering & Construction requests a 243 non-compensable time extension be granted to Monumental Paving & Excavating, Inc. for the period November 15, 2014, March 15, 2015, November 15, 2015, and March 15, 2016 to offset the period of winter shutdown dates. This request was initiated by the Consultant. This project is in its warranty phase.

2. EWO # 089, \$131,168.63 - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at Patapsco Wastewater Treatment Plant

\$115,688,000.00	\$2,066,701.90	Balfour Beatty	Infrastructure, Inc.	-	-
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The Patapsco Wastewater Treatment Plant Safety Manager requested four additional dust monitors to be installed at various locations throughout the plant to monitor potential Chromium contaminated dust exposure to plant personnel during the duration of the project. Change Order No. 001 was created to pay for these additional monitors and their maintenance during the contractor's open excavation activities for 52 weeks. As a result of the delays in releasing the S.C. 845R project, these monitors continued to actively monitor the dust conditions at the Wastewater Treatment Plant for an additional 83.29 weeks. Once S.C. 845R was established and NTP was given, control and maintenance of these additional monitors was turned over to that project's budget.

MINUTES**EXTRA WORK ORDERS**

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

DPW/Office of Engineering & Construction - cont'd

A negotiated settlement was reached between FruCon and the Office of Engineering & Construction, after conducting historical research, for a total of \$131,168.63 to provide air monitoring for the interim period. The contract expired on February 28, 2015. However, the City while preserving all legal rights, is allowing the contractor to proceed and liquidated damages are being assessed in accordance with the contract documents.

MINUTESHealth Department - Agreements and Amendments to Agreements

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

AGREEMENTS

1. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$90,000.00**

Account: 4000-499016-3023-513201-603051

Bon Secours Baltimore Health Corporation will complete at least 3,000 HIV tests at Bon Secours Hospital. The testing will include counseling, linkage to care, referrals for partner services and prevention services. The period of the agreement is January 1, 2016 through December 31, 2016.

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

MWBOO GRANTED A WAIVER.

2. **GOVANS CENTER FOR RETIRED PERSONS, INC.** **\$49,353.00**

Account: 4000-433516-3024-761404-603051

Govans Center for Retired Persons, Inc. operates a senior program, which serves as the community focal point for seniors and their caregivers. Services to be provided include, but are not limited to, social, recreational, and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2015 through September 30, 2016.

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

MINUTES

Health Department - cont'd

3. **THE UNIVERSITY OF MARYLAND, BALTIMORE** **\$261,914.00**

Account: 4000-484716-3023-513200-603051

The Joint AIDS Community Quest for Unique and Effective Treatment Strategies (JACQUES) Initiative with the University of Maryland School of Medicine will collaborate with multiple partners across the City to provide PrEP (Pre-Exposure Prophylaxis) services and linkage to care to HIV positive persons. The period of the agreement is September 30, 2015 through September 29, 2016.

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

MWBOO GRANTED A WAIVER.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM #3.

Kim A. Trueheart

April 5, 2016

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities by the Mayor of Baltimore City and the various Departments and Agencies who more appropriately should strive to ensure a greater amount of the city's contract awards are dispersed among the minority and women-own businesses operating locally as intended by the recently reauthorized MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 7, Item #3 - Department of Health - THE UNIVERSITY OF MARYLAND, BALTIMORE \$261,914.00 agreement, if approved:
 - i. This agreement shows the flawed strategies that have been implemented by the MWBOO which should otherwise advance the goals of the minority and women-owned participation program;
 - ii. This agreement as presented for the board's consideration belies the stated purpose of the Joint AIDS Community Quest for Unique and Effective Treatment Strategies (JACQUES) Initiative with the University of Maryland School of Medicine to collaborate with multiple partners across the City to provide PrEP (Pre-Exposure Prophylaxis) services and linkage to care to HIV positive persons;
 - iii. Page 7, Item #3 meets the minority and women-owned participation threshold yet no goals have been set and MWB participation has been inexplicably waived by MWBOO;
 - iv. The MWBOO lacks standard policy and procedures in writing;
 1. The MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
 - v. This award comes in the wake of the "B Local" announcement by 25 area companies and institutions who pledged to spend millions more to boost the city's economy. The money will go toward construction, goods and

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

- services supplied by local, women- and minority-owned companies, and to ramp up local hiring, boost mentoring of fledgling businesses and provide hundreds of summer jobs to city youth;
- vi. This award appears to be blatantly and diabolically the antithesis of the “B Local” awakening by 25 local businesses and the intended goal of the (JACQUES program, thus demonstrating that this board remains inept and completely ineffectual in carrying out it’s purpose as outlined in the City Charter.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The MWBOO continues to demonstrate an inability to administer the City’s MWB participation program fairly towards advancing the annual goals. Based on the BAD outcomes that continue to be produced by this office this action should NOT be approved. The HIV treatment being fulfilled with this funding action demands the utmost scrutiny by this board which must assert that participation by minority and women-owned businesses is at the forefront in a way that will help ensure the JACQUES program impact is far reaching across the entire city.
 4. The remedy I seek and respectfully request is that this action be placed on the “Non-Routine” agenda and that the MWBOO is directed to make an oral presentation, for public awareness, of its failure to implement the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW by recommending the approval of this agreement.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on April 6, 2016.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

AGENDA

BOARD OF ESTIMATES 10/29/2014

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Department of Housing and – Community Development Block
Community Development Grant Agreements

The Board is requested to approve and authorize execution of the
Community Development Block Grant Agreements (CDBG). The period
of the CDBG agreement is July 1, 2014 through June 30, 2015,
unless otherwise indicated.

1. CAROLINE FRIESS CENTER, INC. \$ 90,000.00

Account: 2089-208915-5930-426934-603051

The organization provides a fifteen-week education and
career training and placement program for unemployed and
under-employed women that reside in Baltimore City. Upon
completion, the organization assists women with job
placement and support services for one year after job
placement. The funds will be utilized to subsidize the
operating costs for the program. The period of the
agreement is September 1, 2014 through August 31, 2015.

MWBOO GRANTED A WAIVER.

2. COMMUNITY HOUSING ASSOCIATES, INC. \$ 68,230.00

Account: 2089-208915-5930-532361-603051

The purpose of this agreement is to subsidize the staff
costs associated with acquiring, rehabilitating, and
developing properties to create rental housing opportunities
for low- and moderate-income non-elderly disabled and
homeless persons. The period of the agreement is September
1, 2014 through August 31, 2015.

MWBOO GRANTED A WAIVER.

3. COMPREHENSIVE HOUSING ASSISTANCE, INC. \$ 46,750.00

(CHAI)

Account: 2089-208915-5930-437191-603051

Under this agreement, CHAI will assist low- and moderate income
households in purchasing a home for owner-occupancy
by providing home buying education and counseling services.

AGENDA

BOARD OF ESTIMATES 10/29/2014

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DHCD – cont'd

CHAI will also provide default and delinquency counseling
to assist low- and moderate-income existing homeowners with
foreclosure prevention and in obtaining mortgage
modifications.

4. COLDSTREAM HOMESTEAD-MONTEBELLO \$ 68,585.00

COMMUNITY CORPORATION, INC. (CHM)

Accounts: 2089-208915-5930-432726-603051 \$ 11,120.00

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2089-208915-5930-432730-603051 \$ 21,049.00
2089-208915-5930-432735-603051 \$ 8,067.00
2089-208915-5930-432781-603051 \$ 22,423.00
2089-208915-5930-432783-603051 \$ 5,926.00

Under this Agreement, the funds will be utilized to subsidize CHM's operating expenses. The CHM will administer activities and coordinate citizen participation in the planning and implementation of community development activities in the CHM Urban Renewal Area.

MWBOO GRANTED A WAIVER.

