

MINUTES**REGULAR MEETING**

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

The meeting was called to order by the President.

President: "I would direct the Board members attention to the memorandum from my office dated February 24, 2014, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda has been adopted. In the interest of promoting better order and efficiency at these hearings, persons who are disruptive will be asked to leave the hearing room immediately."

MINUTES

Health Department - Ratification and
Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services received and approve and authorize payment to Baltimore City Community College, Inc. (BCCC). The period of the services was March 1, 2013 through June 30, 2013.

AMOUNT OF MONEY AND SOURCE:

\$5,365.00 - 6000-633113-3024-268500-603026

BACKGROUND/EXPLANATION:

The BCCC provided various Business and Continuing Education classes at the Waxter Senior Center.

The request is late because of an oversight. The invoice was recently submitted to the Department from the BCCC.

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

UPON MOTION duly made and seconded, the Board approved the ratification of services received and approved and authorized payment to Baltimore City Community College, Inc.

MINUTES

Health Department - Notice of Award and Tuberculosis Prevention and Control Cooperative Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notice of Award (NoA) and approve and authorize execution of the Tuberculosis (TB) Prevention and Control Cooperative Grant Agreement with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis, STDs, and TB Prevention. The period of the Grant Agreement is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$148,387.00 - 4000-422114-3030-271400-404001

BACKGROUND/EXPLANATION:

The grant will allow the Department's TB Prevention Program to use funds to support the City's TB control efforts, provide medical care and treatment for active and latent TB patients, and to conduct contact investigations. In addition, the funds will be used for staff, radiology services, and clinician salaries.

The NoA and grant agreement are late because they were recently received from the grantor.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notice of Award and approved and authorized execution of the Tuberculosis Prevention and Control Cooperative Grant Agreement with the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral Hepatitis, STDs, and TB Prevention.

MINUTES

Health Department - Fiscal Year 2014 Operating Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fiscal Year 2014 Operating Grant Agreement with the Maryland Department of Transportation (MDOT) and the Maryland Transit Authority (MTA). The period of the Grant Agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$379,335.00 - 5000-532714-3254-316200-405001

BACKGROUND/EXPLANATION:

Under the terms of this Grant Agreement, the MDOT and the MTA will provide subsidy assistance to the Department for taxi rides for elderly persons and/or persons with disabilities in Baltimore City under the Statewide Special Transportation Assistance Program.

The Fiscal Year 2014 Operating Grant Agreement is late because it was recently received from the MDOT.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fiscal Year 2014 Operating Grant Agreement with the Maryland Department of Transportation and the Maryland Transit Authority.

MINUTESHealth Department - Agreements and Ratification of Agreement

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

AGREEMENTS

1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 88,873.00**
(JHU)

Account: 1001-000000-3100-295901-603051

The JHU, School of Medicine will provide physician services for the School Health Program. These services will include on-site consultation at a minimum of ten hours per week in addition to patient evaluation at the school-based health centers located at Baltimore Talent Development No. 428/Augusta Fells Savage Institute No. 430, Reach School Middle/High No. 341, Dunbar No. 414, Digital Harbor No. 416, and Patterson No. 405 Senior High Schools. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late because of budget revisions.

MWBOO GRANTED A WAIVER.

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

Account: 4000-433514-3024-295904-603051

The organization operates a senior program which serves as the community focal point for seniors and their caregivers. The services to be provided include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2013 through September 30, 2014.

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

MINUTES

Health Department - cont'd

RATIFICATION OF AGREEMENT

3. **THE JOHNS HOPKINS UNIVERSITY** **\$ 58,050.00**
(JHU)

The JHU provided transition planning for youth and young adults living with HIV/AIDS who are currently cared for in the Johns Hopkins Intensive Primary Care Clinic to transition to adult-focused HIV clinical sites. The period of the agreement was July 1, 2013 through December 31, 2013.

The agreement is late because the funding was awarded late in the fiscal year and during the routing process the agreement expired. The signed agreement was recently returned from the JHU.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed agreements and the ratification of an agreement. The President **ABSTAINED** on item nos. 1 and 3.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement of Sale with Eastside Site, LLC, (purchaser) for the sale of the property known as ES Kane Street, 600 feet South of Eastern Avenue 150 feet rear of 6571 Eastern Avenue (Block 6703, Lot 5D).

AMOUNT OF MONEY AND SOURCE:

\$86,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell this property was approved by City Council Ordinance No. 13-190 approved on December 12, 2013. The property known as ES Kane Street, 600 feet South of Eastern Avenue 150 feet rear of 6571 Eastern Avenue (Block 6703, Lot 5D) will be sold at the appraised value of \$86,500.00. Eastside Site, LLC has paid a 10% down payment in the amount of \$8,650.00. The purchaser intends to use the property as a parking lot.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement of Sale with Eastside Sits, LLC, for the sale of property known as ES Kane Street, 600 feet south of Eastern Avenue 150 feet rear of 6571 Eastern Avenue (Block 6703, Lot 5D).

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property located at 101 N. Bradford Street (Block 1707, Lot 092).

AMOUNT OF MONEY AND SOURCE:

<u>PROPERTY ADDRESS</u>	<u>ASSESSED VALUE</u>	<u>FLAT TAXES & WATER</u>	<u>TOTAL LIENS</u>	<u>RECOMMENDED PURCHASE PRICE</u>
101 N. Bradford St.	\$4,000.00	\$941.13	\$54,274.60	\$4,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 101 N. Bradford Street on October 24, 2012, for the amount of \$54,274.60.

Nyree Goodin McGrath has offered to purchase the Tax Sale Certificate for 101 N. Bradford Street, file a petition to foreclose, acquire title to the property and return it to productive use. The purchase price at the assessed value of \$4,000.00 will cover the property's flat taxes and water.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Assignment of Tax Sale Certificate for an amount that is less than the lien amount for the property located at 101 N. Bradford Street (Block 1707, Lot 092).

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

561 - 563

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

The Mayor **ABSTAINED** on page 561 item no. 2.

MINUTES

EXTRA WORK ORDERS

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
-----------------------	-----------------------------	------------	--------------	-------------

Department of Transportation

- | | | | | |
|--|--------------|--------------------------------------|---------|---|
| 1. EWO #002, (\$0.44) - TR 12303, Resurfacing Highways @ Various Locations Southwest, Sector III | | | | |
| \$2,869,499.05 | (\$0.64) | P. Flanigan & Sons, Inc. | - | - |
| 2. EWO #001, \$0.00 - TR 09037R, National Aquarium Access Improvements | | | | |
| \$2,448,393.00 | - | John Brawner | 25 | - |
| 3. EWO #002, \$0.00 - TR 13004, Reconstruction of Alleys Citywide | | | | |
| \$888,435.00 | \$206,624.25 | Santos Construction Co., Inc. | 90 days | - |
| 4. EWO #002, (\$17,710.66) - TR 10310, Pedestrian Lighting in Baltimore City - Hunting Ridge, Ten Hills, and Franklinton Communities | | | | |
| \$1,085,240.00 | \$155,504.52 | Allied Contractors, Inc. | - | - |
| 5. EWO #007, (\$30,921.31) - TR 03325, Reconstruction of Chesapeake Avenue Phase I from Shell Road to West of Sun Street | | | | |
| \$1,628,641.42 | \$90,033.15 | Monumental Paving & Excavating, Inc. | - | - |

This EWO is necessary to pay overrun items, for the deduction of amounts not paid due to underruns or not used items and to balance out the subject account.

MINUTES

EXTRA WORK ORDERS

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
-----------------------	-----------------------------	------------	--------------	-------------

Department of Transportation

6. EWO #004, (\$240,842.22) - TR 02373, Resurfacing Gay Street: North Avenue to Preston Street & Preston Street: Gay Street to Aisquith Street

\$1,093,615.00	\$16,290.00	P. Flanigan & Sons, Inc.	-	-
----------------	-------------	--------------------------	---	---

This EWO is necessary to pay overrun items, for the deduction of amounts not paid due to underruns or not used items and to balance out the subject account.

7. EWO #002, \$314,983.45 - Project 799, Improvements to Hawkins Point Road

\$ 374,228.29	\$202,746.09	Century Engineering, Inc.	-	-
---------------	--------------	---------------------------	---	---

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$251,986.76	9950-903416-9507	
FED	Construction Res.	
	Hawkins Point Bridge	
62,996.69	" "	
MVR		
\$314,983.45	-----	9950-902416-9506-3
		Design and Study
		Hawkins Point Road

This transfer will fund the costs associated with expenses related to Change Order No. 2, Project No. 799, Improvements to Hawkins Point Road with, Century Engineering, Inc.

MINUTES

EXTRA WORK ORDERS

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
-----------------------	-----------------------------	------------	--------------	-------------

Bureau of Water and Wastewater

- | | | | | | |
|--|-----------------|----------------|---|----|--------------|
| 9. EWO #028, \$53,370.44 - W.C. 1160R, Montebello Plant 2 Finished
Water Reservoir Cover | \$36,922,950.00 | \$5,735,725.40 | Alan A. Myers, LP | 0 | 97 |
| 10. EWO #032, \$143,336.70 - W.C. 1168, Deer Creek Pumping Station
Improvements | \$23,320,000.00 | \$816,188.47 | Ulliman Schutte
Construction, LLC | 60 | 98
CCD |
| 11. EWO #001, \$33,998.03 - W.C. 1202, Fells Point/Butchers Hill Area
Infrastructure Rehabilitation | \$4,663,300.00 | - | Spiniello Companies | - | - |
| 12. EWO #001, \$0.00 - W.C. 1224, Carver Vo-Tech High School Area
Water Main Replacement | \$3,952,696.90 | - | Monumental Paving
& Excavating, Inc. | 90 | 39.83
CCD |
| 13. EWO #012, \$36,856.81 - W.C. 1217, Urgent Need Work -
Infrastructure Rehabilitation - Various Locations | \$5,373,325.00 | \$2,854,706.85 | Spiniello Companies | - | 100 |

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

565 - 570

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

MINUTES**PERSONNEL**Department of Housing and Community Development1. Create the following position:

75112 - Architect II
 Grade: 112 (\$45,200.00 - \$63,900.00)
 Job No. to be assigned by BBMR

Cost: \$ 67,270.20 - 4000-492014-5823-410088-601001

2. Create the following position:

01908 - Fiscal Administrator
 Grade: 119 (\$63,100.00 - \$89,300.00)
 Job No. to be assigned by BBMR

Cost: \$110,408.43 - 5000-594014-5971-439513-601001

3. Create the following position:

31502 - Program Compliance Officer II
 Grade: 110 (\$40,800.00 - \$57,900.00)
 Job No. to be assigned by BBMR

Cost: \$84,969.16 - 2089-208914-5930-599681-601001

Department of General Services

	<u>Hourly Rate</u>	<u>Amount</u>
4. MARTIN COURTNEY	\$17.10	\$32,500.00

Account: 2030-000000-1890-189300-601002

Mr. Courtney will work as a Contract Services Specialist II (Public Information Officer). His duties will include but are not limited to answering inquiries and providing information regarding the activities and programs of the Department via telephone, writing, or oral presentation.

