

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "Good morning. In the interest of promoting the order and efficiency in these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. I will direct the Board members attention to the memorandum from my office dated November 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."

City Solicitor: "MOVE approval of all 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."

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MINUTES

BOARDS AND COMMISSIONS1. 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:

Adams-Robinson Enterprises, Inc.	\$105,966,000.00
Badger Daylighting Corp.	\$ 1,500,000.00
Electrico, Inc.	\$ 8,000,000.00
J. Vinton Schafer & Sons, Inc.	\$ 21,051,000.00
JCM Control Systems, Inc.	\$ 2,637,000.00
Nichols Contracting, Inc.	\$ 8,000,000.00
Restoration East, LLC	\$ 8,000,000.00
S.J. Louis Construction, Inc.	\$ 19,611,000.00

2. Prequalification of Architects and Engineers

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

Gerhold, Cross & Etzel, Ltd., Inc.	Property Line Survey
Glyndon Engineering & Technology, Inc.	Engineer
Hope Furrer Associates, Inc.	Engineer

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

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the Agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

1. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC. (AIDS INTERFAITH)** **\$ 44,618.00**

Account: 4000-424515-3023-599605-603051

Under the Ryan White Part B Program, AIDS Interfaith will provide clients with information about their conditions, inform them how they can become self-sufficient, and proper methods to access resources for support. AIDS Interfaith will also provide intensive intervention through structured programs that will assist in reengaging clients in their community and build their self-esteem.

2. **CHASE BREXTON HEALTH SERVICES, INC. (CHASE BREXTON)** **\$101,250.00**

Account: 4000-424515-3023-599627-603051

Under the Ryan White Part B Program, Chase Brexton will provide quality dental health care to HIV positive residents of Baltimore City, with a focus on those patients that need dental appliances and dental labs.

MWBOO GRANTED A WAIVER.

3. **CHASE BREXTON HEALTH SERVICES, INC. (CHASE BREXTON)** **\$320,585.00**

Account: 4000-424515-3023-599603-603051

Under the Ryan White Part B Program, Chase Brexton will provide comprehensive HIV primary medical care to maximize the quality of life for HIV-positive residents of Baltimore City.

MINUTES

Health Department - cont'd

MWBOO GRANTED A WAIVER.

4. **CHASE BREXTON HEALTH SERVICES, INC. (CHASE BREXTON)** **\$ 49,348.00**

Account: 4000-424515-3023-599619-603051

Under the Ryan White Part B Program, Chase Brexton will provide services to reduce the impact of addictions as a barrier to patients establishing and maintaining a positive engagement in their health care. Chase Brexton will provide evaluations, crisis interventions, individual, and group counseling that focuses on addressing the unmet needs of African American men having sex with men.

5. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$236,467.00**

Account: 4000-424515-3023-599604-603051

Under the Ryan White Part B Program, the JHU will provide comprehensive, HIV primary care to train and educate providers in HIV care and to conduct research to advance the treatment and prevention of HIV infection.

MWBOO GRANTED A WAIVER.

6. **LIGHT HEALTH AND WELLNESS COMPREHENSIVE SERVICES, INC.** **\$ 61,000.00**

Account: 4000-424514-3023-599606-603051

Under the Ryan White Part B Program, the organization will provide Non-Medical Case Management (Client Advocacy) services to 45 low-income individuals who are infected with HIV/AIDS.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

7. **SINAI HOSPITAL OF BALTIMORE** **\$ 29,740.00**
INC. (SINAI)

Account: 4000-425615-3023-599611-603051

Under the Ryan White Part D Program, Sinai will provide services to 20 eligible clients who lack insurance or who are underinsured, either having private insurance, Maryland Health Insurance Plan, or Medicare, as well as provide services, on an interim basis to those clients who are applying for Medical Assistance but whose coverage has not yet been activated.

The agreements are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B, A, and D services. The providers are asked to submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

8. **JOHN HOPKINS UNIVERSITY (JHU)** **\$ 20,890.00**

Account: 4000-427714-3023-599621-603051

Under the Ryan White Part A Program, the JHU will identify and link to care HIV-positive residents of the Baltimore Eligible Metropolitan Area who have HIV but are not in care. The JHU will also test people engaged in high-risk activities who do not know their HIV status. The period of the Agreement is March 1, 2014 through February 28, 2015.

This Agreement is late because of the delay in the allocation of funds to providers.

MINUTES

Health Dept. - cont'd

9. **BALTIMORE CITY COMMUNITY COLLEGE, INC. (BCCC)** **\$ 50,000.00**

Account: 6000-633015-3024-295900-603026

The BCCC will provide classes at the Waxter Senior Center. These classes will be offered to members and non-members 55 years of age and older in the area of community education. The period of the Agreement is September 1, 2014 through August 31, 2016.

The Agreement is late because the Department was finalizing class courses and also was waiting for the signature from the provider.

MWBOO GRANTED A WAIVER.

10. **WALGREENS COMMUNITY OFF-SITE CLINIC** **\$0.00**

Under the Community Off-Site Clinic Agreement, Walgreens will donate the vaccine and professional services to flu clinics for uninsured and underinsured adults.

The participants will provide evidence of coverage under a third party insurance or a government funded program (e.g. Medicare). Walgreens will submit the claim for that participant.

Under the Community Off-Site Clinic Agreement, Walgreens will provide flu immunizations at designated community locations in Baltimore City. Walgreens will provide the appropriate number of qualified health care professionals and technicians to provide covered vaccine services. The period of the Agreement is effective upon Board approval for one year.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements. The President **ABSTAINED** on item nos. 5 and 8.

MINUTESHealth Department - Amendment to Agreement and Acceptance of
Amendment to Notice of Grant Award

The Board is requested to approve and authorize execution of the Amendment to Agreement and authorize acceptance of the Amendment No. 3 to Notice of Grant Award.

AMENDMENT TO AGREEMENT1. **JAMES MORLICK** **\$ 870.00**

Account: 5000-536015-3044-295900-603018

On June 11, 2014, the Board approved the original Agreement with Mr. Morlick in the amount of \$30,305.00. The Department is requesting an additional \$870.00, making the total Agreement amount \$31,175.00. Mr. Morlick will provide technical support to Maryland Access Point staff, participate in workgroups sponsored by the Maryland Department of Aging, and make recommendations as warranted. The period of the Agreement is July 1, 2014 through June 30, 2015.

AUDITS REVIEWED AND HAD NO OBJECTION.

AMENDMENT NO. 3 TO NOTICE OF AWARD2. **THE CENTERS FOR DISEASE CONTROL AND PREVENTION,** **\$ 0.00**
NATIONAL CENTER FOR ENVIRONMENTAL HEALTH (NCEH)

On October 8, 2014, the Board approved the terms and conditions of the Revised Notification of Award, Amendment No. 2 for a four-month no-cost extension, as recommended by the NCEH Program Officer, to change the end of the budget and project period from August 31, 2014 to December 31, 2014.

The purpose of this Amendment No. 3 to Notice of Award is to extend the no-cost extension budget project period end date from December 31, 2014 to March 31, 2015 per the NCEH Program Officer. All other terms and conditions of the agreement will remain unchanged.

MINUTES

Health Department - cont'd

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

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement and authorized acceptance of the Amendment No. 3 to Notice of Grant Award.

MINUTES

Health Department - Revised Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Revised Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA). The period of the Grant is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$ 4,522.00	-	4000-433514-3024-268400-404001	Title III B/Access to Senior Services
9,063.00	-	4000-432914-3024-268400-404001	Title III C-1/Congregate Meals
2,897.00	-	4000-434314-3254-316200-404001	Title III C-2/Home Delivered Meals
341.00	-	4000-436214-3255-316200-404001	Title III D/Health Promotion & Education
1,877.00	-	4000-436114-3255-316200-404001	Title III E/National Family Caregivers
297.00	-	4000-433914-3023-273300-404001	
\$18,997.00	-		Title VII Ombudsman/Elder Abuse

BACKGROUND/EXPLANATION:

The original NGA was approved on March 5, 2014 in the amount of \$995,810.00. On June 11, 2014, the Board approved the revised NGA for a total amount of \$3,630,835.00.

The final 2014 NGA supersedes the previously approved grant and increases the total grant award to \$3,649,832.00.

This grant is contingent upon approval of the FY 2014 Federal Appropriation of funds for the Administration of the Older Americans Act.

MINUTES

Health Dept. - cont'd

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

The revised NGA is late because it was recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Revised Notification of Grant Award from the Maryland Department of Aging.

MINUTES

Bureau of the Budget and - State Fund Appropriation Transfer
Management Research (BBMR)

ACTION REQUESTED OF B/E:

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer State funds within the Baltimore City Health Department from Service 715 (Health Administration) to Service 718 (Chronic Disease Prevention).

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - From Account: 5000-500015-3001-599000-405001
Unallocated State Funds

To Account: 5000-570115-3041-605800-405001
Pregnancy and Tobacco Cessation
Help (PATCH) Grant

The source of funds is a grant award from the Maryland Department of Health and Mental Hygiene was accepted by the Board on August 20, 2014.