5. RESERVOIR HILL IMPROVEMENT COUNCIL, INC. \$ 66,160.00

Accounts: 2089-208914-5930-428026-603051 \$ 9,000.00
2089-208914-5930-428076-603051 \$ 11,200.00
2089-208914-5930-428081-603051 \$ 16,960.00
2089-208914-5930-428083-603051 \$ 17,760.00
2089-208914-5930-428091-603051 \$ 11,240.00

Under this Agreement, the organization will utilize the funds to subsidize its operating costs. The organization will provide residents with information regarding activities in the community. It will continue public safety and sanitation efforts provide quarterly workshops, and one-on-one housing services. The period of the Agreement is November 1, 2013 through October 31, 2014.

MWBOO GRANTED A WAIVER.

AGENDA

BOARD OF ESTIMATES 10/29/2014

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DHCD - cont'd

6. UPTON PLANNING COMMITTEE \$ 50,000.00

(UPC)

Accounts: 2089-208915-5930-594076-603051 \$ 15,000.00
2089-208915-5930-594081-603051 \$ 20,000.00
2089-208915-5930-594083-603051` \$ 15,000.00

The funds will be utilized to subsidize the operating costs of the UPC. The UPC will provide eligible public information and organizational capacity building activities to support neighborhood revitalization and other CDBG eligible activities within the Upton community.

FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$42,967.00.

MBE: \$11,601.09

WBE: \$ 4,296.70

**7. HABITAT FOR HUMANITY OF THE CHESAPEAKE, \$236,514.00
INC.**

Account: 2089-208915-5930-431662-603051

The organization will complete the rehabilitation and sale

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of 15 vacant properties for first-time owner-occupancy by low- and moderate-income households within the Brooklyn/Curtis Bay and Woodbourne-McCabe areas of Baltimore City.

MWBOO GRANTED A WAIVER.

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Baltimore, MD 21207

MINUTES

Health Dept. - cont'd

4. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$43,917.00**

Account: 5000-569716-3023-274426-603051

Light Health and Wellness Comprehensive Services, Inc. will provide psychosocial services to HIV infected/affected individuals. The period of the agreement is July 1, 2015 through June 30, 2016.

The Agreement is being presented at this time because the State of Maryland Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White 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. This review process is required to comply with the grant requirements.

AMENDMENTS TO AGREEMENTS

5. **BALTIMORE ANIMAL RESCUE AND CARE SHELTER, INC. (BARCS)** **\$54,000.00**

Account: 1001-000000-2401-271300-603051

On August 12, 2015, the Board approved a one-year extension to the initial Operating Agreement with BARCS, in the amount of \$1,262,910.00, for the period of July 1, 2015 through June 30, 2016.

The Department is increasing the award by \$54,000.00, so that BARCS can provide the services of a part-time veterinarian. The amendment increases the total amount to \$1,316,910.00.

All other terms and conditions of the initial Operating Agreement will remain the same.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

6. **GREATER MONDAWMIN COORDINATING COUNCIL, INC.** **\$ 2,500.00**

Account: 4000-430516-3160-308600-603051

On October 28, 2015, the Board approved the original agreement in the amount of \$302,165.00 for the period of July 1, 2015 through June 30, 2016. This amendment will increase the total award by \$2,500.00, making the total award \$304,665.00. This amendment will provide for travel expenses to and from authorized and pre-approved Safe Streets meetings and for one staff person to attend the National Cure Violence training in Chicago, Illinois.

All other terms and conditions of the original agreement will remain unchanged and in full force and effect.

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 Amendment to Agreements.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

1152

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$275,000.00	9950-918037-9528	9950-920037-9527
GF (HUR)	Constr. Reserve	Gateway Signage
	Gateway Signage	

This transfer will cover the expenses to the Gateways design competition related to the project "Gateway Signage" per the MOU with BOPA in the amount of \$275,000.00.

Department of Recreation and Parks

2. \$125,000.00	9938-913001-9475	9938-911060-9474
Other Funds	(Unallocated Res.)	(Active) FY'16
	FY'16 Tree	Tree Baltimore
	Baltimore Program	Program

This transfer will provide funding to cover the cost associated with the Fall Tree Planting for FY'16.

MINUTES

Mayor's Office of Employment - Agreement and Second Amendment
Development (MOED) to Training Agreement

The Board is requested to approve and authorize execution of an Agreement and a Second Amendment to Training Agreement.

AGREEMENT

1. **FEDCAP REHABILITATION SERVICES, INC.** **\$110,000.00**

Account: 4000-806416-6313-782005-603051

Under the terms of this Agreement, the organization will design and deliver innovative programming and comprehensive services to Baltimore City out-of-school youth 16 - 24 years of age. The program will increase employment and education prospects for participants through skills training, leadership development, and the provision of life and workplace readiness skills. The period of the Agreement is October 1, 2015 through September 30, 2016.

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

SECOND AMENDMENT TO TRAINING AGREEMENT

2. **JOB OPPORTUNITIES TASK FORCE, INC.** **\$ 87,295.00**
(JOTF)

Account: 2026-000000-6311-734100-603051

On April 1, 2015, the Board approved the original agreement with the JOTF, in the amount of \$89,771.00, for the period April 1, 2015 through November 30, 2015. The agreement authorized the JOTF to provide highway or capital transit construction trades-related training services and workplace life skills training for low-skilled, unemployed, or under employed Baltimore City residents. On October 28, 2015, the Board approved the no-cost amendment to agreement to extend the period of the agreement through March 31, 2016.

MINUTES

MOED - cont'd

This Second Amendment to Training Agreement will extend the period of the training agreement through December 31, 2016 and increase the amount of the funding by \$87,295.00 to provide construction training and employment and retention services for 15 additional participants. The total amount of the funding will be \$177,066.00. All other terms and conditions of the original training agreement remain unchanged.

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 Agreement and a Second Amendment to Training Agreement.

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. MWK Trust	1802 N. Rosedale Street	G/R \$96.00	\$ 880.00

Funds are available in account 9910-908044-9588-900000-704040, Miscellaneous Project.

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

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

MINUTES

Department of Transportation - 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. Alice Shifflett.

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>
Joseph Derlunas, Jr.	5
Robert Staten	<u>2</u>
Total:	7

Ms. Shifflett 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. Shifflett to remain in pay status.

APPROVED FOR FUNDS BY FINANCE

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave from the above listed City employees to the designated employee, Ms. Alice Shifflett.

MINUTESDepartment 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. 801 Aliceanna Street k/a 809 Aliceanna Street	Help II, LLC	One single face electric sign 7.54 sq. ft.
Annual Charge: \$ 70.30		
2. 413 W. Cold Spring Lane	Delores Helene Harris	Outdoor seating 20'x4'
Annual Charge: \$337.50		
3. 17 Commerce Street	Commercial Hospitality Investments, LLC	One set of steps 11'x14', one handicap ramp 21'x4'
Annual Charge: \$140.60		
4. a. 907 S. Eaton Street	Merchant Hill, LLC	One set of steps 3'8"x7'10"
b. 909 S. Eaton Street	Merchant Hill, LLC	One set of steps 3'8"x7'

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
c. 911 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x6' 2"
d. 913 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x5' 4"
e. 915 S. Eaton Street	Merchant Hill, LLC	One set of steps 3' 8"x5' 4"

Annual Charge: \$176.00

There being no objections, the Board, UPON MOTION duly made and seconded, approved the minor privilege permits.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Department of Transportation and Cross Street Baltimore Federal Hill, LLC. The period of the MOU is effective upon Board approval for 10 years, with a 10-year renewal option, unless terminated earlier.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOU establishes the framework for the owner to maintain landscaping and hardscaping in the right-of-way for Cross Street Baltimore Federal Hill, LLC at 101 W. Cross Street. The maintenance will be at the sole cost and expense of the owner during the term of the agreement.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the Department of Transportation and Cross Street Baltimore Federal Hill, LLC.

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 MCS Fort Avenue, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$20,599.24 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the Scope of Work for the McHenry Row II Residences at 1215 E. Fort Avenue constructing a 172,808 sq. ft. apartment building with 223 units. The Developer agrees to make a one-time contribution in the amount of \$20,599.24 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with MCS Fort Avenue, LLC.

MINUTES

Department of Transportation - Developer's Agreement No. 1393

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1393 with Chester Street Associates, LLC.