MINUTES**PERSONNEL**Hourly RateAmount

He will also be responsible for preparing news releases, internal and external newsletters, advising administrators and other departmental employees of appropriate responses to media inquiries and writing public statements for the Director and Mayor regarding Department programs or initiatives. He will also monitor and maintain the Department's website by submitting website change requests and forming updates to appropriate channels on the day received or completed. The period of the agreement is effective upon Board approval for one year.

Department of Finance

5. **PRINCE GREEN** \$16.73 **\$20,078.00**

Account: 1001-000000-1480-166400-601009

Mr. Green, retiree, will continue to work as a License Inspector for the Licensing/Business Taxes Unit. His duties will include, but are not limited to conducting citywide on-site inspections. He will inspect gas stations, pawnbrokers, open-air garages, massage parlors, theaters, skating rinks, bars, clubs, restaurants, movie houses, amusement arcades, and other establishments required by Article 15 of the Baltimore City Code. The period of the agreement is effective upon Board approval for one year.

Health Department

6. **ERNEST DRAKE** \$ 8.00 **\$ 2,880.00**

Account: 5000-535714-3024-295902-601009

Mr. Drake will work as a Contract Services Specialist II (Recreation Leader Assistant). His duties will include but not be limited to setting-up and breaking down various

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

senior center activities and programs, assisting the Recreation Leader with decorating the center every month for holidays and events. In addition, his duties will include moving furniture, cleaning specific areas within the center and removing trash, updating the flyer board, and managing the Auxiliary snack bar. The period of the agreement is March 1, 2014 through June 30, 2014.

Mayor's Office of Minority and Women-Owned Business Development7. Create the following new position:

00128 - Special Aide II
 Grade: 933 (\$34,800.00 - \$70,300.00)
 Job No. to be assigned by BBMR

Cost: \$57,787.00 - 4000-439614-1250-701000-601001

Enoch Pratt Free Library8. Upgrade the following classification:

From: 00625 - Library Bookmobile Driver
 Grade: 077 (\$27,890.00 - \$31,967.00)
 To: Grade: 079 (\$29,099.00 - \$33,972.00)

Cost: \$2,300.00 - 1001-000000-4501-622500-601001

MINUTES**PERSONNEL**Department of Public Works

	<u>Hourly Rate</u>	<u>Amount</u>
9. MOUHAMADOU BA	\$15.74	\$30,000.00
10. LONNIE WILLIAMS	\$15.74	\$30,000.00

Account: 2071-000000-5471-609400-601009

The above listed individuals will each work as a Customer Care Correspondent. Their duties will include, but will not be limited to investigating and resolving a variety of difficult customer complaints, pursuant to Baltimore City law and procedures. They will work with account specialists to determine the final action to be taken regarding accounts and communicate these findings to the customers.

In addition, the Customer Care Correspondents will investigate and resolve billing inquiries and communicate the results to the Revenue Measurement and Billing Division, investigate account information, prepare case histories, and draft written reports on complex issues for other Billing Service Groups. The period of the agreement is effective upon Board approval for one-year.

11. TIRELL A.M. CLIFTON	\$21.05	\$40,000.00
--------------------------------	---------	--------------------

Account: 2070-000000-5541-398400-601009

Mr. Clifton will continue to work as a Contract Services Specialist II (PC Support Technician II). His duties will include, but will not be limited to installing, testing and replacing memory, disk storage, network, video, adapters, circuit boards, and other internal components and peripheral devices in IBM-compatible microcomputers and workstations. He will install and configure software on computers, including new and previously unused software,

MINUTES**PERSONNEL**DPW - cont'dHourly RateAmount

install PCs, perform quality control and quality assurance on new installs, properly inventory and dispose of the PCs. He will also answer questions from computers users in the use of common software. The period of the agreement is effective upon Board approval for one-year.

Department of Recreation and Parks

12. **Laurie Boswell** \$18.00 **\$37,440.00**

Account: 6000-680814-4782-583800-601009

Ms. Boswell will continue to work as a Contract Specialist II Event Coordinator. Her duties will include, but will not be limited to working with potential customers, selling event space, and ensuring promotion materials and the website have up-to-date information. Ms. Boswell will prepare proposals for prospective clients, direct, coordinate, and arrange for meetings and special events. She will maintain a weekly and monthly facility activities calendar. In addition, she will ensure adequate staffing for events, negotiate and draw up contracts, assist in the logistics planning for events, work events, and supervise crews, weekend housekeeping staff, and front desk staff during events. The salary is a 13% increase in the hourly rate from the previous contract period. Ms. Boswell has taken on additional duties such as managing AV equipment, supporting visitor services for all incoming garden visitors and clients, developing visitor services with partners to provide docent training, educational programming, and displays throughout the year. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**

Department of Transportation

13. Reclassify the following position No. 2303-48468:

From: Executive Level I
Job Code: 00142
Grade: 948 (\$56,300.00 - \$101,200.00)
Job No.: 2303-48468

To: Director Public Programs
Job Code: 10160
Grade: 964 (\$93,800.00 - \$113,700.00)

Cost: (\$233.00) - 1001-000000-2303-659100-601001

MINUTESMayor's Office of Human - Agreements
Services (MOHS)

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

AGREEMENTS**1. DAYSPRING PROGRAMS, INC. \$287,084.00**

Account: 4000-496213-3573-591436-603051

The organization will provide permanent housing and supportive services to 54 homeless families and two homeless individuals. The period of the agreement is January 1, 2014 through December 31, 2014.

2. ST. VINCENT DE PAUL SOCIETY OF BALTIMORE, INC. \$398,131.50

Account: 4000-496213-3573-267829-603051

The organization will provide permanent housing and supportive services to 32 chronically homeless men. The supportive services will assist clients in resolving mental illness, substance abuse, and physical health problems as well as increase their self-sufficiency through intensive case management and individualized service plans. The period of the agreement is October 1, 2013 through September 30, 2014.

3. WOMEN'S HOUSING COALITION, INC. (WHC) \$ 45,575.00

Account: 4000-496213-3573-591435-603051

The WHC will provide permanent housing and supportive services to 11 homeless families and 13 homeless individuals. The period of the agreement is January 1, 2014 through December 31, 2014.

MINUTES

MOHS - cont'd

4. **WOMEN'S HOUSING COALITION,
INC. (WHC)** **\$ 44,730.00**

Account: 4000-496213-3573-591435-603051

The WHC will provide permanent housing and supportive services to nine homeless families. The period of the agreement is January 1, 2014 through December 31, 2014.

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

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed agreements.

MINUTES

Mayor's Office of Human - FY 14 Head Start and Early Head Start
Services (MOHS) State Supplemental Continuation Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the FY14 Head Start and Early Head Start State Supplemental Continuation Grant from the Maryland State Department of Education.

AMOUNT OF MONEY AND SOURCE:

\$594,711.00 - 5000-586814-6051-449900-605001

BACKGROUND/EXPLANATION:

The Baltimore City Head Start will use the state allocation in the amount of \$594,711.00 to continue to provide summer programming to approximately 773 three and four year old children currently enrolled in the Baltimore City Head Start Program. Eight Baltimore City Head Start Delegates will serve the children for approximately two months, five days a week, not less than six hours per day. These children may be homeless, have special needs, and/or have parents who work full day, year-round or are attending an educational or job training program. Additional children served will be those identified by current Baltimore City Head Start outcome data that identifies children who need additional instruction to become "Ready to Learn" as they enter kindergarten.

The eight delegates selected to provide summer programming in FY14 are:

St. Jerome's (Associated Catholic Charities, Inc.)
Dayspring (Dayspring Programs, Inc.)
Union Baptist (Union Baptist Church-School, Inc.)
Emily Price Jones (YMCA of Central Maryland, Inc.)
St. Vincent de Paul (St. Vincent de Paul of Baltimore, Inc.)

MINUTES

MOHS - cont'd

UMOJA Head Start Academy (Unity Methodist Church)
Metro Delta Head Start (Metro Delta Educational Programs,
Inc.)
Martin Luther King Jr./Early Head Start (The Johns Hopkins
Hospital)

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved
and authorized execution of the above-listed agreements.

MINUTES

Mayor's Office of Human - Head Start Agreements
Services (MOHS)

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

1. **UNION BAPTIST CHURCH - SCHOOL, INC./** **\$ 45,527.00**
HARVEY JOHNSON HEAD START PROGRAM

Account: 5000-586814-6051-516000-603051

This agreement will provide funding for the operation of the Head Start Program to serve 48 children and their families for two months during the summer from June to August, 2014, for five days per week. The program will use the funds to enhance the children's social, physical, cognitive, and language development. The program will also hire education staff who will focus on increasing the children's motor skills, enriching math skills, healthy eating, and geography. The period of the agreement is effective upon Board approval through September 30, 2014.

2. **YMCA OF CENTRAL MARYLAND, INC./** **\$ 75,878.00**
EMILY PRICE JONES HEAD START PROGRAM

Account: 5000-586814-5051-516100-603051

This agreement will provide funding for the operation of the Head Start Program to serve 80 children and their families for two months during the summer from June to August, 2014, for five days per week. The program will use the funds to enhance school readiness and reduce summer learning loss. The program will utilize the Core Knowledge Curriculum to infuse language, numeracy, and social skill activities that will support the Maryland Model for School Readiness Initiative; develop individualized learning plans for each child based on the Work Sampling Assessment; hire teaching and administrative staff; and plan two field trips.

MINUTES

MOHS - cont'd

The funding is available under the Head Start State Supplemental Grant for FY13-14. The period of the agreement is effective upon Board approval through September 30, 2014.

MWBOO GRANTED A WAIVER.

3. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$190,642.00**
ST. VINCENT DE PAUL HEAD START PROGRAM

Account: 5000-586814-6051-516700-603051

The organization will provide funding for the operation of the Head Start Program to serve 201 children and their families for two months during the summer from June to August 2014, for five days per week. The program will use the funds to extend academic and social learning activities into the summer months, provide enrichment and real life experiences to enhance learning, and strengthen skills in the areas of math, science, language, and literacy. The program will also employ current Head Start staff to collaborate with one of their partners, hire education and administrative staff, purchase classroom materials, and plan field trips to enhance classroom experiences. Funding is available under the Head Start State Supplemental Grant for FY 2013.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed Head Start Agreements.

The President **ABSTAINED** on item on 3.

MINUTESDept. of General Services - 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. 1200 W. North Ave.	Robert Bonaparte	Retain three flat signs two @ 9' x 2', one @ 8' x 3', stack vent, one spot reflector
Annual Charge:	\$158.30	
2. 1124 S. Charles St.	Stephen H. Strohecker	Retain mansard cornice w/four recessed lights 14' x 1½'
Annual Charge:	\$158.60	
3. 1200 Light St.	1200 Light Street, LLC	Retain cornice 56' x 1', one bracket sign 3' x 2', five spot reflectors
Annual Charge:	\$375.90	
4. 1011 Light St.	1011 Light Street, LLC	Retain awning w/signage 44' x 6', four spot reflectors
Annual Charge:	\$659.99	

MINUTESDepartment of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 742 S. Ellwood Ave.	Brenda L. Hopka-Hadel	Retain two flat signs 8' x 2', 8' x 1½'
Annual Charge: \$ 52.80		
6. 1420 Key Highway	Key Highway Associates, LLC	Two single face electric signs one @ 39 sq. ft., one @ 17.25 sq. ft., one double face electric sign @ 4.68 sq. ft.
Annual Charge: \$281.20		
7. 1037 Light St.	Light Street, LLC	Retain double face sign 2' x 2½', flat sign 4' x 1', six spots
Annual Charge: \$175.90		

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

MINUTES

Department of General Services - Developer's Agreement No. 1335

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1335, with Cherry Hill Road Corporation, Developer.

AMOUNT OF MONEY AND SOURCE:

\$31,500.00

BACKGROUND/EXPLANATION:

The Developer would like to install a new water service, sanitary sewer, and storm drain to its proposed construction at 3700-3702 North Charles Street. This developer's agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$31,500.00 has been issued to Cherry Hill Road Corporation which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1335, with Cherry Hill Road Cooperation.

MINUTESDepartment of General Services (DGS) - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 011, to Whitney, Bailey, Cox & Magnani (WBCM), under Project 1126W, Abel Wolman Elevator Upgrade.

AMOUNT OF MONEY AND SOURCE:

\$249,620.84 - 9916-913730-9197-900000-703032

BACKGROUND/EXPLANATION:

The WBCM will provide architectural, mechanical and electrical engineering services to produce construction documents for the purpose of upgrading and bringing into code compliance, the elevators and the elevator machine room located in the Abel Wolman Municipal Building.

MBE/WBE PARTICIPATION:

MBE: Min Engineering, Inc. \$79,002.29 31.65%

WBE: \$0.00 0.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$150,000.00	9916-939003-9194	9916-913730-9197
6 th Public	Reserve -	Active - Abel
Bldg. Loan	Abel Wolman Elevator	Wolman Building
	Upgrade	Elevator Upgrade

MINUTES

DGS - cont'd

The elevators in the Abel Woman Municipal Building have a high priority status for the importance of service provided to both the public and other City agencies. The elevators breakdown on a weekly basis and have reached the stage where needed parts for maintenance and repair are no longer being manufactured.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 011, to Whitney, Bailey, Cox & Magnani, under Project 1126W, Abel Wolman Elevator Upgrade. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Recreation and Parks - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Parks and People Foundation, Inc. (PPF). The period of the Grant Agreement is September 25, 2013 through January 15, 2015.

AMOUNT OF MONEY AND SOURCE:

\$83,286.00 - 5000-570014-4711-362300-607001

BACKGROUND/EXPLANATION:

The Department was awarded a \$399,402.00 grant from the Maryland Department of Natural Resources in support of the Department's "Students Restoring Urban Streams" project. This award will allow the Department to collaborate with Baltimore City Public Schools and various partners to increase the tree canopy and provide students with new Environmental Literacy standards.

Under the terms of this Grant Agreement, the PPF will target a minimum of ten schools and plant a minimum of 10.5 acres of trees at school and parkland sites over the period of the agreement. The PPF will also participate in professional development for teachers, work with schools on planting plans at school sites, and provide maintenance to planting sites. In addition, the PPF will hire seasonal Youth Works crews to provide summer maintenance and work cooperatively with the Students Restoring Urban Streams Coordinator.

The Grant Agreement is late because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with Parks and People Foundation, Inc. The Mayor **ABSTAINED**.

MINUTES

Department of Recreation and Parks - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with Earth Force, Inc. (Earth Force). The period of the Grant Agreement is September 25, 2013 through January 15, 2015.

AMOUNT OF MONEY AND SOURCE:

\$8,260.00 - 5000-570014-4711-362300-607001

BACKGROUND/EXPLANATION:

The Department was awarded a grant from the Maryland Department of Natural Resources in support of the Department's "Students Restoring Urban Streams" project. This award will allow the Department to collaborate with Baltimore City Public Schools and various partners to increase the tree canopy and provide students with new Environmental Literacy standards.

Under the terms of this Grant Agreement, the Department will provide a sub-grant to Earth Force to participate in and provide professional development, a service-learning curriculum, and training materials for City school teachers.

The Grant Agreement is late because of delays in 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 a Grant Agreement with Earth Force, Inc.

MINUTES

Department of Recreation & Parks - Donation Agreement and Right
of Entry

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Donation Agreement and Right of Entry with the Horticultural Society of Maryland, Inc. (HSM). The period of the Agreement is effective upon Board approval and will end upon final acceptance of the project by the City, unless terminated sooner.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The HSM is a non-profit 501(c)(3) organized under the laws of Maryland, which, along with its other activities in supporting gardening and horticulture through programs and education in the State of Maryland, has worked and is working to support the Cylburn Arboretum. The Association desires to donate to the City a new garden in front of the Vollmer Center at the Cylburn Arboretum, having a value of approximately \$30,000.00 for design and installation, plus additional value for future maintenance. The HSM has selected its own contractor to construct the improvements.

The Landscape Committee at Cylburn Arboretum has been fully consulted regarding the design of the HSM Garden and has approved the design and plant list, including the removal of existing soil, introduction of replacement soil, and installation of plants.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Donation Agreement and Right of Entry with the Horticultural Society of Maryland, Inc.

MINUTES

Police Department - Acceptance of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP) for the "Sexual Assault Response Team (SART) Coordination" Grant. The period of the Grant Award is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$67,600.00 - 4000-474114-2252-688000-600000

BACKGROUND/EXPLANATION:

This award will fund the salary of the SART Coordinator who will work in conjunction with the SART and aid in the effort to reduce and assist the sexual assault victims in Baltimore City.

The Grant Award from the GOCCP is late because of delays in receipt of the award documents.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention for the "Sexual Assault Response Team Coordination" Grant.

MINUTES

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Adjustment Notice (GAN) with the Maryland Emergency Management Agency (MEMA) for the FY 2011 Port Security Grant Program (PSGP).

AMOUNT OF MONEY AND SOURCE:

\$9,451.74 - 4000-471112-2023-2126000-600000

BACKGROUND/EXPLANATION:

On February 1, 2012, the Board approved a Grant Award Agreement with MEMA for the FY 2011 Port Security Grant Program in the amount of \$28,200.00. On August 15, 2012, the Board approved Amendment No. 1 for an increase of \$59,234.35, making the new total for this grant \$87,434.35. On October 16, 2013, Amendment No. 2 was approved by the Board which increased the award amount by \$3,388.00, making the new total for this grant \$90,822.35. The GAN increases the award amount by \$9,451.74 which will make the new total for this grant \$100,274.09. Activities implemented under PSGP must support terrorism preparedness by building or enhancing capabilities that relate to the prevention of, protection from, or response to terrorism.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Adjustment Notice with the Maryland Emergency Management Agency for the FY 2011 Port Security Grant Program.

MINUTES

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention (GOCCP) for the "Warrant Service Expansion" Project. The period of the Grant Award is November 1, 2013 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 4000-474614-2021-213300-600000

BACKGROUND/EXPLANATION:

The "Warrant Service Expansion" grant provides support to the Baltimore Police Department (BPD) for the service of warrants and/or any court order violation that involves domestic violence. Grant funds provide overtime for the BPD members of the Warrant Apprehension Task Force to conduct the initiative.

The Grant Award is late because of delays in receipt of the award documents.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention for the "Warrant Service Expansion Project."

MINUTES

Department of Planning (DOP) - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Grant Agreement with the Parks & People Foundation. The period of the Grant Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$24,000.00 - 9910-902971-9588

BACKGROUND/EXPLANATION:

The Garden Irrigation Fund Program (GIFP), which was developed in 2012 by the DOP, Parks & People Foundation, and the non-profit land trust Baltimore Green Space, provides for irrigation at community garden sites. The program launched in 2013 and successfully supported seven community gardens. This Grant Agreement will enable a second round of the program and will set roles and expectations for the GIFP, in which community-managed open space site managers would apply for support for installation of water lines. Applicants are required to make the case for why direct water access is necessary or preferable, and for how their site serves the Baltimore community.

The Parks & People Foundation has more than a decade of experience managing small grant programs and support networks for Baltimore's community gardeners, and with contracting out small infrastructure jobs.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Agreement with the Parks and People Foundation. The Mayor **ABSTAINED**.

MINUTESDepartment of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 14** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on January 29 and February 5, 2014.

The Board **NOTED** receipt of the 14 favorable reports.