BACKGROUND/EXPLANATION:

The transfer is necessary to provide funding for a meeting the Department will host to mobilize partnerships and existing resources at the local level to better address tobacco use screening, education, prevention, and smoking cessation services among pregnant women.

Initially, State funding was appropriated within an unallocated State fund account in the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant award.

APPROVED FOR FUNDS BY FINANCE

MINUTES

BBMR - cont'd

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer State funds within the Baltimore City Health Department from Service 715 (Health Administration) to Service 718.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Mr. Julius Faulk, Developer, for the sale of the City-owned properties located at 502-504 E. North Avenue.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all its rights, title, and interest in the properties. A good faith deposit of \$1,000.00 has been paid by the Developer.

The Developer wishes to purchase the vacant building 502-504 E. North Avenue for the purpose of rehabilitating it into a mixed-use development. The rehabilitated property will house a restaurant on the ground floor and rental apartment units on the 2nd and 3rd floors. The apartment units will be offered at \$1,200.00 per month. The purchase price and improvements to the site will be financed through private sources.

Baltimore City is authorized to dispose of the property by virtue of Article 13, § 2-7 (h) (2) (ii) (c) of the Baltimore City Code.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City by the Waiver Valuation Process. The price determined by the Waiver Valuation Process is \$10,567.00 and the purchase price is \$10,000.00. The property is being sold for below the Waiver Valuation Price because of the following reasons:

MINUTES

DHCD - cont'd

1. the renovation will be to the specific benefit to the immediate community,
2. this transaction will eliminate blight from the block and eliminate blight from the neighborhood,
3. this sale and rehabilitation will return vacant buildings to the tax rolls, and
4. the properties are being sold less than the waiver determined value because of their conditions, which will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

The Developer will purchase the property for a price that is less than \$50,000.00 and will not receive City funds or incentives for the purchase or rehabilitation; therefore MBE/WBE participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Mr. Julius Faulk, Developer, for the sale of the City-owned properties located at 502-504 E. North Avenue.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Glen Grayman, Custodian for Nathan Grayman	2046 E. Eager St.	G/R \$96.00	\$ 880.00
Funds are available in account 9910-906409-9588-900000-704040, EBDI Project.			
2. Kathryn H. Gerling	917 N. Washington Street	G/R \$42.00	\$ 350.00
3. Nancy and Ira Oring	921 N. Washington St.	G/R \$78.00	\$ 715.00
	927 N. Washington St.	G/R \$42.00	\$ 385.00
4. Mediation Works, LLC	941 N. Washington St.	G/R \$78.00	\$ 715.00

Funds are available in account 9910-906409-9588-900000-704040,
EBDI Project, Phase II.

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

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4498 - 4499

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 300,000.00	9950-903550-9509	9950-909710-9514-2
GF (HUR)	Constr. Reserve -	Contingencies
	Neighborhood Street	Kent Street
	Reconstruction	Streetscape

This transfer will provide funds to cover cost associated with Change Order No. 2 and other expenses related to project TR 11313, Kent Street Transit Plaza and Pedestrian Corridor with P. Flanigan & Sons, Inc.

2. \$ 15,000.00	9950-903293-9528	9950-916051-9527
MVR	Constr. Reserve	East Baltimore Life
	East Baltimore	Science Park - 2A
	Development	

This transfer will cover the costs of prints and preliminary expenses and other related costs necessary to advertise the project, East Baltimore Life Science Park-2A, in the amount of \$15,000.00.

Department of Housing and Community Development (DHCD)

3. \$3,250,000.00	9910-918016-9587	
State Funds	Blight Elimination	
	Mortgage Service	
	Settlement - Reserve	
\$3,000,000.00	-----	9910-910505-9588
		MSS Demolition
<u>250,000.00</u>	-----	9910-905507-9588
\$3,250,000.00		MSS Acquisition

This transfer will provide appropriations for demolitions and acquisitions as approved in the Mortgage Services Settlement Agreement with the State for fiscal year 2015.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u> - cont'd		
4. \$ 600,000.00	9910-903975-9587	9910-905121-9588
31 st Comm.	Capital Admin. -	Capital Admin.
Dev. Bonds	Reserve	

This transfer will move appropriations in accordance with the FY 2015 Ordinance of Estimates for administrative costs associated with the management of HCD's bond funded capital projects and programs.

Baltimore Development Corporation

5. \$ 490,000.00	9910-905048-9600	9910-907104-9601
24 th EDF	Constr. Reserve Acme	W. Balto. Industrl.
	Business Center	Coml.
	Improvements	

This transfer of funds will be used for an ongoing economic development project at the ACME business complex, located at 2201 Mosher Street. The funds will be used to demolish an existing building and clear the site for future redevelopment. The Department of General Services will oversee the demolition process.

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 a Grant Award from the Governor's Office of Crime Control and Prevention. The period of the Grant Award is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$72,731.00 - 5000-509115-6397-483200-405001

BACKGROUND/EXPLANATION:

Under this grant award, the funds will be used to provide services to males who are on electronic monitoring/community detention, or have been released to their parents while awaiting their court hearing. Services will include gender specific programming with a focus on the needs of young men in the areas of mental health, education, social and career development.

The Grant Award is late because of the late notification of approval from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

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UPON MOTION duly made and seconded,
the Board approved the
Extra Work Orders and Transfer of Funds
listed on the following pages:

4502 - 4503

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,
and MWBOO, unless otherwise indicated.

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

MINUTES**EXTRA WORK ORDERS**

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

Department of General Services

3.	EWO #001, \$135,231.25 - GS	12817, Guilford Avenue Garage		
	<u>Repairs</u>			
	\$898,000.25 -	Mid-Atlantic	132	75
		General Con-		
		tractors, Inc.		

MINUTES

Mayor's Office of Human Services - Correction to Board Memo

ACTION REQUESTED OF B/E:

The Board is requested to approve a Correction to the Board Memo for Marian House, Inc.

AMOUNT OF MONEY AND SOURCE:

Amount Approved on October 8, 2014

\$81,573.52

Corrected Amount

\$226,849.01 - 4000-496314-3573-591219-603051

BACKGROUND/EXPLANATION:

On March 12, 2014, the Board approved an advance of funds to Marian House, Inc. in the amount of \$36,454.98. On October 8, 2014, the Board approved the Agreement with Marian House, Inc. requesting the remaining amount of \$81,573.52 for the period April 1, 2014 through March 31, 2015. With the advance, the total award amount was shown as \$118,028.50. The requested approval amount of \$81,753.52 was incorrect.

The correct amount for the Board Memo that requested approval of the Agreement should have been for the remaining amount of \$226,849.01, which made the total award amount of the Agreement with Marian House, Inc. \$263,303.99.

This error was made at the administrative level. All other terms and conditions of the Agreement remain unchanged.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Correction to the Board Memo for Marian House, Inc.

MINUTES

Department of Public Works/Office - Task Assignment
Of Engineering & Construction

The Board is requested to approve the following assignment of tasks to the Consultants, under the indicated Projects:

<u>Consultants</u>	<u>Task No. & Project Description</u>	<u>Amount</u>
1. HAZEN & SAWYER PC	Task No. 005, Project 1406 On-Call Project & Construction Management Assistance Services Inspection Services	\$304,621.00

Account: 9956-904623-9551-900020-705032

Under Task No. 005, the Consultant will provide inspection services for SC 920, Improvements to the Gwynns Falls Sewershed Collection System - Area A. The project completion date will expire on June 3, 2017. The duration of this task is approximately 15 months.

2. HAZEN & SAWYER PC	Task No. 006, Project 1406 On-Call Project & Construction Management Assistance Services Inspection Services	\$209,505.59
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Account: 9956-903645-9551-900020-705032

Under Task No. 006, the Consultant will provide inspection services for SC 899, Improvements to Sanitary Sewers in the Western Area in the Jones Falls Sewershed. The original contract will expire on June 3, 2017. The duration of this task is approximately six months.

MINUTESDPW/OEC - cont'd

<u>Consultants</u>	<u>Task No. & Project Description</u>	<u>Amount</u>
3. RUMMEL, KLEPPER & KAHL, LLP	Task No. 039, Project 1301 On-Call Project & Construc- tion Management Assistance Inspection Services	\$220,895.93

Account: 9956-905644-9551-900020-705032

Under Task No. 039, the Consultant will provide inspection services for SC 900, Improvements to Sanitary Sewers in Upper Jones Falls and Maryland Avenue Areas. The project completion date will expire on May 1, 2016. The duration of this task is approximately seven months.

4. ARCADIS - US	Task No. 016, Project No. 1303, On-Call Project & Construction Management Assistance Inspection Services	(\$871,156.97)
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Account:	9960-904706-9557-900020-705032 (WC 1202, Task No. 005)	(\$172,916.65)
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	9960-905658-9557-900020-705032 (WC 1255, Task 004)	(\$139,154.07)
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	9956-905641-9551-900020-705032 (SC 875, Task 007)	(\$559,086.25)
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This task is a credit for unused funds from Task 004, 005, and 007. Task No. 004 expired on August 21, 2014; Task No. 005, expired September 27, 2014, and Task No. 007 will expire on February 26, 2015. The combined credit will increase the overall agreement upset limit and allow other tasks to be developed.

