

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
Dana P. Moore, Deputy City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The June 20, 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 hearings will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board Members attention to the Memorandum from my office dated June 18, 2018 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

MINUTES

City Solicitor: "I so move, Mr. President."

Comptroller: "Second."

President: "All of those in favor say AYE. All opposed, NAY. 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:

| | |
|----------------------------------|----------------|
| Century Fence Construction, LLC. | \$8,000,000.00 |
| State Construction Corporation | \$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:

| | |
|------------------------|----------|
| CES Consulting, LLC | Engineer |
| Endesco, Inc. | Engineer |
| Marine Solutions, Inc. | Engineer |

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

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 16 to GWWO, Inc., under Project No. 1234, On-Call Design Services. The period of Task No. 16 is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$1,095,688.79 - 9938-908784-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include design services for the Middle Branch Fitness and Wellness Center at Cherry Hill.

MBE/WBE PARTICIPATION:

MBE: 16.76%

WBE: 19.01%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTESDepartment of Recreation and Parks**TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-------------------------------|------------------------------|----------------------------|
| \$1,100,000.00 | 9938-906784-9475 | 9938-908784-9474 |
| Rec. & Parks 25 th | Cherry Hill | Cherry Hill |
| Series | Recreation Center | Recreation Center |
| | (Reserve) | (Active) |

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task #16 to GWWO, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 16 to GWWO, Inc., under Project No. 1234, 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 Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 16 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The period of Task No. 16 is approximately two years.

AMOUNT OF MONEY AND SOURCE:

\$76,713.87 - 9938-908078-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include engineering services for the Federal Hill Park Slope.

MBE/WBE PARTICIPATION:

MBE: 37.13%

WBE: 5.93%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTESDepartment of Recreation and Parks**TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|--|---|
| \$80,000.00 | 9938-907078-9475 | 9938-908078-9474 |
| 1 st Parks and Public Facilities | Federal Hill Slope Stabilization (Reserve) | Federal Hill Slope Stabilization (Active) |

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task #16 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 16 to Rummel, Klepper & Kahl, LLP, under Project No. 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 Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 15 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The period of the services under Task No. 15 is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$18,109.92 - 9938-908784-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include topographic and utility survey services for the Cherry Hill/Reedbird Park.

MBE/WBE PARTICIPATION:

MBE: 40.76%

WBE: 3.06%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTESDepartment of Recreation and Parks**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 | Cherry Hill | Cherry Hill |
| 25 th Series | Recreation Center (Reserve) | Recreation Center (Active) |

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1232, Task #15 to Rummel, Klepper & Kahl, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 15 to Rummel, Klepper & Kahl, LLP, under Project No. 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 Recreation and Parks - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow the Special Events and Media and Marketing Divisions to solicit funds from private donations and various types of sponsorship to benefit the AFRAM Festival. The period of the campaign will be effective upon Board approval through May 30, 2020.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Department of Recreation and Parks (Department) is honored to host the AFRAM Festival in Druid Hill Park, the City's most central public park. In 2017, AFRAM was held in Druid Hill Park and the Department looks forward to hosting it in Druid Hill Park again this year and many years to come. Plans are well underway for this year's AFRAM to be held over a two-day period on August 11-12, 2018. The solicited funds will be used to support the costs for services, equipment rentals, talent booking and other expenses related to hosting the festival for 2018, 2019 and 2020.

The Department is also requesting permission to allow the funds solicited for AFRAM to be deposited directly in the Baltimore City Foundation's account and drawn down as needed. The goal is to raise up to and above \$600,000.00 over the two-year period to fund the overall costs for hosting AFRAM.

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 donors who are controlled donors with respect to the City Council or the Board of Estimates will not be

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Department of Recreation and Parks - cont'd

targeted or singled out in any way and will be solicited, if at all, in the same manner as the other potential donors.

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 or its designee.