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

CF Masonry Specialists Inc.	\$ 8,000,000.00
Chasney and Company, Inc.	\$ 1,500,000.00
Combustioneer Corporation d/b/a EMCOR Services	\$ 10,000,000.00
Work Capacity Rating Underwritten by Blanket Guarantee of \$10,000.00 from the Parent Corporation EMCOR Group, Inc.	
DSM Properties, LLC	\$ 1,500,000.00
GT Brothers, Inc.	\$ 1,500,000.00
Guardrails, etc., Inc.	\$ 8,000,000.00
Innovative Tile and Marble, LLC	\$ 1,500,000.00
L.J. Brossoit & Sons, Inc.	\$ 576,000.00
Layne Inliner, LLC	\$114,435,000.00
Monumental Paving & Excavating, Inc.	\$ 53,856,000.00
Mylander Builders, LLC	\$ 1,485,000.00
Plano-Coudon, LLC	\$ 8,000,000.00
Shook Construction Co., Inc.	\$ 80,865,000.00
The Lane Construction Corporation	\$859,860,000.00

MINUTES**BOARDS AND COMMISSIONS** - cont'd2. 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:

A1 Consulting Group, Inc.	Engineer
Gant Brunnett, Architects, Inc.	Architect
GWWO, Inc./Architects	Architect
SAMMS Engineering, LLC	Engineer
Slater Associates, Inc.	Landscape Architect

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

MINUTES

Bureau of Water and Wastewater (BW&WW) - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 003, to Rummel, Klepper & Kahl, LLP (RK&K), under Project 1110R, On-Call Environmental Restoration Design and Engineering Services. The period of this Task Assignment is effective upon Board approval for approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$182,095.00 - 2072-000000-5181-390700-603026

BACKGROUND/EXPLANATION:

This Task No. 3 will provide technical support services (staff accumulation) for the SWM/ESC Plans Review Section and Water Quality Monitoring & Inspections Section of the Surface Water Management Division of the BW&WW.

The services will enable the Division to comply with the conditions of the MS4 permit regarding storm water management programs. Additionally, as a short-term solution, the proposed staff accumulation will enable the Division to address the backlog of plan review activities associated with Article 7, Divisions II and III of the City Code, as part of the City's permit/development process. Permanent and full-time staff (vacancies and position descriptions) are planned for a long-term operation.

The project completion date will expire on June 1, 2015. The duration of this task is approximately six months.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

BW&WW - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 003, to Rummel, Klepper & Kahl, LLP, under Project 1110R, On-Call Environmental Restoration Design and Engineering Services.

MINUTES

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007, to Arcadis U.S., Inc., under Project 1303, On-Call Project Management and Inspection Services. The period of this Task Assignment is effective upon Board approval for 12 months.

AMOUNT OF MONEY AND SOURCE:

\$602,179.25 - 9956-905641-9551-900020-705032

BACKGROUND/EXPLANATION:

The Department's Construction Management Division is requesting that Arcadis U.S., Inc. provide inspection services for S.C. 875, Rehabilitation/Replacement of Southwest Diversion Pressure/Gravity Sewer Phase III.

This contract will expire on May 1, 2016.

MWBOO FOUND VENDOR IN COMPLIANCE.

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. 007, to Arcadis, U.S. Inc., under Project 1303, On-Call Project Management and Inspection Services.

MINUTES

Bureau of Water and Wastewater - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Vernon Maultsby for mileage for the month of October 2013.

AMOUNT OF MONEY AND SOURCE:

\$436.18 - 2071-000000-5471-609200-603002
(Mileage)

BACKGROUND/EXPLANATION:

The Division of Customer Support and Services inadvertently failed to have Mr. Maultsby's employee mileage report processed in time to be received by the Bureau of Accounting and Payroll Services within 40 working days.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statement for Mr. Vernon Maultsby for mileage for the month of October 2013.

MINUTES

Bureau of Solid Waste - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement with the Maryland Department of Juvenile Services (DJS). The period of the Memorandum of Agreement is effective upon Board approval through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$150,800.00 - 1001-000000-5152-386500-603026

BACKGROUND/EXPLANATION:

The Department of Public Works, Bureau of Solid Waste wishes to partner with DJS in the Trash Busters Job Program to provide youth under DJS' supervision with workforce development and training opportunities. The City Charter at Article VI, §11 (e)(i) allows an exception to formal advertisement when "no advantage will result in seeking, or it is not practicable to obtain, competitive bids." Accordingly, the Bureau intends to enter into a Memorandum of Agreement whereby DJS will administer the Trash Busters Job Program and will provide debris removal services utilizing unskilled labor performed by juveniles that are participants in the Trash Busters Job Program. The Bureau believes the program is providing a community service, is beneficial to the community at large and that the costs associated with the program are reasonable.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement with the Maryland Department of Juvenile Services.

MINUTES

Baltimore Development Corporation (BDC) - Office Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Office Lease Agreement with Snowden & Edmonds, LLC, tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite A40, at the Business Center @ Park Circle, consisting of approximately 143 square feet. The period of the Office Lease Agreement is effective upon Board approval through January 31, 2015, with one additional 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$2,699.64	\$224.97

BACKGROUND/EXPLANATION:

Snowden & Edmonds, LLC is an accounting firm that was established in 2009. The firm has maintained their business office at the Business Center @ Park Circle since 2010. The space will be used for general office purposes.

The space is leased on an "as is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any improvements or build-out of the premises.

All other landlord services such as utilities, limited janitorial services, and maintenance and repairs to the premises are included in the initial base rent.

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

MINUTES

BDC - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Office Lease Agreement with Snowden & Edmonds, LLC, tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suite A40, at the Business Center @ Park Circle, consisting of approximately 143 square feet.

MINUTESBaltimore Development Corporation (BDC) - Office Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Office Lease Agreement with Building Communities Today for Tomorrow, Inc. (BCTT), tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suite A207, at the Business Center @ Park Circle, consisting of approximately 1,200 square feet. The period of the Office Lease Agreement is effective upon Board approval through January 31, 2015, with one additional 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$15,600.00	\$1,300.00

BACKGROUND/EXPLANATION:

The BCTT is a private minority-owned and operated corporation serving children, adolescents, adults and seniors who are at risk for removal from the home or community, or who are transitioning from residential settings back into the community.

The BCTT has been in business since 2000 and a tenant at the Business Center @ Park Circle since July 2008. The BCTT serves clients in Baltimore City and Prince Georges and Montgomery Counties. The organization is restructuring and reducing their square footage in the building.

The space is leased on an "as is" basis. The tenant will be responsible for any improvements or build-out of the premises.

The landlord will be responsible for all other services such as utilities, limited janitorial services, and maintenance and repairs to the premises, which are included in the initial base rent.

MINUTES

BDC - cont'd

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under said insurance policies.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Office Lease Agreement with Building Communities Today for Tomorrow, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Park Drive, Suite A207 at the Business Center @ Park Circle, consisting of approximately 1,200 square feet.

MINUTES

Mayor's Office of Employment - Grant Award
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of allocations to the initial Grant Award from the Maryland Department of Labor, Licensing and Regulation (DLLR) to MOED.

AMOUNT OF MONEY AND SOURCE:

<u>Original</u> <u>Amount</u>	<u>Additional</u> <u>Amount</u>	<u>Source</u>
\$ 64,934.00	\$2,388,668.00	4000-807514-6312-456000-404001 (Adult)
2,580,535.00		4000-806414-6313-456000-404001 (Youth)
<u>132,133.00</u>	<u>1,137,589.00</u>	4000-806714-6312-456000-404001 (Dislocated)
<u>\$2,777,602.00</u>	<u>\$3,526,257.00</u>	

BACKGROUND/EXPLANATION:

On October 9, 2013 the Board approved acceptance of the Grant Awards from DLLR funded through the Federal Workforce Investment Act (WIA) for Fiscal Year 2014.

This allocation increases the Adult portion of the Grant by \$2,388,668.00 and the Dislocated portion by \$1,137,589.00 making the new total grant amount \$6,303,859.00. The Youth portion of the Grant remains the same.

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of allocations to the initial Grant Award from the Maryland Department of Labor, Licensing and Regulation to MOED.

MINUTES

Mayor's Office of Employment - Employee Expense Statement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Ernest Dorsey for the month of May 2013.

AMOUNT OF MONEY AND SOURCE:

\$50.00 (Parking) - 4000-806012-6301-454601-603003

BACKGROUND/EXPLANATION:

During MOED's reconciliation of expense report payments, this Expense Report was misplaced and is now past the deadline.

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement for Mr. Ernest Dorsey for the month of May 2013.

MINUTES**TRANSFER OF FUNDS**

The Board is requested to approve the following Transfer of Funds:

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - (DHCD)</u>		
1. \$4,374,038.00	9910-994001-9600	9910-906409-9588
State Revenue	Unallocated - Reserve	East Baltimore Bio-Tech

This transfer will move appropriations into the East Baltimore Redevelopment account for costs associated with acquisitions in the area.

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

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 008 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

AMOUNT OF MONEY AND SOURCE:

\$121,888.84 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

This authorization provides for Evaluation of the City's conduit system. The scope of services involves evaluating the capacity of select typical routes with the City's Conduit System and estimating the costs to expand congested portions of these routes.

This is a "pilot" project intended to provide data that could be used to generally describe the overall condition of the City's conduit system and develop an "order of magnitude" estimate of the capital cost to update the existing system to a condition where the City can provide "on demand" space for interested leases, especially areas of likely residential, commercial and industrial development.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 27% MBE AND 10% WBE.

MINUTES

Dept. of Transportation - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

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. 008 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 016, to Rummel, Klepper & Kahl, LLP (RK&K), under Project 1161, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$167,679.30 - 9950-908301-9527-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for a Public Works Inspector II for the Broening Highway Reconstruction Project.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 32% MBE AND 9% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

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. 016, to Rummel, Klepper & Kahl, LLP, under Project 1161, 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. 004 to KCI Technologies, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$188,773.00 - 9950-902874-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for project management consulting services for the reorganization, site relocation, and reconstruction of Baltimore City's Towing Division.

MBE/WBE PARTICIPATION:

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

MWBOO SET GOALS OF 27% MBE AND 9% WBE.

MWBOO FOUND VENDOR IN COMPLIANCE.

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. 004 to KCI Technologies, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

MINUTES

Department of Transportation - Rescind Notice of Letting

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the rescission of the Notice of Letting for TR 13305 Resurfacing Highways at Various Locations Northwest Sector II.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On January 29, 2014, the Board approved the Notice of Letting for advertisement of TR 13305 Resurfacing Highways at Various Locations Northwest Sector II, Bids were due to be received on February 26, 2014. The Department requests to rescind the Notice of Letting in order to obtain additional approval required by the State Highway Administration.

UPON MOTION duly made and seconded, the Board approved and authorized the rescission of the Notice of Letting for TR 13005 Resurfacing Highways at Various Locations Northwest Sector II.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Law - Payment of Settlement</u>			
1. Tivoly Realty, LLC (previous owner)	2711 Tivoly Avenue	L/H	\$ 9,200.00

On February 27, 2013, the Board approved the acquisition of the leasehold interest, by condemnation, in 2711 Tivoly Avenue for the amount of \$10,300.00. The former owner of the property obtained an appraisal report that indicated the value to be \$32,000.00. The parties agreed to settle the action for the amount of \$19,500.00. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional amount of \$9,200.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing payment of settlement.

