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BOARD OF ESTIMATES

MAY 27, 2020

MINUTES

REGULAR MEETING

Honorable Brandon M. Scott, President
Honorable Bernard C. "Jack" Young, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
Matthew W. Garbark, Acting Director of Public Works
Dana P. Moore, Acting City Solicitor

President: "Good afternoon, the May 27, 2020 meeting of the Board of Estimates is now called to order. The purpose of this 5:00 p.m. meeting is to let the public know how each member voted this morning and then take any public testimony. In the interests of promoting and maintaining health and safety as we continue to deal with the COVID-19 pandemic, the Board of Estimates continues to be streamed live virtually. I will now call for the members to restate their vote on the routine agenda from earlier today. All those in favor, say, Aye. All right. All those opposed say, Nay. Thank you. We did not receive any protests for items that are still on the agenda and want to make note of that. And before we close, I just want to restate my remarks from earlier today. We know that we've continued to struggle with violence in Baltimore. We had another deadly Memorial Day weekend and last night we had a police officer shot in the city of Baltimore. Violence unfortunately has continued to plague our city even as we deal with this pandemic. But having a pandemic and an epidemic at the same time is just a reality for Baltimore. And we have to understand again that no one is safe as

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long as we're allowing people to carry guns into our community and we don't step in to do better, right? For me, it became very personal again this weekend as my grandmother ended up with someone bleeding on her car and bullets in her awning. Every single day we have to be pushing to make Baltimore safer and I am asking for people who may know the gentleman who we are looking for in reference to this shooting of the Police Officer last night and for every shooting that happened this weekend and every one that happened this year for people to come forward so that we can bring peace to neighborhoods and remove people from the streets who should not be out walking free. Killers should not be walking free. People who have traumatized people through shooting should not be walking free in our neighborhoods. Also, we know that we are now less than a week away to our upcoming primary election. In the midst of COVID-19, we know most of the voting will happen by mail. We know that there's been frustration with the Board of Elections and at the State Board of Elections and how they have handled this situation. We want every Baltimorean to know that you should get your ballot. If you don't have your ballot, please let us know. Call my office (410) 396-4804, but more importantly, also call the State Board of Elections directly. 1-800-82--, I mean 1(800) 222-8683. 1(800) 222-8683. We have to make sure that people are able to vote. People died for your right to vote. We want you to do

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that and do that in a safe manner. And lastly, Madam Comptroller is going to talk about the same thing. The Board today voted to delay water rate increases which is the right thing to do. As we know, we cannot continue to have water rates raised right now because people are not in a financial situation where they can sustain that."

* * * * *

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

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

Abel Fence LLC	\$ 8,000,000.00
CPP Construction Company	\$ 60,540,000.00
Henry H. Lewis Contractors, LLC d/b/a Lewis Contractors	\$ 8,000,000.00
Reedbird Steel, LLC	\$ 1,500,000.00
The Berg Corporation	\$ 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:

Barton & Loguidice, P.C. a/k/a Barton & Loguidice, D.P.C	Engineer
EXP U.S. Services Inc.	Engineer
Floura Teeter Landscape Architects, Inc.	Landscape Architect
KPN Architects, LLC	Architect
Leuterio Thomas, LLC.	Architect Engineer
Sparch Inc.	Architect

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BOARDS AND COMMISSIONS - cont'd

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

MINUTES

Office of Boards and Commissions - CORRECTION

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to the Work Capacity Rating for CPP Construction Company.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 22, 2020, the Board approved the Work Capacity Rating for CPP Construction Company in the amount of \$605,410,000.00. The correct amount for CPP Construction Company is \$60,540,000.00.

The Office of Boards and Commissions apologizes for the error.

UPON MOTION duly made and seconded, the Board approved the correction to the Work Capacity Rating for CCP Construction Company.

MINUTES

Environmental Control Board - Transfer of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the transfer of funds to the Baltimore Civic Fund for the BMORE Beautiful Care-A-Lot program.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 1001-000000-1170-769300-607001

BACKGROUND/EXPLANATION:

The Environmental Control Board requests approval to transfer funds to the Baltimore Civic Fund in order to provide grants to Baltimore neighborhoods working to maintain identified vacant lots within their community. The funds will be dispersed to participating community organizations based on invoiced maintenance visits and work completed.

APPROVED FOR FUNDS BY FINANCE

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.

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EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

1943 - 1952

All of the EWOs have been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

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EXTRA WORK ORDERS

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

Department of Transportation/Office
of Engineering and Construction

- | | | | |
|---|--------------|--------------------------|-----|
| 1. EWO #003, \$1,100,000.00 TR 01041R, Replacement of Edmondson Avenue Bridge | | | |
| \$40,338,000.00 | \$471,772.73 | Tutor Perini Corporation | 68% |

This authorization is requested on behalf of the Department. Due to the Limit of Disturbance provided in the plans, the width of the Temporary Stream Diversion was not sufficient to accommodate the contractor's equipment. The change is related to the expanded area necessary for ease of access for the proposed equipment and not a deficiency in the original design. This work is an extension to the original Suggested Temporary Stream Diversion provided in the plans. An Engineers Estimate was performed to determine a reasonable cost for the proposed work. The work was performed prior to Board approval in order to endure public safety.

DBE PARTICIPATION:

DBE GOAL: 18%

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EXTRA WORK ORDERS

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

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2. \$1,300,000.00	9950-944002-9507	
Fed	Constr. Res. -	
	Res. for Closeouts	
700,000.00	9950-903315-9507	
<u>GF (HUR)</u>	Constr. Res.	
	Edmondson Avenue	
	Bridge Painting	
\$2,000,000.00	-----	9950-902315-9506-2
		Contingencies
		Edmondson Ave.
		Bridge Over CSX R

This transfer will cover the deficit and fund the costs associated with Change Order No. 3 on Project TR 01041R, Replacement of Edmondson Avenue Bridge.

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EXTRA WORK ORDERS

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

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

3. EWO #004, \$1,606,930.00 TR 03319, Replacement of Bridge No. BC3212 Harford Road over Herring Run
-
- | | | | |
|-----------------|--------------|------------------|-----|
| \$18,997,069.00 | \$320,891.81 | Technopref | 46% |
| | | Industries, Inc. | |

This authorization is requested on behalf of the Contractor to pay for excessive rock excavation quantity encountered on the project. Item No. 415 Rock Excavation for Structures was exceeded by nearly three times the amount when rock was encountered at higher elevations than was anticipated. Per General Provision GP-4.04, the Contractor is entitled to renegotiate the pay item unit price when 125% of the contract quantity is exceeded. The price was negotiated from \$212.00/CY to \$188.00/CY in which the first 125% of the quantity is being paid at the original contract unit price of \$65.00/CY, thus the average unit price for rock removal is approximately \$146.00/CY. Agreement to \$188.00/CY for the excess quantity relieves the Department of further charges regarding this item.

DBE PARTICIPATION:

DBE GOAL: 18%

MINUTES

EXTRA WORK ORDERS

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

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

- | | | | |
|----|--|----------------|---------------------------------|
| 4. | EWO #05, \$823,908.09 TR 03319, Replacement of Bridge No. BC3212 Harford Road over Herring Run | | |
| | \$18,997,069.00 | \$1,927,821.81 | Technopref Industries, Inc. 49% |

This authorization is requested on behalf of the Department to pay for the construction of a redesigned stream diversion system. The stream diversion system shown in the bid documents was frequently damaged due to severe weather events therefore a more robust stream diversion was designed so that the bridge substructures within and near the stream could be built.

DBE PARTICIPATION:

DBE GOAL: 18%

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
5. \$1,944,670.47	9950-944002-9507	
Fed	Constr. Res. -	
	Res. for Closeouts	
486,167.62	9950-904087-9509	
<u>GF (HUR)</u>	Constr. Res. -	
	Harford Road	
	Bridge Over Herring	
	Run	

MINUTES

EXTRA WORK ORDERS

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

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

\$2,430,838.09	-----	9950-904097-9508-2
		Contingencies
		Harford Road Br. O/
		Herring Run

This transfer will fund the costs associated with Change Order No. 4 and 5 on project TR 03319, Replacement of Bridge No. BC3212 Harford Road over Herring Run.

- 6. EWO #002, \$2,250,000.00 TR 18014, Conduit System Reconstruction at Various Locations Citywide JOC
- | | | | | |
|----------------|----------------|--------------|------|-----|
| \$9,688,300.00 | \$3,000,000.00 | Highlander | 90 | 94% |
| | | Contracting | Days | |
| | | Company, LLC | | |

This authorization was requested by the Department and provides for a 90-day compensable time extension. The additional time is needed to complete the work on this TR 18014, Conduit System Reconstruction at Various Locations Citywide JOC. This contract facilitates services request to clear obstructions and the support of planned outages. In addition, this contract is accomplishing the rodding and installation of duct for BGE 4kV upgrades and is within the original scope of the contract. The Notice of Proceed was issued November 5, 2018 with an original completion date of October 25, 2020. The additional 90 days will result in a new completion date of January 22, 2021.

MINUTES

EXTRA WORK ORDERS

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

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 13% and WBE: 3%.

14.59% of the MBE goal and 2.52% of the WBE goal has been achieved to date.

THE EAR WAS APPROVED BY MWBOO ON APRIL 9, 2020.

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
7. \$1,232,014.58	9962-932007-9563	
Others	Constr. Res. -	
	Conduit Constr.	
300,000.00	9962-937004-9563	
<u>Others</u>	Constr. Res. -	
	Conduit New Constr.	

MINUTES

EXTRA WORK ORDERS

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

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

\$1,532,014.58	-----	9962-909075-9562-2
		Contingencies
		Conduit System
		Reconstr. JOC
		TR 08014

This transfer will partially fund the costs associated with Change Order No. 2 on Project TR 18014, Conduit System Reconstruction at Various Locations Citywide JOC.

Department of Recreation and Parks

8. EWO #008, \$50,293.48 RP 17806, Cahill Fitness and Wellness Center				
<u>\$17,698,000.00</u>	<u>\$154,807.57</u>	<u>Dustin Construction,</u>	<u>-</u>	<u>58%</u>
		<u>Inc.</u>		

This authorization request is necessary to make modifications to the telecommunications system, which includes receptacle

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation and Parks - cont'd

locations, wireless access points, electronic card readers to interior and exterior doors and door hardware. The Department has reviewed all costs and finds the cost to be reasonable and acceptable for this type of work.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 18% and WBE: 4%.

THE EAR WAS APPROVED BY MWBOO ON MARCH 27, 2020.

APPROVED FOR FUNDS BY FINANCE

Department of Public Works/Office
of Engineering and Construction

9. EWO #001, \$35,000.00 SC 927, Electrical Distribution System Reliability Improvements at Back River Wastewater Treatment Plant			
<u>\$68,940,000.00</u>	<u>-</u>	<u>The Whiting-Turner Contracting Inc.</u>	<u>- 24% Co.,</u>

The Office of Engineering and Construction received State Revolving Funding approval from the Maryland Department of

MINUTES**EXTRA WORK ORDERS**

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

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

Environment and Environmental Protection Agency through Water Infrastructure Finance and Innovation Act after the Notice to Proceed was issued. The funding requires compliance with the Davis-Bacon Wage rates, and the wage rates were not included in the original contract document and the addition of this rate has caused an increase in cost to the SC 927 project. Upon review it was found that the rates for the Electrician Classification were less under the City issued rates than they are for the Davis Bacon rates. In order to comply with the rate requirements, there will be an additional cost of \$0.53 per hour for all electricians.

Any mark ups that may apply will equate to no more than an additional \$35,000.00 in cost to the project. The Contractor will submit a request for payment each month for reimbursement of the wage difference. This change order represents the difference between the wage scales shown in the contract documents and the wage scales actually paid to the workers. The City may have to issue an additional EAR at the close-out of the contract to reconcile the final costs, which will not be known until after completion of construction. The Certificate of Completion form will not be completed until a scheduled time after final payment and final completion has been given by the agency.

MINUTES

EXTRA WORK ORDERS

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

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 18% and WBE: 4%.

THE EAR WAS APPROVED BY MWBOO ON APRIL 9, 2020.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Housing and - Amendment to Land Disposition
Community Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Land Disposition Agreement (Amendment) with Stadium Place, Inc., Developer. The Amendment will extend the period of the LDA through November 20, 2025.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On May 29, 2002 the Board approved the original Land Disposition Agreement (LDA) with Stadium Place, Inc. for the development and sale of Stadium Place, the site of Memorial Stadium on East 33rd Street.

In accordance with its authority under the LDA, the Developer has contracted to sell the property known as Lot 2B of the Stadium Place development. The property is known as 1060 E. 33rd Street, (Gilchrist Parcel).

The Developer and the contract purchaser, Gilchrist Hospice, (Purchaser) agree that the current pricing structure as stated in the LDA is not conducive to the development of the parcel. The Developer and Purchaser request that the pricing be amended to allow for the sale and development of the Gilchrist Parcel.

The Amendment amends the pricing structure. The LDA currently sets the price of affordable independent living units and assisted living units at \$5,000.00 per unit. The Amendment will set the price for the Gilchrist Parcel at \$2,000.00 per unit.

MINUTES

Department of Housing and - cont'd
Community Development

The City will accommodate the Developer's request, and help Developer expedite project development.