MINUTES

DPW/OEC - cont'd

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 FOUND VENDORS 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 foregoing Task Assignments to the listed Consultants, under the indicated Projects.

MINUTESMayor's Office on Criminal Justice - Interagency Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Interagency Agreement with the Office of the State's Attorney of Baltimore City. The period of the Agreement is July 1, 2014 to June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$73,000.00 - 5000-596915-2252-690703-607001

BACKGROUND/EXPLANATION:

The Mayor's Office on Criminal Justice's "HYPER Coalition" program is a juvenile-based program that addresses high incidences of crime in Baltimore City and surrounding areas. The program tracks juvenile offenders by utilizing a security integration model of multi-agency collaboration with state and local enforcement agencies, public safety agencies, and community partners. The grant funds provide salary support, overtime, operating expenses, travel, and contractual services. The Baltimore City State's Attorney's Office will utilize a portion of the funding for salary support.

The agreement is late because of the late receipt of the award documents.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Interagency Agreement with the Office of the State's Attorney of Baltimore City.

MINUTESDepartment of General Services - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 2226 Kirk Avenue	Maryland Transit Authority	Sheeting and shoring 495 linear ft., Tie-backs 44 linear ft.

Annual Charge: \$1,045.00

Since no protests were received, there are no objections to approval.

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

MINUTES

Bureau of the Budget and - Fiscal 2016 Budget Calendar
Management Research

In accordance with Article VI, Section 2, of the Charter of Baltimore City (1996 Edition), the submitted schedule for preparing the Fiscal Year 2016 Budget is recommended for adoption by the Honorable Board. These dates are preliminary and subject to change.

DATE**ACTION**

November-March	Department of Finance and Mayor's Office solicit budget proposals from Agencies. Proposals are then reviewed to prepare recommended budget
04/01/2015	Transmittal of Department of Finance recommendations to Board of Estimates
04/01/2015	Board of Estimates reviews the Department of Finance recommendations through
05/05/2015	Board of Estimates holds budget hearings
04/14/2015	Taxpayer's Night - 6:00 P.M.
05/06/2015	Board of Estimates adopts proposed Ordinance of Estimates
05/07/2015	Publication of copy of proposed Ordinance of Estimates in two daily Baltimore City newspapers

MINUTES

Bureau of the Budget and - cont'd
Management Research

05/11/2015 Introduction of proposed Ordinance of Estimates
to City Council

05/11/2015 Delivery of Agency Detail Book

05/11/2015 City Council review of proposed Ordinance of
Estimates

through City Council schedules public hearings

06/25/2015 Passage of Ordinance of Estimates for fiscal
year ending June 30, 2016

UPON MOTION duly made and seconded, the Board adopted the
submitted schedule for preparing the Fiscal Year 2016 Budget.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

4514 - 4539

All of the Personnel matters were approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts were approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on item no. 1.

The President **ABSTAINED** on item no. 1.

The Comptroller Voted **NO** on item no. 1.

MINUTES**PERSONNEL**Board of Liquor License Commissioners

	<u>Hourly Rate</u>	<u>Amount</u>
1. SHELTON JONES, JR.	\$38.10	\$ 72,656.70

Account: 1001-000000-2501-259500-601009

Mr. Jones, retiree, will work as a Contract Services Specialist I (Chief Inspector). His duties will include, but will not be limited to acting as a lead and manager of the Inspection Division of the Board of Liquor License Commissioners. Mr. Jones will also plan, organize, and direct the actions of the Inspection Division, research, compose, and prepare investigation reports. In addition, he will manage the day-to-day operations and abide by all federal, state, and local statutes, ordinances, rules, and regulations, applicable codes of ethics, as well as City policies, resolutions, and procedures.

Mr. Jones is a retired Baltimore City Police Officer. Mr. Jones will work 1,907 hours, which is above the 1,200 maximum hours in AM 212-1. The hourly rate of \$38.10 exceeds the maximum hourly rate of \$30.72. The period of the agreement is effective upon Board approval for one year.

A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS A RETIREE MAY WORK AS STIPULATED IN AM 212-1 OF THE ADMINISTRATIVE MANUAL IS REQUESTED.

MINUTES**PERSONNEL**

Board of Liquor License Commissioners - cont'd

President: "The first item on the non-routine agenda can be found on Page 28, Personnel, Item 1. Will the parties please come forward?"

Ms. Michelle Bailey-Hedgepeth: "Good morning. Um --"

Comptroller: "State your name."

Ms. Bailey-Hedgepeth: "Good morning. My name is Michelle Bailey-Hedgepeth. I am the Executive Secretary for the Baltimore City Liquor Board, and I would like to make a presentation if that's possible."

President: "Sure."

Ms. Bailey-Hedgepeth: "Good morning everyone. Um, I'm here because of the um, item regarding Shelton Jones, Jr. He was selected as our um, our Chief Inspector for the Liquor Board. I just want to put a couple things on the record about Mr. Jones. Mr. Jones was selected because of the following reasons: he has 22 years of police investigative experience, especially the last few years with the Vice Unit. His leadership and teamwork abilities and his ability to work in joint task force for the Police Department is one of the key reasons why we chose him for the position of Chief Liquor Inspector."

MINUTES**PERSONNEL**Board of Liquor License Commissioners - cont'd

He has an overall command presence, and he has the ability to bring order and stability to the unit, but more importantly, the reason why we chose Mr. um, Mr. Shelton Jones, and we're asking for this waiver is because we have some um, issues with an audit that was conducted in March of 2013, which I believe that Mr. Jones directly addresses. I'm just going to kind of um, go through those findings. Um, there's a Finding 10, whereas the BLCC, which is the Board of Liquor License Commissioners, um, did not adequately look at the workloads related to their staffing needs and scheduling and delegation of duties, uh -- Finding 11, I believe he also addressed which is properly monitoring the activities of our inspectors, uh -- Finding 12, the inspection supervision, we did not have the proper documentation. Mr. Jones will also help to address this issue. Furthermore on Finding 14, uh, as far as our 3-1-1 complaints, we believe that Mr. Jones will help us to develop a better system in addressing 3-1-1 complaints and in addressing the needs of the citizens um. The final finding is Finding 15, which is in regards to complaints not being resolved and lacking documentation.

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

Mr. Jones will help us to bring the organization and level of documentation to our agency that we need in the Inspection Division and these are the reasons why I'm asking for this waiver, um, regarding protocol regarding contract. Um, just in conclusion, I'm here to answer any further questions the Board may have and I really appreciate your time this morning. Thank you."

President: "Thank you."

Comptroller: "I have a couple questions."

President: "Madam Comptroller."

Comptroller: "Sure. Um, will this candidate have police powers?"

Ms. Bailey-Hedgepeth: "Uh, no he won't, Ma'am."

Comptroller: "No? Okay. Um, I understand that you had some recruitment challenges, so is your request for this waiver short-term or permanent?"

Ms. Bailey-Hedgepeth: "This is the um, this is permanent. This is the choice of the Board. Um, we did go from 55 candidates and Mr. Jones was their top candidate."

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

Comptroller: "Um, you said in an e-mail to my office that the candidate was willing to start at the entry level pay scale of \$34.28 rather than the mid-point of \$38.10, um, that was proposed in the contract. If this contract is approved, will he start at \$34.28 or \$38.10?"

Ms. Bailey-Hedgepeth: "We had requested originally the \$38.00. Um, we believe that is a fair amount because of the mid-point, but if there is an issue regarding it, he has also been willing to take the \$34 as well, Ma'am."

Comptroller: "So, if we approve this contract, are you changing the amount on the Board letter - is he going to start at \$34.28 yes, or \$38.10?"

Ms. Bailey-Hedgepeth: "Um, I would respectfully ask the Board if, we would prefer for him to start at \$38.00 um, and, because of the fact that he is a midpoint candidate, and he has 22 years of policing experience."

Comptroller: "But you said he's not going to have police powers."

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

Ms. Bailey-Hedgepeth: "He's not going to have police powers, but the investigative skills that he does bring to the table are vital and key, and we've had issues with the fact that we have not been able to document properly the investigative process, and we really believe that that is the reason why Mr. Jones is the, is the correct candidate."

Comptroller: "And the, and the audit findings that you just read, it appears that um, his duties will be more administrative."

Ms. Bailey-Hedgepeth: "He will also be out in the field with our inspectors as well. So, he is a very "hands on" candidate. So, he will not only be managing those processes, but he will be making sure those processes are done correctly. He's, he's, that's his background, and that's where -- and that's where I would like to also have him, so, so he'll be doing the managing and he will also be out in the field."

Comptroller: "Right, but he's the lead inspector, so the majority of his duties, his main duties will be administrative?"

MINUTES**PERSONNEL**

Board of Liquor License Commissioners - cont'd

Ms. Bailey-Hedgepeth: "Ma'am, yes. They are mostly administrative, but are a very small agency and we've actually been cut to a, to approximately nine to ten inspectors, so there's, you know we don't have the luxury we had anymore."