MINUTES

Bureau of the Budget and - Appropriation Adjustment Order
Management Research Transfer

ACTION REQUESTED OF B/E:

The Board is requested to approve an Appropriation Adjustment Order - grant fund transfer within the Baltimore City Health Department from Service 715 (Health Administration) to Service 720 (HIV Treatment for Uninsured).

AMOUNT OF MONEY AND SOURCE:

\$160,000.00 Federal Grant

\$160,000.00 - From: 4000-400014-3001-568800-404001
 Service 715 (Health Administration)

To: 4000-499714-3032-294200-404001
 Service 720 (HIV Treatment for the
 Uninsured)

BACKGROUND/EXPLANATION:

On November 20, 2013, the Board approved acceptance of the Update to the Unified Funding Document (UFD) from the State of Maryland, Department of Health and Mental Hygiene, in the amount of \$381,593.00, for the period ending September 30, 2013. The UFD included funds for the No Wrong Door Program in the amount of \$160,000.00.

This transfer is necessary to provide funding for the No Wrong Door program. Initially, federal funding was appropriated within an unallocated federal fund account in the Fiscal 2014 Ordinance of Estimates. With this appropriation adjustment order, funding will be moved from unallocated grant source in accordance with the actual grant award.

APPROVED FOR FUNDS BY FINANCE.

MINUTES

BEMR - cont'd

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order - grant fund transfer within the Baltimore City Health Department from Service 715 (Health Administration) to Service 720 (HIV Treatment for Uninsured).

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------|----------|
| 1. MID-ATLANTIC SAFETY
LIGHTING, LLC | \$27,920.00 | Low Bid |
| Solicitation No. B50003356 - Flex Retrofit for Light Towers -
Department of Public Works - Req. No. R652453 | | |
| 2. P & J CONTRACTING
COMPANY, INC. | \$ 100,000.00 | Increase |
| Contract No. B50002539 - Snow Removal Services III -
Department of Transportation - P.O. No. P519823 | | |

On November 21, 2012, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. This increase in the amount of \$100,000.00 is necessary to meet the demand for snow removal services during the current snow season. This increase will make the award amount \$150,000.00. The above amount is the City's estimated requirement. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|--|----------------|---------|
| 3. DRAEGER SAFETY, INC. | \$1,000,000.00 | Renewal |
| Contract No. B50001868 - SCBA Equipment and Supplies - Fire
Department - P.O. No. P519602 | | |

On March 7, 2012, the Board approved the initial award in the amount of \$3,250,000.00. The award contained four 1-year renewal options. The SCBA equipment is self-contained breathing apparatus used by the Fire Department. This renewal in the amount of \$1,000,000.00 is for the period February 29, 2014 through February 28, 2015, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|---------------|----------|
| 4. A2Z ENVIRONMENTAL
GROUP, LLC | \$ 100,000.00 | Increase |
| Contract No. B50002218 - Snow Contractors II - Department of
Transportation - P.O. No. P519823 | | |

On February 15, 2012, the Board approved the initial award in the amount of \$50,000.00. This increase in the amount of \$100,000.00 is necessary to meet the demand for snow removal services during the current snow season. This increase in the amount of \$100,000.00 will make the award \$150,000.00. The above amount is the City's estimated requirement. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 5. MARYLAND FIRE EQUIPMENT
CORPORATION | \$ 50,000.00 | Renewal |
| Contract No. B50001729 - Turnout Gloves - Fire Department -
P.O. No. P516629 | | |

On March 23, 2011, the Board approved the initial award in the amount of \$45,990.00. The award contained three 1-year renewal options. On January 10, 2013, the City Purchasing Agent approved an increase in the amount of \$10,000.00. On February 13, 2013, the Board approved the first increase in the amount of \$50,000.00. The above amount is the City's estimated requirement. This renewal in the amount of \$50,000.00 is for the period March 23, 2014 through March 22, 2015 with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|--------------|---------|
| 6. THOMPSON'S GAS &
ELECTRIC SERVICE, INC. | \$229,280.00 | Renewal |
| Contract No. B50001944 - Propane - Department of Recreation
and Parks, etc. - P.O. No. P520119 | | |

On March 14, 2012, the Board approved the initial award in the amount of \$229,280.00. The award contained two 2-year renewal options. This renewal in the amount of \$229,280.00 is for the period March 14, 2014 through March 13, 2016 with one 2-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|----------|
| 7. CORPORATE MAINTENANCE
GROUP, LLC | \$1,000,000.00 | Increase |
| Contract No. B50001658 - Snow Removal Contract - Department of
Transportation - P.O. No. P515695 | | |

On December 22, 2010, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. Due to the increased demand for snow removal services during the current season, an increase in the amount of \$1,000,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$1,000,000.00 will make the award amount \$1,500,000.00. The contract expires June 30, 2014, with one 1-year renewal option remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR AMOUNT OF AWARD AWARD BASIS

Bureau of Purchases

8. F & F AND A. JACOBS & SONS, INC.	\$ 40,000.00	Increase
<hr/>		
Contract No. B500002481 - Uniforms for Sheriff's Office - Sheriff's Office - P.O. No. P520661		

On July 25, 2012, the Board approved the initial award in the amount of \$26,714.25. The award contained two 1-year renewal options. Subsequent actions have been approved. The Sheriff's Department is opening a new Domestic Violence Unit. This increase in the amount of \$40,000.00 will be used to purchase uniforms for the newly hired deputies. This increase in the amount of \$40,000.00 will make the award amount \$121,714.25. The contract expires on July 24, 2014, with one 1-year renewal option remaining.

MBE/WBE goals were not set because the initial award amount was below the threshold requirement for MWBOO goals.

9. AMERICAN HERITAGE EXCAVATING, LLC	\$100,000.00	
MANUEL LANDSCAPING, INC.	100,000.00	
	<u>\$200,000.00</u>	Increase
<hr/>		
Contract No. B50003260 - Snow Removal Services V - Department of Transportation - P.O. Nos. P525899 and P525900		

On December 18, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Due to the increased demand for snow removal services, this current snow season an increase in the amount of \$200,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$200,000.00 will make the award amount \$300,000.00. The contract expires on April 30, 2015 with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

10. NOAH GARRISON d/b/a THE
GARRISON COMPANY LANDSCAPE
DIVISION \$ 17,079.00 Renewal
Contract No. B50001317 - Mowing & Landscaping Service for
Enoch Pratt Free Library Branches - Enoch Pratt Free Library -
P.O. No. P513194

On March 17, 2010, the City Purchasing Agent approved the initial award in the amount of \$17,079.00. The award contained four 1-year renewal options. On April 13, 2011, the City Purchasing Agent approved the first 1-year renewal in the amount of \$17,079.00. Subsequent renewals have been approved. This is the fourth and final renewal for the period April 5, 2014 through April 4, 2015.

11. SHERWIN-WILLIAMS
COMPANY \$ 0.00 Extension
Contract No. B50000843 - Automotive Paint and Supplies -
Department of General Services, Fleet Management - P.O. No.
P507774

On March 4, 2009, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. On February 15, 2012, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period March 4, 2014 through June 30, 2014. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------|---------|
| 12. FERNO-WASHINGTON, INC. | \$ 174,240.00 | Renewal |
| Contract No. 08000 - Stretchers - Fire Department - P.O. No. P522930 | | |

On March 13, 2013, the Board approved the initial award in the amount of \$174,240.00. The award contained three 1-year renewal options. This renewal in the amount of \$174,240.00 is for the period March 13, 2014 through March 12, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------|-----------|
| 13. UNITED SITE SERVICES OF MARYLAND, INC. | \$ 0.00 | Extension |
| Contract No. B50000929 - Portable Chemical Toilets - Department of Recreation and Parks - P.O. No. P523874 | | |

On February 18, 2009, the Board approved the initial award in the amount of \$200,000.00. The award contained four 1-year renewal options. All renewal options have been approved. To ensure uninterrupted services to Baltimore City agencies an extension is necessary. This extension in the amount of \$0.00 will allow the City to complete the solicitation process. The extension is for the period February 17, 2014 through July 16, 2014. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

MWBOO GRANTED A WAIVER.

14. A HALCON CONTRACTORS, INC.	\$ 100,000.00	
M. LUIS CONSTRUCTION CO., INC.	100,000.00	
LORENZ LAWN & LANDSCAPE, INC.	<u>2,000,000.00</u>	
	\$2,200,000.00	Increase

Contract No. B50002652 - Snow Removal Services IV - Department of Transportation - P.O. Nos. P522527, P522528 and P522530

On January 9, 2013, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. On March 20, 2013, the Board approved an increase and rescission in the amount of \$150,000.00. Due to increased demand for snow removal services during the current snow season an increase in the amount of \$2,200,000.00 is necessary. The above amount is the City's estimated requirement. This increase in the amount of \$2,200,000.00 will make the award amount \$3,550,000.00. The contract expires April 30, 2015, with three 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

15.		Correction in
SIMPLY GOOD, LLC	Revenue	Term Renewal
<u>Solicitation No. B50001651 - Provide Concession Stand Staff and Services for Mt. Pleasant Ice Rink - Department of Recreation and Parks - P.O. No. P516025</u>		

On December 8, 2010, the Board approved the initial award. On December 5, 2012, the Board approved the first renewal term,

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

of two available two-year renewal options. However, the Board letter incorrectly stated that the renewal term was a one-year term beginning December 5, 2012, and that one, 1-year renewal term remained. The Board is requested to approve the correction to the previously approved renewal term, to the first of two, 2-year renewal terms.

On November 30, 2009, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

16. ASSOCIATED BLACK CHARITIES, \$	172,032.00	Increase for FY 13
INC. (ABC)	228,524.00	Renewal for FY 14
	4,931,852.00	Renewal for FY 14
	<u>\$5,332,408.00</u>	and correction

Solicitation No. B50002790 - Provide Fiscal Agent Services for the Ryan White Part A Operations - Health Department - P.O. No. P525581

On August 14, 2013, the Board approved the initial award. Subsequent actions have been approved. This increase is required for the ABC to award additional available funds to sub-grantees for the Ryan White Program for HRSA Fiscal Year 13. Additionally, this request is for the first of two, 1-year renewals. The above amount is the City's estimated requirement. The renewal is for the period March 1, 2014 through February 28, 2015, with one 1-year renewal option remaining.