AMOUNT OF MONEY AND SOURCE:

\$89,875.00

BACKGROUND/EXPLANATION:

The Developer would like to install conduit to its proposed construction located in the vicinity of 1417 Webster Street. This Developer's Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$89,875.00 has been issued to Chester Street Associates, LLC, which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1393 with Chester Street Associates, LLC.

MINUTES

Department of Transportation (DOT) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the State Highway Administration of the Maryland Department of Transportation. The period of the MOU is May 1, 2015 through May 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$715,516.00 - 4000-418217-6971-251300-404001

BACKGROUND/EXPLANATION:

The grant funds the Safe Routes to School Infrastructure & Non-Infrastructure Project Grant Year "G" from the Federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users program. The program provides funding to help communities make it safer for students to walk and bike to school and promote the safety, health and general welfare of the citizens.

Under the terms of this MOU the funds will be used for approved infrastructure and non-infrastructure activities such as installation of ADA ramps, crosswalk markings, an audio pedestrian signal/countdown device, school zone signs, a bike rack, sidewalk, ramp/ramp replacement, flashing beacons, education and incentives, vests, bike helmets, printing, and parent surveys.

MBE/WBE PARTICIPATION:

N/A

MINUTES

DOT - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the State Highway Administration of the Maryland Department of Transportation.

MINUTES

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

4. FERNO-WASHINGTON, INC. \$ 0.00 Renewal
 Contract No. 08000 - Stretchers - Baltimore City Fire
 Department - P.O. No. P522930

On March 13, 2013, the Board approved the initial award in the amount of \$174,240.00. The award contained three 1-year renewal options. Two renewal options have been exercised. This final renewal in the amount of \$0.00 is for the period March 13, 2016 through March 12, 2017. The above amount is the City's estimated requirement.

5. INTEGRATED COMMERCIALIZED SOLUTIONS, INC. d/b/a PARAGUARD DIRECT \$ 59,780.00 Renewal
 Solicitation No. 08000 - Paraguard IUD - Health Department -
 P.O. No. P526935

On April 16, 2014, the Board approved the initial award in the amount of \$59,780.00. The award contained three 1-year renewal options. On April 22, 2015, the Board approved the first renewal in the amount of \$59,780.00. This second renewal in the amount of \$59,780.00 is for the period April 9, 2016 through April 8, 2017, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

6. MILTON S. HERSHEY MEDICAL CENTER \$ 50,000.00 Renewal
 Solicitation No. 06000 - Non-Emergent Air Transportation -
 Health Department - P.O. No. P530994

On April 29, 2015, the Board approved the initial award in the amount of \$50,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$50,000.00 is for the period April 29, 2016 through April 28, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------------|-----------------|
| 7. <u>QIAGEN INC.</u> | <u>\$ 30,001.50</u> | <u>Increase</u> |
| Contract No. 08000 - EZ1 Advanced XL Robot - Baltimore City Police Department - Req. No. R724944 | | |

On December 24, 2014, the Board approved the initial award in the amount of \$51,173.45. Qiagen Inc. is the sole source provider of the EZ1 Advanced XL Robot. This technology is not available from any other distributor or dealer. On June 3, 2015, the Board approved an increase in the amount of \$52,948.40. This increase in the amount of \$30,001.50 is necessary to add additional equipment. This increase will make the award amount \$134,123.35. The period of the award is April 1, 2016 through March 31, 2017.

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

- | | | |
|---|---------------------|-----------------|
| 8. <u>HUSKY ENVELOPE PRODUCTS, INC.</u> | <u>\$132,000.00</u> | <u>Increase</u> |
| Contract No. B50003259 - Water Bill Envelopes - Department of Public Works, Bureau of Water and Wastewater - Req. No. R649065 | | |

On April 2, 2014, the Board approved the initial award in the amount of \$50,045.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$132,000.00 is necessary to cover the transition from quarterly billing to monthly billing of water bills. This increase will make the award amount \$330,090.00. The contract expires on April 30, 2017, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On July 22, 2015, the Board approved the initial award in the amount of \$292,522.90. This amendment to agreement will provide additional funding enhancements for the Baltimore Police Department's Microwave Video Downlink.

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

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contracts and extensions. The Board further approved and authorized execution of an Amendment to Agreement with Vislink, Inc. (item no. 10).

MINUTES

Department of General Services - First Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Marks, Thomas Architects, Inc., Consultant, for Project 1125, On-Call Architectural Design Services. The current agreement will expire on July 15, 2016. The Amendment will extend the Agreement through July 15, 2018.

AMOUNT OF MONEY AND SOURCE:

N/A, funds will be identified as Tasks are processed.

BACKGROUND/EXPLANATION:

On July 16, 2014, the Board approved the original agreement for a two-year period with an upset dollar amount of \$750,000.00.

This amendment will allow the Consultant to continue to provide services under the existing tasks as well as assign new tasks as needed by the Department of General Services.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with the MBE goal of 23% and the WBE goal of 10% that were established in the original Agreement for Project 1125.

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Agreement with Marks, Thomas Architects, Inc., Consultant, for Project 1125, On-Call Architectural Design Services. The President voted **NO**.

MINUTES

Retirement Savings Plan - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Advised Assets Group (AAG).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The City has a services agreement with AAG to provide investment advisory services (Reality Investing) to RSP 401(a) and DCP 457(b) participants Managed Accounts, which is the default investment option for both plans. Recently, AAG changed the methodology to provide for default allocations of participants assets to the SecureFoundation fund, which is a retirement income product and quite different from any of the other mutual funds offered in the RSP 401(a) and DCP 457(b) investment lineups. Currently, the only way RSP 401(a) and DCP 457 (b) participants can have assets invested in Secure Foundation is by making an affirmative investment election to do so. Typically, participants do so only after having met with one of the City's retirement plan counselors to ensure SecureFoundation is an appropriate investment given their individual circumstances and goals for retirement. The City is opting out to continue requiring RSP 401(a) and DCP 457(b) participants to make an affirmative investment election/allocation to SecureFoundation rather than allowing for default allocations.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement with Advised Assets Group.

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:

1172 - 1176

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation/Engineering & Construction

1. TR 10318, Rehabilitate Monumental Paving \$4,469,920.31
 Roadways Around & Excavating, Inc.
 East Baltimore Life
 Science Park -
 Phase 2A

DBE: Just Drafting & Construction	\$ 24,584.56	0.55%
T.E. Jeff, Inc.	459,954.80	10.29%
Priority Construction Corp.	364,745.50	8.16%
P&J Contracting Co.	186,842.67	4.18%
Priceless Industries, Inc.	14,303.74	0.32%
Janis Rehaliata	11,621.79	0.26%
William T. King, Inc.	33,524.40	0.75%
Shannon Baum Signs, Inc.	21,902.62	0.49%
	<u>\$1,117,480.08</u>	<u>25.00%</u>

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$2,956,148.13	9950-903335-9528	
FED	Constr. Res.	
\$2,570,563.59	-----	9950-916051-9527-6
		Struc. & Improvs.
257,056.36	-----	9950-916051-9527-5
		Inspection
128,528.18	-----	9950-916051-9527-2
<u>\$2,956,148.13</u>		Contingencies
		E. Baltimore Life
		Science Park 2A

This transfer will partially fund the costs associated with the award of Project No. TR 10318, Rehabilitate Roadways Around East Baltimore Life Science Park Phase 2A, with Monumental Paving & Excavating, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 461,625.00	9960-910101-9558	
Water Rev. Bonds	Constr. Res.	
	Small Water Mains	
\$ 346,716.12	-----	9960-908500-9557-6
		Construction
114,908.88	-----	9960-908500-9557-9
<u>\$ 461,625.00</u>		Administration
\$1,201,200.00	9956-906626-9549	
Wastewater Rev.	Constr. Res.	
Bonds	Rehab-Jones Falls	
\$ 909,999.70	-----	9956-905648-9551-6
		Construction
291,200.30	-----	9956-905648-9551-9
<u>\$1,201,200.00</u>		Administration

The funds are required to assist in funding the award of TR 10318, Rehabilitation of Roadways Around East Baltimore Life Science Park Phase 2A.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Housing and Community Development

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 322,780.87	9910-904979-9587	9910-907979-9588
Motor Vehicle	East Baltimore	EBDI - Phase 2A
Fund Revenue	Redevelopment	
	Reserve	

This transfer will provide funding to support site improvements to public areas and rights-of-way within the 88-acre East Baltimore redevelopment area. This work will be managed by the Department of Transportation.