MBE/WBE PARTICIPATION:

The Developer has agreed to comply and to continue to comply with all MBE/WBE requirements.

(The Amendment to Land Disposition Agreement has been approved by the Law Department as to form and legal sufficiency.)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Land Disposition Agreement with Stadium Place, Inc., Developer.

MINUTES

Department of Housing and - Affordable Housing Program Bond Loan
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve an Affordable Housing Program Bond (AHP) loan in the approximate amount of \$2,150,000.00 (AHP Bond Loan) and a Video Lottery Slots Funds loan in the approximate amount of \$1,000,000.00 (Slots Loan) to Renaissance Row, LLC, a joint venture consisting of wholly-owned or controlled affiliates of Pennrose, LLC, Park Heights Renaissance, Inc., and the Housing Authority of Baltimore City (as a special member). Proceeds of the AHP Bond Loan and the Slots Loan will be used to support a portion of the hard construction costs and the new construction of 84 affordable rental units. The affordable units will be rented to tenants with incomes at or below 50%, and 60% of the Area Median Income, adjusted for family size.

The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute the Intercreditor Agreement and any and all legal documents to effectuate this transaction after legal review and sign off by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>SOURCES</u>		<u>USES</u>	
FHA/CDA Risk Share	\$6,320,000	Construction	\$13,999,397
CDA Rental Housing Program	1,133,055	Construction-related fees	1,849,054
CDA Rental Housing Works	2,500,000	Financing Fees	1,762,846
AHP Bond Loan	2,150,000	Acquisition Costs	588,000
Slots Funds Loan	1,000,000	Development Fee	2,247,266
LIHTC Equity	6,744,519	Syndication Costs	222,276
City Seller Take-Back Loan	588,000	Guarantees/Fees	<u>595,195</u>
Deferred Developer Fee	<u>828,460</u>		
TOTAL	\$21,264,034	TOTAL	\$21,264,034

Park Heights Renaissance Row Apartments #9910-905860-9588

MINUTES

Department of Housing and - cont'd
Community Development

BACKGROUND/EXPLANATION:

Renaissance Row Apartments is the proposed new construction of an 84-unit multifamily residential development (Development) to be located at 4301 Park Heights Avenue and 4300 Pimlico Road (collectively, the Property) in the Park Heights neighborhood of Northwest Baltimore. Upon completion, the building will contain a mix of 42 one-bedroom units, 35 two-bedroom units, and seven three-bedroom units and approximately 2,293 square feet of office space for the new home of Park Heights Renaissance, Inc. (Park Heights Renaissance), a Maryland non-stock corporation, the entity charged with implementing the Park Heights Master Plan. The sponsor is Pennrose, LLC (Pennrose), a national developer of affordable housing which has (along with its partners and affiliates) developed more than 265 mixed-finance/mixed-income projects encompassing more than 17,000 units of housing across the United States.

MINUTES

Department of Housing and - cont'd
Community Development

The site to be developed as Renaissance Row is currently a vacant City-owned property where row houses were demolished by the Department using Project C.O.R.E. (Creating Opportunities for Renewal Enterprise) funds. The City will enter into a Land Disposition Agreement to convey the properties at financial closing to Renaissance Row, LLC (Borrower) for the new construction of the affordable rental units. The Borrower, a newly created limited liability company comprised of (i) a managing member (the Managing Member) comprised of Pennrose Holdings, LLC, an affiliate of Pennrose, acting as managing member of Managing Member, and Park Heights Renaissance, Inc. or its affiliate as a non-managing member of Managing Member, and (ii) a special purpose entity created by the Housing Authority of Baltimore City (HABC) as a special member.

In order to keep the development as long-term affordable housing, the Borrower has obtained commitments from various funding sources to acquire the land and construct the units. The City has agreed to make available one or more loans in an approximate principal amount of \$3,150,000.00 of which approximately \$2,150,000.00 will be funded with proceeds from the Affordable Housing Program Bond funds (AHP Bond Loan) and approximately \$1,000,000.00 will be funded with proceeds from the Video Lottery Slots funds (Slots Loan, and together with the AHP Bond Loan, the City Loans). With respect to the Slots Loan, Park Heights Renaissance has been granted Racetrack Video Lottery Slots funds in the approximate amount of \$1,000,000.00 but the loan of such proceeds will be made from the City to the Borrower. The proceeds of the City Loans will be used solely to finance a portion of the hard construction costs of the Development. The City has also agreed under the Land Disposition Agreement that the purchase price for the acquisition of the land shall be made through a seller-financed loan and secured by a purchase money mortgage.

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Department of Housing and - cont'd
Community Development

Amenities will include offices for on-site management and counseling. The building will also incorporate a series of energy efficient components, specifically:

- Units will be equipped with energy star HVAC systems
- Energy Star Windows
- Energy Efficient lighting and plumbing fixtures.

An appraisal was prepared on September 23, 2019, by Karen H. Belinko Appraisals, LLC. The appraisal found the future prospective "as if complete & stabilized" value, assuming restricted rents and stabilized occupancy, to be \$7,158,000.00. The appraised value is below the total cost of the project. This is common in transactions involving LIHTCs and affordable housing. The LIHTC provides equity, which provides a source of funds through the syndication of a federal tax credit rather than through the value of the property itself. Without the benefits of the LIHTC financing, projects with restricted rents could not be financed.

The Department is comfortable recommending the City Loan under these circumstances.

PARTICIPATING PARTIES:**A. Developer/Borrower**

The Borrower (Renaissance Row, LLC), a limited liability company comprised of (i) a managing member that is a joint venture consisting of a wholly-owned or controlled affiliates or subsidiaries of Pennrose Holdings, LLC (Pennrose Holdings) and Park Heights Renaissance (or its wholly owned or controlled affiliate) and (2) HABC or its affiliate as a special member.

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Department of Housing and - cont'd
Community Development

B. General Contractor/Architect

Commercial Construction, Inc. will act as the general contractor and post a 100% Payment and Performance Bond. Architectural services will be provided by Moseley Architects.

C. Guarantors

Pennrose, LLC, will guaranty construction completion.

D. Participating Lenders

The primary source of funds will be a loan of proceeds of the sale of tax-exempt bonds (Bonds) by the Community Development Administration (CDA), a unit of the Division of Development Finance of the Department of Housing and Community Development, a principal department of the State of Maryland, as described below.

The terms and conditions of these funding sources are based on preliminary loan commitments and negotiations. Due to timing constraints imposed by the bond transaction, the bond pricing will be fixed subsequent to Board approval. For example, the interest rate on the CDA Bond Loan may change, which could result in changes to the proposed loan amounts. All terms and conditions described herein are based on the best information at this stage in financing negotiations. As such, it is requested that the Board grant delegated authority to authorize the Commissioner of the Department of Housing and Community Development to approve any loan amount variations associated with the mortgage financing.

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Department of Housing and - cont'd
Community Development

CDA TAX-EXEMPT BONDS - 1st Lien Construction/Permanent Loan

CDA expects to issue the tax-exempt bonds in an approximate amount of \$10,035,000.00 and loan the proceeds to the Borrower (CDA Bond Loan). The CDA Bond Loan will be secured by a first lien on the Property. The CDA Bond Loan will be bifurcated into two portions: (1) the first portion, in the amount of approximately \$6,320,000.00 (CDA Permanent Loan), will have a permanent loan term of 40 years following the construction loan period and will have a 40-year amortization during the permanent loan term, and (2) the remaining portion, in an approximate amount of \$3,715,000.00, is scheduled to be repaid from installments of tax credit equity after construction completion. The construction term is expected to be up to 24 months, including any applicable extensions. The CDA Bond Loan will be credit enhanced through FHA's "risk-sharing" program. The interest rate for the CDA Bond Loan (and therefore the CDA Permanent Loan) will be locked upon sale of the Bonds and is expected to be 4.0% but is not expected to exceed 5.5%.

**CDA RENTAL HOUSING PROGRAM AND RENTAL HOUSING WORKS -
shared 2nd Lien Construction/Permanent Loan**

CDA will provide from its Rental Housing Program a shared second-lien construction/permanent loan in the approximate amount of \$1,133,055 (RHP Loan). The RHP Loan will have a construction term not to exceed 24 months, plus any applicable extensions (RHP Construction Period). After the end of the RHP Construction Period, the RHP Loan will convert to a permanent loan with a term of 40 years (RHP Permanent Loan Period).

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Department of Housing and - cont'd
Community Development

CDA will also provide from its Rental Housing Works program a shared second-lien construction/permanent loan in the approximate amount of \$2,500,000.00 (RHW Loan, and together with the RHP Loan, the CDA Loans). The RHW Loan will have a construction term not to exceed 24 months, plus any applicable extensions (RHW Construction Period). After the end of the RHW Construction Period, the RHW Loan will convert to a permanent loan with a term of 40 years (RHW Permanent Loan Period).

No regular interest will be charged on the CDA Loans but during the RHP Permanent Loan Period and the RHW Permanent Loan Period, principal and contingent interest will be due and payable in accordance with the CDA program requirements and applicable loan documents. The CDA Loans will be long-term subordinate debt.

CITY AHP BOND LOAN AND SLOTS LOAN - 3rd Lien
Construction/Permanent Loans

The City will provide one loan that will be in third lien position funded by two sources: the AHP Bond Loan in an approximate amount of \$2,150,000.00 and the Slots Loan in the approximate amount of \$1,000,000.00 (collectively, the City Loans). The City Loans will be in third-lien position. The City Loans will have a construction term not to exceed 24 months, plus any applicable extensions (City Loans Construction Period). After completion of the City Loans Construction Period, the City Loans will convert to a permanent loan with a term of 40 years (City Loans Permanent Period). No regular interest will be charged on the City Loans, but during the City Loans Permanent Period, the City will receive principal and contingent interest calculated in accordance with the CDA program requirements and applicable loan documents. The outstanding principal balance and any

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Department of Housing and - cont'd
Community Development

outstanding amounts due under the loan documents are due and payable on the last day of the City Loans Permanent Period. The City Loans will be long-term, subordinate debt.

CITY TAKE-BACK LOAN - 4th Lien Purchase Money Loan

The project will benefit from a purchase money or "take-back" note from the City in the approximate amount of \$588,000.00 (Fourth Loan). The Fourth Loan will have term of 40 years following construction completion and will be secured by a mortgage subordinate to the lien of the City Loans. No regular interest will be charged on the Fourth Loan, but during its permanent loan period, the Fourth Loan is expected to be repaid from a portion of the funds available to pay principal and contingent interest calculated in accordance with the CDA program requirements and applicable loan documents.

MBE/WBE PARTICIPATION:

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

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$1,000,000.00	9910-903963-9587	
	Pimlico Local	Park Heights	
	Impact Aid -	Greenings RES	
	VLT		

MINUTES

Department of Housing and - cont'd
Community Development

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
2,150,000.00	9910-924026-9587	
<u>2nd Affordable</u>	New Affordable	
<u>Housing Loan</u>	Housing Fund	
\$3,150,000.00	-----	9910-905860-9588
		Park Heights
		Renaissance Row Apt.

This transfer will provide Pimlico Local Aid - VLT and 2nd Affordable Housing Loan appropriations to support a portion of the hard construction costs and the new construction of 84 affordable rental units.

UPON MOTION duly made and seconded, the Board approved and authorized an Affordable Housing Program Bond loan in the approximate amount of \$2,150,000.00 and a Video Lottery Slots Funds loan in the approximate amount of \$1,000,000.00 to Renaissance Row, LLC, a joint venture consisting of wholly-owned or controlled affiliates of Penrose, LLC, Park Heights Renaissance, Inc., and

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Department of Housing and - cont'd
Community Development

the Housing Authority of Baltimore City. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute the Intercreditor Agreement and any and all legal documents to effectuate this transaction.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1966-1967

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 Planning</u>			
1.	\$124,621.00	9905-928005-9186 Other Fund Revenue	9905-902045-9188 Critical Area Storm FY21 - Active
		Critical Area Stormwater Offset Program - Reserve	

This transfer will provide appropriations to support and improve water quality, restore habitat and provide environmental education through restoration projects, consistent with the City's critical area policy.

2.	\$ 34,970.00	9905-924004-9186 Other Fund Revenue	9905-905044-9188 Critical Area Buffer FY 21 - Active
		Offset Program - Reserve	

This transfer will provide appropriations to support and improve water quality, restore habitat and provide environmental education through restoration projects associated with the City's critical area policy.

Department of Transportation

3.	\$100,000.00	9950-913012-9507 State Constr. Revenue Future FY'20 Series	9950-932012-9506 Rehab. of Promenade Bulkhead
		Construction Reserve Promenade Bulkhead @ Harris Creek	

MINUTES

TRANSFER OF FUNDS

AMOUNT

FROM ACCOUNT/S

TO ACCOUNT/S

This transfer will fund the cost associated with the work of removing debris from Pier I and other related costs to the project "Rehabilitation of Promenade Bulkhead" with McLean Contracting Company.

MINUTES

Health Department - Ratification of Grant Award Agreement
and Amendment to Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Grant Award Agreement from the Annie E. Casey Foundation. The period of the Grant Award was November 1, 2017 through April 30, 2019.