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Application for submission to the Board of Ethics of Baltimore City to allow the Special Events and Media and Marketing Divisions to solicit funds from private donations and various types of sponsorship to benefit the AFRAM Festival.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

2500

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--|---------------------------------|---------------------|
| <u>Bureau of Accounting and Payroll Services</u> | | |
| 1. \$1,178,860.85 | 9908-921034-9149 | |
| General Funds | Technology Improvements Reserve | |
| 296,139.15 | 9908-904001-9149 | |
| <u>General Funds</u> | Unallocated Reserve | |
| \$1,475,000.00 | ----- | 9908-905339-9146 |
| | | Finance IT Upgrades |

This transfer will partially fund the initial implementation and upgrade of the City's Personal Property Tax System, MUNIS Billing System, and costs associated with other miscellaneous information technology upgrades. The new systems will provide upgraded controls and functionality, pay licensing fees for the MUNIS billing system, and other incidental costs in the Department of Finance technology improvement process.

Department of Planning

| | | |
|----------------------------|----------------------|------------------|
| 2. \$ 186,000.00 | 9905-914013-9186 | 9905-920018-9188 |
| 21 st Eco. Dev. | Capital Improvement | CIP Salaries |
| Loan/General Fund | Program TE (Reserve) | FY 2018 |
| Revenue | | |

This transfer will fund salaries associated with preparation of the annual capital improvement program.

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) - Condemnations</u> | | | |
| 1. John Kenneth Britt | 1029 Sarah Ann Street | L/H | \$ 7,167.00 |
| 2. Helen H. Hunt | 1104 Sarah Ann Street | F/S | \$10,250.00 |
| " " | 1106 Sarah Ann Street | F/S | 6,250.00 |
| " " | 1108 Sarah Ann Street | L/H | 6,900.00 |
| " " | 1109 Sarah Ann Street | L/H | 10,450.00 |
| " " | 1110 Sarah Ann Street | F/S | 10,250.00 |
| " " | 1112 Sarah Ann Street | F/S | 6,250.00 |
| " " | 1114 Sarah Ann Street | F/S | 8,250.00 |
| " " | 1116 Sarah Ann Street | F/S | 8,250.00 |
| " " | 1118 Sarah Ann Street | F/S | 8,750.00 |
| " " | 1120 Sarah Ann Street | F/S | 8,250.00 |
| " " | 1122 Sarah Ann Street | L/H | <u>12,380.00</u> |
| | | | \$96,230.00 |

Funds are available in account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

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. Je-Jac Limited Partnership | 312 N. Arlington Avenue | G/R \$120.00 | \$ 800.00 |

Funds are available in City Funds account no. 9910-908044-9588-900000-704040, Poppleton Project, Phase 4.

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.

DHCD - Condemnation or Redemption

| | | | |
|---|----------------------|----------------|-----------|
| 4. William Weinberg and Stanley Goldberg | 1714 Division Street | G/R \$31.87 | \$ 531.17 |
|---|----------------------|----------------|-----------|

Funds are available in account no. 9910-908044-9588-900000-704040, General Acquisitions.

| | | | |
|---|-------------------|--------------------|-----------|
| 5. Charles E. Goldberg, Sidney H. Sirkin and Leon S. Goldberg | 503 Robert Street | Sub G/R \$40.00 | \$ 666.67 |
|---|-------------------|--------------------|-----------|

Funds are available in account no. 9910-908044-9588-900000-704040, Citywide Acquisitions.

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 these properties.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|--|---------------------------|-----------------|---------------|
| <u>Department of Law - Payment of Settlement</u> | | | |
| 6. Pang Yol Yu and Jane Yu | 1800 N. Chester Street | F/S | \$25,000.00 |

On August 10, 2017, the Board approved the acquisition of the fee simple interest, by condemnation, in the real property located at 1800 N. Chester Street. The Board previously approved \$49,000.00 to acquire the subject property's fee simple interest based upon the higher of two independent appraisal reports. The fee simple interest holder filed an Answer contesting the fair market value and provided a report that appraised the property at \$95,500.00. As a result of a pre-trial conference, the parties agreed to a settlement amount of \$74,000.00. Thus, the Board is requested to approve an additional \$25,000.00 (\$74,000.00 less the previous approval amount of \$49,000.00) in settlement of this case.