Due to a clerical error, the initial Board letter specified three renewal terms, rather than the two stated in the contract. The Board is requested to approve the correction to two renewal terms.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

On August 22, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------|-----------|
| 17. THE BEST BATTERY, CO, INC. | | Extension |
| PENINSULA ALTERNATOR STARTER
CO., Inc. d/b/a PASCO INC.
(f/n/a DD & M, Inc.) | | Extension |
| P AND H AUTO-ELECTRIC, INC. | \$0.00 | Extension |
| Solicitation No. B50009933 - Automotive Starters and
Alternators - Department of General Services - P.O. Nos.
P506992, P506993, and P506994 | | |

On February 25, 2009, the Board approved the initial award. Subsequent actions have been approved. The extension is necessary to allow time to complete the solicitation process. The period of the extension is March 13, 2014 through May 31, 2014. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

- | | | |
|--|-------------|---------------------------|
| 18. ADSAVIA TECHNOLOGY
GROUP, LLC | \$75,000.00 | 1 st Amendment |
| Solicitation No. 08000 - BDC Lab Rejuvenation Project - Health
Department - BDC - Req. Nos. Various | | |

On September 12, 2012, the Board approved the initial award. The execution of the 1st Amendment will allow for upgrade and

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

incorporate additional features for functional enhancements to the Baltimore Disease Control Laboratory Management Software originally developed by the vendor. The original term was from November 1, 2011 through April 30, 2014. The 1st Amendment also extends the term for eight months to allow for implementation of the additional feature for the period of February 26, 2014 through December 31, 2014.

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

- | | | |
|---|--------|-----------|
| 19. ROBERT CHARLES LESSER &
CO., LLC | \$0.00 | Agreement |
|---|--------|-----------|
- Solicitation No. B50003163 - West Baltimore MARC Station Area Redevelopment Strategy - Department of Transportation - Req. No. R638888

The Board is requested to approve and authorize execution of an agreement with Robert Charles Lesser & Co., LLC. The period of the agreement is January 27, 2014 through July 26, 2014.

On November 20, 2013, the Board approved the initial award without executing the agreement. Therefore, this request is to execute the agreement only.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

20. W.W. Grainger, Inc.	\$5,050,000.00	Renewal
-------------------------	----------------	---------

Solicitation No. BPO-001B1400635 - Maryland State Contract - Maintenance, Repair and Operating Supplies - Department of General Services, Department of Public Works - P.O. No. P519531

On February 29, 2012, the Board approved the initial award in the amount of \$1,500,000.00. Subsequent actions have been approved. This is the sole three-year renewal option of a competitively bid contract. The renewal is for the period March 1, 2014 through February 28, 2017. The above amount is the City's estimated requirement.

On January 19, 2012, MWBOO set goals of 5% MBE and 0% WBE.

MBE: Marathon, Inc. \$73,760.00 6%
WBE: MWBOO set 0% goal.

MWBOO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board **DEFERRED** item no. 16 for 1 week. The Board also approved the First Amendment to Agreement with Adsavia Technology Group, LLC and the Agreement with Robert Charles Lesser & Co., LLC.

MINUTES

Department of Housing and - Fourth Update for Developer's
Community Development Agreement No. 1259

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the fourth update to Developer's Agreement No. 1259, O'Donnell Heights Project.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 18, 2013, the Board of Estimates (BOE) requested a fourth update be provided to the BOE in 60 days regarding the concerns raised by the O'Donnell Heights Tenants Council (OHTC) in its protest filed to the Developer's Agreement considered by the Board at its January 16, 2013 meeting.

In its initial protest of the Developer's Agreement, the OHTC identified the following primary concerns relating to the O'Donnell Heights Redevelopment effort:

- 1) The execution of a Development Advisory Agreement between the OHTC and the developer, which establishes certain roles, responsibilities, and rights of the O'Donnell Heights residents as it relates to the first phase of the redevelopment of O'Donnell Heights.
- 2) OHTC participation, review, and comment on development documents; notably, the development of the stand-alone Long Term Admissions and Continued Occupancy Policy document (LTA-ACOP) for the deeply subsidized units in Phase IA.
- 3) Providing requested project related transactional documents.
- 4) Concern for the long-term affordability of the project.

MINUTES

DHCD - cont'd

As summarized in DHCD's August 28, 2013 memorandum, the items listed above have been worked through in consultation with the OHTC and the developer. While the parties did not reach full agreement on all of the issues raised, all the issues were raised, discussed, and considered.

The OHTC's general concern was that the rights and protections provided under the public housing program will continue to be available to residents in the new units at Key's Pointe (new name for redeveloped portion of O'Donnell Heights). These new units will be subsidized with Project Based Section 8 voucher funds. HABC has structured the Housing Assistance Payment (HAP) contract, which is the agreement with the developer that commits to Section 8 payments, so that the units will be managed and operated primarily in accordance with the HUD regulations governing public housing units.

This past October, following a public hearing process, HABC submitted an Amendment to its Moving to Work (MTW) Agreement to HUD allowing HABC to create LTA Project Based Section 8 units at Key's Pointe for current and former O'Donnell Heights residents. The MTW amendment was approved by HUD on December 18, 2013.

Since the last update, the developer and the OHTC also finalized the lease and house rules.

As to OHTC's concern requiring that current and former residents be in "Good Standing" in order to move to the new development, this is an existing HABC policy for public housing units and has been a part of the LTA admissions and occupancy guidelines since the start of discussions with the OHTC.

The first 21 new units at Key's Pointe were completed in the middle of December. The remaining 55 units in this first phase will be completed between now and April 2014. The DHCD looks

MINUTES

DHCD - cont'd

forward to continuing to work with the OHTC to build out the rest of the development over the next decade.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the fourth update to Developer's Agreement No. 1259, O'Donnell Heights Project.

MINUTES



Legal Aid Bureau, Inc.
Statewide Advocacy Support Unit
Charles H. Dorsey, Jr. Building
500 E. Lexington Street
Baltimore, Maryland 21202
(410) 951-7777
(410) 951-7818 FAX
www.mdlab.org

Warren S. Oliveri, Jr., President
Wilhelm H. Joseph, Jr., Executive Director
C. Shawn Boehringer, Chief Counsel
Gustava E. Taler, Chief Operating Officer
Cheryl Hystad, Director of Advocacy
Gregory Countess, Assistant Director of Advocacy
Janet Forrester-Hartge, Assistant Director of Advocacy
Jennifer Goldberg, Assistant Director of Advocacy
Yoanna Moisesides, Assistant Director of Advocacy
Frank Natale, II, Assistant Director of Advocacy

To: Honorable President and Members of the
Board of Estimates
c/o Clerk, Board of Estimates
City Hall Room 204

From: Gregory Countess, attorney for the
O'Donnell Heights Tenant Council

Date: February 11, 2014

Subject: Developer's Agreement No. 1259 and
BOE motion

Dear Mr. President and Members:

My client the O'Donnell Height's Tenant Council (hereinafter "Council") have had a chance to review the memo submitted by Commissioner Graziano dated January 3, 2014. The report was actually received by counsel and his clients on February 3, 2014. The report correctly states the status of the events reported. Though as the report suggest there are areas in which both parties do not fully agree we remain hopeful that those concerns will be fully resolved before the Housing Authority submits any request from the City to assist in financing phase 1B of the project.

MINUTES

Developer's Agreement No. 1259 and
BOE motion
Page 2

At the BOE meeting of September 18, 2013 the City Solicitor asked the Council to explain why the BOE had the jurisdiction to inquire into this matter. In addition to the reasons expressed in the Council's January 18, 2013 protest we note that the Developer's Agreement involved BOE action to approve an agreement which would allow the Developer to install new utilities to service the new construction for Phase 1 of the O'Donnell Heights Public Housing Redevelopment. The BOE on September 12, 2012, approved a HOME Loan in the amount of One Million Five Hundred Thousand Dollars (\$1,500,000.00) to cover a portion of the hard construction cost for Phase IA of the O'Donnell Heights Public Housing Redevelopment.

According to the Department of Housing and Community Development in its submission to the Board, the Public Housing Redevelopment would be made available to former and current O'Donnell Heights residents. The BOE was also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all legal documents to effectuate this transaction. The BOE under the authority granted it by the Charter of Baltimore City has a fiduciary duty to assure that funds which it has authorized are spent in accordance with the BOE approval. The BOE also has a responsibility to ensure that DHCD has complied with the authority and obligations it has granted and imposed by approval of the HOME Loan. The Council in its protest raised serious concerns about whether the DHCD had fulfilled its obligations to insure that the O'Donnell Public Housing Redevelopment would be available to current and former O'Donnell Heights residents. The BOE by requiring continued review of this transaction met its obligation to ensure that DHCD met the conditions imposed by BOE's approval of DHCD's request.

Sincerely,



Gregory Countess

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Forbes Property Management, LLC, for the sale of the City-owned property located at 1717 North Register Street, in the Broadway East Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$3,310.00 - Purchase Price

BACKGROUND/EXPLANATION:

The property will be purchased and renovated with private funds.

The project will consist of the City-owned vacant building to be completely rehabilitated for residential use as a single-family dwelling for rental to the tenant at market rates.

The property was journalized and approved for sale on August 20, 2007.

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

The property was priced at \$4,500.00, pursuant to the Waiver Valuation Policy of Baltimore City and assessed by SDAT for \$3,000.00. The property will be sold for \$3,310.00.

The property is being sold below the price determined in accordance with the Appraisal policy of Baltimore City for the following reasons:

1. the revitalization will be to the specific benefit to the immediate community through residential, rental occupancy;

MINUTES

DHCD - cont'd

2. the elimination of blight and neighborhood stabilization;
and
3. economic development, return the property to productive use
and will return vacant buildings to the tax rolls.

The buyer proposes to spend approximately \$30,193.00 for acquisition and associated rehabilitation costs to complete the project.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Land Disposition Agreement with Forbes Property Management, LLC. for the sale of the City-owned property located at 1717 North Regester Street, in the Broadway East Neighborhood.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Nyree Goodin-McGrath, for the sale of the City-owned property located at 105 N. Bradford Street, Block 1707 Lot 094.

AMOUNT OF MONEY AND SOURCE:

\$500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The Department's Land Resources Division, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

In accordance with the City's Side Yard Policy, the City has agreed to convey the property known as 105 N. Bradford Street to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Nyree Goodin-McGrath, has agreed to the terms of the Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the Property by virtue of the following legal authorities; Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition), Article II, Section 15 of the Baltimore City Charter, 2011 Edition; and Article 13 of the City Code.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Nyree Goodin-McGrath, for the sale of the City-owned property located at 105 N. Bradford Street, Block 1707 Lot 094.