The Board is further requested to ratify and authorize acceptance of the Amendment to Grant Award Agreement (Amendment) with the Annie E. Casey Foundation. The Amendment will extend the period through March 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$24,000.00 - 6000-607218-3080-819900-406001

BACKGROUND/EXPLANATION:

On December 3, 2017 the Department received a grant award from the Annie E. Casey Foundation in the amount of \$24,000.00 for the period of November 1, 2017 through April 30, 2019. Due to an oversight the grant was not presented to the Board for approval.

On December 2, 2019 the Department received the Amendment to Grant Award for a No-Cost Time Extension through March 31, 2020.

Ratification of the grant award and Amendment will allow the Department to finalize the grant reporting requirements.

The Grant Award and Amendment are late because of a delay in receiving the supporting documentation.

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BOARD OF ESTIMATES

05/27/2020

MINUTES

Health Department -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 ratified the Grant Award Agreement from the Annie E. Casey Foundation. UPON FURTHER MOTION, the Board also ratified and authorized acceptance of the Amendment to Grant Award Agreement with the Annie E. Casey Foundation.

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BOARD OF ESTIMATES

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MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Agreement with Sinai Hospital of Baltimore, Inc.

AMOUNT OF MONEY AND SOURCE:

\$5,000.00 - 5000-569720-3023-273360-603051

BACKGROUND/EXPLANATION:

On February 5, 2020 the Board approved the original agreement in the amount of \$45,000.00 for the period of July 1, 2019 through June 30, 2020.

The Department requires an increase for additional housing services, making the total agreement amount \$50,000.00.

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 Amendment to Agreement with Sinai Hospital of Baltimore, Inc.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Johns Hopkins University Bloomberg School of Public Health, Center for Communication Programs (CCP). The period of the Agreement is March 18, 2020 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00	-	1001-000000-3150-811500-604014
<u>11,093.00</u>	-	4000-433520-3024-268400-603026
\$31,093.00	-	TOTAL

BACKGROUND/EXPLANATION:

The Baltimore City Health Department (BCHD) and partners initiated a city-wide plan in March 2020 to assure 124,000 older adults (defined as 60 years or older) in Baltimore can safely obtain food during the COVID-19 pandemic.

JHU Bloomberg's CCP will assist BCHD and partners by providing communication support for this urgent effort. They will provide a communication and mobilization campaign to raise awareness among older adults and their caregivers on ways to safely obtain food and direct people to the local Maryland Access Point help line to help them access home delivered meals and other food resources.

Pursuant to Article VI, §II(e)(ii) of the Charter, this event was an emergency of such a nature that the public welfare would be adversely affected by awaiting approval of the Board of Estimates prior to obtaining the supplies, material, services, or public work.

MINUTES

Health Department - cont'd

MBE/WBE PARTICIPATION:

It was determined that an emergency exists that requires goods or services to be provided with such immediacy, that no advantage will result in seeking, nor would it be practicable to obtain competitive bids. JHU Bloomberg Center for Communication Programs will make every effort to subcontract to minority and women's business enterprises if subcontracting is utilized.

In accordance with Art. 5, § 28-64(c) of the Baltimore Code:

1. An emergency exists that requires goods or services to be provided with such an immediacy that the agency is unable to comply with this chapter; and
2. The prospective Contractor will make every good faith effort to subcontract to minority or women's business enterprises if subcontracting is utilized.

PURSUANT TO ARTICLE VI, §II(e)(ii) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED NO ADVANTAGE WILL RESULT IN SEEKING NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS.

ON MAY 18, 2020, A WRITTEN REQUEST WAS SENT TO THE DIRECTOR OF FINANCE TO USE THE JOHNS HOPKINS UNIVERSITY BLOOMBERG SCHOOL OF PUBLIC HEALTH, CENTER FOR COMMUNICATION PROGRAMS TO PERFORM THE WORK. THE DIRECTOR OF FINANCE APPROVED THE REQUEST.

The Baltimore City Health Department (BCHD) and partners initiated a city-wide plan in March 2020 to assure 124,000 older adults

MINUTES

Health Department - cont'd

(defined as 60 years and older) in Baltimore City can safely obtain food during the COVID-19 pandemic. JHU Bloomberg's CCP will assist BCHD and partners by providing communication support for this urgent effort.

MWBOO CERTIFIED THAT AN EMERGENCY EXISTS ON APRIL 15, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with Johns Hopkins University Bloomberg School of Public Health, Center for Communication Programs. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

Health Department - Revised Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the revised Notice of Award (NoA) for the project titled, "Integrated HIV Surveillance and Prevention Programs for Health Departments."

AMOUNT OF MONEY AND SOURCE:

\$3,178,342.00 - 4000-499020-3023-718000-404001

BACKGROUND/EXPLANATION:

On March 4, 2020, the Board approved the original NoA in the amount of \$1,059,448.00 for the period of January 1, 2020 through December 31, 2020.

On February 19, 2020 the Department received the first revised NoA which approved carryover of unobligated supplement funds from the Budget Year 02 (January 1, 2019 through December 31, 2019) to Budget Year 03 (January 1, 2020 through December 31, 2020), in the amount of \$549,877.00 for Ending the Epidemic Pilot activities.

On March 13, 2020 the Department received the second revised NoA which provided \$3,178,342.00 in additional funding for Year 03, making the total amount of financial assistance \$4,237,790.00

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

MBE/WBE PARTICIPATION:

N/A

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MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the revised Notice of Award for the project titled, "Integrated HIV Surveillance and Prevention Programs for Health Departments."

MINUTES

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

The Board is requested to approve and authorize execution of the Consultant Agreements. The period of the Consultant Agreement is April 1, 2020 through March 31, 2021, with an option to extend the agreement under the same terms and conditions upon the annual or semi-annual renewal of the Minority Business Development Agency grant award.

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

1. **ANTHONY W. ROBINSON** **\$ 44,405.00**

Account: 4000-405520-1250-775600-404001

Mr. Robinson will serve as a Business Consultant for the Mid-Atlantic MBDA Advanced Manufacturing Project Center in Baltimore.

2. **N. SCOTT PHILLIPS LEGAL AND BUSINESS** **\$115,339.00**
CONSULTING SERVICES, LLC.

Account: 4000-405520-1250-775600-404001

Mr. Phillips will serve as a Project Director for the Mid-Atlantic MBDA Advanced Manufacturing Project Center in Baltimore.

MINUTES

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

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

Account: 4000-405520-1250-775600-404001

The Project Resource Group, LLC through Ms. Christine Plater will serve as Project Administrator for the MBDA Business Center on behalf of the grant operator - the Director of the Mayor's Office of Minority and Women-Owned Business Development.

There are 41 MBDA Business and Project Centers throughout the country, and the City of Baltimore is one of only two municipalities awarded a grant to operate a Minority Project Center. Due to the dynamic and competitive nature of MBDA Business Centers nationwide, it has been deemed more suitable to utilize the services provided by Messrs. Robinson and Phillips and Ms. Plater as consultants rather than as employees of the City.

The agreements are late because of the administrative process.

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 Consultant Agreements.

MINUTES

Mayor's Office of Minority and Women-Owned Business Development - Seventh Amendment to Financial Assistance Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Seventh Amendment to the Financial Assistance Award (Seventh Amendment) from the United States Department of Commerce Minority Business Development Agency (MBDA). The Seventh Amendment extends the period of the Grant Award through March 31, 2021.

AMOUNT OF MONEY AND SOURCE:

\$354,167.00 - 4000-437520-1250-775600-404001

\$456,430.00 - 1001-000000-1250-775600-601001

BACKGROUND/EXPLANATION:

This Seventh Amendment is to continue operations for the Mid-Atlantic region MBDA Advanced Manufacturing Project (AMP) Center in Baltimore.

In September 2016, the MBDA awarded the five-year, \$1,250,000.00 competitive grant to the City of Baltimore, Mayor's Office of Minority and Women-Owned Business Development (MWBD) to operate the Mid-Atlantic MBDA AMP Center in Baltimore. The period of the Grant Award is September 1, 2016 through August 31, 2021.

There are 41 MBDA Business and Project Centers throughout the country and the City of Baltimore is one of only two municipalities awarded a grant to operate a Minority Project Center.

MINUTES

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

On November 30, 2016, the Board approved the original Grant Award for the period of September 1, 2016 through August 31, 2017 in the amount of \$250,000.00. On December 6, 2017, the Board approved the First Amendment to the Grant Award in the amount of \$125,000.00 for the period of September 1, 2017 through February 28, 2018. On April 25, 2018, the Board approved the Second Amendment to the Grant Award in the amount of \$125,000.00 for the period of March 1, 2018 through August 31, 2018. On October 17, 2018, the Board approved the Third Amendment to the Grant Award in the amount of \$145,833.00 for the period of September 1, 2018 through March 31, 2019.

On June 12, 2019 the Board approved the Fourth Amendment to the Grant Award in the amount of \$250,000.00 for the period of April 1, 2019 through March 31, 2020.

On November 30, 2016, the Board approved the in-kind recipient funds in the amount of \$267,693.00 for the period of September 1, 2016 through August 31, 2017. On December 6, 2017, the Board approved the First Amendment to the in-kind recipient services in the amount of \$133,846.00 for the period September 1, 2017 through February 28, 2018. On April 25, 2018, the Board approved the Second Amendment to the in-kind recipient services in the amount of \$133,195.00 for the period March 1, 2018 through August 31, 2018. On October 17, 2018, the Board approved the Third Amendment to the in-kind recipient services in the amount of \$78,077.00 for the period of September 1, 2018 through March 31, 2019. On June 12, 2019, the Board approved the Fourth Amendment to the in-kind recipient services in the amount of \$267,215.00.

MINUTES

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

On December 18, 2019, the Board approved the Fifth Amendment that revised the award end date. On December 18, 2019, the Board approved the Sixth Amendment to the grant award in the amount of \$300,000.00.

This Seventh Amendment will increase the Grant Award in the amount \$354,167.00 for the new award period of April 1, 2020 through March 31, 2021. This Seventh Amendment will also increase the in-kind services by \$456,430.00 for the new award period of April 1, 2020 through March 31, 2021.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Seventh Amendment to the Financial Assistance Award from the United States Department of Commerce Minority Business Development Agency.

MINUTES

Bureau of the Budget and Management Research (BBMR)	- Grant Award and Appropriation Adjustment Order No. 32
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ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from Cellco Partnership, dba Verizon Wireless; New Cingular Wireless PCS, LLC; and Crown Castle NG Atlantic LLC for a dedicated reviewer of small cell applications. The award is effective upon Board approval for one year.

The Board is further requested to approve the Appropriation Adjustment Order to transfer within the Department of Planning for \$1,750.00 in unallocated State Grant Funds from Service 762: Historic Preservation, to Service 761: Development Oversight and Project Support.

AMOUNT OF MONEY AND SOURCE:

\$1,750.00 - From: 5000-500020-1872
 Service 762: Historic Preservation

 To: 7000-714120-1871
 Service 761: Development Oversight and
 Project Support

BACKGROUND/EXPLANATION:

This grant is being provided by three small cell providers in the City. They are interested in covering the cost of a dedicated reviewer of small cell applications. This person will work in Department of Planning.

MINUTES

BBMR - cont'd

This position serves purely an administrative function and the employee shall have no discretion when reviewing small wireless facility applications. It is a part-time position, up to 20 hours per week average for one-year.

The Department of Planning will be hiring a recent college graduate who will work directly under an experienced City Planner.

The Contractual Employee Agreement will be submitted concurrently with this Grant as a separate action. The responsibilities will include:

- Review applications of proposed installations of small wireless facilities within City right-of-way or park properties for compliance with the Small Wireless Facilities - Design and Aesthetic Requirements approved by the Planning Commission on March 28, 2019.

The transfer is necessary in order to fund the portion of the total grant award to be expended in Fiscal 2020. Initially, funding was appropriated within an unallocated account in the Fiscal 2020 Ordinance of Estimates. With this appropriation adjustment order, funding will be moved from the unallocated grant source in accordance with the actual grant award.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Grant Award from Cellco Partnership, dba Verizon Wireless; New Cingular Wireless PCS, LLC; and Crown Castle NG Atlantic LLC for a dedicated reviewer of small cell applications.

MINUTES

BBMR - cont'd

UPON FURTHER MOTION, the Board approved the Appropriation Adjustment Order to transfer within the Department of Planning for \$1,750.00 in unallocated State Grant Funds from Service 762: Historic Preservation, to Service 761: Development Oversight and Project Support.

MINUTES

Department of Public Works/ - Delay in FY 2021 Water, Waste-
 Department of Finance _____ water, and Stormwater Rate
 _____ Increases

ACTION REQUESTED OF B/E:

The Board is requested to approve a three-month delay in the effective date of the Fiscal Year 2021 water, sewer and stormwater rate increases from July 1, 2020 to October 1, 2020.

FISCAL IMPACT:

A three-month delay in the effective date of the FY 2021 water rate increases will result in the following revenue loss:

\$2,535,000.00	-	Water
4,128,000.00	-	Wastewater
777,000.00	-	Stormwater
\$7,440,000.00	-	Cumulative Loss

BACKGROUND/EXPLANATION:

On January 9, 2019, the Board approved rate increases for water, sewer and stormwater charges for FY's 2020, 2021 and 2022. Rates would increase on July 1, 2019, 2020, and 2021 by 9.9% for water and 9% each for wastewater and stormwater. According to the Baltimore City Charter, water, wastewater, and stormwater utility funds must be maintained as self-sustaining operations.

