

**MINUTES****REGULAR MEETING**

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

President: "Uh -- Good morning. The June 6, 2018 meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiencies of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open for the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members to attention to the memorandum from my office dated June 6<sup>th</sup> -- I mean June 4, 2014, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller --"

## MINUTES

Clerk: "Excuse me, Mr. President. Um -- I made an error in one of the announcements on the abstentions, I was told. Uh -- for Honorable Comptroller Pratt, she'll **ABSTAIN** on page 88. Thank you."

President: "Thank you. I would again direct the Board Members to attention to the memorandum from my office dated June 4, 2014, identifying matters to be considered as routine agenda items together with any corrections and addition that have been noted by the Deputy Comptroller. I would entertain a Motion to approve all the items contained on the routine agenda."

City Solicitor: "I would move approval, Mr. President."

Comptroller: "I Second."

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

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

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

Evergreen Unlimited LLC	\$1,500,000.00
S G K Contracting, Inc.	\$3,780,000.00
The MSJ Group, LLC	\$1,500,000.00

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:

AULtec, Inc.	Engineer Land Survey
BLV Engineering Associates, Inc.	Engineer
Bryant Associates, Inc.	Land Survey Engineer
CDM Smith, Inc.	Engineer
GHD, Inc.	Engineer Architect

**MINUTES****BOARDS AND COMMISSIONS** - cont'dPrequalification of Architects and Engineers - cont'd

KUMI Construction Management Corporation	Engineer
Navarro & Wright Consulting Engineers, Inc.	Engineer Land Survey
Phoenix Engineering, Inc.	Engineer
Sigma Associates	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

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Option</u>			
1. HOA-Marble Hill LLC	1313 Druid Hill Avenue	F/S	\$160,719.38

The Board is requested to approve the option to purchase the fee simple interest in 1313 Druid Hill Avenue, SUBJECT to a Deed of Trust and to pay up to \$160,719.38 toward the indebtedness owed to Shylock Capital LLC, and secured by the Deed of Trust.

1313 Druid Hill Avenue is a five-story brick building constructed as an orphanage in 1870. It is listed on the National Register of Historic Places as Home of the Friendless. It was acquired by the City in 1938 and was the Druid Hill Health Center, the first public health center for African Americans in Baltimore. On February 15, 2017, it was sold to a Developer, HOA-Marble Hill LLC, SUBJECT to a Land Disposition Agreement that required the construction of residential and retail space. Although the deadline for completion of the construction has passed, the Developer has not begun construction and has agreed to return the property to the City.

Funds are available in account no. 9910-908044-9588-900000-704040, Land Resources General Account.

DHCD - Condemnations

2. Kenneth Spruill	1032 N. Milton Avenue	L/H	\$ 21,750.00
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Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations - cont'd</u>			
3. Cesare Miquel Vaughan and Noella Vaughan Mathis	1724 W. Lafayette Avenue	L/H	\$55,320.00

Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

4. Edward C. Eby	1724 W. Lafayette Avenue	G/R \$96.00	\$ 640.00
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Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Demo Project.

DHCD - Condemnation or Redemption

5. Estate of Katherine B. M. Joyce	1814 W. Saratoga Street	G/R \$60.00	\$ 500.00
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Funds are available in account no. 9910-906126-9588-900000-704040, FY 17 CORE Funded Project.

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

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements</u>			
6. Overview Properties, LLC	4315 Park Heights Avenue	F/S	\$18,000.00

On February 22, 2017, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 4315 Park Heights Avenue, Baltimore, Maryland in the amount of \$8,000.00, based upon the higher of two independent appraisal reports. The Fee simple interest holder filed an Answer contesting the fair market and making a claim for lost rent and provided a report that appraised the property and lost rent at \$78,600.00. As a result of a pre-trial conference, the parties agreed to a settlement amount of \$26,000.00. Thus, the Board is requested to approve an additional \$18,000.00 (\$26,000.00 less the previous approval amount of \$8,000.00).

Funds will be drawn from account no. 9910-903183-9588-900000-704040.

7. Tia Matthews LLC	1319 Myrtle Avenue	L/H	\$ 5,640.00
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On June 29, 2017, the City filed a condemnation action to acquire the Fee Simple interest in the real property located at 1319 Myrtle Avenue, Baltimore, Maryland in the amount of \$9,360.00 based upon the higher of two independent appraisal reports. The Leasehold interest holder filed an Answer contesting the fair market and provided a report that appraised the property at \$160,000.00. As a result of negotiations, the parties agreed to a settlement amount of \$15,000.00. Thus, the Board is requested to approve an additional \$5,640.00 (\$15,000.00 less the previous approval amount of \$9,360.00).

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Payments of Settlements - cont'd</u>			

Funds will be drawn from account no. 9910-908044-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the Option, the Condemnations, the Condemnation or Redemption, and the Payments of Settlements.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interests in the property located at 3003 Herbert Street by gift from Mr. Samuel Davis Jr., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at 3003 Herbert Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through April 12, 2018 other than water bills, are as follows:

## MINUTES

DHCD - cont'd

3003 Herbert Street

Real Property Taxes	2017-2018	<u>\$0.00</u>
	<b>Total Tax Owed:</b>	<b>\$0.00</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the property located at 3003 Herbert Street by gift from Mr. Samuel Davis Jr., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interests in the property located at 3005 Herbert Street by gift from Mr. Samuel Davis Jr., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at 3005 Herbert Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through April 12, 2018 other than water bills, are as follows:

## MINUTES

DHCD - cont'd3005 Herbert Street

Real Property Taxes	2017-2018	<u>\$0.00</u>
	<b>Total Tax Owed:</b>	<b>\$0.00</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the property located at 3005 Herbert Street by gift from Mr. Samuel Davis Jr., Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interests in the property located at Block 5988 Lot 050 by gift from Mr. Russel Seifert, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at Block 5988 Lot 050. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the properties subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through April 5, 2018 other than water bills, are as follows:

## MINUTES

DHCD - cont'dBlock 5988 Lot 050

Real Property Taxes	2017-2018	\$ 0.00
Registration	205164	<u>288.50</u>
	<b>Total Taxes Owed:</b>	<b>\$288.50</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the property located at Block 5988 Lot 050 by gift from Mr. Russel Seifert, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 707 Beaumont Avenue, (Block 5173A, Lot 013) by gift from Ms. Crissi Harrison, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property at 707 Beaumont Avenue. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 5, 2018, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale Cert.	#261698	\$205,045.66
Real Property Tax	2017-2018	247.30
Real Property Tax	2015-2016	Incl. in Tax Sale
Real Property Tax	2013-2014	Incl. in Tax Sale
Real Property Tax	2012-2013	Incl. in Tax Sale
Real Property Tax	2010-2011	Incl. in Tax Sale
Real Property Tax	2009-2010	Incl. in Tax Sale
Real Property Tax	2008-2009	Incl. in Tax Sale
Registration	205164	<u>62.00</u>
	<b>Total Taxes Owed</b>	<b>\$205,354.96</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 707 Beaumont Avenue, (Block 5173A, Lot 013) by gift from Ms. Crissi Harrison, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.



**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 1717 Ashburton Street, (Block 2401B, Lot 033) by gift from Mr. Earl Bravo, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property at 1717 Ashburton Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 5, 2018, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale	#315882	\$14,051.12
Tax Sale	283139	1,468.98
Real Property Tax	2017-2018	509.65
Real Property Tax	2016-2017	Incl. in Tax Sale
Miscellaneous	7622228	Incl. in Tax Sale
Miscellaneous	7641236	Incl. in Tax Sale
Miscellaneous	7701683	Incl. in Tax Sale
Miscellaneous	7944101	Incl. in Tax Sale
Miscellaneous	8168544	Incl. in Tax Sale
Miscellaneous	8274722	Incl. in Tax Sale
Miscellaneous	8330938	Incl. in Tax Sale
Miscellaneous	8481723	164.80
Environmental	54080502	Incl. in Tax Sale
Environmental	54615760	Incl. in Tax Sale
Registration	042630	<u>327.60</u>
	<b>Total Taxes Owed</b>	<b>\$16,522.15</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 1717 Ashburton Street, (Block 2401B, Lot 033) by gift from Mr. Earl Bravo, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 522 N. Carey Street, (Block 0125, Lot 012) by gift from Ms. Betty Tunon, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property at 522 N. Carey Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 5, 2018, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale	#294564	\$ 5,314.05
Real Property Tax	2017-2018	1,065.59
Real Property Tax	2016-2017	Incl. in Tax Sale
Real Property Tax	2015-2016	Incl. in Tax Sale
Miscellaneous	7951635	Incl. in Tax Sale
Miscellaneous	8327017	Incl. in Tax Sale
Miscellaneous	8354425	Incl. in Tax Sale
Miscellaneous	8448623	132.65
Miscellaneous	8498255	187.72
Environmental	53682498	Incl. in Tax Sale
Environmental	53773131	Incl. in Tax Sale
Environmental	53773149	Incl. in Tax Sale
Environmental	53796868	Incl. in Tax Sale
Environmental	53813895	Incl. in Tax Sale
Environmental	53844700	Incl. in Tax Sale
Environmental	53883815	Incl. in Tax Sale
Environmental	53883823	Incl. in Tax Sale
Environmental	53885547	Incl. in Tax Sale
Environmental	53908166	Incl. in Tax Sale
Environmental	54090238	Incl. in Tax Sale
Environmental	55067011	1,500.00
Registration	422666	<u>145.60</u>
	<b>Total Taxes Owed</b>	<b>\$8,345.61</b>

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 522 N. Carey Street, (Block 0125, Lot 012) by gift from Ms. Betty Tunon, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the fee simple interests in the property located at 1015 N. Carey Street by gift from Urbania Development, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property located at 1015 N. Carey Street. With the Board's approval, the City will receive clear and marketable title to the properties, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through April 10, 2018 other than water bills, are as follows:

## MINUTES

DHCD - cont'd

1015 N. Carey Street

Real Property Tax	2017-2018	\$ 26.82	
Real Property Tax	2016-2017	Included in Tax Sale	
Real Property Tax	2015-2016	Included in Tax Sale	
Real Property Tax	2014-2015	Included in Tax Sale	
Real Property Tax	2013-2014	Included in Tax Sale	
Real Property Tax	2012-2013	Included in Tax Sale	
Real Property Tax	2011-2012	Included in Tax Sale	
Real Property Tax	2010-2011	Included in Tax Sale	
Real Property Tax	2009-2010	Included in Tax Sale	
Miscellaneous	#6618706	Included in Tax Sale	
Miscellaneous	#6750087	Included in Tax Sale	
Miscellaneous	#7020191	Included in Tax Sale	
Miscellaneous	#7113327	Included in Tax Sale	
Miscellaneous	#7146384	Included in Tax Sale	
Miscellaneous	#7425002	Included in Tax Sale	
Miscellaneous	#7428451	Included in Tax Sale	
Miscellaneous	#7576002	Included in Tax Sale	
Miscellaneous	#7950447	Included in Tax Sale	
Miscellaneous	#8251365	22,259.26	
Miscellaneous	Env Cit #8251365	<u>1,500.00</u>	
<b>Total Taxes Owed:</b>		<b>\$23,786.08</b>	

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interests in the property located at 1015 N. Carey Street by gift from Urbania Development, LLC, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition of the leasehold interest in the property located at 2048 Hollins Street, (Block 0206, Lot 024) by gift from Mr. James Culver, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

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

**BACKGROUND/EXPLANATION:**

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

The Owner has offered to donate to the City, title to the property at 2048 Hollins Street. With the Board's approval, the City will receive clear and marketable title to the property, subject only to certain City liens. Accepting this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The Owner will pay all current water bills up through the date of settlement. The Department will acquire the property subject to all municipal liens, other than water bills, and all interest and penalties that may accrue prior to recording a deed. A list of open municipal liens accrued through April 5, 2018, other than water bills which must be paid as part of the transaction is as follows:

## MINUTES

DHCD - cont'd

Tax Sale	298307	\$ 5,578.35
Tax Sale	270941	44,892.00
Tax Sale	083373	1,022.05
Real Property Tax	2017-2018	91.47
Real Property Tax	2016-2017	Incl. in Tax Sale
Real Property Tax	2015-2016	Incl. in Tax Sale
Real Property Tax	2014-2015	Incl. in Tax Sale
Real Property Tax	2014-2013	Incl. in Tax Sale
Real Property Tax	2012-2013	Incl. in Tax Sale
Real Property Tax	2011-2012	Incl. in Tax Sale
Real Property Tax	2010-2011	Incl. in Tax Sale
Real Property Tax	2009-2010	Incl. in Tax Sale
Real Property Tax	2008-2009	Incl. in Tax Sale
Miscellaneous	2177640	Incl. in Tax Sale
Miscellaneous	3010055	Incl. in Tax Sale
Miscellaneous	4286316	Incl. in Tax Sale
Miscellaneous	4795654	Incl. in Tax Sale
Miscellaneous	5105812	Incl. in Tax Sale
Miscellaneous	5112230	Incl. in Tax Sale
Miscellaneous	6094049	Incl. in Tax Sale
Miscellaneous	6191266	Incl. in Tax Sale
Miscellaneous	6331748	Incl. in Tax Sale
Miscellaneous	6430235	Incl. in Tax Sale
Miscellaneous	6613293	Incl. in Tax Sale
Miscellaneous	6781009	Incl. in Tax Sale
Miscellaneous	7951973	Incl. in Tax Sale
Miscellaneous	8359283	Incl. in Tax Sale
Miscellaneous	8430266	214.86
Miscellaneous	8431579	128.06
Miscellaneous	8452674	132.65
Environmental	51980654	1,500.00
Environmental	54893136	115.00
Footway Paving		<u>Incl. in Tax Sale</u>
<b>Total Taxes Owed</b>		<b>\$53,674.44</b>



**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at 2048 Hollins Street, (Block 0206, Lot 024) by gift from Mr. James Culver, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

Office of the City Council - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to raise \$100,000.00 to build the non-partisan Civic Engagement Program/Baltimore Rising. Mr. Zeke Cohen wishes to solicit donations from local individuals, businesses, and the general population to support the continuation of this program to pay for two staff members along with additional materials for the program. The period of the campaign is effective upon Board approval through May 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

Donations will be solicited from Baltimore businesses, civic leaders, the foundation community, and the general population. A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors, with respect to the City Council or the Board of Estimates, will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

Civic Engagement Program/Baltimore Rising is a non-partisan organization that seeks to increase voter turnout and voter education in Baltimore City. The organization has seen a decrease

**MINUTES**Office of the City Council - cont'd

in voter turn-out and lack of representation in specific neighborhoods. This program aims to increase civic participation, education and engagement.

This program is a collaboration with other public, private, and non-profit organizations to strengthen civic capacity among our distressed communities in an effort to increase voter participation and education throughout Baltimore City. No candidates will be endorsed.

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City to raise \$100,000.00 to build the non-partisan Civic Engagement Program/Baltimore Rising. The President **ABSTAINED**.

**MINUTES**

Mayor's Office of Public Affairs - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Ms. Tonya R. Miller to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the cost for the Mayor's 2018 Journey Home event. The period of the campaign pending Board approval, will be effective upon Board approval through October 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Mayor's Journey Home event will be held on October 20, 2018 at the Modell Lyric Opera House. Journey Home is Baltimore's mission to make homelessness rare and brief. This plan brings together the public and private sectors, not-for-profits, faith-based organizations and concerned citizens to work on solutions for preventing and ending homelessness. The annual fundraiser, now in its 8th year, is aimed to delight guests with excitement and Unexpected Delights. The evening is comprised of a VIP cocktail reception, concert and after party.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

**MINUTES**

Mayor's Office of Public Affairs - cont'd

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Ms. Tonya R. Miller to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the cost for the Mayor's 2018 Journey Home event.

**MINUTES**

Mayor's Office of Public Affairs - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Ms. Tonya R. Miller to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event cost for the 2018 Mayor's AFRAM Festival. The period of the campaign pending Board approval, will be effective upon Board approval through September 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Mayor's AFRAM Festival will be held August 11 and 12, 2018. The event has been held for over a 42-year period. This family-oriented event is filled with entertainers, children's activities, arts, history, education, financial literacy, employment and job training, health and wellness and more! The Baltimore AFRAM Festival is one of Baltimore City's oldest events.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

**MINUTES**

Mayor's Office of Public Affairs - cont'd

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Ms. Tonya R. Miller to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event cost for the 2018 Mayor's AFRAM Festival.

**MINUTES**

Mayor's Office of Public Affairs - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event costs for the 2018 Mayor's Back to School Pep Rally. The period of the campaign, pending Board approval, will be effective upon Board approval through August 31, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Mayor's Back to School Pep Rally will be held August 4, 2018. This event has been held for over a decade and will feature community resources, health and wellness screenings, exhibitors, music, motivational speeches and more to invigorate students and their parents with the tools needed to prepare for a successful school year.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.



**MINUTES**

Mayor's Office of Public Affairs - cont'd

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event costs for the 2018 Mayor's Back to School Pep Rally.

**MINUTES**

Mayor's Office of Public Affairs - Governmental/Charitable  
Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event costs for the 2018 Mayor's Wellness Wednesday series. The period of the campaign, pending Board approval, will be effective upon Board approval through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

The Mayor's Wellness Wednesday series will be held on June 13, July 11, August 22 and September 19, 2018 at the War Memorial Plaza. This event series will feature fun activities, exercise demonstrations, community resources, exhibitors, music, healthy food trucks and more to invigorate those in downtown Baltimore with the tools needed to maintain their own health and wellbeing.

A potential donor list will be comprised of individuals and corporate entities that contribute to the economic, social, and cultural vitality of Baltimore City. Most of the individual and corporate entities fitting that description are not controlled donors. However, those potential donors who are controlled donors with respect to the City Council or the Board of Estimates will not be targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

**MINUTES**

Mayor's Office of Public Affairs - cont'd

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

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Denis Sgouros to solicit businesses, organizations and donors for donation of goods and services and financial support to help pay for the event costs for the 2018 Mayor's Wellness Wednesday series.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2255 - 2257

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

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

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning</u>		
1. \$ 125,000.00	9904-919033-9129	9904-920033-9127
2 <sup>nd</sup> Comm. and	National Aquarium	National Aquarium
Eco. Dev. Bonds	Model Urban Water-	Waterfront Campus
	front Project	Master Plan

This transfer will support the Aquarium's new waterfront campus that will engage and connect people to the water while helping to improve water quality and the Inner Harbor ecosystem. Specifically, these funds will support the installation of the first piece of the engineered floating wetland and fabrication. This will also support the installation of the air supply line to provide the necessary aeration for plant life that attracts various species to the unique habitat.

Department of Public Works/Office  
of Engineering and Construction

2. \$ 50,000.00	9956-907622-9549	9956-908661-9551-3
(Wastewater	(Sewer System	(Design & Study)
Revenue Bonds)	Rehab - Gwynn	
	Falls)	

The transfer will cover the costs of SC 921, Improvements to the Gwynns Falls Sewershed Collection System - Area B.

3. \$2,500,000.00	9960-948002-9558	
(Water Revenue	(Water Billing	
Bonds)	System Upgrade)	
2,500,000.00	" "	
<u>(County Revenue)</u>		
<b>\$5,000,000.00</b>	-----	9960-904640-9557-6
		(Construction)

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
Department of Public Works/Office of Engineering and Construction - cont'd		
This transfer will cover costs of WC 1248, Water Utility Billing System.		
4. <b>\$250,000.00</b>	9958-936004-9526	
(Storm Water	(Small SWM BMPs)	
Revenue Bonds)		
50,000.00	-----	9958-911416-9525-3 (Design & Study)
50,000.00	-----	9958-908437-9525-3 (Design & Study)
50,000.00	-----	9958-911436-9525-3 (Design & Study)
50,000.00	-----	9958-907434-9525-3 (Design & Study)
<u>50,000.00</u>	-----	9958-910433-9525-3 (Design & Study)
<b>\$250,000.00</b>		

This transfer will cover costs of ER 4130, Environmental  
Restoration Project 14.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services</u>		
5. <b>\$ 50,000.00</b>	9916-904845-9194	9916-907061-9197
3 <sup>rd</sup> Public	Capital Constr.	Engine 44 Roof
Building Loan	& Maintenance -	Replacement -
		Reserve Active

This transfer will provide funds to the Department to remove the existing slate on the roof and flashing down to the substrate at Engine 44. Any existing wood sheathing that is rotting will be replaced. New TRU slate roofing material will be installed, which will include associated flashing and all associated in-house costs. The existing slate roof has surpassed its useful life span and the building suffers water leakage during rain events. This has damaged both the roof structure and interior finishes and now the roof must be replaced.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

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

**AMOUNT OF MONEY AND SOURCE:**

\$30,000.00 - 9904-922021-9127-900000-709070

**BACKGROUND/EXPLANATION:**

Through this grant, the Baltimore City Department of Planning will provide funding to Parks and People Foundation, Inc. to develop and install a veteran's memorial butterfly garden at Gelston Park, in partnership with community residents.