Funds will be drawn from account no. 9910-908636-9588-900000-704040.

| | | | |
|---------------------|--------------------|-----|-------------|
| 7. Gregory A. Slate | 1424 N. Gay Street | L/H | \$17,100.00 |
|---------------------|--------------------|-----|-------------|

On July 6, 2017, the Board approved the acquisition of the leasehold interest, by condemnation, in the real property located at 1424 N. Gay Street. The Board previously approved \$3,700.00 to acquire the subject property's leasehold interest based upon the higher of two independent appraisal reports. An updated appraisal report increased the fair market value to \$4,700.00. The Owner filed an Answer contesting the fair market value and filed a Counterclaim for inverse condemnation, against the City in the amount of \$225,000.00. As a result of a pre-trial conference, the parties agreed to a settlement in the amount of \$20,800.00. Thus, the Board is requested to approve an additional \$17,100.00 in settlement of this case.

Funds will be drawn from account no. 9910-910634-9588-900000-704040.

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

UPON MOTION duly made and seconded, the Board approved the foregoing condemnations, condemnations or redemptions and the payments of settlements.

MINUTESMayor's office of Human Services - Provider Agreements

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

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 94,766.25**

Account: 4000-407017-3571-757002-603051

St Vincent de Paul of Baltimore, Inc. will provide supportive services to sixty-eight formerly homeless households as part of their permanent supportive housing program. The period of the agreement is April 1, 2018 through January 31, 2019.

The agreement is late because of a delay in negotiations with the grantor, the U.S. Department of Housing and Urban Development.

MWBOO GRANTED A WAIVER.

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$1,122,758.04**

Account: 4000-407017-3571-757701-603051

St. Vincent de Paul of Baltimore, Inc. will provide supportive services to sixty-eight formerly homeless households as part of their permanent supportive housing program. The period of the agreement is April 1, 2018 through January 31, 2019.

The agreement is late because of a delay in negotiations with the grantor, the U.S. Department of Housing and Urban Development.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above Provider Agreements.

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 to Noble Realty Advisors, LLC for an amount that is less than the lien amount for the property located at 1508 W. Baltimore Street.

AMOUNT OF MONEY AND SOURCE:

| <u>Property Address</u> | <u>Assessed Value</u> | <u>Flat Taxes & Water Charges</u> | <u>Total Liens</u> | <u>Recommended Purchase Price</u> |
|-----------------------------|---------------------------|---|------------------------|---|
| 1508 W. Baltimore Street | \$3,000.00 | \$2,743.88 | \$21,200.07 | \$3,000.00 |

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1508 W. Baltimore Street on May 15, 2017 in the total amount of \$21,200.07.

Noble Realty Advisors, LLC has offered to purchase the Tax Sale Certificate for 1508 W. Baltimore Street in the total amount of \$3,000.00, file a petition to foreclose, acquire title to the property, and return it to productive use. The purchase price of \$3,000.00 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 the Tax Sale Certificate to Noble Realty Advisors, LLC for an amount that is less than the lien amount for the property located at 1508 W. Baltimore Street.

MINUTES

Space Utilization Committee - 2nd Amendment to Lease Amendment

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the 2nd Amendment to Lease Agreement with Creative City Public Charter School Foundation, Inc., Tenant, consisting of approximately 33,200 sq. ft. and the adjacent lot located at 2810 Shirley Avenue (Block 3176A, Lot 016). The 2nd Amendment to Lease Agreement will extend the period of the Lease Agreement through June 18, 2023.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annually, if demanded

BACKGROUND/EXPLANATION:

The Leased Premises will be used for a charter elementary school beginning with kindergarten through Grade 5, to be known as Creative City Public Charter School Foundation, Inc.

The Tenant entered into a lease agreement for the period of June 19, 2013 through June 18, 2018, with the option to renew for an additional five-year period.

This 2nd Amendment to Lease Agreement exercises the first renewal period beginning June 19, 2018 through June 18, 2023.

The Option to Purchase clause of the original Lease Agreement is still in force and effect.

The Space Utilization Committee approved this 2nd Amendment to Lease Agreement on May 29, 2018.

MINUTESSpace Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorize execution of the 2nd Amendment to Lease Agreement with Creative City Public Charter School Foundation, Inc., Tenant, consisting of approximately 33,200 sq. ft. and the adjacent lot located at 2810 Shirley Avenue (Block 3176A, Lot 016).

MINUTES

Department of Real Estate/ - First Amendment to General Agreement
 Department of Housing and for Baltimore Metro Section C and
 Community Development the Quitclaim Deed of Easement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to General Agreement (Amendment) for Baltimore Metro Section C with the Maryland Transit Administration and the Maryland Department of Transportation.