The budgetary impact of the COVID-19 pandemic on the Department of Public Works (DPW) is expected to be significant. While the majority of DPW's customers are residential, the majority of its revenue comes from commercial accounts. Because of the social distancing restrictions that are in place, many commercial operations are using little to no water. As a result, the anticipated revenue for FY 2021 will diminish, which will require cost containment strategies.

Nonetheless, DPW acknowledges the impact the COVID-19 pandemic is having on the Baltimore region's economy. In an effort to support

MINUTES

Department of Public Works/ - cont'd
Department of Finance

a comprehensive response and recovery to this unprecedented emergency, DPW is recommending a three-month delay in the effective date of the water, wastewater, and stormwater rate increases from July 1, 2020 to October 1, 2020. A three-month delay will lead to an additional revenue loss of over \$7,400,000.00. This lost revenue has been accounted for through cost-containment strategies and through delays in projects. Additionally, as long as DPW maintains debt coverage, no issues with bonding are anticipated.

President: "Madame Comptroller."

Comptroller: "Yes I would like to address the request from the Department of Public Works and Department of Finance that the Board delay the effective date of the Fiscal 2021 Water, Wastewater and Stormwater Rate Increases. The economic disruption caused by COVID-19 pandemic has hit Baltimore residents and businesses especially hard. Small businesses such as restaurants and salons have been closed or operating on a significantly reduced scale for almost 3 months. Thousands of City residents are unemployed and living every day in a state of uncertainty about when they will be able to go back to work and pay their bills monthly. In this time

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MINUTES

of unprecedented financial and emotional stress, delaying the increase in City water rates is the right and compassionate thing to do. I thank the Mayor and Acting Director of DPW for putting forward this proposal today. I also look forward to DPW fully implementing the Water Equity and Accountability Act which the Council passed and the Mayor signed in January. While I understand that the pandemic delayed implementation of some provisions of the Act, I urge DPW to move forward quickly with the setting up of the Office of Water-Customer Advocacy and Appeals to help our citizens resolve water billing disputes and I look forward to providing oversight of this new office through the City Auditor, who will serve on the Oversight Committee that evaluates the performance of the Water-Customer Advocacy Office and holds DPW accountable for results. As the members of this Board know, I have consistently

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MINUTES

voted against annual water rate increases due to the concerns about whether DPW's operational results actually justified higher rates. I look forward to a robust discussion of those issues again in three months when we revisit the proposed rate increases. But today, as we continue to deal with the fallout of the pandemic, I am proud to vote in favor of delaying these rate increases. Thank you, Mr. President."

* * * * *

UPON MOTION duly made and seconded, the Board approved a three-month delay in the effective date of the Fiscal Year 2021 water, sewer and stormwater rate increases from July 1, 2020 to October 1, 2020.

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. 004 to Transviron, Inc., under Project No. 1806, On-Call Project and Construction Management Assistance. The period of the Task Assignment is approximately 24 months.

AMOUNT OF MONEY AND SOURCE:

\$498,145.44 - 9956-904948-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting Transviron, Inc. to provide Construction Management assistance and inspection services on SC 997, On-Call Assessment and Repairs of Sanitary Sewer Mains and Lateral Citywide. The work requested is within the original scope of agreement.

MBE/WBE PARTICIPATION:

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

A TRANSFER OF FUNDS WAS PREVIOUSLY APPROVED ON APRIL 22, 2020.

THE EAR WAS APPROVED BY MWBOO ON DECEMBER 23, 2019.

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

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BOARD OF ESTIMATES

05/27/2020

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized the assignment of Task No. 004 to Transviron, Inc., under Project No. 1806, On-Call Project and Construction Management Assistance.

MINUTES

Department of Transportation - Developer's Agreement No. 1465

ACTION REQUESTED OF B/E:

The Board is requested to approve Developer's Agreement No. 1465 with The Tip Rat and The Colonel, LLC.

AMOUNT AND SOURCE:

\$159,067.00 - Performance Bond

BACKGROUND/EXPLANATION:

The Tip Rat and The Colonel, LLC would like to install new water services, storm drain, sanitary sewer, lighting and roadway improvements to its proposed new building located at 2101 Boston Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City standards.

A Performance Bond in the amount of \$159,067.00 has been issued to The Tip Rat and The Colonel, LLC, who assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION: N/A

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

UPON MOTION duly made and seconded, the Board approved and authorized Developer's Agreement No. 1465 with The Tip Rat and The Colonel, LLC.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 32 to A. Morton Thomas and Associates, Inc. under Project No. 1217, On-Call Construction Project Management Services. The Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$137,900.05 - 9962-926020-9562-900000-705032
\$ 45,974.68 - 9960-904597-9557-900000-705032
\$183,874.73 - TOTAL

BACKGROUND/EXPLANATION:

The Department is requesting the Board's approval for Task No. 32 under Project 1217, On-Call Construction Project Management Services. The Consultant will provide Senior Construction Inspector services for the Department to assist with various inspection services as required.

MBE/WBE PARTICIPATION:

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

The Consultant has achieved a MBE goal of 30%. The Consultant has achieved a WBE goal of 9% and there remains enough capacity to meet the remaining goal.

THE EAR WAS APPROVED BY MWBOO ON APRIL 14, 2020.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 32 to A. Morton Thomas and Associates, Inc. under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 48 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services. The Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$183,750.13 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

The Department is requesting the Board's approval for Task No. 48 under Project No. 1217, On-Call Construction Project Management Services. The Consultant will provide the Conduit Division with Public Works Inspector III field services for the observation and monitoring of the Distributed Antenna Systems Program.

MBE/WBE PARTICIPATION:

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

The Consultant has achieved a MBE goal of 23% at this time. However, there remains enough capacity to meet the remaining goal. The Consultant has achieved a WBE goal of 8% and there remains enough capacity to meet the goal.

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MINUTES

Department of Transportation - cont'd

THE EAR WAS APPROVED BY MWBOO ON APRIL 14, 2020.

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. 48 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|--------------|---------|
| 1. LORENZ LAWN & LANDSCAPE, INC.
d/b/a LORENZ INC. | \$362,000.00 | Renewal |
| Contract No. B50004553 - Mowing, Maintenance and Landscaping for Cluster Six - Department of Recreation and Parks - P.O. No.: P535711 | | |

On June 1, 2016, the Board approved the initial award in the amount of \$186,660.00. The award contained four renewal options. Three renewals have been exercised. This final renewal in the amount of \$362,000.00 is for the continuation of lawn maintenance service throughout the City. The period of the award is June 1, 2020 through May 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 20, 2021, MWBOO set goals of 27% MBE and 9% WBE. On May 29, 2019, Lorenz, Inc. was found in compliance. On March 18, 2020, Lorenz, Inc. was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: 4 Evergreen Lawncare, LLC	27%	\$2,176,925.36	28.6%
WBE: Fousts Lawn	9%	\$ 795,589.86	10.4%

MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 18, 2020.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

2. LORENZ LAWN & LANDSCAPE, INC.	\$900,000.00	Renewal
Contract No. B50004022 - Mowing, Maintenance and Landscaping Services for Clusters - Department of Recreation and Parks & etc. - P.O. No.: P534084		

On December 16, 2015, the Board approved the initial award in the amount of \$569,792.00. The award contained four renewal options. Three renewal options have been exercised. This final renewal in the amount of \$900,000.00 is for the continuation of lawn maintenance service throughout the City. The period of the award is December 9, 2019 through December 8, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 4, 2015, MWBOO set goals of 27% MBE and 9% WBE. On December 24, 2018, the Vendor was found in compliance. On May 4, 2020, the Vendor was found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: Evergreen Landscape and Design Corp.	27%	\$ 652,573.49	30.53%
WBE: Fousts Lawn Care Corp.	9%	\$ 243,677.88	11.40%

MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 4, 2020.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

3. Groups 1-4 and Items 40, 42-50

F&F A. Jacobs & Sons, Inc.

Item 41

Howard Uniform Company

\$	0.00	Renewal
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Contract No. B50004550 - Dress and Work Uniforms - Baltimore Fire Department - P.O. Nos.: P536230 and P536231

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

This request meets the condition that there is no advantage in seeking competitive responses.

On July 13, 2016, the Board approved the initial award in the amount of \$1,500,000.00. The award contained four renewal options. Three renewals have been exercised. This final renewal in the amount of \$0.00 is for the period July 21, 2020 through July 20, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 9, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MARCH 9, 2016.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|--------------|---------|
| 4. UNIVAR | USA, | INC. |
| BRENTAG NORTHEAST, INC. | \$500,000.00 | Renewal |
| Contract No. B50004593 - Sodium Hydroxide (Caustic Soda) Solution - Department of Public Works - Water and Wastewater - P.O. Nos.: P536252 and P536253 | | |

On July 13, 2016, the Board approved the initial award in the amount of \$700,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved and three renewals have been exercised. This final renewal in the amount of \$500,000.00 is for the period July 15, 2020 through July 14, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 4, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON JULY 30, 2018.

- | | | |
|---|--------------|----------|
| 5. ALTEC INDUSTRIES | \$548,634.00 | Increase |
| Contract No. B50005418 - 45 Foot Bucket Truck and 47 Foot Digger Derrick Truck - Department of General Services, Fleet Management - P.O. No.: P547956 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On May 29, 2019, the Board approved the initial award in the amount of \$1,194,567.00. This increase in the amount of \$548,634.00 is necessary to purchase three additional 45 foot bucket trucks, which will replace older equipment in the City's Fleet as part of Fleet Management's planned replacement program. The requested increase is for the design team to complete additional tasks that the Department of Planning has identified as necessary for the completion of the project. This increase will make the award amount \$1,743,201.00. The contract expires on May 28, 2020.

The amount of \$548,634.00 will be financed through the City's master lease program administered by the Bureau of Treasury Management. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER ON APRIL 12, 2018.

- | | | |
|--|--------------|----------|
| 6. GLOBAL PUBLIC SAFETY, LLC. | \$150,000.00 | Increase |
| Contract No. BPO 001B8400207 - Police Vehicle and Emergency Vehicle Warning Systems and Lighting - Baltimore Police Department - P.O. No.: P550481 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On February 12, 2019, the Board approved the initial award in the amount of \$43,304.20. This increase in the amount of \$150,000.00 is necessary for the fitting of police vehicles with lights, sirens, and radio to be compliant with state law. The initial funding has allowed for the first 20% of the fleet to be completed. This increase will make the award \$193,304.20. The contract expires on October 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This is a cooperative contract. Pursuant to Baltimore City Code Article 5, Subtitle 28, the contract requires the Vendor to make every good faith effort to utilize minority and women's business enterprises as subcontractors and suppliers, whenever possible, if subcontractors are used.

- | | | |
|---|--------------|------------------|
| 7. INTERGRAPH CORPORATION | | Non-Competitive/ |
| T/A HEXAGON SAFETY AND | | Procurement/ |
| INFRASTRUCTURE | \$149,455.32 | Increase |
| Contract No. 08000 - RMS Premium Annual Support - Baltimore Police Department - P.O. No.: P544635 | | |

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

This request meets the condition that there is no advantage in seeking competitive responses.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

On August 30, 2017, the Board approved the initial award in the amount of \$129,101.64. Subsequent actions have been approved. This second increase in the amount of \$149,455.32 is necessary for the period July 1, 2020 through June 30, 2021. This increase will make the award amount \$556,463.13. This contract provides for the annual purchase of proprietary licenses. The contract expires on December 31, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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

- | | | |
|--|--------------|--------------|
| 8. DONALD B. RICE TIRE
CO., INC. | \$ 27,591.10 | Ratification |
| Contract No. B50003065 - Vehicle Tires: Cars, Trucks, and Heavy Equipment - Department of General Services - P.O. No.: P525025 | | |

On September 18, 2013, the Board approved the initial award in the amount of \$1,198,000.00. The award contained two renewal options. Subsequent actions have been approved and both

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Procurement - cont'd

renewals have been exercised. This ratification is for additional funds required to make a final payment under the contract which includes payments for the tires not covered by the contract but purchased to meet the City's needs. The contract expired on April 30, 2019.

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

MBE/WBE PARTICIPATION:

On July 23, 2013, MWBOO determined that no goals would be set for the contract because of no opportunity to segment the contracts.

MWBOO GRANTED A WAIVER ON JULY 23, 2013.

- 9. DONALD B. RICE TIRE
CO., INC.
MCCARTHY TIRE SERVICE
COMPANY OF MARYLAND,
INC. \$570,999.45 Ratification
Contract No. B50005504 - Vehicle Tires: Cars, Trucks and Heavy
Equipment - Department of General Services - P.O. Nos.: P547525
and P547526

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to ratify the spending for heavy-duty tires purchased from the Vendor even though the Vendors contract did not include these types of tires; the needed tires were not available from the Vendor whose contract included supplying this category of tires. No additional funding is needed on this contract than was originally approved by the Board on March 13, 2019. This ratification in the amount of \$570,999.45 is necessary to make payments to the Vendors for the purchased tires. The contract expires on April 30, 2022, with no renewals.

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

MBE/WBE PARTICIPATION:

On June 21, 2018, MWBOO determined that no goals would be set for the contract because of no opportunity to segment the contracts.