This project is part of the INSPIRE program, and selected by residents as part of the Lyndhurst Elementary School INSPIRE planning.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



**MINUTES**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Deed to 13 West Eager Street, LLC (Grantee) to convey a certain parcel of land known as the former bed of a 4 Foot Alley, extending from W. Eager Street, southerly 75 feet, more or less, to the outline of the property known as 917 Cathedral Street, and no longer needed for public use.

**AMOUNT OF MONEY AND SOURCE:**

\$900.00

**BACKGROUND/EXPLANATION:**

On April 5, 2017, the City entered into a closing agreement with 13 West Eager Street, LLC, as they would like to acquire the bed of a 4-foot alley, located on the south side of W. Eager Street, between Cathedral Street and Morton Street. 13 West Eager Street, LLC owns all of the surrounding properties and will consolidate the bed of the alley into its existing properties. While there are no formal proposals for the surrounding properties, 13 West Eager Street, LLC has had discussions for a possible new mixed-use building at this site.

The sale was authorized by means of Sales Ordinance No. 17-098 approved on December 21, 2017. The street and alley closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

**MINUTES**

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed to 13 West Eager Street, LLC to convey a certain parcel of land known as the former bed of a 4 Foot Alley, extending from W. Eager Street, southerly 75 feet, more or less, to the outline of the property known as 917 Cathedral Street, and no longer needed for public use.

**MINUTES**

Department of Real Estate - Deed

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Deed to the State of Maryland for the use of the University of Maryland, on behalf of the University of Maryland at Baltimore (Grantee), to convey certain parcels of land known as the former beds of Vine Street, from Pine Street to N. Arch Street, N. Arch Street from Vine Street to W. Lexington Street and Rieman Court, from N. Arch Street to N. Pearl Street, and no longer needed for public use.

**AMOUNT OF MONEY AND SOURCE:**

\$180,000.00

**BACKGROUND/EXPLANATION:**

On March 24, 2017, the City entered into a closing agreement with the State of Maryland, as it would like to acquire three parcels of land known as the former beds of Vine Street, N. Arch Street and Rieman Court. The proposed street closings are part of the site assembly for the University of Maryland Medical Center (UMMC). The UMMC owns the properties abutting the portions of Vine Street, N. Arch Street and Rieman Court and would incorporate the parcels into its existing properties for surface parking and future expansion.

The sale was authorized by means of Sales Ordinance No. 17-100 approved on December 21, 2017. The street closing process is intricate and involves public notice and other procedures before the deed can be prepared for submission to the Board for approval.

**MINUTES**

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Deed to the State of Maryland for the use of the University of Maryland, on behalf of the University of Maryland at Baltimore, to convey certain parcels of land known as the former beds of Vine Street, from Pine Street to N. Arch Street, N. Arch Street from Vine Street to W. Lexington Street and Rieman Court, from N. Arch Street to N. Pearl Street, and no longer needed for public use. The Mayor **ABSTAINED**.

**MINUTES**

Department of Real Estate - Assignment of Tax Sale Certificate

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property located at 3839 Reisterstown Road.

**AMOUNT OF MONEY AND SOURCE:**

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes &amp; Water Charges</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
3839 Reisters- town Road	\$3,000.00	\$3,854.42	\$10,819.18	\$3,854.42

**BACKGROUND/EXPLANATION:**

The City acquired the Tax Sale Certificate for 3839 Reisterstown Road on May 15, 2017 in the total amount of \$10,819.18, respectively.

Nelson Contracting Company, LLC has offered to purchase the Tax Sale Certificate for 3839 Reisterstown Road, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price of \$3,854.42 will cover the flat taxes and water charges. Comparable sales of vacant properties in the neighborhood indicate a value of approximately \$3,000.00.

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate for an amount that is less than the lien amount for the property located at 3839 Reisterstown Road.

**MINUTES**

Fire Department - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the American Heart Association, Inc. (AHA). The MOU is effective upon Board approval for four years.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The AHA and the Department share the goal of improving outcomes for patients who experience cardiac arrest, and through this MOU, intend to collaborate to train additional Baltimore City residents in Hands-Only CPR through the four-year collaboration. The AHA will grant CPR training equipment that includes mannequins, carrying cases, training videos, masks, and other related supplies as detailed in the MOU as consideration for the Department's use of the equipment for the Stelle Jean Hash CPR Initiative, supplying reports of completed trainings, and other responsibilities as described.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the American Heart Association, Inc.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 011 to Rummel, Klepper & Kahl, LLP, under Project 1232, On-Call Design Services. The period of the Task Assignment is approximately 20-months.

**AMOUNT OF MONEY AND SOURCE:**

\$18,016.53 - 9938-908784-9474-900000-703032

**BACKGROUND/EXPLANATION:**

This task will include natural resources inventory services for Reedbird Park.

**MBE/WBE PARTICIPATION:**

The Consultant has achieved the following percentages:

**MBE:** 36.15%

**WBE:** 4.27%

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$20,000.00	9938-906784-9475	9938-908784-9474
Rec. & Parks 25 <sup>th</sup> Series	Cherry Hill Recreation Center (Reserve)	Cherry Hill Recreation Center (Active)

## MINUTES

Department of Recreation and Parks - cont'd

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task 011 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 011 to Rummel, Klepper & Kahl, LLP, under Project 1232, On-Call Design 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 - Amendment No. 2 to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Grant Agreement (Amendment No. 2) with the Maryland Department of Transportation. The Grant Agreement will terminate when all payments of the Grant have been made or on March 31, 2020, whichever is sooner.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On Wednesday, June 1, 2016, the Board approved a Grant Agreement in connection with (Two-way Cycletrack) in which the Maryland Department of Transportation granted the Department \$300,000.00 to design and construct a 0.75 mile two-way cycletrack along West Pratt Street between Martin Luther King Jr. Blvd. and the Jones Falls Trail on Light St. in Baltimore, MD.

On Wednesday, December 14, 2016, the Board approved Amendment No. 1 to change the description of work to be performed. The amendment included the design and construction of a separated bicycle facility from Martin Luther King, Jr. Blvd. to Sharp St. along the north side of Pratt St. and a cycle track on the south of Pratt St.; signage and markings on the sidewalk on Pratt St., a bike crossing, and ramps at Charles St. and Light St.

This Amendment No. 2 will extend the period of the Grant Agreement to, when all payments of the Grant have been made or March 31, 2020, whichever is sooner.

**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Grant Agreement with the Maryland Department of Transportation.

**MINUTES**

Department of Transportation - Amendment No. 1 to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Grant Agreement with the Maryland Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On Wednesday, March 29, 2017, the Board approved a grant agreement in connection with the Melrose Avenue Bike Boulevard Project in which the Maryland Department of Transportation granted the Department \$99,600.00 for preparation of draft and final design plans, public involvement in finalizing design plans, submittal of draft design plans to the Maryland Department of Transportation for review and comment, installation of a bicycle boulevard, signage and sparrows along Melrose Avenue between Bellona Avenue and Roland Avenue, construction of a 5 foot sidewalk and repaving on the block between Roland Avenue and the West Melrose Avenue pedestrian/bicycle bridge, and installation of a crossing treatment on Melrose Avenue at North Charles Street, preparation of quarterly status reports and final reports, as requested by the Department; and monitoring and supervising the compliance of all provisions of the agreement.

The parties wish to amend the term of the grant agreement as follows: The term of this Grant Agreement will commence upon the date first set forth above and shall terminate when all payments of the Grant have been made or on December 31, 2019, whichever is

**MINUTES**

Department of Transportation - cont'd

sooner. Invoices/requests for reimbursement submitted by the grantee after the grant termination date will be identified as a disallowed cost and not processed for payment by the Maryland Department of Transportation.

**MBE/WBE PARTICIPATION:**

The Grant Agreement established the frame work with for roles and responsibilities for the subject project. The future procurement pursuant to the Grant Agreement will be considered for MBE/WBE participation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Grant Agreement with the Maryland Department of Transportation.

**MINUTES**

Department of Transportation/ - Task Assignment  
DOT-Traffic Engineering

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 18 to Sabra Wang & Associates, Inc., under Project No. 1183, On-Call Consultant Services for Traffic Signals & ITS Traffic Engineering. The period of the services under Task No. 18 is approximately six-months.

**AMOUNT OF MONEY AND SOURCE:**

\$172,076.48 - 9950-901069-9512-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for design review and program management services to the Traffic Signal & ITS Engineering Section of the Department of Transportation. The scope of services includes, but is not limited to projects impacting Traffic Signal & ITS devices originating from the Transportation Planning Division, MDOT projects, and program management of the Traffic Division CIP projects. Services will also include, onsite support staff.

**DBE PARTICIPATION:**

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

**DBE:** 25%

**MINUTES**

Department of Transportation/ - cont'd  
DOT-Traffic Engineering

Although the Consultant has not met the DBE goal of 25%, they achieved a goal of 6% and there remains enough capacity to meet the goal.

**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. 18 to Sabra Wang & Associates, Inc., under Project No. 1183, On-Call Consultant Services for Traffic Signals & ITS Traffic Engineering.

**MINUTES**

Department of Transportation/Office - Task Assignment  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 04 to Gannett Fleming, Inc., under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the City of Baltimore. The period of the services under Task No. 04 is approximately 24-months.

**AMOUNT OF MONEY AND SOURCE:**

\$788,520.99 - 9950-914065-9508-900010-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for engineering services required for the existing Hanover Street Bridge over the Middle Branch of the Patapsco River deck rehabilitation, with evaluation of precast plank superstructure to remain. The project intent is to improve the bridge deck and riding surface for an intended deck life span of approximately ten years.