Comptroller: "In, in, it is my understanding that in your initial request via telephone poll, you wanted the waiver so that he could keep his pension, and my question is why should the Board grant a waiver of uh -- Administrative Manual 212-1 when this type of waiver would not be granted for the vast majority of individuals? Per the telephone poll, it, it says here that "The agency hereby requests that this contract be approved so that Mr. Jones would not lose part of his pension."

Ms. Bailey-Hedgepeth: "I understand your concerns, Ma'am. I believe the issue that we would like to see of Mr. Jones, is that we believe he is a very qualified candidate. I, I do not believe that I could attract him with, with simply the pay alone, I believe that he is a candidate that we would be, that, that the City would be remiss for letting pass us by."

MINUTES**PERSONNEL**Board of Liquor License Commissioners - cont'd

Um, the reason why I did ask for this waiver is because I have full faith and um, that I believe that he will do the job correctly, and I believe that he is a, deserving of being able to come into a contract, and I understand that this doesn't completely answer your question, but um, I do believe that he is an exception and I understand that this is an exception that is rarely given and I, we are asking for your indulgence on this matter."

Comptroller: "Well, on that note -- there um, there has been prior blanket waivers of A.M. manual 212-1 for the Police Department and for the State's Attorney, and I'd just like to read into the record, 'The Police Department asked the Board to allow a waiver so they could increase the number of police officers on the street, for crime-fighting, by having retired police officers perform supporting work. Retired police officers earn \$14.42 per hour, that's \$30,000.00 a year. The State's Attorney Office asked for a blanket waiver for a specific reason they needed retired policemen to help reduce the backlog of criminal cases, and the State's Attorney's rates vary by contract.

MINUTES

PERSONNELBoard of Liquor License Commissioners - cont'd

The Liquor Board is requesting a waiver because of its preference for an individual and they prefer police for this position. Being a retired police officer, is not necessary to perform the duties of a Chief Inspector. The Liquor Board waiver request is based upon a preference to hire a particular individual whose pension would be at risk if he earns more than 1,200 hours and earns an amount greater than the maximum salary in the AM manual 212-1 for retirees. The Police Department waiver request was to address a problem throughout the organization -- the inability of active duty police to participate in crime-fighting activities because they were assigned to supportive work; the State's Attorney's Office request waiver was to reduce the backlog of criminal cases for the office.' With both of these agencies, the requests addressed a City-wide problem, and I just want to read the quote from the State's Attorney's Office. It says, 'The State's Attorney's request to this Board states that currently the criminal justice system is experiencing a backlog of criminal cases which must be dealt with immediately.'

MINUTES

PERSONNELBoard of Liquor License Commissioners - cont'd

Three new criminal courts will be added as a result of funding from the State's Attorney's Office and Homicide, General Felony, Sexual Abuse, and Firearms Investigations are now trying back-to-back cases. They need additional support to help reduce the backlog. Experienced investigators are key in helping these attorneys with out-of-court preparations and to meet the challenges of heavy caseload and clogged criminal dockets.' With the Liquor Board, we are not addressing a City-wide, a system-wide problem; we're talking about a waiver being requested for one person. If we're going to select one person, then we should select him within the parameters of the City policy."

President: "Any more questions?"

City Solicitor: "Could you comment briefly on the significance of the auditor's, the audit findings from the Legislative Auditor and this individual's role in dealing with those, and could you also respond to the Comptroller's um, contrast between the City-wide problems that we're, that the Police and the State's Attorney's Office were dealing with and your problems that this individual would be addressing, you know, like licensed liquor establishments?"

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

Ms. Bailey-Hedgepeth: "Yes, Mr. Nilson. I, I believe that we -- I think that we do share a similar issue from the same point that um, the audit findings that were found in 2013, really had some systematic issues that the Liquor Board was -- that we have been trying to address in the best way possible. Um -- I think that the one thing, that the reason why I tried to point out the five findings that I indicated are in my e-mail and in my information that I submitted to your office, is because there are sips -- we have a -- we have an issue as far we changed a whole process and our policies, um - um -- we have been dealing with the um -- some past, I mean a lot of issues regarding documentation; regarding the way that we do our investigations and the credibility of our investigations, and I believe that having a, having this particular police officer with the experience that he has in the Vice Unit, he's worked with our office, and he's worked and handled these types of investigations before is key, it makes him much more different in, in that way.

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

But, I believe that what we're asking for is similar in the case of the way that the State's Attorney's Office and the Police Department asked because we are asking for this, not just for this one individual but to make, I guess for an individual in this case, but to, to really address some key systematic issues with the um, as far as the Board is concerned."

Comptroller: "You are asking for one individual?"

Ms. Bailey-Hedgepeth: "We are Ma'am."

Comptroller: "You said you weren't."

Ms. Bailey-Hedgepeth: "I'm sorry, but we're asking for it a systematic way from the standpoint, I believe what you're saying is, is that we can't, we can't hire um, more than, you know, than two or three people. We don't have the number of positions to systematically ask for this labor for several positions, we do have only the one position that this is applying to, so if I did have several chief inspectors, several positions like this, I would be asking because of the fact that I do need a specific set of skills."

MINUTES

PERSONNELBoard of Liquor License Commissioners - cont'd

I need a specific set of investigative skills that do come from someone who has worked in the Baltimore City Police Department, who has the opportunities, who understands the process that we, that our inspectors do not clearly, do not have that skill set, so I mean if I had more positions, I would ask for more."

Comptroller: "I do understand your challenge, because many City agencies have a challenge of hiring people that they want at the salary that they want, and I believe that many retirees would like to come back and 'double dip' and make their pension, and then come back and we're -- if this is approved today, this individual would make more than he would if he had stayed a policeman. So, I just think that this is not a reason for one person, and I understand that you said you interviewed 50-55 people, but I do believe because a lot of these duties are administrative, these audit findings can be cleared up administratively, um, with other than a police officer, and I just don't think that this is a reason to waive A.M. Manual 212-1."

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

President: "Madam Mayor."

Mayor: "Thank you very much, um -- Mr. President. Ms. Bailey-Hedgepeth, I want to thank you for the work that you're doing. Um, you have worked aggressively to um -- "right the ship" in the Liquor Board, and I think that it's been very clear that uh, this new administration takes not just the audit findings that uh, uh, the audit that happened before your um, your tenure with the Board; not only that you take those things very seriously and you're addressing each and every one of those findings seriously but the work of the Board seriously. I think, um -- across the community that has um -- been the feedback that we're getting consistently, and um -- I'm grateful that you're thinking "outside of the box" in order to try to do more with less, uh -- bring someone that has a set of skills that otherwise you would not be able to afford, to the table to continue the work of uh -- bringing credibility to the work of uh -- the Liquor Board, and uh -- bringing efficiencies that otherwise wouldn't be available with someone who's not just doing administrative work, but doing it in a 'hands on' way. So, I really want to thank you for that."

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

President: "I'll entertain a Motion."

City Solicitor: "Ah, I'd like to MOVE in recognition of the extraordinary progress that's being made at the Liquor Board, the legislation, the new blood on the Board; the new blood is standing before us, the critique of the Legislative Auditor's Office, um, all of which, in my judgment, rise to a set of unique circumstances, um, that are in contrast to other kinds of more routine requests, and against that background and for those reasons, I would MOVE that we approve the request."

Director of Public Works: "Second."

President: "All those in favor, say aye. AYE"

President: "All opposed nay. Please note Council President Young **ABSTAINS.**"

Comptroller: "And I vote **NO**. This waiver being requested for this employment contract is based upon a preference, for an individual. I can understand having a preference of who you want to hire for a position, but we all don't have the latitude to pay people what we want to pay them. I'm concerned about your request for this Board to waive the 1,200 hours and the rate of salary for this individual."

MINUTES

PERSONNEL

Board of Liquor License Commissioners - cont'd

This is not a good basis to waive, uh, to grant a waiver, so that someone can keep their pension and make more than they made previously, therefore I vote **NO.**"

President: "Okay, um, this Motion fails."

City Solicitor: "The Motion carries."

President: "I'm sorry, the Motion carries."

The Mayor **ABSTAINED** and the President **ABSTAINED.**

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MINUTES**PERSONNEL**Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City</u>		
1. HAJRAH AHMAD	\$32.30	\$ 58,968.00
Account: 5000-544415-1100-117001-601009		
Ms. Ahmad will work as a Contract Services Specialist II (Assistant Counsel). She will be responsible for reviewing motions and making recommendations in a wide variety of civil non-domestic cases. The period of the agreement is December 1, 2014 through November 30, 2015.		
2. DAVID W. NEVERDON	\$14.42	\$30,000.00
Account: 1001-000000-2042-198100-601009		
Mr. Neverdon, retiree, will work as a Contract Services Specialist I in the Evidence Control Unit. He will be responsible for receiving property/evidence submissions from police officers/lab personnel, ensuring accuracy and completeness of all associated paperwork and releasing property for examination/evidence for court and records chain of custody for all property released. The period of the agreement is November 26, 2014 through November 25, 2015.		
3. TERRY WILLIAMS	\$14.42	\$30,000.00
Account: 1001-000000-2042-198100-601009		
Mr. Williams, retiree, will continue to work as a Contract Services Specialist I in the Evidence Control Unit. He will be responsible for receiving property/evidence submissions from police officers and lab personnel, ensuring the accuracy and completeness of all associated paperwork, releasing property for examination/evidence for court, and recording chain of custody for all property released. The period of the agreement is January 25, 2015 through January 24, 2016.		