MWBOO GRANTED A WAIVER ON JUNE 21, 2018.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Procurement - cont'd

10. GRAYBAR ELECTRIC COMPANY, INC. IDEAL ELECTRICAL SUPPLY CORPORATION		
PRODUCT DISTRIBUTION	\$306,577.00	Ratification
COMPANIES, INC.	0.00	and Extension
	<u>\$306,577.00</u>	

Contract No. B50003818 - Electrical Supplies - City-wide -
P.O. Nos.: P529433, P529434 and P529435

On November 19, 2014, the Board approved the initial award in the amount of \$2,652,300.00. The award contained one renewal option. Subsequent actions have been approved. A ratification in the amount of \$306,577.00 is necessary to pay invoices for services rendered before and after the expiration of the contract. An extension is necessary to continue services for various City agencies while a new solicitation is advertised and awarded. The period of the ratification is November 1, 2019 through May 19, 2020. The period of the extension is May 20, 2020 through December 31, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 15, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON OCTOBER 15, 2014.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

11. MISSION MEDIA, LLC	\$ 34,442.50	Non-competitive/ Procurement/Award
Contract No. 06000 - Don't Die Website - Health Department - Req. No.: R842379		

This request meets the condition that there is no advantage in seeking competitive responses. The Vendor already produces content for the Don't Die website and can perform the services within the timeframe required by the grant which is funding the work.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

This grant funded site will become a useful tool for people with substance use disorder and their friends and family as well as providers. The period of the award is October 7, 2019 through October 6, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

- | | | |
|---|--------------|---------|
| 12. MOUNT ROYAL SOAPS,
LLC | \$ 49,200.00 | Low Bid |
| Solicitation No. B50006067 - Hand Sanitizer - Baltimore Fire Department - Req. No.: R853749 | | |

Vendors were solicited by posting on CitiBuy. On April 29, 2020 eleven bids were received and opened. Award is recommended to the lowest responsive and responsible bidder.

MBE/WBE PARTICIPATION:

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

- | | | |
|---|---------|----------------------|
| 13. TELEFLEX LLC | \$ 0.00 | Assignment Agreement |
| Contract No. 08000 - EEZ-IO Needles and Equipment - Baltimore Fire Department - P.O. No.: P529805 | | |

The Board is requested to approve and authorize execution of an Assignment Agreement with Teleflex LLC.

On August 18, 2014, the Board approved an award of Contract No. 08000 - EZ-IO Needles and Equipment to Arrow

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

International, Inc. Teleflex LLC, has acquired the rights, title, and interest in Arrow International, Inc. and is requesting assignment of Contract No. 08000 - EZ-IO Needles and Equipment.

MBE/WBE PARTICIPATION:

Not applicable. The Board is requested to approve the Assignment Agreement only.

(The Assignment Agreement has been approved by the Law Department as to form and legal sufficiency.)

- | | | |
|---|----------------|------------------|
| 14. <u>HOMESERVE USA, CORPORATION</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| Contract No. B50003190 - Residential Water and Sewer Service Line Protection Program - Department of Public Works - P.O. No.: P527649 | | |

On May 28, 2014, the Board approved the initial award in the amount of \$0.00. The award contained three renewal options. Subsequent actions have been approved and three renewals have been exercised. The Vendor provides Residential Water and Sewer Service Line Protection at a fee to City residents for repairs on residents' property to the City's point of responsibility. This extension will allow for review of the program over the last six years to determine if it should remain in place and a new solicitation be let.

MINUTES

Bureau of Procurement - Acceptance of Technical Proposals
and Opening of Price Proposals

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposals for B50005748, Electronic Health Records Management Software and Support Service Hosting Management and Maintenance received from the Cure MD Healthcare and CDP, Inc. and authorize the opening of their packages containing their price proposal submitted in response to the solicitation.

The Board is also requested to authorize the return of the remaining price proposals to the following proposers that did not meet the minimum technical score: Millenium Enterprise, Netsmart, Medicalistics, LLC, and Patagonia Health, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Seven proposals were received on May 15, 2019.

The proposals were found responsive and subsequently reviewed by the evaluation committee for technical scoring. Out of the six responsive proposals scored by the evaluation committee, two met the City's minimum technical requirements for price opening.

2010

BOARD OF ESTIMATES

05/27/2020

MINUTES

Bureau of Procurement - cont'd

MBE/WBE PARTICIPATION:

N/A (No awards are recommended at this time.)

UPON MOTION duly made and seconded, the Board approved acceptance of the technical proposals for B50005748, Electronic Health Records Management Software and Support Service Hosting Management and Maintenance received from the Cure MD Healthcare and CDP, Inc. and authorized the opening of their packages containing their price proposal submitted in response to the solicitation.

The Board also authorized the return of the remaining price proposals to the following proposers that did not meet the minimum technical score: Millenium Enterprise, Netsmart, Medicalistics, LLC, and Patagonia Health, Inc.

MINUTES

Department of Finance - Payment in Lieu of Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Payment in Lieu of Taxes (PILOT) Agreement for the Renaissance Row Apartments to be located at 4301 Park Heights Avenue and 4300 Pimlico Road.

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time, and the PILOT will have no impact on City revenue for the reasons discussed below.

BACKGROUND/EXPLANATION:

Renaissance Row Apartments will consist of the new construction of 84 affordable rental units to households earning 50% and 60% of the Area Median Income (AMI), adjusted for family size and approximately 2,293 square feet of office space for the new home of Park Heights Renaissance, the organization charged with implementing the Park Heights Master Plan. The project will provide units ranging in size from 1-bedrooms to 3-bedrooms in total, and will provide 42 one-bedrooms, 35 two-bedrooms, and 7 three-bedrooms.

The site to be developed as Renaissance Row is currently City-owned vacant land. The City will enter into a Land Disposition Agreement to convey the properties to a Pennrose affiliated entity for the new construction of affordable rental housing. At financial closing, the properties will be conveyed to Renaissance Row, LLC, a newly created limited partnership consisting of Pennrose, LLC acting as Managing Member and Park

MINUTES

Department of Finance - cont'd

Heights Renaissance as Non-Managing Member, and a Limited Partner owned by the tax credit investor and a Housing Authority of Baltimore City (HABC) entity as a special member. HABC through an affiliate will own a 0.01% interest in Renaissance Row, LLC, the owner.

Pilot Request

Renaissance Row, LLC (Developer) has requested a PILOT to assist the Project. Staff from the Department undertook an analysis of the proposed PILOT based on three criteria: (a) is the PILOT necessary to preserve or create affordable housing; (b) does the project need the subsidy to proceed; and (c) did the developer actively seek other sources of funding and subsidy before requesting the PILOT. The Department's review of information provided by the Developer indicates this Project meets the above-described criteria and that the Project will be unable to move ahead unless a PILOT is approved.

Recommendation

The Project was reviewed and recommended by the Department and was subsequently approved by the Low-Income Housing Committee to provide a PILOT for the Project. The Developer agrees to pay to the City, in lieu of the ordinary Baltimore City and State of Maryland real estate taxes upon the Project effective July 1, 2020 (the "Commencement Date") through June 30, 2035, or until the obligations of the City to accept negotiated payments an initial annual amount of \$50,000.00, which amount shall be subject to a 3% annual escalation beginning July 1, 2021 until the obligations of the City to accept negotiated payments provided in this PILOT Agreement shall cease under the provisions hereof. In addition, the PILOT shall be subject to the following terms and conditions:

MINUTES

Department of Finance - cont'd

- (i) After the initial closing with the State of Maryland's Department of Housing and Community Development, during the remainder of the PILOT Term, the City shall have the right upon the occurrence of either: (i) the sale, lease, or other transfer by the Owner of all or any part of the Project; or (ii) the sale, transfer, assignment or grant by the managing member or housing authority member within the Owner in the project resulting in the managing member or housing authority member or their respective successors and assigns, no longer owning directly or indirectly or having a lesser or no interest in the Owner, to terminate the PILOT in accordance with the provisions of Section 9 (b) of the PILOT Agreement.
- (ii) Upon occurrence of any of the events described in Section 9(a) of the PILOT Agreement, the City will have the right to terminate the PILOT as to the Project upon 30 days written notice to the Owner whereupon the PILOT Agreement as to the PILOT will be deemed terminated. However, the Owner may petition the City in writing 45 days prior to an event that would constitute cause for the City to terminate the PILOT requesting the City to continue the PILOT. The City will within 30 days determine in its sole and absolute discretion whether to allow continuance of the PILOT.

Given the need for affordable housing in the City, the Low-Income PILOT Committee believes that the PILOT is necessary to support both the capital and operating needs of the Project. The Project qualifies for a PILOT under MD Code, Housing, and Community Dev.,

2014

BOARD OF ESTIMATES

05/27/2020

MINUTES

Department of Finance - cont'd

Section 12-104 (Statute). Under the Statute, HABC entities are exempt from real property taxes. With the HABC ownership interest in the Owner, Renaissance Row is eligible for a Payment in Lieu of Taxes under Maryland Code.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for a waiver has been made. The copy of the City's MBE and Section 3 Policy is attached to the PILOT Agreement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Payment in Lieu of Taxes Agreement for the Renaissance Row Apartments to be located at 4301 Park Heights Avenue and 4300 Pimlico Road.

2015

BOARD OF ESTIMATES

05/27/2020

MINUTES

Department of Finance - Resolution for Indemnification of Officers
And Directors of Certain Quasi-Public
Corporations and Entities

ACTION REQUESTED OF B/E:

The Board is requested to **ADOPT** the 2020 Resolution of the Board. The Resolution is for a period of five years retroactive to May 6, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Baltimore City has in recent years assisted in the creation of non-profit corporations and related entities whose purpose is to perform various and sundry functions promoting the general welfare of the citizens of Baltimore. Because of the prohibitive costs, most of these corporations have found it impossible to acquire liability insurance for officers, directors, and employees. This created a situation in which it was difficult to obtain the services of persons to serve as officers, directors, and employees.

In order to address this problem, the Board of Estimates in previous years adopted Resolutions to indemnify the aforesaid individuals.

On May 6, 2015, the Board adopted a Resolution for a period of five years. Now it is time to renew that Resolution for a period of five years retroactive to May 6, 2020.

MINUTES

Department of Finance - cont'd

UPON MOTION duly made and seconded, the Board **ADOPTED** the 2020 Resolution of the Board.

2017

BOARD OF ESTIMATES

05/27/2020

MINUTES

Office of Children and - Addendum to Memorandum of Understanding
Family Success

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Addendum to Memorandum of Understanding (MOU) with Family League of Baltimore City, Inc. The period of the MOU is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The purpose of the addendum is to continue the collaboration established between the Department and Family League to support the City's Youth Commission. On January 9, 2019, the Board approved an agreement with the Family League for FY2019 and FY2020 for community and school engagement. A part of this agreement made Family League the fiscal sponsor of the Baltimore City Youth Commission (BCYC). Annually, the Department which oversees the BCYC shall enter into an MOU with the fiscal sponsor of the BCYC.

The addendum is late because of negotiations with Family League.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Addendum to Memorandum of Understanding with Family League of Baltimore City, Inc.

2018

BOARD OF ESTIMATES

05/27/2020

MINUTES

Department of Planning - Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Intergovernmental Agreement (IGA) for Services with the Maryland Environmental Services (MES). The period of the IGA is effective upon Board approval through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 5000-514820-1875-187400-603026

BACKGROUND/EXPLANATION:

Under the terms of the IGA, MES will help with the development and preparation of Baltimore's Nuisance Flood plan ("the Plan"). The preparation of the Plan has been mandated by the State of Maryland through Maryland House Bill 1427(2019).

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement for Services with the Maryland Environmental Services.

MINUTES

Department of Planning - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Mercy High School Asset Management, LLC, Developer. The period of the MOU is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$34,800.00 - Performance Bond

BACKGROUND/EXPLANATION:

The MOU and related Performance Bond of \$34,800.00 is necessary to ensure compliance with the City Forest Conservation Program for the property located at 1300 E. Northern Parkway. Should the Developer fail to fulfill the obligations specified in Section 3 of the MOU by April 8, 2022, it will pay the City a fee-in-lieu in accordance with the Baltimore Forest Conservation Program for any specimen tree not in fair or better condition after a period of two years from the issuance of occupancy permits, in exchange for the release of the Financial Assurance.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Mercy High School Asset Management, LLC, Developer. The Acting City Solicitor **ABSTAINED**.

2020

BOARD OF ESTIMATES

05/27/2020

MINUTES

Baltimore Development Corporation - Sixth Amendment to the
Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Sixth Amendment to the Office Lease Agreement with the Board of Trustees of the Fire and Police Employees Retirement System of the City of Baltimore for the premises containing 16,399 sq. ft. located on the eighth, eighteenth, and nineteenth floors in the property known as 7 East Redwood Street.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>	<u>Lease Period</u>
\$276,893.04	\$23,074.42	November 1, 2020 - October 31, 2021
\$285,199.80	\$23,766.65	November 1, 2021 - October 31, 2022
\$293,755.80	\$24,479.65	November 1, 2022 - October 31, 2023
\$302,568.48	\$25,214.04	November 1, 2023 - October 31, 2024
\$311,645.52	\$25,970.46	November 1, 2024 - October 31, 2025

BACKGROUND/EXPLANATION:

The Sixth Amendment will extend the renewal of the lease agreement through October 31, 2025.