The scope of services includes, but is not limited to bridge utilities, bridge lighting, bridge drainage, bridge sidewalks, bridge joints, bridge parapets, superstructure elements and substructure elements; bascule piers and bascule span are excluded from this project.

**DBE PARTICIPATION:**

The Consultant will comply with Title 49 Code of Federal Regulations, Part 26 and the DBE goals established in the original agreement.

MINUTES

Department of Transportation - cont'd

DBE: 25%

The Consultant has met 18.73% of the DBE goals, however they have the capacity to meet the remaining required DBE goal.

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$788,520.99 Fed	9950-944002-9507 Constr. Reserve - Reserve for Closeouts	
118,278.15 MVR	9950-903315-9507 Edmondson Ave. Bridge Painting	
<b><u>\$906,799.14</u></b>		
\$906,799.14	-----	9950-914065-9508-3 Design Hanover Street Bridge over Middle River

This transfer will fund the costs associated with Task No. 04 on Project 1135, Hanover Street Bridge over Middle Branch with Gannett Fleming, Inc.



**MINUTES**Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 04 to Gannett Fleming, Inc., under Project No. 1135, On-Call Design Services for Federal Aid Projects for Bridges within the City of Baltimore. 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 - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 801 S. Conkling Street	Norino Properties LLC	Bracket Sign 36" x 28"
\$158.60 - Flat Charge		
2. 5414 Harford Road	MacLennan and Wolfe, Inc.	Awning 25' x 5'
\$787.50 - Flat Charge		
3. 4015 Fleet Street	Fleet Street, LLC	Two bracket signs 52.5' each
\$317.20 - Annual Charge		
4. 901 W. 36 <sup>th</sup> Street	Avenue & Elm LLC	Outdoor seating 6' x 5'
\$337.50 - Annual Charge		
5. 502 N. Castle Street	North Castle Street Properties, LLC	One set of steps and landing 11' x 4"
510 N. Castle Street	North Castle Street Properties, LLC	One set of steps and landing 13' x 4'
\$421.80 - Flat Charge		

## MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 1801 E. Lombard Street	Catalan Cabanitas 1801, LLC	Outdoor seating 20' x 4'
\$337.50 - Annual Charge		

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 Permits.

**MINUTES**

Department of Transportation - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an expenditure of funds to pay John W. Brawner Contracting Company, Inc. under TR 09037R, SHA No. BC 318-020-815; FAP No. STPD-4311 HP-4311 (3)E; National Aquarium Access Improvements (BD 9037).

**AMOUNT OF MONEY AND SOURCE:**

\$43,000.00	-	9950-903880-9508-900010-702064
(8,858.00)	-	9950-903880-9508-900010-706063
<b>\$34,142.00</b>		

**BACKGROUND/EXPLANATION:**

This expenditure of funds will pay John W. Brawner Contracting Company, Inc. for services rendered.

On March 27, 2013, the Board awarded TR 09037R, SHA No. BC 318-020-815; FAP No. STPD-4311 HP-4311 (3)E; National Aquarium Access Improvements with a completion date of January 15, 2016. During a closing out review, it was discovered that the Contractor was not compensated for work completed under bid items nos. 806 and 807. Also, it was necessary to deduct monies from bid item nos. 509A3 and 514A for unsatisfactory work.

**DBE PARTICIPATION:**

The Contractor exceeded the established DBE goal of 25%.

**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 the expenditure of funds to pay John W. Brawner Contracting Company, Inc., under TR 09037R, SHA No. BC 318-020-815; FAP No. STPD-4311 HP-4311 (3)E; National Aquarium Access Improvements (BD 9037). The Mayor **ABSTAINED**.

**MINUTES**

Department of Transportation - Amendment No. 1 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 10 with WSP USA, Inc. (formerly known as Parsons Brinckerhoff, Inc.), under Project No. 1209, On-Call Traffic Engineering Services. Amendment No. 1 will extend the period of the agreement through May 12, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Upset fee

**BACKGROUND/EXPLANATION:**

On May 13, 2015, the Board approved the original agreement with WSP USA, Inc. in the amount of \$1,500,000.00 for a three-year period to assist the Department of Planning in managing various tasks.

The scope of services includes, but is not limited to traffic impact studies for economic development projects including recommendations for traffic mitigation under adverse conditions; designing traffic control devices including signals, vehicle detection equipment, signs, pavement markings, and traffic calming installations.

Amendment No. 1 will extend the period of the agreement through May 12, 2019 and increase the upset limit by \$1,000,000.00 for continued design services for various projects, making the new upset limit \$2,500,000.00.

**MINUTES**

Department of Transportation - cont'd

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the 27% MBE and 10% WBE goals established in the original agreement.

**AUDITS NOTED THE INCREASE IN THE UPSET LIMITS AND THE TIME EXTENSION, AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement (Amendment No. 10 with WSP USA, Inc. (formerly known as Parsons Brinckerhoff, Inc.), under Project No. 1209, On-Call Traffic Engineering Services.

**MINUTES**

Department of Transportation - Facility Encroachment Agreement

**ACTION REQUESTED OF THE B/E:**

The Board is requested to approve and authorize execution of a Facility Encroachment Agreement with CSX Transportation, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Maryland Transportation Authority is preparing a project for construction known as the Canton Viaduct, in the alignment of this project certain City owned ductbanks will need to be relocated. The Maryland Transportation Authority will be relocating these ductbanks at their sole cost and expense through CSXT property. At the conclusion of the Canton Viaduct Project these ductbanks will be turned over to the City. The Facility Encroachment Agreement will allow for the transfer of these ductbanks to the City and the ultimate ownership to the City.

**MBE/WBE PARTICIPATION:**

Irrespective to Article 5, Subtitle 28-4, this item is not the result of City procurement and the above named entity is responsible for all cost, MWDBE goals do not apply.

**APPROVED FOR FUNDS BY FINANCE**



**MINUTES**

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Facility Encroachment Agreement with CSX Transportation, Inc.

**MINUTES**Department of Transportation (DOT) - Developers' Agreements

The Board is requested to approve and authorize execution of the various Developers' Agreements.

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	<b>3801 FLEET STREET APARTMENTS, LLC</b>	<b>1553</b>	<b>\$ 22,640.00</b>

3801 Fleet Street Apartments, LLC would like to install new water service to its proposed new building located at 3801 Fleet Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$22,640.00 has been issued to 3801 Fleet Street Apartment, LLC which assumes 100% of the financial responsibility.

2.	<b>MONKTON BOYS LLC.</b>	<b>1494</b>	<b>\$ 89,930.00</b>
----	--------------------------	-------------	---------------------

Monkton Boys, LLC would like to install new water service and conduit to its proposed new building located at 1201 through 1211 Clarkson Street, Baltimore MD 21230. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$89,930.00 has been issued to Monkton Boys, LLC which assumes 100% of the financial responsibility.

## MINUTES

DOT - cont'd

<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
3. ROLAND HEIGHTS, L.C.	1545	\$2,200,000.00

Roland Heights, L.C., would like to install new water services, sanitary sewer, storm drain, conduit, street lighting, and road improvements to its proposed new subdivision located at 1501-1507 Roland Heights Avenue, also known as The Residences at Roland Heights. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$2,200,000.00 has been issued to Roland Heights L.C. which assumes 100% of the financial responsibility.

4. 2120 MARYLAND AVENUE, LLC.	1573	\$ 15,000.00
-------------------------------	------	--------------

2120 Maryland Avenue, LLC, would like to install a new water service to its building located at 2120 Maryland Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$15,000.00 has been issued to 2120 Maryland Avenue LLC., which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

City funds will not be utilized for the projects. Therefore, MBE/WBE participation is not applicable.

**MINUTES**

DOT - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Developers' Agreements.

**MINUTES**

Mayor's Office of Human Services (MOHS) - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Grant Award (NGA) from the Department of Housing and Urban Development (HUD). The period of NGA is May 1, 2018 through April 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$1,424,500.00 - 4000-494218-3573-327000-404001

**BACKGROUND/EXPLANATION:**

The MOHS has been awarded funds under the Housing Opportunities Persons with AIDS (HOPWA) program operated by HUD. Through HOPWA, low-income persons living with HIV/AIDS and their families are provided with housing assistance and related supportive services to prevent clients from becoming homeless.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Grant Award from the Department of Housing and Urban Development.

**MINUTES**

Mayor's Office of Employment Development - Provider Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Provider Agreement with Job Opportunities Task Force, Inc. (JOTF). The period of the Provider Agreement is March 1, 2018 through September 30, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$153,445.00 - 4000-809918-6312-726805-603051

**BACKGROUND/EXPLANATION:**

The JOTF will provide highway or capital transit credentialed transportation construction-related training with a defined curriculum designed for hard-to-serve, low-skill, unemployed or underemployed Baltimore City residents. The JOTF will leverage the resources of workforce development partners to ensure trainees have access to a wide range of supportive services with the goal of improving overall job readiness.

The money will be drawn from Workforce Innovation Opportunity Act Set Aside Highway or Capital Transit Construction Skills Federal Funding received through the State of Maryland, Department of Labor Licensing and Regulation.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Mayor's Office of Employment Development - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Provider Agreement with Job Opportunities Task Force, Inc.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the agreement with Whitney, Bailey, Cox & Magnani, LLC/Wallace Montgomery & Associates, LLP, a Joint Venture, under Project 1196R, Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System. The agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 814,400.00 (81.44%) - Wastewater Revenue Bonds  
185,600.00 (18.56%) - County Grants  
**\$1,000,000.00** - 9956-906656-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The scope of work for this project includes review of available information including existing City Geographic Information System (GIS) data, performing spatial and attribute queries to identify and extract the utilities to be inspected, preparing maps for field crews, field reconnaissance of manholes, Quality Assurance (QA)/Quality Control (QC) of reconnaissance survey data, preparing maps for inspection of manholes and sewer lines, conducting sewer and manhole inspections as necessary, preparing contract documents including plans, maps, specifications, cost estimates, permit applications, right-of-entry agreements, right-of-way documents, and community outreach documents, in addition to bid phase services and project management.