MINUTES**PERSONNEL**Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
4. CYNTHIA L. McCREA	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. McCrea, retiree, will continue to work as a Contract Services Specialist I in the Human Resources Section. She will be responsible for maintaining the Communications Call-In system within Lotus Approach and Oracle forms and reports database on a daily basis. Ms. McCrea will also perform file room maintenance, drug urinalysis notifications, daily mail distribution, data entry for employee incident reports, and medical certification slips. She will monitor member's medical status, create medical folders for new members of the Department, organize documentation from Key Risk, Mercy P.S.I., and Psychology Consultant Associates. In addition, Ms. McCrea will act as a liaison to all members, as well as outside contacts such as the Fire & Police Pension System, Key Risk, private attorneys, P.S.I., and the P.C.A.

The period of the agreement is December 18, 2014 through December 17, 2015.

5. CLEMENTINE RUSSUM	\$14.42	\$30,000.00
6. CAROLYN C. SMITH	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mses. Russum and Smith, retirees, will each continue to work as a Contract Services Specialist I in the Human Resources Section. They will be responsible for conducting pre-employment investigations of sworn and civilian applicants, conducting local, state, and national record and warrant checks, investigating references, and performing neighborhood canvasses.

MINUTES**PERSONNEL**Police DepartmentHourly RateAmount

In addition, Mses. Russum and Smith will interview applicants, gather all vital information, and summarize the investigation into a pre-employment file. The period of the agreement is December 22, 2014 through December 21, 2015.

7. **GARY P. HARTSOCK** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Hartsock, retiree, will work as a Contract Services Specialist I in the Asset Forfeiture Unit. He will be responsible for receiving faxes from the Auto Theft Detectives regarding narcotic vehicles seized and reviewing the seized vehicles to ascertain if they meet the criteria for seizure. In addition, Mr. Hartsock will enter information on the seized vehicles into the Vehicle Forfeiture Database, create a case folder, request copies of all pertinent reports and classify cases for the Lieutenant/Sergeant review, send cases to the Police Commissioner for review, and if approved, forward cases to the Assistant State's Attorney's Office.

The period of the agreement is December 18, 2014 through December 17, 2015.

8. **ATTLAY S. WILLIAMS** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Williams, retiree, will continue to work as a Contract Services Specialist I in the Professional Development and Training Academy. She will be responsible for performing the duties of an academic instructor and providing entrance level training instructions in the areas of report writing and domestic violence.

The period of the agreement is January 25, 2015 through January 24, 2016.

MINUTES**PERSONNEL**Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
9. KEVIN M. BROWN	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Brown, retiree, will continue to work as a Contract Services Specialist I in the Applicant Investigation Section. He will be responsible for conducting pre-employment investigations of sworn and civilian applicants, conducting local, state, and national records and warrant checks, investigating references, and performing neighborhood canvasses.

In addition, Mr. Brown will interview applicants, gather all vital information, and summarize the information into a pre-employment file.

The period of the agreement is December 18, 2014 through December 17, 2015.

10. TERESA RIGBY-MENENDEZ	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Rigby-Menendez, retiree, will work as a Contract Services Specialist I in the Professional Development and Training Academy. She will be responsible for performing the duties of an academic instructor and providing entrance level training instructions in the areas of post-incident stress, community engagement, and professionalism.

The period of the agreement is November 26, 2014 through November 25, 2015.

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

	<u>Hourly Rate</u>	<u>Amount</u>
11. MICHAEL L. LINGNER	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Lingner, retiree, will work as a Contract Services Specialist I in the Court Liaison Unit. He will be responsible for contacting dockets of officers requested by the Assistant State's Attorney and comparing the rundown to the list of officers needed by the Assistant State's Attorney and sitting in the court to assist the Assistant State's Attorney in notifying officers for court via KGA (radio call signal number) or telephone.

In addition, Mr. Lingner will make warrant arrests, escort the arrestee to the liaison for processing, obtain Laboratory Information Management System and various reports, and receive and forward summons to the appropriate division/district.

The period of the agreement is November 26, 2014 through November 25, 2015.

12. RAYVEN VINSON	\$19.68	\$25,584.00
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Account: 5000-596314-2021-212700-601009

Ms. Vinson will work as a Contract Services Specialist II (Best Practices Research Assistant). She will be responsible for assisting in managing data for the violence prevention strategy (Ceasefire); tracking the implementation of recommendations made by Independent Review Boards and Consultants to improve the Department's training practices, internal investigations, and disciplinary process with particular emphasis on registered sex offenders.

The period of the agreement is December 1, 2014 through November 30, 2015.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
ON JANUARY 3, 1996, THE BOARD APPROVED A WAIVER TO THE ADMINISTRATIVE MANUAL POLICY 212-1, PART I, WHICH ALLOWED THE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.		

Department of Human Resources

13. THOMAS PETER BERNIER	\$230.00/1 st session \$192.50/each succeeding session (lasting no more than 3 hours) \$330.00/each written report	\$ 7,000.00
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Account: 1001-000000-1603-172500-603026

Mr. Bernier will continue to work as a Hearing Officer and as the Chief Hearing Officer. The Baltimore Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after completion of the probationary period. As the Hearing Officer, Mr. Bernier will preside over these investigations and submit recommendations to the Civil Service Commissioners for approval. As the Chief Hearing Officer, he will review reconsideration requests received and assist staff as issues arise out of the hearing process.

When serving as Chief Hearing Officer, he will be paid at a rate of \$75.00 per hour. The cost incurred for each hearing is charged to the appellant's agency. The adjustment in the reimbursement rates is due to no increase since 2007.

The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Department of Human Resources - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
14. JEFFREY G. COMEN	\$230.00/1 st session \$192.50/each suc- -ceeding session (lasting no more than 3 hours) \$330.00/each written report	\$ 7,000.00

Account: 1001-000000-1603-172500-603026

Mr. Comen will continue to work as a Hearing Officer. The Baltimore City Charter permits an investigation for employees discharged, reduced, or suspended for more than 30 days after completion of the probationary period. The Hearing Officer presides over this investigation and submits a recommendation to the Civil Service Commissioners for approval. The cost incurred for each hearing will be charged to the appellant's agency. The period of the agreement is effective upon Board approval for one year.

Department of Planning15. Reclassify position 1877-48030:

From: Secretary III
Job Code: 33233
Grade: 084 (\$35,212.00 - \$42,026.00)

To: HR Generalist II
Job Code: 33677
Grade: 923 (\$56,100.00 - \$89,900.00)

Costs: \$19,605.00 - 1001-000000-1877-187400-601001

MINUTES**PERSONNEL**Environmental Control Board16. Reclassify the following three positions:Position Nos. 45372, 49109 and 49110

From: Office Assistant II
Job Code: 33212
Grade: 075 (\$27,652.00 - \$31,432.00)

To: Office Assistant III
Job Code: 33213
Grade: 078 (\$29,378.00 - \$33,879.00)

Cost: \$4,828.00 - 1001-000000-1170-138600-601001

Mayor's Office of Information Technology (MOIT)17. a. Abolish the following position:

Position No. 47528
Classification: Office Assistant
Job Code: 34133
Grade: 078 (\$29,378.00 - \$33,879.00)

b. Reclassify position 46969

From: Call Center Agent I
Job Code: 33361
Grade: 080 (\$30,384.00 - \$36,271.00)

To: Operations Officer I
Job Code: 31109
Grade: 923 (\$56,100.00 - \$89,900.00)

Cost (\$13,555.00) - 1001-000000-1512-167700-601001

MINUTES**PERSONNEL**

MOIT - cont'd

Department of Housing and Community Development

18. Reclassify Position 50509

From: New Position

Job Code: 90000

Grade: 900 (\$1.00 - \$204,000.00)

To: Operation Officer II

Job Code: 00086

Grade: 936 (\$74,600.00 - \$119,300.00)

There are no costs associated with this action.