Department of Transportation/Engineering & Construction

5. TR 12308, Saint Monumental Paving & \$6,451,905.94
 Paul Place & Excavating, Inc.
 Preston Gardens

DBE: Traffic Systems, Inc.	\$ 453,385.00	7.03%
Priority Constr. Corp.	381,248.00	5.91%
Janis Rehaliata	8,250.00	0.13%
P&J Contracting Co.	107,750.00	1.66%
Priceless Industries, Inc.	44,429.50	0.69%
Just Drafting & Construction	18,750.00	0.29%
T.E. Jeff, Inc.	236,500.00	3.67%
William T. King, Inc.	43,998.00	0.68%
	<u>\$1,294,310.50</u>	<u>20.06%</u>

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$323,473.36	9962-941002-9563	
Other	Constr. Reserve	
	Conduit Replacement Program	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation/Engineering & Construction - cont'd

\$281,281.18	-----	9962-911069-9562-6
		Struc. & Improve.
28,128.12	-----	9962-911069-9562-5
		Inspection
<u>14,064.06</u>	-----	9962-911069-9562-2
\$323,473.36		Contingencies -
		Preston Gardens
		Infrastructure -
		Conduit

This transfer will partially fund the costs associated with Award of Project TR 12308, St. Paul Place and Preston Gardens with Monumental Paving & Excavating, Inc.

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,963,405.26	9950-944002-9507	
Federal	Constr. Reserve	
	for Closeout	
1,469,126.06	9950-909174-9528	
Federal	Constr. Reserve	
<u>\$5,432,531.32</u>	Preston Gardens	
	Infrastructure	
\$4,823,484.43	-----	9950-908174-9527-6
		Struc. & Improve.
482,348.44	-----	9950-908174-9527-5
		Inspection
<u>126,698.45</u>	-----	9950-908174-9527-2
\$5,432,531.32		Contingencies
		Preston Gardens
		Infrastructure

This transfer will partially fund the costs associated with Award of Project TR 12308, St. Paul Place and Preston Gardens with Monumental Paving & Excavating, Inc.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$929,041.00	9960-909100-9558	
Water Revenue	Constr. Reserve	
Bonds	Water Infra- Structure	
\$703,818.77	-----	9960-907652-9557-6
		Construction
<u>225,222.23</u>	-----	9960-907652-9557-9
\$929,041.00		Administration

The funds are required to assist in funding the award for TR 12308, St. Paul Place and Preston Gardens.

9. SC 930, Clinton Street Sewerage System Improvements
- REJECTION** - The design consultant, Transviron, has analyzed the bid and has determined that a previously unknown site condition was discovered and the 8" sanitary sewer could not be installed as designed. A redesign will be required and the sewer would have to be relocated. The consultant will redesign the sewer at no additional cost to the City.

MINUTES

Department of Public Works - 2016 Sewer Surcharge Adjustment
Bureau of Water and Wastewater

ACTION REQUESTED OF B/E:

The Board is requested to concur with an adjustment of the 2016 Sewer Surcharge assessed to Oriole Park at Camden Yards.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Article 25 of the Baltimore City Code (2000 ed., as amended) grants the City the authority to assess industries a sewer surcharge for industrial waste. Industries are billed in advance each January covering the period of January 1 through December 31 of each billing year. Oriole Park at Camden Yards was originally assessed \$12,105.65 for Calendar Year 2016. However, in an email dated February 26, 2016, the company requested that the surcharge be reconsidered as incorrect data was used to calculate the surcharge assessment. Delaware North, the Baltimore Orioles' food service vendor, supplied the number of home games and catered events as well as the average attendance for both, but after receiving the surcharge bill, the stadium manager contacted the Pollution Control Section with revised numbers.

The Bureau agreed that reconsideration was warranted and recalculated the surcharge with the revised assessment of \$9,394.24 and represents a reduction of \$2,711.41. As Oriole Park at Camden Yards has not paid the original amount, a refund would not be necessary.

The Bureau of Water and Wastewater requests that the Board concur with the decision to assess Oriole Park at Camden Yards \$9,394.24 for Calendar Year 2016.

MINUTES

DPW - cont'd

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board concurred with the adjustment of the 2016 Sewer Surcharge assessed to Oriole Park at Camden Yards.

MINUTES

Department of Public Works - Increase in Compensation for
Consultants

ACTION REQUESTED OF B/E:

The Board is requested to approve an increase in the compensation formula for architectural and engineering firms that are awarded City contracts.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

In June 1989, the Board increased the overhead and payroll burden for consultant services to 127.27% and established the principal's rate at an amount not to exceed \$60.00 per hour. The rates remained unchanged until May 2003.

In May 2003, the Board approved the rates for Architects to be capped at \$125.00 per hour for principals based upon an audited overhead not to exceed multiplier of 3.0 (172.73%) and technical personnel capped at \$55.00 per hour plus overhead and profit.

The rates for Engineers were capped at \$85.00 per hour for principals based upon an audited overhead not to exceed multiplier of 2.585 (135%) and technical personnel capped at \$55.00 per hour plus overhead and profit.

The current recommendation is based on efforts of a working group comprised of the Department of Public Works and the American Council of Engineering Companies of Maryland. A subsequent briefing was held with representatives of the Department of Audits and Department of Transportation.

MINUTES

DPW - cont'd

The recommendations which have been presented to and approved by the Board and Commissions Evaluation Committee are as follows:

1. Establish Engineer's Compensation rate based on audited overhead, not-to-exceed a multiplier of 2.75 (150.0%);
2. establish engineer's principal's compensation at the actual rate, not-to-exceed \$100.00 per hour including the multiplier rate;
3. establish the rate for Architect and Engineer professional staff at \$65.00 per hour, plus overhead and profit.

All audited statements must conform to Federal Acquisition Regulations Standards subpart 31.2. These rates apply to contracts that are advertised as of April 4, 2016, and will not apply to current contracts or to change orders or supplements to current contracts. These rates will be subject to review on a bi-annual basis.

AUDITS NOTED THE ADJUSTMENT TO THE CONSULTANT'S COMPENSATION, HAS REVIEWED IT AND HAD NO OBJECTION TO BOARD OF ESTIMATES APPROVAL.

UPON MOTION duly made and seconded, the Board approved the increase in the compensation formula for architectural and engineering firms that are awarded City contracts.

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 Louis Berger Water Services, Inc. under Project 1503, On-Call Project and Construction Management Assistance Services. The original contract will expire on December 16, 2019. The duration of this task is approximately five months.

AMOUNT OF MONEY AND SOURCE:

\$1,164,438.79 - 9956-904564-9551-900010-706063

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of continued assistance from Louis Berger Water Services, Inc. The Consultant will continue to provide on-site inspection services on SC 877, Enhanced Nutrient Removal Process at the Back River Wastewater Treatment Plant for the Bureau of Water and Wastewater, Department of Public Works.

MBE/WBE PARTICIPATION:

MBE: Environ-Civil Engineering, Ltd.	0-27%
Kumi Construction Management Corporation	0-27%
Sidhu Associates, Inc.	0-27%
Techno Consult, Inc.	0-27%
(in the aggregate) Total	10-27%
 WBE: Peer Consultants, P.C.	0-10%
Ross Technical Services, Inc.	0-10%
(in the aggregate) Total	0-10%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

DPW - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Louis Berger Water Services, Inc. under Project 1503, On-Call Project and Construction Management Assistance Services. The President voted **NO**.

MINUTES

Department of Housing and Community Development (DHCD) - Deed in Lieu of Foreclosure and a Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Deed in Lieu of Foreclosure and a Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit from the Poet's Athletic Club, Inc. for the property located at 918-920 East North Avenue.

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 funding is required.