**MINUTES**

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

**MBE/WBE PARTICIPATION:**

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

**MBE: 27%**

**WBE: 10%**

<b>MBE:</b> AB Consultants, Inc.	\$115,000.00	11.5 %
C.C. Johnson & Malhorta, P.C.	20,000.00	2.0 %
CST Engineering, Inc.	20,000.00	2.0 %
Savin Engineers, P.C.	<u>115,000.00</u>	<u>11.5 %</u>
	<b>\$270,000.00</b>	<b>27.00%</b>
 <b>WBE:</b> Sahara Communications, Inc.	 \$ 25,000.00	 2.5%
Sunrise Safety Services, Inc.	75,000.00	7.5%
	<u>\$100,000.00</u>	<u>10.00%</u>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 879,552.00 (Wastewater Revenue Bonds)	9956-933004-9549 (Project 1196 (SC 946R) Low Level and Jones Falls Sewersheds Inspection and Analysis)	

MINUTES

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

**TRANSFER OF FUNDS**

<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
200,448.00 <u>(County Revenue)</u>	" "	
<b>\$1,080,000.00</b>	-----	9956-906656-9551-3 (Design) SC 946R Sewersheds Inspection

This transfer will cover the costs of Project 1196 (SC 946R), Low Level and Jones Falls Sewersheds Inspection and Analysis.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Whitney, Bailey, Cox & Magnani, LLC/Wallace Montgomery & Associates, LLP, a Joint Venture, under Project 1196R, Engineering Services for Inspection and Analysis of Baltimore City Wastewater Collection System. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 010 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance Services.

**AMOUNT OF MONEY AND SOURCE:**

(\$1,038.24) - 9956-904754-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Department was in need of inspection services for the ongoing work on SC 890. The project did not utilize all of the funds and is requesting a credit.

The scope of the original agreement includes: assisting the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information reviews and responses, and construction contract administrative support.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original Agreement.

**MINUTES**

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

**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 and authorized execution of the assignment of Task No. 010 to Rummel, Klepper & Kahl, LLP under Project 1504, Construction Management Assistance Services.

**MINUTES**

Department of Public Works/Office - Amendment No. 3 to Agreement of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with Whitman, Requardt & Associates, LLP, under Project 1124W Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The Amendment No. 3 to Agreement will extend the period of the Agreement for six months through February 22, 2019 or until all funds are expended, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 9956-903654-9551-900020-703032

**BACKGROUND/EXPLANATION:**

Whitman, Requardt & Associates, LLP will continue to provide engineering services for the Improvement to Herring Run Sewershed Collection System in compliance with the Consent Decree. This Amendment No. 3 to Agreement will allow the Consultant to continue to provide post award engineering services, which include, but are not limited to attending site visits, review of submittals, Geographic Information System technical support, technical consultations, review of proposed change orders, and review of post rehabilitation videos. It is important to allow the consultant to stay active until the end of the warranty period.

The project involves the design of improvements recommended by the Herring Run Sewershed Study and Plan under the City's Wet Weather Consent Decree Program. The work may include condition assessment, preliminary and final design and providing post award services for

**MINUTES**

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

relief sewers, point repairs, rehabilitation, and replacement of sanitary sewers and manholes within the Herring Run Sewershed.

**MBE/WBE PARTICIPATION:**

The Consultants will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreement which are MBE: 27% and WBE: 9%.

**APPROVED FOR FUNDS BY FINANCE****AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 3 to Agreement with Whitman, Reuardt & Associates, LLP, under Project 1124W Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

\* \* \* \* \*

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

2298 - 2299

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

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

Department of Transportation (DOT)

1. EWO #002, \$1,327,458.00 - TR 15021R, Citywide Signing for  
Parking Restrictions, JOC A  

\$1,805,080.00	\$0.00	Allied Contractors	-	85%
		Inc.		

This authorization is requested on behalf of the Department of Public Works, Bureau of Solid Waste to allow the DOT to initiate this change order for the Citywide Signage Project. Additional funds are being added due to the increase in quantities required to complete the installation of the parking restriction signs. The advertised contract did not account for the magnitude of signs and the additional signs are needed so that enforcement can begin. An Engineer's Certificate of Completion of Work has not been issued.

This contract contains a goal of 25% for MBE and 5% for WBE.

Department of Public Works/Office of Engineering and Construction

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$1,327,458.00</b>	9958-930007-9526	9958-931007-9525-6
Stormwater	Street Sweeping	Construction
Utility Funds	Route Signs	

This transfer will cover the costs of TR 15021R, Citywide Signing for Parking Restrictions, JOC A.



**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation

3. EWO #004, (\$270,156.32) - TR 10311R, Historic Preservation and Traffic Improvements Along Liberty Heights Avenue in Druid Hill Park in Baltimore			
\$2,968,166.90	(\$134,689.02)	Henry H. Lewis Contractors, LLC	100%

This authorization provides for payment of overrun items, deduction of amounts not needed due to underruns or not used items, and to balance out the contract.

**DBE PARTICIPATION:**

The Contractor met 26.3% of the established 25% DBE goal.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

On the recommendations of the City agencies  
hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

2301 - 2306

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

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

- |    |                          |                    |              |
|----|--------------------------|--------------------|--------------|
| 1. | B50005411, Golf<br>Carts | Werres Corporation | \$ 58,963.38 |
|----|--------------------------|--------------------|--------------|

(Department of General Services  
- Fleet Management)

**MBE/WBE PARTICIPATION:**

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodities purchase for the purchase from an authorized heavy equipment dealer who is required to provide pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- |    |                              |             |              |
|----|------------------------------|-------------|--------------|
| 2. | B50005314, Crawler<br>Loader | Jesco, Inc. | \$313,690.73 |
|----|------------------------------|-------------|--------------|

(Department of General Services -  
Fleet Management)

**MBE/WBE PARTICIPATION:**

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodities purchase for the purchase from an authorized heavy equipment dealer who is required to provide pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

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

- |    |                              |                             |              |
|----|------------------------------|-----------------------------|--------------|
| 3. | B50005313, Front Load Packer | Peterbilt of Baltimore, LLC | \$262,506.00 |
|----|------------------------------|-----------------------------|--------------|

(Department of General Services -  
Fleet Management)

**MBE/WBE PARTICIPATION:**

On May 15, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodities purchase for the purchase from an authorized heavy equipment dealer who is required to provide pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- |    |  |   |
|----|--|---|
| 4. | B50005364, Centrex Installation and Maintenance Services | <b>REJECTION</b> - On April 25, 2018 the Board opened one bid for B50005364. The bid was found to be conditional and therefore non-responsive. The Bureau will recommend, by separate Board memo, the utilization of a cooperative contract, competitively bid by the State of Maryland as the Local Telecommunications Services Contract, in order to obtain these services. |
|----|--|---|

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

5. TR 18005, Reconstruc- J. Villa Construction, \$770,000.00  
 tion of Footways Inc.  
 Citywide

**MWBOO SET GOALS OF 37% MBE 12% WBE.**

**MBE:** J. Villa Construction, Inc.\* \$385,000.00 43.83%\*\*

**WBE:** Rowen Concrete, Inc. \$ 95,000.00 12.34%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

\* Indicates Self-Performance

\*\* Only fifty percent of the work Self-Performed can be counted toward the MBE goal.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
6. \$586,470.00	9950-903300-9504	
State Constr.	Constr. Res. Tree	
Rev.	Roots/Footways	
337,530.00	9950-904100-9504	
Other	Footway Paving	
<u>\$924,000.00</u>		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$770,000.00	-----	9950-902472-9504-6 Structural & Improvements
115,500.00	-----	9950-902472-9504-5 Inspection
<u>38,500.00</u>	-----	9950-902472-9504-2 Contingencies Reconstruction of Footways Citywide
<b>\$924,000.00</b>		

This transfer will fund costs associated with award to J. Villa Construction, Inc. of Project TR 18005, Reconstruction of Footways Citywide.

- 7. TR 18003, Reconstruc-                      J. Villa Construction,    \$770,000.00  
tion of Footways                              Inc.  
Citywide

**MWBOO SET GOALS OF 37% MBE 12% WBE.**

**MBE:** J. Villa Construction, Inc.\*    \$385,000.00    43.83%\*\*

**WBE:** Rowen Concrete, Inc.            \$ 95,000.00    12.34%

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>MWBOO FOUND VENDOR IN COMPLIANCE.</b>		
* Indicates Self-Performance		
** Only fifty percent of the work Self-Performed can be counted toward the MBE goal.		
8. \$501,390.00	9950-903300-9504	
State Constr.	Constr. Res. Tree	
Rev.	Roots/Footways	
422,610.00	9950-904100-9504	
Other	Footway Paving	
<u>\$924,000.00</u>		
\$770,000.00	-----	9950-902471-9504-6
		Structural &
		Improvements
115,500.00	-----	9950-902471-9504-5
		Inspection
<u>38,500.00</u>	-----	9950-902471-9504-2
		Contingencies
		Reconstruction of
		Footways Citywide
<b>\$924,000.00</b>		

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

This transfer will fund costs associated with award to J. Villa Construction, Inc. of Project TR 18003, Reconstruction of Footways Citywide.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- |  |              |         |
|--|--------------|---------|
| 1. S & S WORLDWIDE, INC.   | \$ 30,000.00 | Renewal |
| Contract No. B50004608 - Various Games for Recreation Centers<br>- Department of Recreation and Parks - P.O. No. P535873 |              |         |

On June 21, 2016, the City Purchasing Agent approved the initial award in the amount of \$17,435.21. The award contained four 1-year renewal options. Subsequent actions have been approved and one renewal option has been exercised. This second renewal in the amount of \$30,000.00 is for the period June 20, 2018 through June 19, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |  |              |         |
|--|--------------|---------|
| 2. MARCON ENGINEERING<br>SERVICES, INC.  | \$300,000.00 | Renewal |
| Contract No. B50003483 - Marine Skimmers Maintenance and Repair<br>Parts and Service - Department of General Services - Fleet<br>Management - P.O. No. P527694 |              |         |

On June 18, 2014, the Board approved the initial award in the amount of \$1,500,000.00. The award contained two renewal options. On June 7, 2017, the Board approved the first renewal in the amount of \$1,000,000.00. This final renewal in the amount of \$300,000.00 is for the period July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

**MBE/WBE PARTICIPATION:**

On March 26, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer parts for maintenance and repair of boats within the City's fleet with exception to the Fire Department.