MINUTES

Baltimore Development Corporation -cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sixth Amendment to the Office Lease Agreement with the Board of Trustees of the Fire and Police Employees Retirement System of the City of Baltimore for the premises containing 16,399 sq. ft. located on the eighth, eighteenth, and nineteenth floors in the property known as 7 East Redwood Street.

MINUTES

Baltimore Development Corporation - Sixth Amendment to the
Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Sixth Amendment to the Office Lease Agreement with the Board of Trustees of the Employees' Retirement System of the City of Baltimore for the premises containing 16,925 sq. ft. located on the eighth, twelfth, and thirteenth floors in the property known as 7 East Redwood Street.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>	<u>Lease Period</u>
\$276,893.04	\$23,074.42	November 1, 2020 - October 31, 2021
\$285,199.80	\$23,766.65	November 1, 2021 - October 31, 2022
\$293,755.80	\$24,479.65	November 1, 2022 - October 31, 2023
\$302,568.48	\$25,214.04	November 1, 2023 - October 31, 2024
\$311,645.52	\$25,970.46	November 1, 2024 - October 31, 2025

BACKGROUND/EXPLANATION:

The Sixth Amendment will extend the renewal of the lease agreement through October 31, 2025.

2023

BOARD OF ESTIMATES

05/27/2020

MINUTES

Baltimore Development Corporation -cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sixth Amendment to the Office Lease Agreement with the Board of Trustees of the Employees' Retirement System of the City of Baltimore for the premises containing 16,925 sq. ft. located on the eighth, twelfth, and thirteenth floors in the property known as 7 East Redwood Street.

MINUTES

Baltimore Development Corporation - First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Lease Agreement with the Baltimore City Law Department for the premises containing 4,092 rentable square feet located on the Mezzanine Level, in the property known as 7 East Redwood Street.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>	<u>Lease Period</u>
\$30,690.50	\$2,557.50	February 1, 2020 - January 31, 2021
\$31,611.24	\$2,634.27	February 1, 2021 - January 31, 2022
\$32,559.60	\$2,713.30	February 1, 2022 - January 31, 2023
\$33,536.40	\$2,794.70	February 1, 2023 - January 31, 2024
\$34,542.48	\$2,878.54	February 1, 2024 - January 31, 2025

BACKGROUND/EXPLANATION:

On September 25, 2019 the Board approved the lease agreement with the Law Department with a commencement date of July 1,

2025

BOARD OF ESTIMATES

05/27/2020

MINUTES

Baltimore Development Corporation -cont'd

2019. The Landlord has agreed to adjust the term of the lease to commence on February 1, 2020 and to expire on January 31, 2025.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Lease Agreement with the Baltimore City Law Department for the premises containing 4,092 rentable square feet located on the Mezzanine Level, in the property known as 7 East Redwood Street. The Acting City Solicitor

ABSTAINED.

MINUTES

Baltimore Development Corporation - Second Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to the Lease Agreement with the Baltimore City Law Department for the premises containing 15,430 rented square feet located on the sixth and seventh floors, in the property known as 7 East Redwood Street. The renewal term is July 20, 2020 through July 31, 2025.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>	<u>Lease Period</u>
\$245,231.16	\$20,435.93	August 1, 2020 - July 31, 2021
\$252,588.12	\$21,049.01	August 1, 2021 - July 31, 2022
\$260,165.76	\$21,680.48	August 1, 2022 - July 31, 2023
\$267,970.68	\$22,330.89	August 1, 2023 - July 31, 2024
\$276,009.84	\$23,000.82	August 1, 2024 - July 31, 2025

BACKGROUND/EXPLANATION:

On September 3, 2014 the Board approved the lease agreement with the Law Department. The initial lease term was October 1, 2014 through September 30, 2019, with the option to extend for additional terms. On July 31, 2015 the initial lease term was changed to commence July 20, 2015 and expire on July 19, 2020 via a Lease Commencement Date Agreement. The Law Department has

2027

BOARD OF ESTIMATES

05/27/2020

MINUTES

Baltimore Development Corporation -cont'd

requested a renewal of its lease term. The renewal term is July 20, 2020 through July 31, 2025. For realignment, the period from July 20, 2020 through July 31, 2020 will be prorated for a total of \$8,174.37.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to the Lease Agreement with the Baltimore City Law Department for the premises containing 15,430 rented square feet located on the sixth and seventh floors, in the property known as 7 East Redwood Street. The Acting City Solicitor **ABSTAINED**.

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.	404 E. Baltimore Street	Mipaz 500, LLC	Fire Escape 34.83' x 4'
	\$141.20 - Flat charge		
2.	1501 N. Chester Street	Southern Baptist Church, Inc.	Two sets of steps 4.3'x2.5', six bike racks @ 8'x6' each, two canopies; one @ 33.7'x 5.1'; one @ 20'x4.7'
	\$351.60 - Annual charge - Canopies \$773.40 - One Time Charge - Steps and Bike Rack		
3.	2119 Bank Street	Steven Hilken	Window Well 18 sf.
	\$75.60 - Annual charge		

MINUTES

Department of Transportation - cont'd

- | | | | |
|----|--------------------------------|----------------------------|--|
| 4. | 4910 Liberty
Heights Avenue | AZ Liberty
Heights, LLC | One ADA Ramp 26'x
5'4''
One single face
electric two signs
19' 1 ½" x 3'2" |
| | \$976.60 - Flat charge | | |

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

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:

2031-2032

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

- | | | | |
|----|---|------------------------|--------------|
| 1. | B50005940, Crew
Cabs with Dump
Body | Pacifico Ford,
Inc. | \$210,778.00 |
|----|---|------------------------|--------------|

(Dept. of General Services,
Fleet Management)

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | | |
|----|--|------------------------|--------------|
| 2. | B50005986, 1-Ton
4x4Pickup Truck
with Closed
Utility Body | Pacifico Ford,
Inc. | \$ 70,850.00 |
|----|--|------------------------|--------------|

(Dept. of General Services,
Fleet Management)

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | | |
|----|---|-----------------------|--------------|
| 3. | B50005989, Skid
Steer Loaders with
Grapple Bucket | Metro Bobcat,
Inc. | \$ 82,606.48 |
|----|---|-----------------------|--------------|

(Dept. of General Services,
Fleet Management)

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | | |
|----|---|-------------------------------|--------------|
| 4. | B50005961, Tow
Truck with 24-Foot
Carrier Bed | Beltway International,
LLC | \$115,757.00 |
|----|---|-------------------------------|--------------|

(Dept. of General Services,
Fleet Management)

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement

- | | | | |
|----|--|--|--------------|
| 5. | B50006034, Ram
(Rapid Attack
Monitor) XD | Maryland Fire Equipment
Corporation | \$ 47,927.17 |
|----|--|--|--------------|

(Baltimore Fire Department)

Department of Public Works/Office
of Engineering and Construction

- | | | |
|----|--|---|
| 6. | WC 1241, Water Mains
Replacements, Various
Locations | REJECTION - On December 18, 2019,
the Board opened six bids for
WC 1241. The bids ranged from a low
of \$6,531,592.23 to a high of
\$9,268,415.10. The Department has
determined it is in the best
interest of the City to reject all
bids. The Department may evaluate
at a later date if there is a
continued need for the project or
if changes to the scope of work and
specifications are necessary. |
|----|--|---|

MINUTES

RETROACTIVE TRAVEL APPROVAL

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
1. Lawrence Wynter	International Society of Arborist Conference Blacksburg, VA Oct. 6 - 9, 2019 (Reg. Fee \$0.00)	Federal Grant	\$780.96

On October 6 - 9, 2019 Mr. Wynter traveled to Blacksburg, VA to attend the International Society of Arborist Conference. The allowed subsistence rate for this location is \$154.00 per day. The hotel rate was \$128.00 per night. The hotel taxes were \$15.74 per night.

The hotel cost of \$384.00 and hotel taxes of \$47.22 were paid by Mr. Wynter using his personal credit card. Mr. Wynter also used his personal vehicle to travel 603 miles round-trip at \$0.58 per mile for a total mileage of \$349.74. Therefore, the reimbursement to Mr. Wynter is \$780.96.

This request is late because of administrative review process. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$349.74 - Mileage
384.00 - Hotel
47.22 - Hotel Taxes
<u>\$780.96</u>

UPON MOTION duly made and seconded, the Board approved reimbursement of the retroactive travel expenses.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

2035-2047

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on Item No. 6

MINUTES**PERSONNEL**Fire Department1. Reclassify the following filled Positions:Position Nos.: 13901, 13907, and 32814

From: Fire Emergency Boat Operator
Job Code: 41264
Grade: 335 (\$42,678.00 - \$68,906.00)

To: Fire Emergency Boat Operator, ALS
Job Code: 41274
Grade: 355 (\$44,507.00 - \$70,779.00)

There are no costs associated with this action.

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

2. Reclassify the following filled Positions:Position Nos.: 13915 and 35181

From: Fire Lt. Inv. & Prevention Services
Job Code: 41221
Grade: 340 (\$57,742.00 - \$70,455.00)

To: Fire Lt. Inv. & Prevention Services, ALS
Job Code: 41222
Grade: 373 (\$59,417.00 - \$72,174.00)

There are no costs associated with this action.

MINUTES

PERSONNEL

Fire Department - cont'd

These positions are to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

Department of General Services

	<u>Rate of Pay</u>	<u>Amount</u>
3. FRANKLIN JENKINS	\$33.61	\$40,322.00

Account: 2030-000000-1890-189300-601009

Mr. Jenkins, retiree will continue to work as a Contract Services Specialist I. His duties will include, but are not limited to assisting Fleet Management Division with investigating and reporting on serious occupational injuries; assisting with conducting major investigations as a result of employee incident reports, reported safety hazards, vehicle related safety problems or request from City agencies; maintaining all Safety Data Sheets for all Fleet Management locations; updating and maintaining Chemical Information List and submitting to the State; enforcing safety rules and

MINUTES

PERSONNEL

Department of General Services - cont'd

regulations within Fleet Management and keeping personnel informed; inspecting locations regularly for fire extinguishers, eye-wash bottles, oil drums, debris and tripping hazards; overseeing storm water pollution prevention initiatives and ensuring follow-up procedures of major spills; performing inspections of agency vehicles, yards and creating reports and spreadsheets; documenting inspections; coordinating seasonal focus on snow vehicles, mowing equipment, milling/pavement equipment and assisting in maintaining accurate counts of City snow fleet. This is a 2% increase in the hourly rate from the previous contract period and is in compliance with AM 212-1, Part 1. The agreement is effective upon Board approval for one year.

	<u>Rate of Pay</u>	<u>Amount</u>
4. CHRISTINE DJURIE	\$46.07	\$87,553.00

Account: 1001-000000-7340-721700-601009

Ms. Djurie will work as a Contract Services Specialist II. Her duties will include, but are not limited to serving as a subject-matter expert in the implementation of architectural conservation of capital projects and developing and providing technical information and knowledge about architectural conservation; conserving historic materials with the highest authenticity possible and in a maintainable condition; performing research and condition assessments on City historic properties and determining appropriate treatments; developing and reviewing technical specifications for

MINUTES**PERSONNEL**Department of General Services - cont'd

conservation/restoration projects and overseeing work of design consultant and construction contractors on historic capital building projects; coordinating, overseeing and executing preservation/conservation projects with a construction project supervisor and by following principles of scientific methods of conservation for historic building materials; directs contractor in conservation procedures involving one or more materials, including structural components (e.g., wood, metal, masonry) construction materials, surface treatments; reviewing submittals and requests for information for conformance with architectural conservation practices and making recommendations to project manager regarding submittals. The agreement is effective upon Board approval for one year.

Department of HealthCreate the following Position:

5. Classification: Administrative Coordinator
Job Code: 31100
Grade: 087 (\$43,395.00 - \$52,455.00)
Position No.: To Be Assigned

Cost: \$77,139.80 - 5000-569720-3023-273300-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

MINUTES**PERSONNEL**Department of Health - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
6. CHARLOTTE HAGER	\$51.73	\$53,799.00

Account: 7000-711520-3080-292300-601009

Ms. Hager will work as a Contract Services Specialist II. Her duties will include, but are not limited to overseeing the development, implementation, and evaluation of the Family Planning Toolkit and subsequent trainings for B'more Healthy Babies partnering agencies and health outreach staff; developing and administering a training in collaboration with the Maryland Institute College of Art Center for Social Design for B'more for Healthy Babies staff surrounding family planning and referrals to reproductive health care; developing, administering, implementing and evaluating protocol in collaboration with the Johns Hopkins University Center for Communication Programs for the implementation and evaluation of the Family Planning Toolkit with B'more Healthy Babies partnering agencies and health outreach staff; preparing program reports and presentations on progress of efforts, major findings and key performance indicators; assisting in the preparation and implementation of the annual Baltimore City Sexual Health Strategic Roundtable; serving as a liaison in program and policy support for Title X clinical services. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 1, 2020 through June 30, 2021.