BACKGROUND/EXPLANATION:

The Deed in Lieu of Foreclosure and the Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit from the Poet's Athletic Club, Inc. for the property located at 918-920 East North Avenue is in lieu of payment of the outstanding debt.

The Poet's Athletic Club, Inc. is a community-based nonprofit organization that has been in existence for over 25 years. Members of the Alumni of Dunbar High School created the organization in order to provide community programs for the students of Dunbar High School, Cecil Elementary and Harford Heights Middle School, as well as members of the surrounding community. The purpose of the organization is to support adolescents in an educational and athletic capacity, the promotion of civic responsibilities through the community, and the unification of adolescents through athletics and brotherhood.

MINUTES

DHCD - cont'd

In July 1991, the Board of Estimates approved a \$102,000.00 UDAG repayment loan to the Poet's Athletic Club, Inc. Proceeds of the loan were used to assist with the renovation of the organization's property located at 918-920 East North Avenue. The City's UDAG repayment loan was structured as a "must pay" debt at 6% interest with a term of 20 years and monthly principal and interest payments of approximately \$607.57. As a volunteer organization, much of its income was to have been generated by charitable donations.

In January 1998, the Board approved a restructuring of the repayment obligations, whereby the billing was changed from a monthly basis to an annual payment of \$7,290.84, due on the first of each December. The revenue to repay the City's debt was to have been generated from the organization's major fundraising event held in November of each year. Unfortunately, this has not occurred as their support network was unable to generate the funds necessary to ensure operating capital sufficient to cover debts.

The project has struggled financially due to operating deficits for several years. The economic conditions over the course of the last several years, a 75% membership turnover, a decline in the population in the community, and the organization's inability to further reduce its expenses have all contributed to its inability to meet its mortgage obligations.

As of August 2015, the organization was delinquent on its payments to the City in the approximate amount of \$153,664.00, which is comprised of the \$102,000.00 in principal and approximately \$51,664.00 in late payments and accrued interest. Because of the lack of an active membership and in light of the financial circumstances associated with the organization, it is in the City's best interest for the Board to approve a Deed in Lieu of Foreclosure for the Poet's Athletic Club, Inc.

MINUTES

DHCD - cont'd

The City will accept fee simple title to the property in lieu of payment of the outstanding debt. Once the conveyance has occurred, the Department will issue a Request for Proposals (RFP) for the redevelopment of the property.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Deed in Lieu of Foreclosure and the Deed in Lieu of Foreclosure Estoppel and Solvency Affidavit from the Poet's Athletic Club, Inc. for the property located at 918-920 East North Avenue.

MINUTES

Department of Housing and - Modification of a Promissory Note
Community Development and a Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve: (i) a Modification of a Neighborhood Progress Development Fund (NPDF) Promissory Note and (ii) approve and authorize execution of a Memorandum of Understanding with the Abell Foundation.

AMOUNT OF FUNDS AND SOURCE:

No additional City funding is required.

BACKGROUND/EXPLANATION:

The Memorandum of Understanding is for Maryland Art Place, Inc. (MAP) relating to a Project located at 216-218 W. Saratoga Street.

In 1981, a group of artists and committed citizens began exploring the subject of the visual arts in Maryland, focusing on two primary concerns: the common needs of visual artists throughout the state, and the desire of many citizens to have more access to and information about artists working in Maryland. The Maryland State Arts Council recognized the inherent value of these concerns and the importance of a venue to facilitate the communities' needs. As a result of their awareness, the Arts Council granted funds to form an organization that would further this group's pursuits in promoting contemporary art. The group became the founders of MAP, leading the organization to incorporate in 1982.

MAP is a 32 year old non-profit that supports contemporary art and artists within Baltimore. The organization also provides opportunities for artists to present work, to nurture and promote new artists and their work, and to serve the general public through educational leadership in contemporary art.

On September 9, 1987, the Board of Estimates approved the financing of the acquisition and rehabilitation by MAP of the buildings located at 216-218 W. Saratoga Street (the Project).

MINUTES

DHCD - cont'd

The original total development cost of the Project was approximately \$1,523,000.00 and was financed by a first-lien loan in the amount of \$620,000.00 (the Signet Loan) from Signet Bank (Signet), a second-lien loan in the amount of \$225,000.00 from the Neighborhood Progress Development Fund (the NPDF Loan), and \$418,200.00 of private equity.

The Project involved the renovation and acquisition of the former Johnson Brothers Company buildings into 18,243 square feet of commercial space. The Project allowed MAP to implement several new programs to serve the immediate community and the region, including a hands-on education program focused on city school children and an on-going performance program which added more evening activities to the Market Center section of the City.

The revenues to repay the Signet Loan and the NPDF Loan were to be generated by commercial rents from artists as well as fundraising. However, MAP and the Project have been unable from the onset to meet financial expectations and MAP's fundraising campaign has fallen far short of its goal.

Both Signet and the City have agreed to several modifications of the terms of their loans. In 1989, Signet agreed to increase the Signet Loan to \$720,000.00 in order to complete the Project. In 1990, Signet approved a second modification to the Signet Loan and the Board of Estimates approved a one-year extension of the due date of the NPDF Loan. Signet then sold the Signet Loan to a private investor in 1994.

In 1995, MAP borrowed \$390,000.00 plus fees to pay off the Signet Loan. This money was raised from a first-lien loan from NationsBank in the principal amount of \$275,000.00 (the NationsBank Loan) and a second-lien, non-amortizing loan from the Abell Foundation (Abell) in the principal amount of \$125,000.00 (the Abell Loan). As part of this transaction, HCD agreed to subordinate the NPDF loan to the NationsBank Loan and the Abell Loan. The City also agreed to extend the NPDF Loan to April 1, 2015. These subordinations and the extension were ratified in 2002.

MINUTES

DHCD - cont'd

Currently, the NPDF Loan is subordinate to a first lien in the approximate amount of \$600,000.00 to M&T Bank and the Abell Foundation loan in the amount of \$125,000.00.

In 2001, MAP moved into the Power Plant Live! Complex, but has recently vacated the Complex to return to the Saratoga Street building and join the arts district. Since relocating to their prior facility, MAP has identified several building improvements that they plan to undertake.

There is no need for any new capital improvements to move in and operate on an administrative level. MAP will however, need to invest in updating its gallery on the first floor (street level) of the building. The gallery that currently exists at 218 West Saratoga Street, while spacious, is not functional. Hence, each of the lenders has agreed to restructure and modify its debt as outlined below:

1. The maturity date of the City's note has expired and the current debt under its promissory note is comprised of \$230,100.00 in principal (including deferred interest of \$11,087.10) and \$289,447.00 in additional deferred/accrued interest for a total due of \$519,547.01. The City has reached an agreement with MAP and the Abell Foundation to modify the City's existing debt. The parties agree that as of December 31, 2015, the total amount due under the City's debt will be capped at \$519,547.01 and the Loan will not bear any further interest and will be due and payable in accordance with the terms and conditions of Paragraph 4 of the Note. The maturity date will be modified and extended until the point in time in which one of the events as defined in Paragraph 4 (Sale, Refinance, or Transfer).
2. MAP is also indebted to the Abell Foundation in the amount of \$125,000.00 pursuant to a Promissory Note undated, along with other documents executed by MAP on March 28, 1995. Upon the Board's approval, the Abell Foundation has agreed to provide MAP with a release for all of the principal and interest due under its Promissory Note in the amount of \$125,000.00.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$500,000.00	9910-903252-9588	9910-907250-9588
1 st Comm. & Econ. Dev. Bonds	Demo Blighted Structures FY 16	Urgent Demolition FY 16

This transfer will provide appropriation to the Citywide Emergency Demolition programs.