**MWBOO GRANTED A WAIVER.**

3. HERITAGE OF OWINGS MILLS  
 II, INC. t/a HERITAGE  
 CHRYSLER DODGE JEEP RAM \$ 0.00 Renewal  
 Contract No. B50003448 - O.E.M. Parts and Service for Chrysler  
 Vehicles - Department of General Services - Fleet Management  
 - P.O. No. P527371

On May 14, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two renewal options. On June 7, 2017, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On January 29, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer parts for maintenance and repair of Chrysler vehicles within the City's fleet.

**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 Procurement

- |  |         |         |
|--|---------|---------|
| 4. AL PACKER WHITE MARSH<br>FORD, LLC  | \$ 0.00 | Renewal |
| Contract No. B50003447 - O.E.M. Parts and Service for Ford Vehicles - Department of General Services - Fleet Management - P.O. No. P527249 |         |         |

On May 7, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two 1-year renewal options. On May 31, 2017, the Board approved the first renewal in the amount of \$1,000,000.00. This final renewal in the amount of \$0.00 is for the period July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On January 24, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer parts for maintenance and repair of Ford vehicles within the City's fleet.

**MWBOO GRANTED A WAIVER.**

- |   |         |         |
|---|---------|---------|
| 5. MARTY'S AUTO PAINT<br>SUPPLY, INC.   | \$ 0.00 | Renewal |
| Contract No. 06000 - Automotive Paint and Supplies - Department of General Services - Fleet Management - P.O. No. P527667 |         |         |

On June 11, 2014, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

options. On May 31, 2017, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 6, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |    |  |                     |                |
|----|--|---------------------|----------------|
| 6. | <u>SLEC, INC.</u>  | <u>\$ 70,000.00</u> | <u>Renewal</u> |
|    | Contract No. 08000 - O.E.M. Parts and Service for SEFAC Heavy Duty Mobile Lifts - Department of General Services - Fleet Management - P.O. No. P527447 |                     |                |

On May 28, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained two renewal options. Subsequent actions have been approved. This final renewal in the amount of \$70,000.00 is for the period July 1, 2018 through June 30, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |    |  |                     |                |
|----|--|---------------------|----------------|
| 7. | <u>LEICA GEOSYSTEMS, INC.</u>  | <u>\$ 45,022.00</u> | <u>Renewal</u> |
|    | Contract No. 08000 - Licensing, Maintenance and Updates to ScanStation C10 Laser Scanning System - Baltimore City Police Department - P.O. No. P538907 |                     |                |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On March 15, 2017, the Board approved the initial award in the amount of \$45,022.00. The award contained two 1-year renewal options. This first renewal in the amount of \$33,645.90 is for the period March 15, 2018 through March 14, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This meets the requirement for certification as a sole source procurement as this proprietary system is only available from Leica Geosystems, Inc.

- |   |              |         |
|---|--------------|---------|
| 8. THE DAVEY TREE EXPERT<br>COMPANY   | \$130,000.00 | Renewal |
| Contract No. B50004010 - Ash Borer Treatment - Department of<br>Recreation and Parks - P.O. No. P531664 |              |         |

On June 17, 2015, the Board approved the initial award in the amount of \$150,000.00. The award contained two 1-year renewal options. On August 16, 2017, the Board approved an increase in the amount of \$75,000.00. This first renewal in the amount of \$130,000.00 is for the period June 16, 2018 through June 15, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On April 2, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**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 Procurement

approved. This second renewal in the amount of \$30,000.00 is for the period July 8, 2018 through July 7, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |   |                |         |
|---|----------------|---------|
| 11. DHILLON ENGINEERING,<br>INC.  | \$1,000,000.00 | Renewal |
| Contract No. B50004532 - Unidirectional Flushing and Leak Detection Services - Department of Public Works - Water and Wastewater - P.O. No. P536241 |                |         |

On July 13, 2016, the Board approved the initial award in the amount of \$1,132,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$1,000,000.00 will provide continuation of unidirectional flushing of water mains (16 inches or less in diameter) and leak detection to ensure quality water in various residential areas. This renewal is for the period July 19, 2018 through June 18, 2019 with two 1-year renewal options.

**MBE/WBE PARTICIPATION:**

On February 9, 2016, MWBOO set goals of 2% MBE and 0% WBE. Dhillon Engineering, Inc. was found in compliance on April 18, 2018.







## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

was a competitively bid solicitation for proprietary software and implementation services.

**MWBOO GRANTED A WAIVER.**

- |   |                     |                 |
|---|---------------------|-----------------|
| 14. <u>THE CANTON GROUP, LLC</u>  | <u>\$125,000.00</u> | <u>Increase</u> |
| Contract No. 06000 - Software Development - Department of Health - P.O. No. P540177 |                     |                 |

On July 19, 2017, the Board approved the initial award in the amount of \$50,000.00. On July 26, 2017, the Board approved an agreement in the amount of \$0.00. This increase in the amount of \$125,000.00 is required to include additional functionality supporting the ePRA grant to deliver full analytical capabilities, including but not limited to ingestion of prenatal risk assessment data. The contract ends 60 days following the final acceptance of the project.

**MBE/WBE PARTICIPATION:**

Not applicable. The initial award was below the MBE/WBE subcontracting threshold of \$50,000.00. The Canton Group, LLC is a certified MBE.

- |  |                     |                 |
|--|---------------------|-----------------|
| 15. <u>CENTURY FORD OF MT. AIRY, INC.</u>  | <u>\$284,937.00</u> | <u>Increase</u> |
| Contract No. B50005169 - Crew Cab Dump Trucks with Snow Plows and Salt Spreaders - Department of General Services, Fleet Management - P.O. No. P542789 |                     |                 |

**MINUTES****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

On February 14, 2018, the Board approved the initial award in the amount of \$474,895.00. This increase in the amount of \$284,937.00 is for the purchase of three additional trucks to replace older units which have exceeded their expected life cycle. The need for these additional trucks was identified after the solicitation had been awarded. This increase in the amount of \$284,937.00 will make the award amount \$759,832.00. The contract expires on January 9, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On May 15, 2017, it was determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

- |  |              |          |
|--|--------------|----------|
| 16. WERT BOOKBINDING<br>& SONS, INC.   | \$ 39,000.00 | Increase |
| Contract No. B50003866 - Book Binding Service - Enoch Pratt<br>Free Library - P.O. No. P529820 |              |          |

On January 5, 2015, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three renewal options. Subsequent actions have been approved.

**MINUTES****INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS**

<b><u>VENDOR</u></b>	<b><u>AMOUNT OF AWARD</u></b>	<b><u>AWARD BASIS</u></b>
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Bureau of Procurement

Due to a demand in book binding services, an increase in the amount of \$39,000.00 is necessary. This increase in the amount of \$39,000.00 will make the award amount \$133,000.00. The period of the award is February 1, 2018 through January 31, 2019, with no renewals remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |   |                     |                    |
|---|---------------------|--------------------|
| 17. <u>TECHNIMOUNT SYSTEM, INC.</u>                                 | <u>\$ 49,950.00</u> | <u>Sole Source</u> |
| <u>Contract No. 08000 - LP15 Mounts - Baltimore Fire Department</u> |                     |                    |
| <u>- Req. No. R789978</u>   |                     |                    |

The vendor is the manufacturer's sole authorized dealer to sell and provide the safety mount that fits all brands and models of medical equipment currently in use in the Fire Department.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

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

18. VERIZON ENTERPRISE SOLUTIONS, LLC	\$1,800,000.00	Cooperative Contract
Maryland State Contract Number 060B34900213 - Local Telecommunications Services - Municipal Telephone Exchange - Req. No. N/A		

Vendors were solicited by the Maryland State Department of Information Technology via posting on eMaryland Marketplace and DoIT website, and DoIT Bid Board. One bid proposal was received and selected. This contract provides the State with local services to include: Business Lines, Foreign Exchange Lines, Analog and Digital Trunk Lines (DID/DOD), ISDN PRIs, SIP, Customer Interfaces, Network-Based Business Lines, DID number blocks, Diverse Routing and Dual Homing Capability, Switch Re-direct and Remote Call Forwarding Capability, IP Centrex Services, Network Voice Mail, and Operator Assistance. The contract expires on June 30, 2019 with two 1-year renewal options at the sole discretion of the State of Maryland.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

On March 9, 2018, it was determined that no goals would be set because of no opportunity to segment the contract. The Contractor will provide all of the recommended hardware, software, circuits, installation, testing, maintenance and support of necessary services.

**MWBOO GRANTED A WAIVER.**

19. NATIONAL CAPITAL INDUSTRIES \$ 48,990.00 Award  
 Solicitation No. B50005392 - Supply Barriers/Quadguards - Department of Transportation - Req. No. R789358

Vendors were solicited by posting on CitiBuy. On April 30, 2018, the sole bid received was opened and was found to be fair and reasonable. Award is recommended to the sole responsive, responsible bidder. The period of the award is June 6, 2018 through June 5, 2021. The above amount is the City's estimated requirement.

20. TELE-TECTOR OF MARYLAND INC. \$5,000,000.00 Assignment Agreement and Extension  
 Contract No. B50001080 - CCTV Maintenance and Platform Integration - Mayor's Office of Criminal Justice, Baltimore City Police Department, Department of Transportation - P.O. Nos. P508992 and P543859



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

UPON MOTION duly made and seconded, the Board approved the informal Awards, Renewals, and Increases to Contracts. The Board further approved and authorized execution of the Assignment Agreement and Extension with Tele-Tector of Maryland, Inc. (item no. 20).



**MINUTES**

Department of Finance - FY 2019 Targeted Homeowners Tax Credit

**ACTION REQUESTED OF B/E:**

The Board is requested to authorize the Department of Finance to set up the Fiscal 2019 Targeted Homeowners Tax Credit rate at \$0.250 per \$100.00 of improved assessed value pursuant to Article 28 § 10-16 of the Baltimore City Code. The Targeted Homeowners Tax Credit is limited to the City tax liability, excluding Special Benefit Districts.