MINUTES

Department of Housing and - Interagency Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Interagency Agreement with the Department of Recreation and Parks. The period of the Interagency Agreement is effective upon Board approval through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$75,000.00 - 9910-910802-9588

BACKGROUND/EXPLANATION:

The funds will be used to improve the Towanda Recreation Center.

In 2007, the Maryland General Assembly passed the Maryland Education Trust Fund - Video Lottery Terminal Legislation (VLT) (Title 9, Section 1A-32), which provides Video Lottery Terminal Revenue (slots) funding to the City of Baltimore for 15 years beginning in Fiscal Year 2012 through Fiscal Year 2027 to support primarily capital community and economic development projects in the Pimlico community.

According to the legislation, 75% of the funds received by the City must be expended in the Park Heights Master Plan area, and the remaining 25% in neighborhoods and/or census tracts that are within a one-mile radius of the Pimlico Racetrack but are not included in the Master Plan area.

The Fiscal Year 2012 VLT budget included \$75,000.00 for improvement to recreation centers in the Park Heights community. When revenue estimates decreased by approximately 70% the improvements were deferred. The State provided the City with additional funding and based on additional revenue, the project is able to move ahead.

MINUTESDHCD - cont'd

The funds will be managed by the Department of Recreation and Parks which will use existing contracts to provide new flooring, upgraded electrical and to ensure that the facility located at 4100 Towanda Avenue, Baltimore, MD 21215, complies with accessibility requirements. The period of the agreement is effective upon Board approval through June 30, 2014.

The Department of Recreation and Parks is required to submit quarterly reports detailing expenditures and documenting how specific goals and objectives of the programs are being met.

MBE/WBE PARTICIPATION:

All funds will be subject to City procurement and MBE/WBE requirements.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$75,000.00	9910-903963-9587	9910-910802-9588
Pimlico Local	Park Heights	Towanda Recreation
Impact Aid -	Redevelopment	Center
VLT (Slot	Reserve	
Funding)		

This transfer will provide funds to support the project in the Park Heights Neighborhood to be carried out by the Department of Recreation and Parks (Proposal C: Towanda Recreation Center).

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Interagency Agreement with the Department of Recreation and Parks. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements.

1. CITY OF BALTIMORE DEVELOPMENT CORPORATION (BDC) \$ 50,000.00

Account: 9991-906982-9593-900059-706047

The purpose of this agreement is to provide Community Development Block Grant (CDBG) funds for the procurement of architectural services for the BDC's Façade Improvement Grant Program (FIG) that is also being funded by DHCD under its CDBG program. On June 5, 2013, the Board approved the use of CDBG funds for BDC's FIG Program. That agreement has been voided in order to separate the solicitation for contractors through CitiBuy, by the Bureau of Purchases, from the procurement of architects by the BDC. The period of the agreement is two years effective April 1, 2013.

MWBOO GRANTED A WAIVER.

2. CIVIC WORKS, INC. \$138,660.00

Account: 2089-208914-5930-425003-603051	\$ 93,000.00
2089-208914-5930-425034-603051	\$ 6,313.00
2089-208914-5930-425034-603051	\$ 30,347.00
2089-208914-5930-425081-603051	\$ 9,000.00

The purpose of this agreement is to subsidize the operating costs of the organization's programs under their Service Corps Americorps program funded by the Corporation for National and Community Service and the Governor's Office on Service and Volunteerism. Americorps members of the Community Lot program will receive landscape training while converting vacant lots in low and moderate-income areas into viable parks and gardens. Members of the Construction

MINUTES

DHCD - cont'd

Apprentice Program will learn basic housing rehabilitation skills under the on-going direction and supervision of Habitat for Humanity of the Chesapeake (HFHC) Construction Manager while rehabbing properties owned by the HFHC. The period of agreement is October 1, 2013 through September 30, 2014.

FOR FY 2014, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$77,298.00, AS FOLLOWS:

MBE: \$20,871.00

WBE: \$ 7,730.00

On June 26, 2013, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2013 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2013 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

3. LATINO ECONOMIC DEVELOPMENT OF WASHINGTON, D.C., INC. \$ 40,000.00

Account: 2089-208914-5930-727673-603051

The City will provide CDBG funds to subsidize the operating costs of the organization's Micro Lending Program. Under

MINUTES

DHCD - cont'd

the program, the organization will provide micro-loans to small, not yet bankable businesses owned by low to moderate income persons that reside in operate a small business in Baltimore City. The subgrantee's loan officer will provide services through the offices of the Southeast Community Development Corporation located at 3323 Eastern Avenue. The period of the agreement is February 1, 2014 through January 31, 2015.

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 aforementioned Block Grant Agreements.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,
UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

639 - 642

to the low bidders meeting the specifications,
and rejected the bid as indicated
for the reasons stated.

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|-------------------------|---------------------------------------|---------------|
| 1. | B50003162, Fire
Hose | Municipal Emergency
Services, Inc. | \$ 150,000.00 |
|----|-------------------------|---------------------------------------|---------------|

(Fire Department)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|--|----------------|
| 2. | B50003298, Various
Oils and Lubri-
cants | Tri County Petro-
leum, Inc. d/b/a
PetroChoice | \$2,000,000.00 |
|----|--|--|----------------|

PPC Lubricants,
Inc.

(Agencies - Various)

MWBOO GRANTED A WAIVER.

- | | | | |
|----|---|---|---------------|
| 3. | B50003305, O.E.M.
Parts and Service
for Exmark Mowers | Hickory Inter-
national d/b/a
Baltimore Turf
Equipment | \$ 200,000.00 |
|----|---|---|---------------|

BMR Inc. d/b/a
Lawn and Power
Equip

(Agencies - Various)

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

4. B50003321, New Security Equipment \$ 225,000.00
Holland Equip- Co.
ment O.E.M.
Parts and Service

(Department of General
Services, Fleet Management)

MWBOO GRANTED A WAIVER.

5. B50003316, Monad- **REJECTION** - Vendors were solicited by
nock Flex Cuffs posting on CitiBuy, eMaryland Market-
place and in local newspapers. The sole
bidder's unit prices were not
considered fair and reasonable.

(Police Department)

MWBOO GRANTED A WAIVER.Department of Transportation

6. TR 05309, Reis- Concrete General, \$9,041,628.00
terstown Road Inc.
Streetscape:
Northern Parkway
to City Line

DBE: Priority Construction Corp.	\$1,877,844.75	20.77%
Metro Petroleum, Inc.	64,745.97	0.72%
Island Builder Services, Inc.	25,650.00	0.28%
Bay City Construction, Inc.	201,750.00	2.23%
	<u>\$2,169,990.72</u>	<u>24.00%</u>

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

7. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 1,500,000.00	9950-903454-9509	
MVR	Constr. Res.	
	Reisterstown Road	
	Streetscape	
8,000,000.00	" "	
FED		
768,890.08	9950-944002-9507	
FED	Reserve for Closeouts	
<u>\$10,268,890.08</u>		
\$ 8,661,628.00	-----	9950-902454-9508-6
		Structure & Improv.
866,162.80	-----	9950-902454-9508-5
		Inspection
741,099.28	-----	9950-902454-9508-2
<u>\$10,268,890.08</u>		Contingencies
		Reisterstown Road
		Streetscape -
		Northern Parkway
		to City Line

This transfer will fund the costs associated with award of the project TR 05309, Reisterstown Road Streetscape - Northern Parkway to City Line, to Concrete General, Inc.

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 478,231.80	9962-903521-9563	
Others	Constr. Res.	
	Conduit Manhole	
	Reconstruction	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Transportation - cont'd

\$ 380,000.00	-----	9962-907064-9562-6
		Structure & Improv.
38,000.00	-----	9962-907064-9562-5
		Inspection
60,231.80	-----	9962-907064-9562-2
<u>\$ 478,231.80</u>		Contingencies
		Reisterstown Road
		Streetscape -
		Northern Parkway
		to City Line

This transfer will fund the costs associated with award of the project TR 05309, Reisterstown Road Streetscape - Northern Parkway to City Line, to Concrete General, Inc.

MINUTES

Mayor's Office of Information - Ratification
Technology (MOIT)

ACTION REQUESTED OF B/E:

The Board is requested to ratify service and approve payment to LiteCloud, Inc. (LiteCloud). The invoices are for the periods April 2012 - March 2013, April 2013, May 2013, June 2013, July 2013, August 2013, September 2013, October 2013, and November 2013.

AMOUNT OF MONEY AND SOURCE:

\$12,000.00 - 1001-000000-1474-167700-605008

BACKGROUND/EXPLANATION:

LiteCloud provides internet services for the City of Baltimore's Enterprise network. The invoices are for Lifetalk Hosted SIP Origination/Termination and Lifetalk Hosted VoIP.

MOIT was originally using the vendor LiteCast/Balticore, LLC (LiteCast) to supply these services. However, Litecast sold portions of their company to LiteCloud. The services that MOIT are using now fall under LiteCloud. MOIT was unable to cover invoices with LiteCloud until they were completely separated from the previous vendor. LiteCloud now has a federal ID number and is registered in CitiBuy. MOIT is now able to cover the open invoices to LiteCloud which total \$12,000.00. The payment covers the period of April 2012 through November 2013. Purchase Order No. P525460 has been created to cover December 2013.

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

UPON MOTION duly made and seconded, the Board **DEFERRED** this item for 2 weeks.

MINUTES

Minority and Women Business - Report on SC 913
Opportunity Office (MWBOO)

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Report on SC 913.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 12, 2014, the Board requested that the Minority and Women's Business Opportunity Office (MWBOO) report back to the Board regarding certain allegations proffered by Mr. Arnold Jolivet in connection with the Department of Public Works' recommendation to award contract SC 913 to Metra Industries, Inc. Peer Consultants, P.C. was named in Metra's bid as its MBE subcontractor.

Mr. Jolivet protested the award challenging Peer Consultants' M/WBE status. Peer Consultants is certified by the City as an African-American female-owned firm. Mr. Jolivet alleged that Peer Consultants is certified as an Asian American firm by the Maryland Department of Transportation (MDOT).

The MWBOO reviewed the MDOT directory. The MDOT MBE/WBE certification directory shows Peer Consultants as being certified as an African-American female-owned firm.

President: "The first item on the non-routine agenda can be found on Page 83 and that's the report from the Minority and Women's Business Opportunity Office."