UPON MOTION duly made and seconded, the Board approved the Modification of a Neighborhood Progress Development Fund Promissory Note and approved and authorized execution of the Memorandum of Understanding with the Abell Foundation. 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 Housing and - Amendatory Agreement No. 1 to the
Community Development Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendatory Agreement No. 1 to the Consultant Agreement with the Center for Land Reform, Inc., d/b/a Center for Community Progress. The Amendatory Agreement No. 1 extends the period of the agreement through August 13, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

The purpose of this Amendatory Agreement No. 1 is to implement a no-cost time extension to allow additional time to complete a study evaluating the Vacants to Value (V2V) program. The study has taken longer to complete due to: 1) low volume response rate from over 2,200 questionnaires mailed to households in V2V areas. Consequently, the survey methodology has been revised to accommodate a second round of surveying targeting homebuyers living in V2V areas. The design, review and implementation of this second survey requires additional time to complete; and 2) the stakeholder interview process took longer to complete than anticipated due to turnover and availability of community association members and low initial response rates from some City agencies.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendatory Agreement No. 1 to the Consultant Agreement with the Center for Land Reform, Inc., d/b/a Center for Community Progress.

MINUTES

Department of Housing and - Grant Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the State of Maryland, Division of Neighborhood Revitalization.

AMOUNT OF MONEY AND SOURCE:

\$296,840.00 - 5000-593615-5930-774600-603051

BACKGROUND/EXPLANATION:

The City applied for and has been granted by the State of Maryland a Rental Allowance Program (RAP) Grant, in the amount not to exceed \$296,840.00 for Fiscal Year 2016.

These funds will be received by the City from the State and passed on to the Housing Authority of Baltimore City (HABC) as outlined in the Memorandum of Understanding under separate approval by the Board of Estimates. The HABC will perform the services as provided within the grant, complying with all applicable requirements of the RAP Agreement, Grant Application, and Regulation.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with the State of Maryland, Division of Neighborhood Revitalization.

MINUTES

Department of Housing and - Memorandum of Understanding
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the Housing Authority of Baltimore City (HABC). The period of the MOU is October 1, 2015 through September 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$296,840.00 - 5000-593615-5930-774600-603051

BACKGROUND/EXPLANATION:

The City applied for and has been granted by the State of Maryland, a Rental Allowance Program (RAP) grant in the amount of \$296,840.00 for Fiscal Year 2016.

These funds will be received by the City from the State and passed on to the HABC. Services provided by this grant will be performed by the HABC and will consist of rental allowance payments to eligible recipients occupying eligible dwelling units, generally for a period of six months. The HABC will perform all service requirements of the RAP Agreement, Grant Application, and Regulations.

The MOU is late because of the amount of time it has taken to obtain approval of all terms from the HABC's Office of Legal Affairs, the Solicitor's Office and the State of Maryland.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Housing Authority of Baltimore City.

MINUTES

CITY COUNCIL BILL

15-0596 -An Ordinance concerning Franchise - Mobilitie for the purpose of granting a franchise to Mobilitie, LLC a Nevada limited liability company with business headquarters in California, to construct, install, maintain, repair, operate, relocate, replace, and remove certain facilities relating to the provision of a Distributed Antenna Systems services in and across certain streets and public ways, subject to certain terms and conditions; and providing for a special effective date.

Department of Law Comments

The Law Department notes that the bill as drafted provides a franchise to install a distributed antenna system. Mobilitie, however, plans to install "small cells" on City poles, rather than nodes in a distributed antennae system. Small cell facilities are low powered wireless base stations, which normally include only a single node, to provide telecommunication services for a single service provider and that serves a smaller geographical area than that provided by a single node in a distributed antennae system. To correct the error, the Law Department seeks to amend the bill.

Article VIII of the Baltimore City Charter requires that a bill granting a franchise be referred to the Board of Estimates after first reading (Art. VIII, §2). The Board of Estimates is empowered to change both the proposed compensation to be paid the City and the conditions under which the franchise is granted.

Furthermore, the Board of Estimates must approve by vote or resolution the compensation and terms of the franchise and these are to be attached to the bill before the bill can be enacted.

The amendments are as follow:

Amendment No. 1

On page 1, in lines 5 and 6, strike "a Distributed Antenna Systems services" and substitute "telecommunication services through a network of Small Cells"; on page 1, in line 15, strike "Distributed Antenna Systems services" and substitute

MINUTES

CITY COUNCIL BILL No. 15-0596 - cont'd

"telecommunication services through a network of Small Cells";
and, on page 3, in lines 13 and 14, strike "Distributed Antenna
Systems ("DAS") services" and substitute "telecommunication
services through a network of Small Cells".

Amendment No. 2

On page 4, in line 40, strike, "collectively, each of the DAS
or"; on page 5, in line 4, strike "is" and substitute "may be"
and, on page 5, beginning in line 6, strike "A" down through and
including the period in line 7.

Amendment No. 3

On page 5, beginning in line 24, strike "similar" down through
and including "Node", in line 25, and substitute "that employs
low powered wireless base stations, which normally includes only
a single node, to provide telecommunication services for a
single services provider and that typically serves a smaller
geographical area than that provided by a single node in a
distributed antennae system".

Amendment No. 4

On page 7, in line 23, strike "DAS" and substitute "Small
Cell."

Department of Transportation Comments

The Department of Transportation (DOT) supports this bill with
amendments as proposed by the Law Department. The amendments
clarify that this franchise agreement is for Small Cell nodes
not Distributed Antenna System nodes.

FRANCHISE FEE: \$100.00 Annually

The City will receive monetary compensation and the public
benefits of improved wireless cellular service in Baltimore by
virtue of this franchise.

MINUTES**CITY COUNCIL BILL No. 15-0596** - cont'd

Although the franchise fee in this agreement is limited to \$100.00 annually, the franchise agreement also requires Mobilite to execute a separate Attachment Agreement through the Board of Estimates for each streetlight pole installation.

ALL OTHER REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved Bill 15-0596 and directed that the Bill be returned to the City Council with the recommendation that it be approved and passed by that Honorable Body. The President **ABSTAINED**.

MINUTES

Mayor's Office of Human Services - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse execution of a Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to allow the Mayor's Office of Human Services to solicit contributions to benefit The Journey Home's annual fundraising event. The period of the campaign is March 2016 through October 2016.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Journey Home is the City's joint public-private program to make homelessness rare and brief. Each year The Journey Home hosts a large scale event to raise funds to maintain operations for this joint venture.

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

MBE/WBE PARTICIPATION:

N/A

MINUTES

MOHS - cont'd

UPON MOTION duly made and seconded, the Board endorsed execution of the Governmental/Charitable Solicitation Application to the Baltimore City Ethics Board to allow the Mayor's Office of Human Services to solicit contributions to benefit The Journey Home's annual fundraising event.

MINUTES

Department of Finance - Administrative Manual Policy AM-228-2

ACTION REQUESTED OF B/E:

The Board is requested to approve a new Administrative Manual Policy, AM-228-2, Managerial and Professional Society Pay-For-Performance. The policy is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

The City of Baltimore is committed to encouraging a high performance workforce culture by creating a productive and accountable workforce. In April 2015, the City's Performance Management Program, "Driving & Developing Human Capital Results," was implemented as a systematic process for improving organizational effectiveness through individual, division, and agency accountability. The Performance Management Program is outlined in AM-228-1 and provides that all MAPS covered employees will be evaluated on an annual basis at the end of the fiscal year and the results will be used to allocate performance based compensation. The first full performance cycle began on July 1, 2015, and will conclude on June 30, 2016.

The Department of Finance has allocated funding in Fiscal Year 2016 for the performance based compensation component of the Performance Management Program. The Department of Human Resources proposes AM-228-2 Managerial and Professional Society Pay-For-Performance as the policy to ensure consistency, transparency, and fairness in the process of awarding MAPS covered employees' performance based compensation. If funds are allocated in the budget, this policy outlines the guidelines and procedures for implementing performance based compensation.