MINUTES

PERSONNEL

Baltimore City Police Department

	<u>Rate of Pay</u>	<u>Amount</u>
7. LOUIS A. THOMASCHKO, JR.	\$20.19	\$42,000.00

Account: 1001-000000-2002-195500-601009

Mr. Thomaschko, Jr., retiree, will work as a Contract Services Specialist I within the Internal Affairs Division. He will be responsible for acting as a liaison between the Baltimore Police Department and the Civilian Review Board; conducting preliminary investigations of complaints received from both elected officials as well as the Police Commissioner's Office; interviewing and obtaining written statements from sworn officers, civilian witnesses and complainants; gathering case evidence including crime scene photos, body worn camera footage, roll books, Evidence Control Unit submission and video surveillance; handling the initial intake of complaints to Internal Affairs Department from department members and/or citizens regarding police misconduct concerns; conducting preliminary investigations of all complaints received from City Hall and the Office of the Police Commissioner; conducting administrative investigations for assigned cases; interviewing and obtaining written statements from complainants, civilian witnesses, and sworn officers; conducting Internet searches for investigation information including Facebook posts, Instagram

MINUTES**PERSONNEL****Baltimore City Police Department - cont'd**

and internet history; drafting and serving corrective counseling forms and charging documents; receiving all requests from Legal Affairs; receiving requests from State's Attorney Office and the U. S. State's Attorney's Office for cases, documents and reports pursuant to Maryland Public Information Act requests, court orders, grand jury subpoenas and discovery request and writes comprehensive investigative reports summarizing investigations. The period of the agreement is June 9, 2020 through June 8, 2021.

	<u>Rate of Pay</u>	<u>Amount</u>
8. ELIZABETH GEISELMAN	\$26.44	\$55,000.00

Account: 1001-000000-2021-212600-601009

Ms. Geiselman, retiree, will work as a Contract Services Specialist I within the Criminal Investigation Division. This position is responsible for reviewing daily correspondence with ATF regarding crime guns; maintaining the National Integrated Ballistics Information Network (NIBIN) connectivity charts; directing communication with homicide regarding NIBIN and firearms; tracking residency for gun ownership; tracking occupations of gun owners; tracking stolen firearms; completing urgent e-trace submissions regarding short time to crime guns and NIBIN leads; reporting reviewing and disseminating to individual detectives and providing identification of possible straw purchaser(s). The period of the agreement is July 1, 2020 through June 30, 2021.

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
9. DONALD F. KRAMER	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Mr. Kramer, retiree, will work as a Contract Services Specialist I within the Professional Development and Training Academy, Firearms Training Unit. This position is responsible for serving as a Glock Armorer which services and diagnoses issues related to the weapon systems; serving as Remington Armorer which services departmental shotguns including street guns; possessing Armorer certifications for the numerous specialty weapons used by the SWAT team; assisting with any issues that may arise; detailing; striping and cleaning weapons which would typically require a trip to the Armory; stocking the Armory at Gunpowder Range with thousands of dollars of tools and equipment; possessing the ability to make repairs to weapon systems on site, thus saving the department on shipping and repair costs. The period of the agreement is July 9, 2020 through July 13, 2021.

10. CORNELIUS J. HAIRSTON, III	\$20.19	\$42,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Hairston, III will continue to work as a Contract Services Specialist II within the Recruitment Unit. This position is responsible for inspecting recruitment reports and documents for compliance with departmental procedures; entering and maintaining the recruitment databases; ensuring correct and

MINUTES

PERSONNEL

Baltimore City Police Department - cont'd

prompt service to both recruitment and background investigations; maintaining data and compiling reports for Recruitment supervisors; streamlining procedures to increase efficiencies and effectiveness of the Recruitment Section and conducting correspondence follow-ups with applicants. The period of the agreement is July 10, 2020 through July 9, 2021.

	<u>Rate of Pay</u>	<u>Amount</u>
11. KATRINA E. BAYTON	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Ms. Bayton will continue to work as a Contract Services Specialist II within the Recruitment Unit. This position is responsible for inspecting recruitment reports and documents for compliance with departmental procedures; entering and maintaining the recruitment databases; ensuring correct and prompt service to both recruitment and background investigations; maintaining data and compiling reports for Recruitment supervisors; streamlining procedures to increase efficiencies and effectiveness of the Recruitment Section and conducting correspondence follow-ups with applicants. The period of the agreement is July 10, 2020 through July 9, 2021.

MINUTES**PERSONNEL**Baltimore City Police Department - cont'd

	<u>Rate of Pay</u>	<u>Amount</u>
12. CASEY L. ROBERTS	\$30.28	\$63,000.00

Account: 5001-510619-2023-744600-601009

Mr. Roberts will work as a Contract Services Specialist II within the Special Investigation Unit. This position is responsible for analyzing data from the call detail records to assist ongoing investigations; requests for digital forensics to assets investigations; monitoring incoming requests for digital forensics enhancements, and analysis to identify emerging needs; advising primary detectives of analysis findings ; providing detectives guidance on the required legal documents to obtain digital evidence and acting as liaison with the Office of the State's Attorney to coordinate additional evidence acquisitions for trial. The period of the agreement is July 24, 2020 through July 23, 2021.

	<u>Rate of Pay</u>	<u>Amount</u>
13. LAWRENCE A BANKS, SR.	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Mr. Banks, retiree, will continue to work as a Contract Services Specialist I within the Human Resources Section. This position is responsible for conducting pre-employment

MINUTES

PERSONNEL

Baltimore City Police Department - cont'd

investigations of sworn and civilian applicants; conducting local, state and national record and warrant checks; investigating references, performing neighborhood canvasses, interviewing applicants and gathering all vital information; summarizing investigations into a pre-employment file; conducting background investigations for promotional candidates including record checks, gathering recommendations and summarizing previous work history. The period of the agreement is July 21, 2020 through July 20, 2021.

Department of Planning

	<u>Rate of Pay</u>	<u>Amount</u>
14. KALIEL BARMER	\$18.00	\$19,440.00

Account: 7000-714120-1871-187400-601009

Mr. Barmer will work as a Contract Services Specialist II. This position is responsible for reviewing applications for small cell wireless telecommunication installations on City poles within City right-of-way or in the city parks for compliance with the Small Wireless Facilities, Design and Aesthetic Requirements approved by the Planning Commission on March 28, 2019, established by the Department; coordinating with small cell wireless facility applicants to communicate the requirements of the review and approval process; ensuring that all required public notification is conducted; coordinating with fellow City agencies that also participate in the City's Small Cell program; and at the supervisor's discretion, provides feedback to members of the public and elected officials queries about the City's Small Cell program and provides information about this program at community meetings.

MINUTES**PERSONNEL**Baltimore City Health Department

	<u>Rate of Pay</u>	<u>Amount</u>
15. ANJU GURUNG	\$17.51	\$27,315.00

Account: 6000-624921-3100-295900-601009

Ms. Gurung will work as a Contract Services Specialist II. This position is responsible for establishing, retrieving, and maintaining files; assisting with payroll functions; ordering and maintaining office materials; creating, formatting copying, editing retrieving and printing forms, letters, and memos; answering telephone calls and providing information and guidance regarding office functions, operations and procedures; greeting visitors and answering complaints; preparing a wide variety of reports; preparing, receiving, opening, sorting, batching, delivering and distributing mail; entering, retrieving, and updating information and generating reports using computer software applications. The period of the agreement is July 1, 2020 through June 30, 2021.

Department of Human Resources

16. Reclassify the following vacant position:

Position No.: 48921

From: Secretary III
Job Code: 33233
Grade: 084 (\$38,873.00 - \$46,395.00)

To: Fiscal Technician
Job Code: 34421
Grade: 088 (\$45,171.00 - \$54,728.00)

Cost: \$69,350.00 - 1001-000000-1601-172500-601001

This position is to be considered a Position of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

MINUTES

PERSONNEL

Department of Human Resources - cont'd

17. Create the following classifications:

Classification: Contact Tracer Support

Job Code: 00901

Grade: 96D (\$30,000.000 - \$65,000.00)

Classification: Contact Tracer Management

Job Code: 00902

Grade: 97D (\$50,000.000 - \$85,000.00)

There are no costs associated with this action.

MINUTES

Department of Real Estate - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with Baltimore Animal Rescue and Care Shelter, Inc., Tenant, for the rental of 2490 Giles Road. The period of the agreement is April 1, 2020 through May 31, 2050.

AMOUNT OF MONEY AND SOURCE:

Annually

\$1.00

BACKGROUND/EXPLANATION:

The Leased premises will be used for the purpose housing animals, the adoption of such animals, veterinary services, including surgery, euthanizing animals, accessory office, and storage uses. The term shall be for 30 years, with the lease automatically renewing for successive periods of one year unless written notice to the contrary is provided by Tenant to Landlord. Rent for the renewal period shall be at the same rate as the previous year. Landlord shall be responsible for all expenses incurred with operating and maintaining the premises including janitorial services for the premises. The Tenant shall keep the leased premises in clean and orderly condition. Tenant will hire and maintain at Tenant's sole cost and expense, a waste/refuse removal service for trash collection for the entire premises.

MINUTES

Department of Real Estate - cont'd

The Space Utilization Committee approved the Lease Agreement on May 19, 2020.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the Lease Agreement with Baltimore Animal Rescue and Care Shelter, Inc., Tenant, for the rental of 2490 Giles Road.

MINUTES

Department of Real Estate - Ground Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Ground Lease with the Maryland Academy of Sciences (d/b/a Maryland Science Center) for the purposes of the Rash Field Improvement Project. The period of the Ground Lease is April 14, 2020 for 25 years with one 25-year renewal option at the Maryland Academy of Sciences' discretion.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual Rent

BACKGROUND/EXPLANATION:

On September 18, 2019, the Board approved a Development and Funding Agreement with the Waterfront Management Authority (WMA). This agreement granted WMA the authority to renovate Rash Field, a public park at the Inner Harbor, using public and private funding.

The Maryland Academy of Sciences will lease +/- 15,000 square feet of land along Key Highway to the City for parking.

The Space Utilization Committee approved the Ground Lease on April 14, 2020.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of a Ground Lease with the Maryland Academy of Sciences (d/b/a Maryland Science Center) for the purposes of the Rash Field Improvement Project.

MINUTES

Law Department - MWBOO Recommended Penalty -
Non- Compliance Hawkeye Construction, LLC

ACTION REQUESTED OF B/E:

The Board is requested to approve the MWBOO Recommended penalty for Hawkeye Construction, LLC Pursuant to Article 5 § 28-122 of the Baltimore City Code for failure to comply with the sub-goals established for B50004135- Miscellaneous Electrical Work.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On June 5, 2015, the Minority and Women's Business Opportunity Office (MWBOO) set the Minority Business Enterprise (MBE) goal for the subject contract at 27% and the Women's Business Enterprise (WBE) goal at 9%.

In accordance with Article 5, Subtitle 28 of the Baltimore City Code, on July 22, 2015, Hawkeye Construction, LLC (Hawkeye) was found compliant by MWBOO for submitting a bid package meeting all required goals. The approved bid package included executed statement of intent forms for A/C Power, Inc. which satisfied the required MBE participation, and Fleet Electric to meet the WBE requirement.

On August 19, 2015, the Board awarded the subject contract to Hawkeye Construction, LLC and Calmi Electrical Company, Inc. (Calmi) for \$2,331,300.00 to perform services from August 19, 2015 through August 18, 2018, with three 1-year renewal options.

MINUTES

Law Department - cont'd

On September 15, 2017, MWBOO found Hawkeye non-compliant when the contract was reviewed for an increase of an additional \$2,500,000.00. Subsequently, on October 4, 2017, the Board made a contingent award upon compliance with Article 5, Subtitle 28 of the Baltimore City Code. A letter was issued on October 4, 2017, by MWBOO notifying Hawkeye of the contingent award.

In response, Hawkeye submitted a letter stating that they "reached out" to their current MBE subcontractor and a new WBE subcontractor. The letter also stated that "with their help, Hawkeye Construction should be able to meet/beat the MBE participation requirements for the contract." Hawkeye never submitted a new statement of intent form to add a new WBE to the contract despite receiving direction to do so by both MWBOO and the Bureau of Procurement (BOP). Hawkeye received the increase in funding and continued to perform on the contract.

The City was seeking to increase the contract again by August of 2018. In response to a finding of noncompliance by BOP, Hawkeye submitted a letter on August 25, 2018. The letter stated that "As stated before, we have had a hard time getting our MBE subcontractors to send us bids or fulfill T&M emergency work requests." On September 4, 2018, MWBOO found Hawkeye noncompliant. The BOP continued to issue payments to Hawkeye for work performed on the contract.

On July 3, 2019, MWBOO was contacted directly by Hawkeye. In a letter dated July 1, 2019, Mr. Andrew Todtz was seeking reinstatement of the contract by providing an explanation of why the MBE and WBE goals were not met. The letter also stated that

MINUTES

Law Department - cont'd

Hawkeye wished to add another subcontractor to assist in meeting the goals. Hawkeye was advised again to submit executed statement of intent forms to add any additional subcontractors to the contract. Hawkeye did not submit the documentation as required by the City Code.

On September 23, 2019, Mr. Todtz contacted MWBOO directly and resubmitted the July 1, 2019, letter. In response, on November 4, 2019, the Director of MWBOO reached out to both of the named subcontractors to schedule the required conciliation meetings.

On December 6, 2019, in an attempt to conciliate, a teleconference was held with representatives from both Hawkeye and the named A/C Power, Inc. (MBE). MWBOO could not validate any of the previous statements made in letters from Hawkeye regarding the failure to use the MBE subcontractor. An agreement was eventually made with the MBE subcontractor and documented.