Department of Public Works

19. Abolish the following positions

a. Position Number: 5471-22364

Classification: Data Entry Supervisor I

Job Code: 33115

Grade: 084 (\$35,212.00 - \$42,026.00)

b. Position Number: 5471-36122

Classification: Radio Dispatcher I

Job Code: 33371

Grade: 078 (\$29,378.00 - \$33,378.00)

MINUTES

PERSONNEL

DPW - cont'd

- c. Position Number: 5471-22752
 Classification: Laborer (Hourly)
 Job Code: 52937
 Grade: 482 (\$28,309.00 - \$29,245.00)

Create the following positions:

- d. Position Number: Job No. to be assigned by BBMR.
 Classification: Utility Meter Reader II
 Job Code: 34312
 Grade: 081 (\$31,758.00 - \$37,625.00)
- e. Position Number: Job No. to be assigned by BBMR.
 Classification: Radio Dispatcher Supervisor
 Job Code: 33375
 Grade: 085 (\$36,318.00 - \$43,761.00)

Cost (\$2,341.00) - 2071-000000-5471-609500-601001

Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
20. FRANK LIPSCOMB	\$27.00	\$31,968.00

Account: 5000-578713-4711-361840-601009

Mr. Lipscomb will continue to work as a Contract Services Specialist II (Construction Project Manager) for the Capital Development Division. His duties will include, but are not limited to the oversight of the administration and management of all Department Federal Aid construction and the supervision of the preparation of federal and state reports to ensure grants are reimbursed and required records are maintained. In addition, he will review and process all contractors' monthly payment estimates, contract change orders, and extra work orders.

The period of the agreement is November 26, 2014 through November 25, 2015.

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. AMERICAN DIVING SUPPLY, LLC | \$00.00 | Renewal |
| Solicitation No. B50002646 - Dive Rescue Maintenance Equipment
- Fire Department - Req. No. P521934. | | |

On November 19, 2012, the City Purchasing Agent approved the initial award in the amount of \$15,000.00. The award contained two 1-year renewal options. On November 27, 2013, the Board approved the first renewal in the amount of \$15,000.00. This final renewal in the amount of \$0.00 is for the period December 4, 2014 through December 3, 2015.

- | | | |
|--|-------------|---------|
| 2. SMITH-BLAIR, INC. | \$30,000.00 | Renewal |
| Contract No. B50003318 - Couplings - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P526172 | | |

On January 29, 2014, the Board approved the initial award in the amount of \$36,136.53. The award contained three 1-year renewal options. This renewal in the amount of \$30,000.00 is for the period January 22, 2015 through January 21, 2016, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

- | | | |
|---|----------------|---------|
| 3. USALCO, LLC | \$1,500,000.00 | Renewal |
| Contract No. B50002185 - Aluminum Sulfate for Water Filtration Plants - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518918 | | |

On December 7, 2011, the Board approved the initial award in the amount of \$2,000,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$1,500,000.00 is for the period January 1, 2015 through December 31, 2015, with one 1-year renewal option 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>
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Bureau of Purchases

- | | | |
|--|----------------|---------|
| 4. KEMIRA WATER SOLUTIONS,
INC. | \$3,500,000.00 | Renewal |
| Contract No. B50003142 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P525754 | | |

On October 30, 2013, the Board approved the initial award in the amount of \$3,076,500.00. The award contained four 1-year renewal options. This renewal in the amount of \$3,500,000.00 is for the period January 1, 2015 through December 31, 2015, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------------|---------|
| 5. EDWIN ELLIOT & COMPANY
INCORPORATED | \$ 120,000.00 | Renewal |
| Contract No. 08000 - Rotork Actuator Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P525850 | | |

On December 16, 2013, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$120,000.00 is for the period December 19, 2014 through December 18, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

6. ITEM A

JOBE AND COMPANY, INC.	\$ 10,000.00	
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ITEMS B,C,D,E & F

FLOW CONTROLS, INC.	100,000.00	
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ITEMS G & H

HYDRATEC INC.	90,000.00	
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	<u>\$200,000.00</u>	
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		Renewal
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Contract No. B50002723 - Gauges, Pressure, Level Measurement Instrumentation, and Recorders - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P522579, P522580 and P522581

On January 30, 2013, the Board approved the initial award in the amount of \$200,000.00. The award contained one 2-year renewal option. This sole renewal in the amount of \$200,000.00 is for the period January 31, 2015 through January 30, 2017. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

7. ITEM 16

LAWMEN SUPPLY COMPANY INC.	\$	0.00	
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ITEMS 2-4,7,10 & 15

HOWARD UNIFORM COMPANY		280,000.00	
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ITEMS 1,5,6,8,9,11-14 & 16

F & F AND A. JACOBS & SONS, INC.		310,000.00	
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		<u>\$590,000.00</u>	
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Renewal

Contract No. B50003226 - Police Uniforms - Police Department -
P.O. Nos. P526078, P526079 and P526080

On January 8, 2014, the Board approved the initial award in the amount of \$670,000.00. The award contained five 1-year renewal options. This renewal in the amount of \$590,000.00 is for the period January 8, 2015 through January 7, 2016, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

8. ATLANTIC EMERGENCY

SOLUTIONS, INC.	\$6,551,322.00	Sole Source
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Contract No. 06000 - Pierce Fire Apparatus - Department of
General Services - Req. Nos. R677646, R677647, R677648,
R677649, R677650 and R677654

The total amount of \$6,551,322.00 will be financed through the City's master lease program administered by the Bureau of Treasury Management.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The ten units comprising two air flex trucks, a foam pumper truck, a hazmat truck, a fire rescue truck, two tiller trucks and three pumper trucks are being purchased from a cooperative purchasing contract HGAC, #FS12-13 with the Baltimore Regional Cooperative Purchasing Committee and Houston-Galveston Area Council. The equipment will replace older equipment in the City's fleet as part of the Fleet Management planned replacement program.

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.

UPON MOTION duly made and seconded, the Board approved the Informal Award and the Renewals to Contracts. The President Voted **NO** on item no. 7.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

4546

and rejected the bids as indicated
for the reasons stated.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Transportation

1. TR 14021, Utility Location Test Holes and Borings for Engineering Projects Citywide

REJECTION - On November 5, 2014, the Board opened two bids for the subject project. The low bid is 187.97% over the Engineer's Estimate. Due to the bidder exceeding the Engineer's Estimate beyond the Department's budget capacity, the Department believes that it is in the best interest of the City to reject the bids and request permission to re-advertise this project at a later date.

Department of Public Works

2. WC 1173, Guilford Finished Water Reservoir Improvements

REJECTION - On Wednesday, August 27, 2014, the Board opened three bids for the subject project. One bid was referred to the Law Department for review and deemed an unacceptable bid and the other two bids were significantly over the Engineer's Estimate. Due to these reasons, the Office of Engineering and Construction determined that the rejection of all bids is in the best interest of the City. Permission to re-advertise will be requested at a later date.

MINUTES

Space Utilization Committee - First Amendment to License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a First Amendment to License Agreement with T-Mobile Northeast, LLC, a Delaware Limited Liability Company, Licensee, for the rental of a portion of the tower and storage space located at 501 N. Athol Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,600.00 - Annual Rent

BACKGROUND/EXPLANATION:

A License Agreement with T-Mobile Northeast, LLC was approved by the Board on April 30, 2008.

This First Amendment to the License Agreement will allow for additional equipment and remote radio heads at an existing site. The Licensee will be permitted to add additional equipment and up to three remote radio heads along with mounting hardware and coaxial cables (collectively, the Remote Radio Head Equipment). During the period of time the Remote Radio Head Equipment is installed on the tower the Licensee will pay the City additional yearly rent of \$3,600.00. The current annual rent is \$34,163.61. With the increased rent the total annual rent due will be \$37,763.61. All other provisions of the original License Agreement will remain the same.

The Space Utilization Committee approved this First Amendment to the License Agreement on November 18, 2014.

MINUTES

Space Utilization Committee - cont'd

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to License Agreement with T-Mobile Northeast, LLC, a Delaware Limited Liability Company, Licensee, for the rental of a portion of the tower and storage space located at 501 N. Athol Avenue.

Kim A. Trueheart

November 25, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration of resources by the government of Baltimore City.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 43, Space Utilization Committee – First Amendment to License
 - b. Agreement, if approved:
 - i. Authorizes the installation of a potential human health hazard of unknown consequence within a publically owned property which has the same street address as Edmondson Westside High School;
 - ii. Fails to establish a financial threshold that sufficiently mitigates the potentially harmful health hazard to humans, specifically our children who attend the high school collocated at this same address;
 - iii. Fails to ensure the public users of publically owned and operated facilities are properly informed and notified that the City of Baltimore has entered into the respective agreement which subjects them to this potentially harmful health hazard to humans;
3. How the protestant will be harmed by the proposed Board of Estimates' action: The Municipality continues to demonstrate practices which routinely produce BAD outcomes for the underserved citizens of Baltimore City. The children who attend the school located on the same property of this proposed installation are potentially being harmed by this agreement and the City has done nothing in negotiating this agreement to mitigate the potential harm and done nothing to warn/inform citizens of the potential risks.
4. Remedy I desire: This agreement should unanimously be DISapproved by this Board until these potential health risk issues are addressed.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on November 26, 2014.

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

Sincerely, Kim Trueheart, Citizen & Resident

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Space Utilization Committee - First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a First Amendment to the Lease Agreement with T-Mobile Northeast, LLC, a Delaware Limited Liability Company, Licensee, for the rental of a portion of the tower and storage space located at 6201 E. Lombard Street.

AMOUNT OF MONEY AND SOURCE:

\$3,600.00 - Annual Rent

BACKGROUND/EXPLANATION:

A Lease Agreement with T-Mobile Northeast, LLC was approved by the Board on October 22, 2003.