MINUTES

Department of Finance - cont'd

Under AM-228-2, Pay-For-Performance is awarded based on employee performance as demonstrated through achievement of individual goals, demonstration of required competencies, and budget allocation for salary increases. According to AM 228-2, employees who receive an overall rating of "Distinguished (5)," "Superior (4)," or "Meets Expectations (3)" in a current performance cycle are eligible to receive a Pay-For-Performance Adjustment. AM-228-2 offers a hybrid approach to Pay-For-Performance, by allowing Agency Heads to make an annual determination as to whether a Pay-For-Performance Increase or a Pay-For-Performance Bonus will be awarded. Additionally, Agency Heads are afforded the prerogative to utilize Special Recognition Awards to recognize deserving employees. Pay-For-Performance is subject to the availability of funding, must be managed within each Agency's appropriation, and is subject to the limitations listed in the chart below:

Awards Amounts

Performance Rating	P-F-P Increase	P-F-P Bonus
Distinguished (5)	Up to 5%	Up to \$2,500.00
Superior (4)	Up to 3%	Up to \$1,250.00
Meets Expectations (3)	Up to 1%	Up to \$620.00

Special Recognition Award: Up to \$2,500.00

AM-228-2 provides Agency Heads with flexibility to award performance based on compensation in the manner that recognizes each agency's uniqueness, while providing controls aimed to ensure consistency. The controls (requirement of an annual evaluation, award amount limitations, and uniformity of award amount based on performance rating) provided in AM-228-2 are designed to provide a level of standardization in employee evaluations which can reduce the likelihood for real and perceived inequities or irregularities. Having a fair and effective process is absolutely essential to preserving the integrity of the Pay-For-Performance Program.

MINUTES

Department of Finance - cont'd

The MAPS Pay-For-Performance Policy will allow for the consistent administration of performance based compensation. The new policy will further support the City's goals of attracting and retaining top talent and rewarding high performing employees for their achievements.

UPON MOTION duly made and seconded, the Board approved the new Administrative Manual Policy, AM-228-2, Managerial and Professional Society Pay-For-Performance.

MINUTES

Department of Recreation - On-Call Architectural Design Services and Parks

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Architectural Design Services Agreement with Murphy & Dittenhafer, Inc. under Project No. 1234. The period of the Agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$4,500,000.00 - Upset Limit

BACKGROUND/EXPLANATION:

The Consultant will provide architectural design services for renovation and improvement of various Park and Recreation facilities.

MBE/WBE PARTICIPATION:

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

MBE:

ReStl Designers, Inc.	\$ 0-900,000.00	0-20%
Kim Engineering, Inc.	0-900,000.00	0-20%
Setty & Associates International, PLLC	0-900,000.00	0-20%
(In the aggregate)	\$ 0-900,000.00	0-20%

MINUTES

Department of Recreation and Parks - cont'd

WBE:

Carroll Engineering, Inc.	\$ 0-450,000.00	0-10%
Floura Teeter Landscape Architect, Inc.	<u>0-450,000.00</u>	<u>0-10%</u>
(In the aggregate)	\$ 0-450,000.00	0-10%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THE ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Architectural Design Services Agreement with Murphy & Dittenhafer, Inc. under Project No. 1234. The President voted **NO**.

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 the Agreement with Prime AE Group, Inc. under Project 1210R Program Management Services for the City's MS4 Program. 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:

\$ 650,000.00 - 2072-000000-5181-390700-603018
 350,000.00 - 9958-912403-9525-900020-703032
\$1,000,000.00

BACKGROUND/EXPLANATION:

The Department requests an engineering firm to provide Program Management Services for the City's MS4 Permit Program. The City needs these program management services to provide a broader, more integrated approach to the City's Stormwater Infrastructure Management and to meet or exceed the City's annual goals for its MS4 Permit. The program will address various planning, design, construction, scheduling and the associated maintenance activities required to meet these goals and to improve surface water quality in the City. The Consultant was approved by the Office of Boards and Commission and Architectural and Engineering Design Award Commission.

MBE/WBE PARTICIPATION:

MBE: NMP Engineer Consultants, Inc.	\$250,000.00	25.00%
Assedo Consulting, LLC	20,000.00	2.00%
	\$270,000.00	27.00%
WBE: Straughan Environmental, Inc.	\$100,000.00	10.00%

MINUTES

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

APPROVED FOR FUNDS BY FINANCE

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>
\$450,000.00	9958-911403-9526	9958-912403-9525-3
State Constr.	Constr. Reserve	Engineering
	Urgent Need Streambed	
	Repairs	

This transfer will cover the costs for Project 1210R, Program Management Services-Stormwater.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Prime AE Group, Inc. under Project 1210R Program Management Services for the City's MS4 Program. 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. The President voted **NO**.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

1206 - 1207

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation & Parks</u>		
1. GEORGE GHEE	\$10.00	\$20,800.00

Account: 1001-000000-4803-371400-601009

Mr. Ghee, retiree, will continue to work as a Motor Vehicle Driver. His duties will include, but will not be limited to driving City vehicles (cars and vans) to transport agency administrators and staff to and from scheduled meetings and events. Mr. Ghee will also transport agency participants to and from various events and activity centers/facilities and deliver vehicles to the repair shop for routine preventive and necessary maintenance. He will ensure that the vehicles are clean, fueled, and meet the City's standards for safe and efficient operation. The period of the agreement is effective upon Board approval for one year.

THE DEPARTMENT OF RECREATION & PARKS IS REQUESTING A WAIVER OF ADMINISTRATIVE MANUAL 212-1, PART I ON THE TOTAL AMOUNT OF HOURS A RETIREE MAY WORK.

Department of Audits

2. CHRISTIAN C. YOTHER	\$54.00	\$97,200.00
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Account: 1001-000000-1310-157800-601009

Mr. Yother will work as an Auditor Supervisor/Special Auditor. His duties will include, but will not be limited to assisting management with quality control, performing internal quality and work paper reviews, assisting on the City of Baltimore's Comprehensive Annual Financial Audit, the related enterprise audits, the Single Audit, and other audits of assignments. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Audits</u>		
3. JACK P. EVANS	\$35.00	\$42,000.00

Account: 1001-000000-1310-157800-601009)

Mr. Evans, retiree, will work as an Auditor Supervisor/Special Auditor. His duties will include, but will not be limited to assisting management with quality control, performing internal quality and work paper reviews, assisting on the City of Baltimore's Comprehensive Annual Financial Audit, the related enterprise audits, the Single Audit, and other audits of assignments. The period of the agreement is effective upon Board approval for one year.

Mayor's Office of Human Services

4. TONIQUE HARRIS	\$16.65	\$30,409.00
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Account: 4000-407016-3571-754600-601001

Ms. Harris will work as an Office Support Specialist III/Finance Office Assistant. Her duties will include, but will not be limited to compiling monthly financial reports, updating related fiscal trackers, and other related finance support tasks. The hourly rate has been increased by 3% from the previous contract. The period of the agreement is effective March 28, 2016 for one year.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
1. Kagesta Cupid	Archibus Nexus 2016 Navigating the Future Users Conference San Diego, CA Apr. 30 - May 5, 2016 (Reg. Fee \$2,190.00)	General Funds	\$4,222.09

The subsistence rate for this location is \$217.00 per night. The cost of the hotel is \$239.00 per night, plus hotel taxes of \$30.43 per night, in addition to a California fee of \$0.55 per night.

The Department is requesting additional subsistence of \$22.00 per day for the hotel and \$40.00 per day for meals and incidentals.

Mayor's Office

2. Stephanie Rawlings- Blake Kaliope Parthemos Khalil Zaied Andrew Smullian	Invitation for US Conference of Mayors to Visit Qatar Doha, Qatar April 12 - 17, 2016	General Funds	\$ 0.00
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Ms. Rawlings-Blake and the United States Conference of Mayors (USCM) have been invited by the Ambassador of Qatar to the United States to the first ever mission to Qatar.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The Government of Qatar is covering the expenses of the trip for Ms. Rawlings-Blake and three members of her staff at no cost to the City.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office - cont'd</u>			
3. Stephanie Rawlings-Blake Andrew Smullian	Invitation for the US Conference of Mayors to Visit Cuba Havana, Cuba May 23 - 29, 2016	General Funds	\$ 0.00

Ms. Rawlings-Blake will attend the United States Conference of Mayors (USCM) in Havana, Cuba. As host of the trip, the USCM will be working directly with the Center for Democracy in the Americas and the Government of Cuba.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The USCM is fundraising for this trip and has invited Ms. Rawlings-Blake and two members of her staff at no cost to the City.