**AMOUNT OF MONEY AND SOURCE:**

The Targeted Homeowners Tax Credit will result in a reduction of an estimated \$30,402,000.00 from the City's property tax collection.

**BACKGROUND/EXPLANATION:**

The Targeted Homeowners Tax Credit is available to all owner occupied homes in Baltimore City that qualify for the Homestead Exemption under the Property Tax Article §9-105 of the State Code. The tax credit is calculated by multiplying the Targeted Homeowners Tax Credit rate by the eligible property's improved assessment. The credit when taken singularly or with other credits will be limited to the City tax liability and will not cause a refund to any taxpayer.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Department of Finance - cont'd

UPON MOTION duly made and seconded, the Board authorized the Department of Finance to set up the Fiscal 2019 Targeted Homeowners Tax Credit rate at \$0.250 per \$100.00 of improved assessed value pursuant to Article 28 § 10-16 of the Baltimore City Code.

**MINUTES**

Health Department - Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment to Agreement with Heavenly Grace Assisted Living, Inc.

**AMOUNT OF MONEY AND SOURCE:**

\$8,500.00 - 5000-534018-3254-767800-607001

**BACKGROUND/EXPLANATION:**

On November 15, 2017, the Board approved the original agreement in the amount of \$31,200.00 for the period July 1, 2017 through June 30, 2018. This Amendment to Agreement will increase the contract amount by \$8,500.00, making the new FY 18 total contract amount \$39,700.00.

Heavenly Grace Assisted Living, Inc. is enrolled in the Senior Assisted Living Group home Subsidy Program and will provide subsidized senior assisted housing services for individuals 62 years of age and older, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. All other terms and conditions of the original agreement remain unchanged.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement with Heavenly Grace Assisted Living, Inc. The Comptroller **ABSTAINED**.

## 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, 2017 through June 30, 2018, unless otherwise indicated.

1. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 80,386.00**

Account: 5000-569718-3023-273318-603051

Family Health Centers of Baltimore, Inc. will conduct Early intervention Services, including the provision of targeted HIV testing to help clients who are unaware of their HIV status receive referral to HIV care and treatment if found to be HIV infected. The organization will also provide outreach and Health Education/Risk Reduction services.

**MWBOO GRANTED A WAIVER.**

2. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 10,500.00**

Account: 5000-569722-3023-273320-603051

Family Health Centers of Baltimore will provide interpretation and translation services, oral and or written, to Ryan White eligible clients. Clients will be referred from in-house primary care services and other local and community resources. The target areas for Spanish speaking patients will be the Brooklyn and Curtis Bay communities. Services will be provided as needed to facilitate communication between the provider and client and/or support delivery of Ryan White HIV/AIDS Program eligible services.

**MBE/WBE PARTICIPATION: N/A**

## MINUTES

Health Department - cont'd

3. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$152,245.00**

Account: 5000-569718-3023-273321-603051

Family Health Centers of Baltimore, Inc. will provide a range of client-centered Medical Case Management activities focused on improving health outcomes in support of the HIV care continuum.

**MWBOO GRANTED A WAIVER.**

4. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 79,386.00**

Account: 5000-569718-3023-273319-603051

Family Health Centers of Baltimore, Inc. will provide Health Education/Risk Reduction services for clients living with HIV about HIV transmission and how to reduce the risk of HIV transmission. Health Education/Risk Reduction will include sharing information about medical and psychosocial support services and counseling clients to improve their health status.

**MWBOO GRANTED A WAIVER.**

5. **HEALTH CARE FOR THE HOMELESS, INC.** **\$250,559.00**

Account: 5000-569718-3023-273326-603051

Health Care for the Homeless outreach team works with providers and broader stakeholders to identify clients in

**MINUTES**Health Department - cont'd

need of outreach. For those already connected to the clinic, the HCH outreach team also partners with the community to identify, outreach, and seek to connect to services those who are not linked to care. Traditional outreach services will include the identification of undiagnosed individuals, information and education on health care access, linkage to care for persons who know their HIV status but were "never in care" or it has been longer than six months since their last kept HIV medical appointment.

**MWBOO GRANTED A WAIVER.**

6. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$ 60,500.00**

Account: 5000-569718-3023-273322-603051

Family Health Centers of Baltimore, Inc. will provide HIV support services for infected/affected individuals in the Baltimore City and the surrounding Eligible Metropolitan Area. The organization will conduct traditional outreach services that will include the following: identification of undiagnosed individuals, information and education on health care access, linkage to care for persons who know their HIV positive status but were "Never in Care" or it has been longer than six months since their last kept HIV medical appointment.

**MWBOO GRANTED A WAIVER.**

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration (PHPA) programmatically manages Ryan White Part B

**MINUTES**Health Department - cont'd

HIV/AIDS State Special services. The Providers are asked to submit a budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the Providers. This review is required to comply with grant requirements.

7. **INDEPENDENT MARYLANDERS ACHIEVING** \$ **24,868.48**  
**GROWTH THROUGH EMPOWERMENT, INC. (IMAGE)**

Account: 6000-613318-3044-273300-603051

The Department receives funding from the Maryland Department of Aging for the development of an Aging and Disability Resource Center through the Area Agencies on Aging, Maryland Access Point program. The Department engages IMAGE to perform services in the area of Maryland Access Point Enhancement for nursing home residents that want to explore the option to return to the community. The provider will provide Options Counseling and Medicaid application assistance to all referred individuals between the ages of 18-49 who are referred to the MAP/AAA by DHMH or its designees.

**MBE/WBE PARTICIPATION:**

N/A

8. **THE HARRY AND JEANETTE WEINBERG** \$ **7,925.00**  
**PLACE, INC.**

Account: 4000-432918-3255-761200-604014

The organization will provide nutritional Kosher Meals to elderly clients at the Weinberg Place Apartments located at 2500 W. Belvedere Avenue. The organization will serve 1,250 meals annually at a cost of \$6.34 per meal.



**MINUTES**Health Department - cont'd

All meals will be reviewed by a licensed dietitian or licensed nutritionist and/or the Maryland Department on Aging, allowing periodic menu conferences between a representative of the Provider and the Department as requested by either party. The period of the agreement is October 1, 2017 through September 30, 2018.

**MBE/WBE PARTICIPATION:**

N/A

9. **DEPARTMENT OF RECREATION AND PARKS** **\$33,000.00**

Account: 4000-433518-3024-768900-603051

Approval of this Inter-Agency agreement will allow Baltimore City Recreation and Parks to provide senior center service to older adults residing in the Cherry Hill and neighboring communities of Baltimore City. Baltimore City Recreation and Parks will provide adults 60+ in the Cherry Hill Community with recreational programming two days per week under the mandates of the Older Americans Act funding. The services will be held at the Middle Branch Rowing Facility located at 3301 Waterview Avenue Baltimore, Maryland 21230. The period of the Inter-agency agreement is October 1, 2017 through September 30, 2018.

**MBE/WBE PARTICIPATION:**

N/A

**MINUTES**

Health Department - cont'd

10. **EDWARD ANSEL, PH.D.** **\$20,000.00**

Account: 4000-425519-3110-306700-603018

Edward Ansel, PH.D. will perform on-site psychological evaluations of clients referred for nursing home placements: on-site psychological evaluations of clients in nursing homes: review of psychological reports for patients in nursing homes, and submit a written psychological report to the Department Adult Evaluations and Review services program, and delineating a treatment plan for each client/patient. The period of the agreement is July 1, 2018 through June 30, 2019.

**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.

**MINUTES**

Baltimore City Health - Memorandum of Understanding  
Department (BCHD)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between the Maryland Department of Health and Mental Hygiene (DHMH), Office of Health Services (Medicaid), and the Baltimore City Health Department. (Local Health Department). The period of the MOU is July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

The Local Health Department (LHD) will be awarded F564N funds in the form of a supplement to the Administrative Care Coordination (ACC) Grant supported by 50% State and 50% matching Federal funds in accordance with the LHD funding award on the Unified Funding Department (UFD).

**BACKGROUND/EXPLANATION:**

The MOU is entered into between the DHMH, Medicaid, and the LHD, for the purposes of defining the responsibilities of the Supplemental Administrative Care Coordination (ACC) Grant (F564N).

The Supplemental ACC Grant (F564N) means funding originating in the LHD Funding System (LHDFS) made by the DHMH to the BCHD, which is reflected on the Unified Funding Document (UFD) and is subject to all administrative and fiscal policy originating in the LHDFS and all Conditions of Award.

The BCHD will maintain sufficient records of all costs charged to the grant award and comply with all terms and conditions set forth in the Conditions of Award, and assure that any cost claimed under

**MINUTES**

BCHD - cont'd

this MOU does not duplicate cost claimed through other Federal funding. The BCHD will be awarded the ACC Grant funds in the form of a supplement to the ACC Grant supported by 50% State and 50% matching Federal Funds in accordance with the LHD funding award on the UFD at the beginning of the fiscal year.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the Maryland Department of Health and Mental Hygiene, Office of Health Services, and the Baltimore City Health Department.

**MINUTES**

Baltimore City Office of Information & Technology (BCIT) - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Mayor and City Council of Baltimore and Baltimore County, Maryland. The period of the MOU is effective upon Board approval for five years, with the option to renew for one additional five-year term.

**AMOUNT OF MONEY AND SOURCE:**

There is no cost associated with this MOU.

**BACKGROUND/EXPLANATION:**

Baltimore City and Baltimore County own and maintain a fiber optic infrastructure, including fiber optic cables and strands and associated support facilities. Both parties desire to make available a portion of its unused, un-activated "dark" fiber optic communications cable. The BCIT (formerly the Mayor's Office of Information and Technology - MOIT) and Baltimore County worked together on this MOU, granting permission of use of certain portions of each other's fiber and/or equipment without further Board approvals.

Descriptions of Fiber and Services are outlined in Exhibit A of the MOU. This MOU was prepared, routed, and signed by stakeholders before BCIT's name change in February 2018. As a result, MOIT is referenced throughout the document. No changes have been made to the MOU. However, the City's IT agency's new name is the BCIT.

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

BCIT - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the Mayor and City Council of Baltimore and Baltimore County, Maryland.

**MINUTES**

Bureau of the Budget and - EMS Fees Increase  
Management Research

**ACTION REQUESTED OF B/E:**

The Board of Estimates is requested to approve and authorize an increase to the EMS fees charged by the Baltimore City Fire Department (BCFD). The fees increase is effective July 1, 2018.