The Board is further requested to approve and authorize execution of the Quitclaim Deed of Easement (Deed) to the Maryland Transit Administration and the Maryland Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This Amendment and Quitclaim Deed of Easement relate to Section C of the Baltimore subway, which connects the Charles Street Station to Johns Hopkins Hospital. When the approvals were being obtained back in the late 1980's to construct that segment, there was a General Agreement for Baltimore Metro Section C (General Agreement) approved by the Board on June 14, 1989 and dated and approved by the Board of Public Works on June 28, 1989.

The General Agreement addressed details about the transfer of properties from the City and the granting of sub-surface easements that were necessary for the path of the subway. A section of the General Agreement contained engineered prepared drawings showing the location of the various parcels and also contained a Quitclaim Deed of Easement.

Although the General Agreement was approved by both the Board and the Board of Public Works, the Deed which conveyed the sub-surface easements and transferred two parcels in fee simple, although executed, was never recorded and subsequently the original Deed was lost. Section C was built and opened in 1990. The mistake as to the failure to record the Deed was recently discovered and there

MINUTES

Department of Real Estate/ - cont'd
Department of Housing and
Community Development

have been a series of discussions between the Maryland Department of Transportation (MTA) and the Law Department to straighten this out. As part of those discussions, the MTA decided that rather than take fee simple title to the two parcels, which were both located at the intersection of Baltimore Street and President Street, it made better sense to include them with the rest of the sub-surface easements.

The First Amendment to General Agreement and the Quitclaim Deed of Easement will rectify the situation. The First Amendment to General Agreement for Baltimore Metro Section C addresses the change for the two parcels from fee simple conveyance to sub-surface easements. The updated Quitclaim Deed of Easement grants the easements.

Since some of the properties involved were under the jurisdiction of the Comptroller's Office and some were under the jurisdiction of the Department of Housing and Community Development, this request is from both the Comptroller and the Commissioner. Once the documents are approved by the Board, they will be sent to the Board of Public Works for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to General Agreement for Baltimore Metro Section C with the Maryland Transit Administration and the Maryland Department of Transportation. The Board further approved and authorized execution of the Quitclaim Deed of Easement to the Maryland Transit Administration and the Maryland Department of Transportation.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

| VENDOR | AMOUNT OF AWARD | AWARD BASIS |
|--------|-----------------|-------------|
|--------|-----------------|-------------|

Bureau of Procurement

- | | | |
|---|--------------|----------|
| 1. CENTURY FORD OF MT. AIRY, INC. | \$135,147.00 | Increase |
| Contract No. B50005035 - Cutaway Vans with Dry Freight Bodies - Department of General Services, Fleet Management - P.O. No. P540978 | | |

On September 13, 2017, the Board approved the initial award in the amount of \$93,531.00. This increase in the amount of \$135,147.00, is needed to purchase three additional cutaway vans to replace older units that have exceeded their expected life cycle. The need for these additional vans was identified after the solicitation had been awarded. This increase will make the award amount \$228,678.00. The contract expires on September 12, 2018. The above amount is the City’s estimated requirement.

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 purchase of commodities from an authorized vehicle dealer who is required to provide associated pre-delivery inspection and warranty parts.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|--|
| 2. <u>FIRST CALL</u> HOMELAND SECURITY GROUP d/b/a EASTER’S LOCK AND ACCESS SYSTEMS, INC. | \$125,000.00 | |
|--|--------------|--|

| | | |
|--|---------------------|----------|
| <u>SECOND CALL</u> BALTIMORE LOCK AND HARDWARE, INC. | 125,000.00 | |
| | <u>\$250,000.00</u> | Increase |
| Contract No. B50004654 - Locksmith Services for Various City Agencies - Department of General Services, Department of Recreation and Parks, etc. | | |

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

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

Bureau of Procurement

On September 16, 2016, the Board approved the initial award in the amount of \$349,000.00. Due to the large volume of unexpected repairs and additional services an increase in the amount of \$250,000.00 is necessary. This increase will make the award amount \$599,000.00. The contract expires on September 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 25, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards and increases to contracts.