On December 13, 2019, MWBOO received confirmation from the WBE subcontractor that they were not contacted by Hawkeye to participate on the contract and that the signed statement of intent form was not signed by anyone in their office. At that time, as recommended by the City Solicitor, MWBOO turned the documents over to the Office of the Inspector General (OIG) for further investigation. The OIG investigation could not determine if the document was forged, however the investigation did determine that no one employed by the WBE subcontractor signed the statement of intent form submitted to the City by Hawkeye.

MINUTES

Law Department - cont'd

In addition, Hawkeye reported a \$119,115.00 payment to the MBE subcontractor during a reporting period covering August 2015 through August 2017. Hawkeye also reported a \$119,115.00 payment to the same MBE subcontractor for the reporting period of September 2017 through July 2018. Failure to report accurate payment of subcontractors is a violation of Article 5, Subtitle 28 of the Baltimore City Code.

APPLICABLE CODE

The following sections of Article 5, Subtitle 28 of the Baltimore City Code apply:

§ 28-48 (e) Maintaining levels during contract term.

During the term of the contract, any unjustified failure to comply with the levels of certified business enterprise participation identified in the bid is a material breach of contract.

§ 28-54. All contracts – Contract specifications.

Each contract must:

- (1) incorporate this chapter by reference;
- (2) provide that the failure of any bidder, contractor, or subcontractor to comply with this chapter is a material breach of contract; and
- (3) require that, during its term, the contractor will:
 - (i) fulfill Program commitments submitted with the bids;
 - (ii) continue to make good faith efforts to utilize minority and women's business enterprises; and
 - (iii) maintain records reasonably necessary for monitoring compliance with this chapter.

MINUTES

Law Department - cont'd

§ 28-122. Administrative penalties

A contractor who fails to comply with any provision of this subtitle is subject to any or all of the following penalties:

- (1) suspension of contract;
- (2) withholding of funds;
- (3) rescission of contract based on material breach;
- (4) refusal to accept a bid;
- (5) disqualification of a bidder, contractor, or other business from eligibility for providing goods or services to the City for a period not to exceed 2 years; and
- (6) payment of liquidated damages

SUMMARY/RECOMMENDATIONS

In summary, MWBOO has found that Hawkeye has consistently failed to comply with the provisions of the Baltimore City Code as it relates to MBE/WBE participation. Due to the findings of the OIG and Hawkeye's continued failure to comply with the requirements of the MBE and WBE program, MWBOO is recommending:

1. Rescission of contract based on material breach (B50004135)
2. Withholding of funds
3. Disqualification of Hawkeye Construction, LLC for providing goods and services to the City for 2 years effective the date of the BOE approval.

MINUTES

Law Department - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized the MWBOO Recommended penalty for Hawkeye Construction, LLC Pursuant to Article 5 § 28-122 of the Baltimore City Code for failure to comply with the sub-goals established for B50004135-Miscellaneous Electrical Work.

MINUTES

Department of Recreation and Parks - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant award from Family League of Baltimore City, Inc.

AMOUNT OF MONEY AND SOURCE:

\$265,945.00 - 7000-709920-4803-744900-704001

BACKGROUND/EXPLANATION:

The funds will be used to provide recreation services for the Summer Gap Camp Program.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a grant award from Family League of Baltimore City, Inc.

MINUTES

Fire Department - Retroactive Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve the retroactive payment to Mr. Craig S. White for the period of September 3, 2019 through March 17, 2020.

AMOUNT OF MONEY AND SOURCE:

\$32,757.72 - 1001-000000-2121-226400-601061

BACKGROUND/EXPLANATION:

Mr. White ID#007117 is due back pay in the amount of \$32,757.72 per MOU with Local 734. Mr. White was suspended on departmental charges but was later reinstated.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the retroactive payment to Mr. Craig S. White for the period of September 3, 2019 through March 17, 2020.

MINUTES

Department of Housing and Community Development - Printers Square Apartments - Loan Modification/Subordination of a HOME Program Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve with respect to the Printers Square Apartments which is located at 1310 Guilford Avenue, 1312 Guilford Avenue, 1314 Guilford Avenue, 1300 Hunter Street, 210 E. Preston Street, and 217 E. Mount Royal Avenue, the following: (i) as more fully described below, modifications to the terms for a loan from the HOME Investment Partnerships Program in the current principal amount of \$600,000.00 and (ii) a subordination agreement by and between the Department and FVC Bank.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction after review and sign off by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No additional City funds are required at this time.

BACKGROUND/EXPLANATION:

The Printers Square Apartments was the historic rehabilitation of four existing, vacant buildings located at 1310 Gilford Avenue, 1312 Guilford Avenue, 1314 Guilford Avenue, 1300 Hunter Street, 210 E. Preston Street, and 217 E. Mount Royal Avenue that converted the two- to four-story buildings into a 60-unit multifamily residential complex containing one-and-two-bedroom apartments,

MINUTES

Department of Housing and - cont'd
Community Development

ancillary offices, and 40 parking spaces (collectively, the Project). Proceeds of the Original HOME Loan (defined herein) were used to assist with a portion of the redevelopment of the Project that consisted of the construction of 30 units (HOME Project). The remaining 30 units are non-income restricted market rate rental units.

On June 10, 2005, the Department executed a Promissory Note and Deed of Trust and other documents evidencing and securing a HOME Investment Partnerships Program loan in the principal amount of \$1,200,000.00 (Original HOME Loan) to Printers Square Limited Partnership (Original Borrower), a Maryland limited partnership in which Mr. William Hazlehurst was the principal, for the purpose of acquiring, rehabilitating and operating a rental housing project. The Original HOME Loan was secured by a second deed of trust on the property, bore interest at 1% per annum with a term of 40 years, and was payable only to the extent of available cash flow. As of 2018, no payments had been made on the Original HOME Loan.

On April 2, 2008, the Board approved a Subordination Agreement between Wells Fargo Bank, N.A. (Wells Fargo), and the Department that subordinated the Original HOME Loan to additional loan funds from Wells Fargo to the Original Borrower. The additional loan funds paid for a portion of the additional construction costs related to unforeseen and hidden conditions encountered in a project of this nature.

On August 2, 2018 the Board approved the request from BCI Capital LLC (BCI Capital), whose managing member is Mr. Matt Teichman, for

MINUTES

Department of Housing and - cont'd
Community Development

an assumption of one-half of the principal amount of the HOME Loan, or \$600,000.00 (New HOME Loan). The assumption of the New HOME Loan was part of the purchase of the Property by BCI Capital for approximately \$6,425,000.00 (Sale Price). Approximately \$4,382,000.00 of the Sales Price were used to satisfy the Transfer of Physical Assets by Wells Fargo. The remaining portion of the Sales Price (\$2,043,000.00) was paid through the assumption of the Original HOME Loan and other equity contributed by the investors in BCI Capital (Equity Contribution).

At the time of the conveyance, the Department received \$741,764.76, which was equal to a \$600,000.00 principal payment on the Original HOME Loan plus all accrued and unpaid interest. As part of the assumption, the City agreed to modify the New HOME Loan so that it would have a term of 20 years (New HOME Loan Term), and the interest rate was increased from 1% to 4% per annum. The New HOME Loan is currently structured as follows: (i) for the first 3 years of the New HOME Loan Term, fixed monthly installments

of interest only in the amount of \$2,000.00 is being paid on the outstanding principal balance; and (ii) beginning with the fourth year of the New HOME Loan Term, fixed principal and interest payments are to be paid in equal monthly installments in an amount necessary to fully amortize and repay the New HOME Loan over the remaining 17 years of the New HOME Loan Term, with all unpaid principal and interest due on the last day of the New HOME Loan Term.

MINUTES

Department of Housing and - cont'd
Community Development

BCI Capital has received a more favorable financing commitment from FVC Bank in the amount of \$5,500,000.00. The loan term will be for five years with the option of the lender to extend the Original Maturity Date for an additional five years (Extension Period) to the 10th anniversary of the closing date. With respect to the proposed refinancing, the proceeds of \$5,500,000.00 will be used to:

Payoff the existing 1st loan from Wells Fargo in the approximate amount of \$3,915,361.00.

Pay down an additional principal amount of the New HOME Loan in the amount of \$150,000.00.

Closing legal costs and fees in the approximate amount of \$100,000.00.

Preferred interest on the Equity Contribution in the approximate amount of \$273,246.00.

Remainder of proceeds will be used to repay a portion of the Equity Contribution of the investors in the approximate amount of \$1,149,754.00.

Following loan closing, the principal balance of the New HOME Loan will be reduced from \$600,000.00 to \$450,000.00. In addition, BCI Capital is requesting that the terms of the New HOME Loan be modified as follows: (i) the new term for the New HOME Loan will be ten years from the date of conveyance to be coterminous with

MINUTES

Department of Housing and - cont'd
Community Development

the new first loan; (ii) BCI Capital will pay monthly installments of interest only on the outstanding principal balance for the first 5 years; and (iii) after the 5th anniversary, BCI Capital will be required to pay equal monthly principal and interest payments in an amount necessary to fully amortize and repay the New HOME Loan over the remaining 5 year term, with all unpaid principal and interest due at maturity.

FVC Bank is requiring the City to execute a subordination agreement in order to subordinate the New HOME Loan to institutional financing being provided.

The modification and subordination of the New HOME Loan allows for the continuation of the affordability requirements for the 30 units constituting the HOME Project for the term of the New HOME Loan. Without this, BCI Capital would be able to remove the affordability restrictions for the 30 affordable units.

The Law Department will review all documents as to form and sufficiency. It is requested that the Law Department be permitted to make final changes to the documents with the concurrence of the Commissioner of the Department of Housing and Community Development.

All other applicable terms and conditions of the 2005 Board Memo and the 2018 Board Memo and approvals contained herein remain in full force and effect.

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Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved with respect to the Printers Square Apartments which is located at 1310 Guilford Avenue, 1312 Guilford Avenue, 1314 Guilford Avenue, 1300 Hunter Street, 210 E. Preston Street, and 217 E. Mount Royal Avenue, the following: (i) modifications to the terms for a loan from the HOME Investment Partnerships Program in the current principal amount of \$600,000.00 and (ii) a subordination agreement by and between the Department and FVC Bank.

The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2066

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.

MINUTESParking Authority of Baltimore City - Transfer of Funds**TRANSFER OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
1.	\$400,000.00	9965-946001-9581	9965-917040-9580
	Parking	Unallocated	Baltimore St
	Facilities Funds	Parking Fund	Garage Renovations

This transfer will fund the major structural and waterproofing repairs at Baltimore Street Garage located at 15 Guilford Avenue.

2.	\$100,000.00	9965-946001-9581	9965-920042-9580
	Parking	Unallocated	Marina
	Facilities Funds	Parking Fund	Garage Improvements

This transfer will fund the major structural and waterproofing repairs at Marina Garage located at 402 Key Highway Avenue.

MINUTES

President: "Thank you. As there is no more business before the Board we will reconvene on June the third. Thank you for tuning in. Please stay in and stay safe everyone."

* * * * *

MINUTES

Comptroller: "Good Afternoon. The Board of Estimates is now in session for the receiving and opening of bids. In accordance with the directives of the Mayor and Governor prohibiting gatherings of more than 10 people and as part of the overall effort to limit transmission of the COVID-19 virus, the Board of Estimates is conducting bid openings remotely. Members of the public can call in to listen to bid openings live by calling 443-984-1696 and entering Access Code: 0817325. Board of Estimates meetings are also broadcast live on Charm TV, Channel 25 on Comcast cable in Baltimore City. Meetings are also streamed on the internet at www.charmtvbaltimore.com/watch-live. The Board of Estimates will continue to conduct bid openings remotely while the state of emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

MINUTES

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

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

Department of Public Works

- SC 926RR, Electrical
Distribution Systems
Reliability Improvements,
Physical Security Upgrades,
On-Site Power Generation
at the Patapsco Wastewater
Treatment Plant

Whiting-Turner Contracting Co.
W.M. Schlosser Co., Inc.
Ulliman Schutte Construction, LLC
Kiewit Infrastructure Co.

MINUTES

Department of Public Works

- SC954, Rehabilitation of Primary Settling Tanks 3 & 4

CPP Construction Co., Inc.
 Allan Meyers MD, Inc.
 Ulliman Schutte Construction, LLC
 W.M. Schlosser Co., Inc.
 American Contracting and Environmental Services, Inc.

Bureau of Procurement

- B50005955, Group Violence Intervention Response Providers

SEEDCO/Structured Employment Economic Development Corp.
 FACE/Freedom Advocates Celebrating Ex-Offenders
 Living Classrooms Foundation
 Youth Advocate Programs, Inc.
 King Renaissance

Bureau of Procurement

- B50005883, Drawbridge Maintenance and Operations

DBI Services, LLC
 Cianbro
 Covington Machine & Welding, Inc.

Bureau of Procurement

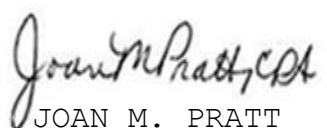
- B50005748, Electronic Medical Medical Health Records Management Software Support and Services

CureMD
 Custom Data Processing, Inc.

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, June 03, 2020.



JOAN M. PRATT
Secretary