**AMOUNT OF MONEY AND SOURCE:**

The fees increase is projected to increase the Emergency Medical Service (EMS) Revenue by \$1 million, which has been added to the recommended Fiscal 2019 Budget.

No appropriation adjustment action is required by the Board of Estimates.

**BACKGROUND AND EXPLANATION:**

The EMS fees charged by the BCFD were established in 2007 and were last increased in 2010. The fees are charged for an ambulance transport and are billed to either private insurance or Medicare/Medicaid. These fees are usual and customary for the industry. The proposed increases, presented below, were determined to keep pace with both inflation and surrounding jurisdictions, and achieve parity with equally busy EMS operations. The projected revenue increase will help offset the cost of operating the Baltimore City EMS.

## MINUTES

Bureau of the Budget and - cont'd  
Management Research

	Baltimore City - Current	Baltimore County	Anne Arundel	Baltimore City - Proposed
BLS	\$420.00	\$700.00	\$700.00	\$ 700.00
ALS1	\$600.00	-	\$700.00	\$ 750.00
ALS2	\$600.00	\$750*	\$750.00	\$1,087.50
Per Mile	\$10.00	\$10.00	-	\$ 10.00
EMS-EKG	\$80.00	-	-	\$ 80.00
1. Baltimore County does not differentiate between ALS1 and ALS2. 2. Anne Arundel County does not differentiate between BLS and ALS1.				

UPON MOTION duly made and seconded, the Board approved and authorized the increase to the EMS fees charged by the Baltimore City Fire Department.



**MINUTES**

Bureau of the Budget and - Supplementary General Fund  
Management Research      Operating Appropriation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Supplementary General Fund Operating Appropriation to the Police Department (Service 622, Police Patrol).

**AMOUNT OF MONEY AND SOURCE:**

\$11,000,000.00 - Transfer Tax  
 10,000,000.00 - Recordation Tax  
\$21,000,000.00

**BACKGROUND/EXPLANATION:**

The revenue that will fund the appropriation represents revenue in excess of the revenue relied upon by the Board in determining the tax levy required to balance the budget for FY'18. This additional revenue could not have been reasonably anticipated when the FY'18 Ordinance of Estimates was formulated.

This Supplementary General Fund Operating Appropriation is required to provide funding for additional operating expenses for the Police Department and to balance the Police Department's budget for Fiscal Year 2018.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

UPON MOTION duly made and seconded, the Board approved the Supplementary General Fund Operating Appropriation to the Police Department (Service 622, Police Patrol). The President **ABSTAINED**.

**MINUTES**

Bureau of the Budget and - Supplementary General Fund  
Management Research      Operating Appropriation

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a Supplementary General Fund Operating Appropriation to the Fire Department (Service 602, Fire Suppression and Emergency Rescue).

**AMOUNT OF MONEY AND SOURCE:**

\$4,000,000.00 - Speed Camera Revenue

**BACKGROUND/EXPLANATION:**

The revenue that will fund the appropriation represents revenue in excess of the revenue relied upon by the Board in determining the tax levy required to balance the budget for FY'18. This additional revenue could not have been reasonably anticipated when the FY'18 Ordinance of Estimates was formulated.

This Supplementary General Fund Operating Appropriation is required to provide funding for additional operating expenses for the Fire Department and to balance the Fire Department's budget for Fiscal Year 2018.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

UPON MOTION duly made and seconded, the Board approved the Supplementary General Fund Operating Appropriation to the Fire Department (Service 602, Fire Suppression and Emergency Rescue).

The President **ABSTAINED**.

## MINUTES

Law Department - Opinions - Requests for Refunds  
of Real Property Taxes

The Board is requested to approve a refund of real property taxes for the following claimants:

It is the opinion of the Law Department that the claimant, Mr. Ruben Miller, has met the qualifications for a real property tax exemption for disabled veterans, and that the claimant is eligible to receive a refund of taxes paid because the claimant was a citizen and resident of the State of Maryland, the claimant was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling not occupied by more than two families during the period in question. It has been determined that the claimant is entitled to a refund of real property taxes, which was paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. <b>RUBEN MILLER</b>	6505 Western Run Drive	2016/2017	\$ 6,932.35
		2015/2016	6,844.00
		2014/2015	<u>6,464.29</u>
		<b>Total Refund</b>	<b>\$20,240.64</b>

It is the opinion of the Law Department that the Claimant, Mrs. Deizshel Setzer, meets the qualifications for a real property tax exemption as the surviving spouse of Mr. Shawn M. Perkins, a disabled veteran, and that she is eligible to receive a refund of taxes because she is the surviving spouse of a veteran honorably discharged from the armed services, declared by the Veterans' Administration to have a permanent 100% service connected disability, was a citizen and resident of the State of Maryland and occupied a single family dwelling not occupied by more than two families during the period in question. The dwelling house is

## MINUTES

Law Department - cont'd

owned by the Claimant and she continues to reside in the dwelling house. It has been determined that the Claimant is entitled to a refund of real property taxes, which were paid as follows:

2.	<b>DEIZSHEL SETZER,</b>	3317 Shel-	2016/2017	\$	0.00
	<b>SURVIVING SPOUSE</b>	burne Road	2015/2016		0.00
	<b>OF SHAWN M.</b>		2014/2015		<u>2,769.65</u>
	<b>PERKINS</b>		<b>Total Refund</b>	<b>\$</b>	<b>2,769.65</b>

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for the foregoing claimants, Mr. Ruben Miller and Ms. Deizshel Setzer.

**MINUTES**

Mayor's Office of Criminal Justice - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) between the City, the Baltimore Police Department, and the United States Department of Justice, Drug Enforcement Administration (DEA). The MOU is effective upon Board approval unless extended in writing prior to its lapse or terminated by the agreement of all parties.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

This MOU will provide cooperation and coordination between the DEA's Washington Field District Office, the City and the Baltimore City Police Department for the purpose of combining efforts to target drug trafficking organizations and violent offenders that operate in the Baltimore metropolitan area.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the City, the Baltimore Police Department, and the United States Department of Justice, Drug Enforcement Administration.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Kompan Ngamsnga	Council of State and Territorial Epidemiologist Annual Conference 2018 West Palm Beach, FL June 9 - 15, 2018 (Reg. Fee \$0.00)	General Fund	\$ 60.00

The Council of State and Territorial Epidemiologist will pay the cost of registration, airfare, ground transportation, hotel accommodations and meals during the conference.

2. Kaitlin Law	Dyadic Assessments of Naturalistic Caregiver-Child Experiences Fundamentals Berwick, PA June 12 - 15, 2018 (Reg. Fee \$780.00)	Maryland Department of Health Funds	\$1,644.14
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The subsistence rate for this location is \$144.00 per day. The cost of the hotel is \$117.75 per night plus taxes of \$42.39 per night. The Department is requesting additional subsistence of \$13.75 per day for meals and incidentals. The registration costs of \$780.00 was paid using EA0003018681. Therefore, the disbursement to Ms. Law is \$864.14.



**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>City Council</u>			
3. Carolyn Mozell	2018 National League of Cities University Forum Little Rock, AR June 26 - 29, 2018 (Reg. Fee \$0.00)	General Funds	\$1,049.25

The subsistence rate for this location is \$155.00 per night. The hotel cost is \$157.00 per night, plus taxes of \$23.55 per night.

The airfare cost in the amount of \$387.60 and the hotel cost in the amount of \$541.65 were prepaid on a City-issued procurement card assigned to Hosea Chew. The Department is requesting additional subsistence in the amount of \$2.00 per day for hotel costs and \$40.00 per day for meals and incidentals. Therefore, the disbursement to Mrs. Mozell is \$120.00.

Department of Public Works

4. Deneen Gordon	2018 Green Chemistry & Engineering Conference June 17 - 20, 2018 Portland, OR (Reg. Fee. \$650.00)	Water Utility Funds	\$2,189.99
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The subsistence rate for this location is \$246.00 per day. The hotel cost is \$231.00 per night plus hotel taxes in the amount of \$35.34 per night.

**MINUTES****TRAVEL REQUESTS**Department of Public Works - cont'd

The Department is requesting additional subsistence in the amount of \$25.00 per day for food and incidentals. The airfare in the amount of \$560.96 and the registration fee in the amount of \$650.00 was prepaid on a City-issued credit card assigned to Ms. Stephanie Ennels. Therefore, Ms. Gordon will be disbursed \$979.03.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Travel Requests. The President **ABSTAINED** on item no. 3.

**MINUTES**

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

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**MINUTES**

Clerk: "Good afternoon. The Board of Estimates is now in session for the receiving and the open -- the 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 agency issued an addendum extending the date for receipt and opening of bids on the following contract. There were no objections.

Department of Public Works - SC 977, Improvements to Gwynns Falls

**BIDS TO BE RECV'D: 06/13/2018**

**BIDS TO BE OPENED: 06/13/2018**

## MINUTES

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

Department of Public Works - WC 1370R, AMI/R Metering Infrastructure Repair & Replacement, Various Locations (3" & Larger Water Service)

Monumental Paving & Excavating, Inc.  
R. E. Harrington Plumbing & Heating Co., Inc.  
Metra Industries  
J. Fletcher Creamer & Son, Inc.  
Civil Construction, LLC

Department of Public Works - WC 1371, AMI/R Metering Infrastructure Repair & Replacement, Various Locations (3" & Larger Water Service)

Monumental Paving & Excavating, Inc.  
R. E. Harrington Plumbing & Heating Co., Inc.  
Anchor Construction Corp.  
Metra Industries  
J. Fletcher Creamer & Son, Inc.

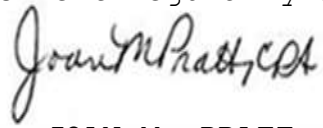
## MINUTES

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Clerk: "The Board of Estimates will have a Special Meeting tomorrow morning, June 7, 2018 at 10:45 a.m. The purpose of that meeting is to receive the report from the City Council on the City Council bill for the FY19 Ordinance of Estimates as well as certify the Tax Rate for FY19. There being no further business, the Board is adjourned."

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, June 13, 2018.



JOAN M. PRATT  
Secretary