This First Amendment to the Lease Agreement will allow for additional equipment and remote radio heads at an existing site. The Lessee will be permitted to add additional equipment and up to three remote radio heads along with mounting hardware and coaxial cables (collectively, the Remote Radio Head Equipment). During the period of time the Remote Radio Head Equipment is installed on the tower, the Lessee will pay the City additional yearly rent of \$3,600.00. The current annual rent is \$33,749.57 and with the increased rent the total annual rent due will be \$37,349.57. All other provisions of the original lease will remain the same.

The Space Utilization Committee approved this First Amendment to the Lease Agreement on November 18, 2014.

MINUTESSpace Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Lease Agreement with T-Mobile Northeast, LLC, a Delaware Limited Liability Company, Licensee, for the rental of a portion of the tower and storage space located at 6201 E. Lombard Street.

MINUTES

Space Utilization Committee - Third Amendment to Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Third Amendment to Communications License Agreement with Cellco Partnership, a Delaware general partnership, d/b/a Verizon Wireless, Licensee, for a portion of the tower and storage space located at 501 N. Athol Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,600.00 - Annual Rent

BACKGROUND/EXPLANATION:

A Communications License Agreement with Cellco Partnership was approved by the Board on December 8, 2010, for cellular telephone communications. The First Amendment to the Communications License Agreement was entered into on July 20, 2011. The Second Amendment to the Communications License Agreement was entered into on August 21, 2013.

This Third Amendment to Communications License Agreement will allow for additional equipment and remote radio heads at an existing site. The Licensee will be permitted to add additional equipment described in the submitted Exhibit C to the Third Amendment and up to three remote radio heads along with mounting hardware and coaxial cables (collectively, the Remote Radio Head Equipment). During the period of time the Remote Radio Head Equipment is installed on the tower the Licensee will pay the Licensor additional yearly rent of \$3,600.00. The current annual rent is \$37,531.53 and with the increased rent the total annual rent due will be \$41,131.53. All other provisions of the original Communications License Agreement and first and second amendments will remain the same.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this Third Amendment to the Communications License Agreement on November 18, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Third Amendment to Communications License Agreement with Cellco Partnership, a Delaware general partnership, d/b/a Verizon Wireless, Licensee, for a portion of the tower and storage space located at 501 N. Athol Avenue.

MINUTESDepartment of Real Estate - Lease Renewal**ACTION REQUESTED OF B/E:**

The Board is requested to approve a lease renewal with Greater Mondawmin Coordinating Council, Inc., tenant, for the rental of a portion of the property known as 2610 Francis Street, consisting of approximately 5,776 square feet. The period of the renewal is December 1, 2014 through November 30, 2015.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$8,911.56	\$742.63

BACKGROUND/EXPLANATION:

The leased premises are used as operation and office space for the Operation Safe Streets Program. The original term of the lease agreement was for one (1) year, commencing on December 1, 2012 through November 30, 2013, with an option to renew for two additional one-year terms. On November 20, 2013, the Board approved the first renewal which will expire on November 30, 2014. The landlord will be responsible for repair of the central heating and ventilation when needed, snow removal, and debris in the common areas outside the building. In addition, the landlord will also be responsible for maintaining the roof, walls, and HVAC systems, maintaining the water, electrical, and plumbing supply lines.

The tenant will be responsible for keeping the leased premises free of trash and obstructions, payment for utilities, telephone and computer services, power, heat, sewer, and water to the leased premises. In addition, the tenant will also be responsible for the security system, inspection from the Fire Marshall, janitorial services, and purchasing liability insurance.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease renewal with Greater Mondawmin Coordinating Council, Inc., tenant, for the rental of a portion of the property known as 2610 Francis Street, consisting of approximately 5,776 square feet.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Ronald McDonald House Charities of Baltimore, Inc. The Traffic Mitigation Agreement is effective upon Board approval and termination will be deemed in writing by the Department.

AMOUNT OF MONEY AND SOURCE:

\$3,889.47 - 9950-911086-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the Ronald McDonald House at 1200 East Baltimore Street, constructing 57 residential units. The Developer will make a one-time contribution in the amount of \$3,889.47 to fund the City's multimodal transportation improvements in the project's vicinity.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Ronald McDonald House Charities of Baltimore, Inc.

MINUTES

Department of Transportation (DOT) - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Johnson Consulting Engineers, Inc. for services rendered.

AMOUNT OF MONEY AND SOURCE:

\$1,280.80 - 1001-000000-2391-252200-603026

BACKGROUND/EXPLANATION:

The DOT requested Johnson Consulting Engineers, Inc. to make repairs to the generator at the Transportation Management Center (TMC). The generator is crucial to the operation of the traffic signals and collection of traffic data. The repairs included rewiring of the generator and uninterruptible power supply for equipment communication in the event of a power outage.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Johnson Consulting Engineers, Inc. for services rendered.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP, under Project 1142, On-Call Consulting Services.

AMOUNT OF MONEY AND SOURCE:

\$352,034.74 - 9950-905023-9508-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for design engineering and post award services in connection with the proposed Central Avenue Bridge. The scope of services includes, but is not limited to streetscape and utility improvements that will extend Central Avenue south to Harbor Point under a design-build contract.

MBE/WBE PARTICIPATION:

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

DBE: 23%

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$314,136.86 Federal	9950-914021-9509 Constr. Reserve Central Ave. Phase II	
73,101.35 <u>MVR</u>	9950-902363-9509 Sinclair Lane over CSX	
\$387,238.21	-----	9950-905023-9508-5 Inspection - Central Ave. Phase II

This transfer will provide funds to cover the costs associated with Task No. 10, Project No. 1142, for Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services with Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 10 to Rummel, Klepper & Kahl, LLP, under Project 1142, On-Call Consulting Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 4 to HAKS Engineers, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$109,423.40 - 9950-916080-9512-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for Traffic Engineer Services to the Traffic Division to assist with various projects.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 9%

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. 4 to HAKS Engineers, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 11 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

AMOUNT OF MONEY AND SOURCE:

\$126,244.08 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

This authorization provides for technical staff to support the City's conduit staff.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

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

MINUTES

Department of Transportation (DOT) - Amendment No. 3 to On-Call
Consultant Agreements

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreements for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects DOT Projects with the various consultants. The Amendment No. 3 to Agreements will extend the period of the Agreements for one year or until the upset limit is reached, whichever occurs first.

	<u>Project No.</u>	<u>Amount</u>
1. JOHNSON, MIRMIRAM & THOMPSON, INC. (JMT)	1162	\$0.00

On November 9, 2011, the Board approved the original agreement in the amount of \$1,000,000.00 with the JMT to assist the DOT, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support and tasks for various Capital Improvement Projects for Project 1162 for a two-year period. On November 20, 2013, the Board approved Amendment No. 1 for a one year time extension to fully complete extra work. On January 22, 2014, the Board approved Amendment No. 2 to allow for an increase to the upset limit by \$500,000.00 to fully complete extra work. The Department is now requesting an additional one-year time extension to fully complete extra work under Amendment No. 3.

MWBOO SET GOALS OF 30.00% MBE AND 9.00% WBE.

2. SABRA, WANG & ASSOCIATES, INC. (SWA)	1162	\$0.00
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On December 7, 2011, the Board approved the original agreement in the amount of \$1,000,000.00 with the SWA to assist the DOT, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support and tasks for various Capital Improvement Projects for Project 1162 for a two-year period.

MINUTES

DOT - cont'dProject No.Amount

On December 18, 2013, the Board approved Amendment No. 1 for a one-year time extension. On January 22, 2014, the Board approved Amendment No. 2 to allow for an increase to the upset limit by \$500,000.00 to fully complete extra work. The Department is now requesting an additional one-year time extension to fully complete extra work under Amendment No. 3.

MWBOO SET GOALS OF 27.00% MBE AND 9.00% WBE.

3. **CENTURY ENGINEERING, INC. 1162 \$0.00**

On December 7, 2011, the Board approved the original agreement in the amount of \$1,000,000.00 with Century Engineering, Inc. to assist the DOT, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support and tasks for various Capital Improvement Projects for Project 1162 for a two-year period. On December 18, 2013, the Board approved Amendment No. 1 for a one-year time extension. On January 22, 2014, the Board approved Amendment No. 2 to allow for an increase to the upset limit by \$500,000.00 to fully complete extra work. The Department is now requesting an additional one-year time extension to fully complete extra work under Amendment No. 3.

MWBOO SET GOALS OF 27.00% MBE AND 9.00% WBE.

4. **KCI TECHNOLOGIES, INC. 1162 \$0.00**

On November 9, 2011, the Board approved the original agreement in the amount of \$1,000,000.00 with KCI Technologies, Inc. to assist the DOT, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support and tasks for various Capital Improvement Projects for Project 1162 for a two-year period.

MINUTES

DOT - cont'd

Project No. Amount

On November 20, 2013, the Board approved Amendment No. 1 for a one-year time extension. On January 22, 2014, the Board approved Amendment No. 2 to allow for an increase to the upset limit by \$500,000.00 to fully complete extra work. The Department is now requesting an additional one-year time extension to fully complete extra work under Amendment No. 3.