MINUTES

MWBOO - Report on SC913 - cont'd

Mr. Corey: "Good morning Mr. President, and members of the Board. Uh, my name is Thomas Corey, Chief of the Minority and Women's Business Opportunity Office. I'm here to report back to the Board on a matter that it asked me to um, come back and address the Board on, that is in regards to Contract SC 913. Uh, the report reads as follows: On February 12, 2014, the Board of Estimates requested that the Minority and Women's Business Opportunity Office report back to the Board regarding certain allegations proffered by Mr. Arnold Jolivet in connection with the Department of Public Works' recommendation to award Contract SC 913 to Metra Industries, Inc. Peer Consultants, P.C. was named in Metra's bid as its MBE sub-contractor. Mr. Arnold Jolivet protested the award challenging Peer Consultants' MBE status. Peer Consultants is certified by the City as an African-American female-owned firm. Mr. Jolivet however, alleged without presenting any proof, that Peer is certified as an Asian-American firm by the Maryland Department of Transportation (MDOT). The MDOT -- MDOT MBE/WBE certification directory shows Peer Consultants as being certified as an African-American female-owned firm. Attached for your review and consideration is a copy of Peer's MDOT certification

MINUTES

MWBOO - Report on SC913 - cont'd

profile. If you have any further questions or concerns, I'm here to answer your questions."

President: "Any questions?"

City Solicitor: "Thank you."

Mr. Corey: "Thank you."

President: "The report has been **NOTED**. Thank you."

* * * * *

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Yolanda F. Cason*	2014 International	Parking	\$7,178.56
Aubrey Sparenberg	Parking Institute	Fund	
Lori J. Faison	Conference & Expo.		
Valerie D. Henry	Dallas, TX		
	June 01 - 5, 2014		
	(Reg. Fees \$540.00 ea.)		
	(Reg. Fees \$640.00*)		

The subsistence rate for this area is \$194.00 per day. The hotel rate is \$199.00 per night plus 12% per night hotel tax. The Department of Transportation is requesting additional subsistence in the amount of \$20.00 to cover the hotel accommodations, and \$40.00 per day cover the cost of food. The additional subsistence totaling \$180.00 has been added to the total.

The Department of Transpiration is requesting subsistence in the amount of \$160.00 only for Ms. Valerie D. Henry. She will share a room with Ms. Lori J. Faison.

Fire and Police Employees' Retirement System

2. Peter Keith	Protecting Securities Portfolios	Special Funds -	\$1,385.00
	Against Fraud	Fire &	
	Seminar	Police	
	New York, NY		
	Mar. 30 - Apr. 1, 2014		
	(Reg. Fee \$499.00)		

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
3. Donald Salamone	AAABA Annual Mtg. Tampa, FL Feb. 27 - Mar. 2, 2014	Base- ball Funds	\$1,065.71

Mr. Salamone will visit other sites/locations to meet with Heads of other Franchises to view the different baseball fields and facilities. At this time, some of the locations have been determined. The other sites are given to attendees while at the Annual Meeting. All information will be used to enhance the baseball programs offered by the City of Baltimore. Mr. Salamone therefore requests approval for a rental vehicle in the amount of \$123.71.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip. (AM-240-8)

Police Department

4. Bradley Hood	Top Gun Training Fort Indiantown, PA May 4 - May 10, 2014		\$ 0.00
-----------------	---	--	---------

Board of Elections

5. Aureilia Jones Hakima Shaulis Frankie Powell Lawrence Cager, Sr. Deitra Redmond Terri Marciszewski Armstead B. Jones, Sr.	MD Assoc. of Election Officials Annual Conf. Ocean City, MD Mar. 24 - 28, 2014 (Reg. Fee \$225.00 ea.) (Reg. Fee \$110.00 ea.)*	Subsis- tence Allowance Travel	\$9,804.30
--	---	---	------------

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Board of Elections</u> - cont'd			
Abigail Goldman			
Catherine Brown			
Rochelle Lucas			
Tara Andrews*			
Ann MacNeille*			
Eleanor Wang			

The above-attendees will attend Election related seminars regarding new Mandated Laws, Early voting, etc. Ms. Andrews and Ms. MacNeille are Board Members that are required to stay only one night. Ms. Wang is also a Board Member however, she will be required to stay two nights because she will be a guest speaker.

Department of Public Works

6. John Huang	The Utility Management Conf. 2014 Savannah, GA Feb. 25 - 28, 2014 (Reg. Fee \$1,020.00)	Water Engineering	\$2,015.00
---------------	---	-------------------	------------

DPW-Bureau of Water & Wastewater

7. Velda B. Smith	Pittcon Conference & Expo 2014 Chicago, IL Mar. 2 - 7, 2014 (Reg. Fee \$300.00)	Water Utility Fund	\$1,921.00
-------------------	---	--------------------	------------

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>DPW-Bureau of Water & Wastewater - cont'd</u>			
8. Samuel O. Atolaiye	Design-Build for Water/Wastewater Conference San Jose, CA Mar. 17 - 19, 2014 (Reg. Fee \$725.00)	Water & Waste- water Constr. Mgmt.	\$2,805.04

The subsistence rate for this location is \$200.00 per night. The hotel cost is \$219.00, not including hotel tax \$99.03 and Tourism Business Improvement District tax of \$2.00 per night. The Department is requesting \$57.00 to cover the cost of the hotel and \$40.00 per day for meals. In addition, the Department is requesting \$40.00 for meals on the date of departure because he will be in travel status until 11:55 PM.

RATIFICATION OF TRAVELHealth Department

9. Lori Toscano	Bi-National Seminar Brazil and USA Brasilia, Brazil Feb 2 - 6, 2014	\$ 0.00
-----------------	--	---------

Ms. Toscano was invited to be a speaker by the sponsor. All of her costs were paid by the sponsor, JAPER. This travel request is late because of delays in the administrative review process.

MINUTES**TRAVEL APPROVAL AND REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
10. Cathy Costa	CityMatCH 2 nd Equity Institute Training New Orleans, LA Jan 15 - 17, 2014	Care first	\$912.86

TRAVEL APPROVAL

\$487.20 - Airfare
 7.00 - Parking
 318.00 - Hotel
 47.34 - Occupancy Taxes
 53.32 - Food
\$912.86

TRAVEL REIMBURSEMENT

\$912.86
-487.20 airfare
\$425.66 - Disbursement to Ms. Costa

Ms. Costa's airfare in the amount of \$487.20 was prepaid on a City-issued credit card assigned to Ms. Jacqueline Duval-Harvey. The amount to be disbursed to Ms. Costa is \$425.66.

Ms. Costa's travel is late because she was waiting for the sponsor, CityMatCH to finalize group hotel reservations. The reservations were not completed until the week prior to the event.

MINUTES

The Board, UPON MOTION duly made and seconded, approved the travel requests, ratification of travel, approval and travel reimbursements. The Comptroller **ABSTAINED**.

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

* * * * *

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

- | | |
|---------------------------------------|--|
| <u>Bureau of Water and Wastewater</u> | - SC 922R, Large Diameter Sewer Cleaning in the Low Level Sewer Shed
<u>BIDS TO BE RECV'D: 03/05/2014</u>
<u>BIDS TO BE OPENED: 03/05/2104</u> |
| <u>Department of Transportation</u> | - TR 12313, Herring Run Green way - Phase I
<u>BIDS TO BE RECV'D: 03/12/2014</u>
<u>BIDS TO BE OPENED: 03/12/2014</u> |
| <u>Bureau of Purchases</u> | - B50003210, Fencing Installation and Repair
<u>BIDS TO BE RECV'D: 03/12/2014</u>
<u>BIDS TO BE OPENED: 03/12/2014</u> |

MINUTES

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

Department of Transportation - TR 13306, Resurfacing Highways at Various Locations, Southeast -Sector III

Manual Luis Construction Co.
P. Flanigan & Sons, Inc.
Machado Construction Co., Inc.
Civil Construction, LLC

Department of Transportation - TR 14018, Materials Testing 2014 Various, Projects Citywide Southeast -Sector III

Froehling & Robertson, Inc.
Sabra Wang & Associates, Inc.

Bureau of Water and Waste-Water - WC 1226, McElderry & Various Streets Water Main

Spiniello Infrastructure Worldwide
Monumental Paving and Excavating, Inc.
Civil Construction, LLC

Bureau of Water and Wastewater - WC 1250, Edmondson Village Neighborhood & Vicinity Water Main Replacement

Spiniello Infrastructure Worldwide
Monumental Paving and Excavating, LLC
Civil Construction, LLC

MINUTES

Bureau of Purchases - B50003329, Heavy Duty
Transmission and
Differentials Rebuild and
Repair Service

Holabird Enterprises of MD
t/a Trans-Tech Transmission
Center
Johnson & Towers, Inc.
Columbia Fleet Service
Midasco, LLC
Traffic Systems, Inc.

Bureau of Purchases - B50003362, Engineered Wood
Fiber for Various Play-
grounds

Playground Specialists, Inc.

Bureau of Purchases - B50003375, OEM Parts and
Service for GM/Chevrolet
Vehicles

Heritage Dodge, GM
Heritage Chevrolet
Valley Chevrolet dba
AutoNation Chevrolet
Timonium

Bureau of Purchases - B50003374, OEM Parts and
Service for Ford Vehicles

NO BIDS RECEIVED.

Bureau of Purchases - B50003359, Services to
Repair Exterior Panels at
the Baltimore Convention
Center

NO BIDS RECEIVED.

MINUTES

Bureau of Purchases - B50003378, OEM Parts and Service for Chrysler Group Vehicles

*Heritage Chrysler Dodge
Jeep Ram
*Heritage Dodge

UPON FURTHER MOTION duly made and seconded, the Board declared the bid of Heritage Chrysler Dodge Jeep Ram and Heritage Dodge **NON-RESPONSIVE** due to the company's failure to proffer a bid guarantee as mandated by the solicitation requirements.

Bureau of Purchases - B50003322, Lean Consultants Facilitators Trainers

Global Productivity Solutions
Operational Performance
Solutions, Inc.
Abidian Institute
Neovista Consulting, LLC

Bureau of Purchases - B50003366, Transfer Trailers and Tankers Parts and Services

Waste Equipment Sales & Service
Hale Trailer Brake & Wheel
Columbia Fleet Service


MINUTES

<u>Bureau of Purchases</u>	- B50003190, Residential Water and Sewer Service Line <u>Protection Program</u>
----------------------------	---

Homeserve USA
 Dominion Products and Services, Inc.
 Utility Service Partners
 Private Label, Inc.
 American Water Resources

* * * * *

There being no objections, the Board UPON MOTION duly made
 and seconded, the Board adjourned until its next regularly
 scheduled meeting on Wednesday, March 5, 2014.


 JOAN M. PRATT
 Secretary