Circuit Court for Baltimore City Addiction Assessment Unit

4. Kevin G. Amado, Sr.	2016 National Conference on Addiction Disorders Denver, CO Aug. 17 - 21, 2016 (Reg. Fee \$450.00)	FY 2016 Alcohol & Drug Treatment Block Grant/ State Funds	\$2,039.68
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The registration fee in the amount of \$450.00 was prepaid by Expenditure Authorization #000182163. Therefore, the disbursement amount to Mr. Amado is \$1,589.68.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology</u>			
5. Gayle Guilford	2016 NA Security & Risk Management Summit National Harbor, MD June 12 - 16, 2016 (Reg. Fee \$0.00)	General Funds	\$1,462.72

Department of Recreation and Parks

6. Thomas Jeannetta Corine Parks Sharon Buie	Maryland Recreation and Parks Assn. Ocean City, MD April 12 - 15, 2016 (Reg. Fee \$225.00 ea.)	Access- sory Account	\$2,581.44
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The subsistence rate for this location is \$153.00 per night. The hotel cost is \$87.00 per night plus hotel tax for each attendee. The hotel tax for Mr. Jeannetta is \$31.89. The hotel tax for Ms. Parks and Ms. Buie is \$27.42 each.

The registration fee for Mr. Jeannetta was paid by City Procurement card assigned to Mr. Jeannetta. The amount to be disbursed to Mr. Jeannetta is \$638.46.

The registration fee for Ms. Parks was paid by City Procurement card assigned to Mr. Robert Wall. The registration fee for Ms. Buie was paid by EA000184217. The amount to be disbursed to Ms. Parks and Ms. Buie is \$633.99 each.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
7. Cortney Weinstock Francesca Spero Rashaan Brave Tanira McClurkin	MD Recreation & Parks Assn. Ocean City, MD April 12-14, 2016 (Reg. Fee \$225.00 ea.)	Acces- sory Account	\$2,247.98

The subsistence rate for this location is \$153.00 per night plus hotel tax of \$18.28 per night. Ms. Weinstock and Ms. Spero will a share hotel room. The Department is requesting \$40.00 per day for food for Ms. Spero.

The registration fee for Ms. Weinstock and Ms. Spero were paid by City Procurement card assigned to Ms. Spero. The amount to be disbursed to Ms. Weinstock is \$471.85 and the amount to be disbursed Ms. Spero is \$227.57.

The registration fee for Mr. Brave and Ms. McClurkin were paid by City Procurement card assigned to Mr. Robert Wall. Mr. Brave and Ms. McClurkin mode of transportation is a City vehicle. The amount to be disbursed to Mr. Brave and Ms. McClurkin is \$324.28 each.

8. Tracey Estep	MRPA Annual Conference 2016 Ocean City, MD April 11 - 15, 2016 (Reg. Fee \$225.00)	Accessory Account	\$869.07
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Ms. Estep will travel on April 11, 2016 at her own expense. The registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Devon Brown. Therefore, the disbursement to Ms. Estep is \$644.07.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>			
9. Ronnie Daniels Robert Wall*	MRPA Annual Conference 2016 Ocean City, MD April 11 - 15, 2016 April 12 - 14, 2016* (Reg. Fee \$225.00)	Accessory Account	\$1,406.59

Mr. Daniels will travel on April 11, 2016 at his own expense. The registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Ronnie Daniels. Therefore, the disbursement to Mr. Daniels is \$486.42.

Mr. Wall's registration cost of \$225.00 was prepaid using a City-issued credit card assigned to Robert Wall. Therefore, the disbursement to Mr. Wall is \$470.17.

The Board, UPON MOTION duly made and seconded, approved the above travel requests. The Mayor **ABSTAINED** on items 2 and 3. Item 5 was **WITHDRAWN**.

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:

1214 - 1215

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

The Transfers of Funds was approved
SUBJECT to receipt of 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 Eng. & Constr.

1.	S.C. 901R, Patapsco Residuals Transfer Station at Patapsco Wastewater Treatment Plant	American Contracting & Environmental Services, Inc.	\$2,928,000.00
	MBE: Delta Electrical Contractors, Inc.	\$102,000.00	3.48%
	Best Fence, LLC	85,000.00	2.90%
	G.E. Frisco Co., Inc.	2,000.00	0.07%
	Batta Environmental Assoc., Inc.	145,000.00	4.95%
	Dough Boy Hauling	3,000.00	0.10%
	Machado Construction Co., Inc.	113,000.00	3.86%
	R.E.N. Reinforcing Steel Co.	17,000.00	0.56%
		<u>\$467,000.00</u>	<u>15.94%</u>
	WBE: Guardrails Etc., Inc.	\$ 1,500.00	0.05%
	Barbies Recycling & Hauling, Inc.	16,000.00	0.55%
	Robnet, Inc.	10,000.00	0.34%
	Bay Assoc. Environmental, Inc.	33,500.00	1.14%
		<u>\$ 61,000.00</u>	<u>2.08%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

Bureau of Water and Wastewater

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,380,633.60	9956-905533-9549	
Wastewater	Constr. Reserve	
Revenue Bonds	Annual Facilities	
2,933,846.40	" "	
<u>Balto. County</u>		
<u>\$4,314,480.00</u>		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water and Wastewater - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 292,800.00	-----	9956-904544-9551-2 Extra Work
450,000.00	-----	9956-904544-9551-3 Engineering
468,000.00	-----	9956-904544-9551-5 Inspection
2,928,000.00	-----	9956-904544-9551-6 Construction
<u>175,680.00</u>	-----	9956-904544-9551-9 Administration
\$4,314,480.00		

The funds are needed to cover the cost of S.C. 901R, Patapsco Residual Transfer Station at Patapsco Wastewater Treatment Plant.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of General Services - GS 15829, 2201 Mosher Street
Warehouse Demolition
BIDS TO BE RECV'D: 05/18/2016
BIDS TO BE OPENED: 05/18/2016

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

MINUTES

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

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

Kim A. Trueheart

April 5, 2016

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

Dear Ms. Taylor:

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

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

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

Pages 1 - 69, City Council President and members of the Board of Estimates, BOE Agenda dated April 6, 2016, if acted upon:

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

Email: kimtrueheart@gmail.com

5519 Belleville Ave
Baltimore, MD 21207

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

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

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

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on April 6, 2016.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Department of Public Works - WC 1345, Repaving Utility Cuts and Sidewalk Restoration at Various Locations

BIDS TO BE RECV'D: 04/13/2016

BIDS TO BE OPENED: 04/13/2016

Bureau of Purchases

- B50004536, Swat Maritime Plate Carrier Vest

BIDS TO BE RECV'D: CANCELLED

BIDS TO BE OPENED: CANCELLED

MINUTES

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

Department of Public Works - WC 1347, AMI/R Urgent Need
Metering Infrastructure Repair &
Replacement, Various Locations
(Up to 2" Water Service)

Spiniello
Anchor Construction Corp.
J. Fletcher Creamer & Son, Inc.
RE Harrington PHU
Civil Construction, LLC
Metra Industries

Department of Public Works - SC 890, Quad Avenue Wastewater
Pumping Station Force Main
Replacement

Metra Industries
Allan Myers

Bureau of Purchases - B50004417, Clinical Examination
Supplies

VWR International, LLC
Cole Medical Incorporated
Ever Ready First Aid
Amerisochi, Inc.
Mastermans
School Health Corporation
Grandiff Medical Supplies
Global Infinity Enterprise
1st Needs Medical

MINUTES

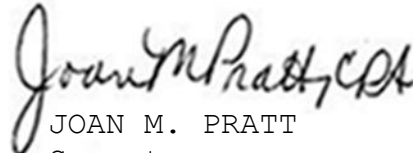
Bureau of Purchases

- B50004443, Biomedical Waste
Pickup and Disposal

Biomedical Waste Services, Inc.
Stericycle
Curtis Bay Energy
Advant-Edge Solutions of Middle Atlantic, Inc.

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 13, 2016.



JOAN M. PRATT
Secretary