MWBOO SET GOALS OF 27.00% MBE AND 9.00% WBE.

5.	WALLACE MONTGOMERY & ASSOCIATES,	1162	\$0.00
	LLP (WMA)		

No additional funds are required at this time.

On November 23, 2011, the Board approved the original agreement in the amount of \$1,000,000.00 with the WMA to assist the DOT, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support, and tasks for various Capital Improvement Projects for Project 1162 for a two-year period. On December 18, 2013, the Board approved Amendment No. 1 for a one-year time extension to fully complete extra work. On January 22, 2014, the Board approved Amendment No. 2 to allow for an increase to the upset limit by \$500,000.00 to fully complete extra work. The Department is now requesting an additional one-year time extension to fully complete extra work under Amendment No. 3.

MWBOO SET GOALS OF 27.00% MBE AND 9.00% WBE.

MINUTES

DOT - cont'd

MBE/WBE PARTICIPATION:

The consultants will comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the Minority and Women's Business Enterprise goals established in the original agreement.

AUDITS NOTED THE TIME EXTENSIONS AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 3 to Agreements for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects DOT Projects with Johnson, Mirmiram & Thompson, Inc., Sabra, Wang & Associates, Inc., Century Engineering, Inc., KCI Technologies, Inc., and Wallace Montgomery & Associates, LLP.

MINUTES

Department of Transportation - Fiscal Year 2015 Operating
Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fiscal Year 2015 Operating Grant Agreement with the Maryland Department of Transportation (MDOT) and the Maryland Transit Administration (MTA). The period of the Fiscal Year 2015 Operating Grant Agreement is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$2,000,000.00 - 5000-580815-2303-248700-405001

BACKGROUND/EXPLANATION:

The MDOT has received a Federal Transit Act grant to fund operating expenses associated with the provisions of transportation services for the Charm City circulator (Large Urban Operating, Circulator).

The purpose of this grant is to provide for the undertaking of a public transportation service with financial assistance under the MTA's public transportation program. This grant consists of a combination of federal, state, and local funds.

The Fiscal Year 2015 Operating Grant Agreement is late because of delays in obtaining approval from the external agency.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fiscal Year 2015 Operating Grant Agreement with the Maryland Department of Transportation and the Maryland Transit Administration.

MINUTES

Law Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the Settlement Agreement and Release with Mr. Keith I. Pringle to settle the lawsuit of Keith I. Pringle v Berson Tyner, et al, case no. 24-C-13-006082.

AMOUNT OF MONEY AND SOURCE:

\$60,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

On October 14, 2010, at about 1:00 a.m., a City employee assigned to the Bureau of Solid Waste was backing his truck up with the intention of picking up a truckload of recyclable material at the Northwest Transfer Station, 5030 Reisterstown Road, Baltimore, Maryland. As the truck backed up, it struck another truck driven by Mr. Keith I. Pringle who had just dropped off a truckload of recyclable material. Mr. Pringle was injured in the accident, was forced to undergo surgery, lost considerable time from work, and suffered a permanent injury.

The City proposes to settle this matter for a total sum of \$60,000.00, in return for a complete dismissal of the litigation by Plaintiff.

Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation to the Board of Estimates is made to approve the settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Law Department - cont'd

UPON MOTION duly made and seconded, the Board approved the Settlement Agreement and Release with Mr. Keith I. Pringle to settle the lawsuit of Keith I. Pringle v Berson Tyner, et al, case no. 24-C-13-006082.

MINUTES

Department of Recreation and Parks - Trail Easement Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Trail Easement Agreement with Carlyle Apartments Associates, LLC, Grantor, for approximately 579 square feet of property shown on Plat, dated 7/29/2014 and prepared by EBA Engineering, Inc., known as Carlyle Apartments Associates, Inc. #500 West University Parkway, Block 3701B, Lot 4.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Stony Run is an important watershed that offers an unusual urban amenity - a natural woodland experience in the midst of a developed urban area and an important recreational amenity for surrounding neighborhoods.

The Stony Run Path is a walking path that runs from The Orchards neighborhood to the north through the adjacent neighborhoods of Wyndhurst, Roland Park, Evergreen, Keswick, and Tuscany/Canterbury to the south.

The Department of Recreation and Parks has received a grant from the Department of Natural Resources for the improvements to Stony Run Trail in accordance with the Greater Roland Park Master Plan of 2011. The Grantee requires a Permanent Trail Easement across and through a portion of the Grantor's property for the construction of the pedestrian bridge structure over Stony Run.

MINUTES

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Trail Easement Agreement with Carlyle Apartments Associates, LLC, Grantor, for approximately 579 square feet of property shown on Plat, dated 7/29/2014 and prepared by EBA Engineering, Inc., known as Carlyle Apartments Associates, Inc. #500 West University Parkway, Block 3701B, Lot 4.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with ARM Group, Inc. for Project 1157.1, On-Call Solid Waste Facilities and Management Services. The original agreement will expire on September 21, 2015. The Amendment No. 1 to Agreement extends the agreement through September 21, 2016, or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

There are no additional funds involved.

BACKGROUND/EXPLANATION:

On September 21, 2011, the Board approved the agreement with ARM Group, Inc. for the On-Call Solid Waste Facilities Management Services, Project 1157.1. This amendment adds a one-year time extension and adds minority sub-consultant firms that are required for ARM Group, Inc. to meet the MBE/WBE participation requirements. The additional minority sub-consultants are:

MBE: CC Johnson Malhotra, P.C.
Leo Matanguihan, Architect
Prime AE Group, Inc.
J.A. Rice, Inc.

WBE: Floura Teeter Landscape Architects, Inc.
Carroll Engineering, Inc.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement with ARM Group, Inc. for Project 1157.1, On-Call Solid Waste Facilities and Management Services.

MINUTES

RETROACTIVE TRAVEL APPROVALPolice Department

	<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
1.	Kyle E. Gooden Alberto Colon	Executive Protection Ocean City, MD Aug. 13 - 15, 2014	General	\$1,082.55

The subsistence for this location is \$260.00 per night. The hotel cost was \$319.00 per night, plus occupancy tax of \$14.36 per night.

The Board is requested to approve the expenditure for additional subsistence of \$59.00 per day for the hotel and \$82.47 for food and incidentals.

Messrs. Gooden and Colon traveled to Ocean City, MD to accompany the Mayor for security purposes. The Police Department paid the hotel on a credit card assigned to Mr. Derrick Mayfield. The other expenses were paid on a City-issued PNC Credit Card assigned to Messrs. Gooden and Colon.

Hotel	\$1,000.08
Meals	82.47
	<u>\$1,082.55</u>

UPON MOTION duly made and seconded, the Board approved the retroactive travel request. The Mayor **ABSTAINED** on item no.1

MINUTES

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

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

Kim A. Trueheart

November 18, 2014

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 1 - 51, City Council President and members of the Board of Estimates, BOE Agenda dated November 19, 2014, if acted upon:
 - i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
 - ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
 - iii. The members of this board continue to fail to provide good stewardship of taxpayers funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
 - iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
 - v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.
 - vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various

Email: ktrueheart@whatfits.net

5519 Belleville Ave

Baltimore, MD 21207

agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

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

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on November 19, 2014.

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

President: "There being no more business before the Board, the Board recesses 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.

Bureau of Water and Wastewater - WC 1279, Distribution Water Main Replacement and Rehabilitation Sefron Area
BIDS TO BE RECV'D: 12/10/2014
BIDS TO BE OPENED: 12/10/2014

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 General Services - GS 14807, Benton Building
Exterior Wall Repairs

Bob Andrews Construction, Inc.
Restoration East, Inc.

Bureau of Purchases - B50003785, Affordable Care
Act (ACA) Management & IRS
Reporting System

NO BIDS RECEIVED

Bureau of Purchases - B50003820, Providing Nutri-
tion Aide and Lactation
Consultant Services

All-Pro Placement Service, Inc.
Kennedy Services

Bureau of Purchases - B50003833, Rental and Service
of Portable Chemical Toilets

United Site Services of Maryland, Inc.
Gene's Johns
KP Enterprises, LLC t/a Flush Away
ERC of MD

MINUTES

Bureau of Purchases

- B50003859, Sprinter Cargo
Van, Up-fitted Police SWAT
Vehicle
-

Incident Communication Solutions
 Contemporary Motor Car, Inc.
 Farber Specialty Vehicles
 Mobile Concepts by Scotty, Inc.
 Harbor Truck Sales & Service, Inc.
 t/a Baltimore Freightliner

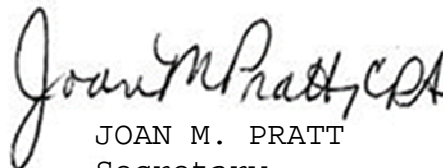
Bureau of Purchases

- B50003863, Tractor with Front
End
-

Security Equipment Company
 Finch Services, Inc.
 Gaithersburg Farmers Supply

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, December 10, 2014.


 JOAN M. PRATT
 Secretary