MINUTES

Department of Transportation - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement (Amendment No. 2) with Wallace Montgomery & Associates, LLP, under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects. This Amendment No. 2 will extend the period of the agreement through June 9, 2019.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset fee

BACKGROUND/EXPLANATION:

On June 10, 2015, the Board approved the original agreement in the amount of \$1,000,000.00 with Wallace Montgomery Associates, LLP, for a period of two years to assist the Department of Transportation, Engineering and Construction Division, in providing various on-call engineering services for the proposed improvements to the City's system of streets and highways.

On July 19, 2017, the Board approved Amendment No. 1 to allow for a one-year time extension to complete numerous ongoing services ranging from roadway design, storm water management, expedited review, construction phase review, survey and other support services to complete on-going tasks.

This Amendment No. 2 will increase the upset limit by \$1,000,000.00 to continue design services of in-design projects assigned tasks under Amendment No. 2.

MBE/WBE PARTICIPATION:

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

MBE: 27.00%

WBE: 10.00%

MINUTES

Department of Transportation - cont'd

AUDITS NOTED THE TIME EXTENSION AND THE INCREASE IN UPSET LIMIT AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement with Wallace Montgomery & Associates, LLP, under Project No. 1225, On-Call Design Consultant Services for Resurfacing and Reconstruction Projects.

MINUTES

Department of Transportation - Lease Agreement for Alley
Gating Project No. 130

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating Project No. 130.

AMOUNT OF MONEY AND SOURCE:

Little Italy Community Organization will be solely responsible for all costs and fees for this project.

BACKGROUND/EXPLANATION:

Little Italy Community Organization wishes to gate certain alleys in Block 1415 in order to safe guard its property. A public hearing was held after the required notice was posted. After the conclusion of the hearing, the application was approved.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement for Alley Gating Project No. 130.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 06 to Whitman, Requardt & Associates, LLP, under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The period of Task No. 06 is approximately 36 months.

AMOUNT OF MONEY AND SOURCE:

\$588,284.07 - 9950-904097-9508-900010-705032

BACKGROUND/EXPLANATION:

This authorization provides for engineering construction services. The scope of services includes, but is not limited to full depth pavement construction, pavement milling and resurfacing, erosion and sediment control, maintenance of stream flow, scour counter measures and slope protection, maintenance of traffic, construction of pedestrian underpass under Harford Road, replacement of Bridge No. BC3212, replacement of approach retaining walls, storm water management facility construction, sanitary sewer line relocation, water main replacement, water main cathodic protection, electrical duct bank replacement, telecommunication duct bank replacement, site lighting, traffic signal and associated equipment installation, signing and marking, forest conservation, and landscaping.

DBE PARTICIPATION:

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

DBE: 25%

The Consultant has exceeded the DBE goal of 25%. They achieved a goal of 33%.

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

MINUTES

Department of Transportation

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|----------------------------|--|--|
| \$517,689.98 FED | 9950-904087-9509 Constr. Reserve - Harford Road Bridge Over Herring Run | |
| 129,422.50 HUR | " " | |
| <u>\$647,112.48</u> | ----- | 9950-904097-9508-5 Inspection, Harford Road Bridge Over Herring Run |

This transfer will fund the costs associated with Task No. 6 on Project 1191, Replacement of Harford Road Bridge Over Herring Run with Whitman, Requardt & Associates, LLP.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 06 to Whitman, Requardt & Associates, LLP, under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. 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

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to authorize and approve the payment to Commercial Interior, Inc.

AMOUNT OF MONEY AND SOURCE:

| Item No. | Description | Price |
|---------------------|--|---------------|
| CREDIT ITEMS | | |
| 320 | TV Camera Outfalls Ins 1 AL @ \$20,000.00 | (\$20,000.00) |
| 322 | Temp. 15" HDPE Diversion 9 LF @ \$73.50 | (661.50) |
| 714 | Super Silt Fence 500 LF @ \$12.60 | (6,300.00) |
| 810 | 48" Diameter Doghouse Pre 10 LF @ \$1,450.05 | (14,500.50) |
| 506 | Hot Mix Asphalt Superpave 19 175 Ton @ \$78.75 | (13,781.25) |
| 508 | Construction Fabric 2,821 SY @ \$2.10 | (5,924.10) |
| NEW ITEMS | | |
| 401B | Additional Helical Piles Lump Sum | 33,102.00 |
| 401C | Cut-off & Reinstall Pile Tops per Engineering Detail + Markup - Lump Sum | 15,509.00 |
| 401D | Changes/Additions to Pile Cap per SSK02 + Markup - Lump Sum | 116,276.00 |
| 123A | 87 Day EGC Claim due to Helical Piles & Concrete Work - Lump Sum | 77,317.21 |
| 124A | 6 Day EGC Claim due to Soil Cement Demolition for Phases 1 & 2 Lump Sum | 8,269.00 |
| 125A | 3 Day EGC Claim due to Canopy Demolition - Lump Sum | 2,353.00 |
| 401E | Electrical Changes by Greyhound, Code & Site Changes - Lump Sum | 25,685.00 |
| 401F | Stainless Steel Downspouts & Additional Roof Flashing - Lump Sum | 5,000.00 |
| 401G | Millwork - Lump Sum | 2,300.00 |
| 401H | Door & Interior Finishes - Lump Sum | 23,855.00 |
| 401I | Kitchen Equipment - Lump Sum | 4,626.00 |
| 401J | Fuel Controller - Lump Sum | 15,485.00 |
| 401K | HVAC & Plumbing - Lump Sum | 12,516.00 |
| 401L | Additional Fencing - Lump Sum | 10,958.00 |
| 126A | 8% OH&P on above Greyhound Requested Changes - Lump Sum | 8,034.00 |

MINUTES

Department of Transportation - cont'd

| | | |
|------|--|---------------------|
| 401M | Kitchen Updates, Bldg. Electrical Only, + Markup – Lump Sum | 136,363.00 |
| 401N | Temporary Heat for Installation of Finishes – Lump Sum | 11,065.00 |
| 127A | 26 Day EGC Claim for Wm. Scotsman to Remove Existing Terminal Bldg. – Lump Sum | 19,188.00 |
| 128A | 130 Day Claim due to Kitchen Changes, BGE Delay & National Verizon Strike – Lump Sum | 75,905.16 |
| 129A | Add'l Bond Cost for Bldg. & Greyhound Changes (1%) | 6,038.09 |
| | TOTAL APPROVED CHANGE ORDER AMOUNT | \$548,677.11 |

Account: 9950-906645-9527-90020-702064

BACKGROUND/EXPLANATION:

On August 20, 2014, the Board awarded TR 11320R, Greyhound Intermodal Terminal that was expected to be completed on November 05, 2015.

The project is a prototypical design from Greyhound, Inc., and erection of the terminal was planned over four separate phases so as not to interrupt the bus operation over the entire construction duration. Project challenges include: A.) design coordination issues because the prototypical design was not a 100% complete package, B.) Waterways Permit issue because the Maryland Department of the Environment issued new Flood Plain Maps, C.) revisions to the Erosion and Sediment Control Plan to better allow bus operations without interruption throughout the entire construction phase, D.) Greyhound Lines, Inc., decision to upgrade the concrete pavement section from contract requirements for improved durability and life cycle cost, E.) unforeseen soil conditions that proved troublesome for installing the building foundation system and utilities, F.) additional piles and pile tops; concrete and reinforcing bars for pile caps, per structural engineer, due to subsurface conditions, G.) Greyhound requested changes, including modifying the kitchen and equipment from gas to electric, and H.) extended general conditions for the general contractor for various schedule interruptions and delays.

MINUTES

Department of Transportation - cont'd

This Greyhound funded payment will cover, but is not limited to changes to the construction of the building as a result of requested re-design, additional piles required by the structural engineer, due to unanticipated and unknown subsurface site conditions that caused the piles to walk out of tolerance, additional pile tops necessary to accommodate uplift loads, per structural engineer, additional concrete and rebar required at pile caps, resolution of installation of the re-designed pile system, unknown and unanticipated required additional time and equipment to remove during excavation process, the canopy on the existing building had to be demolished later than instructed in phase plan and in multiple segments, to minimize disruption to Greyhound bus operation.

DBE PARTICIPATION:

The contract has achieved 31% of the 25% goal, which was verified by the Department.

APPROVED FOR FUNDS BY FINANCE**TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|------------------------------|---|---------------------|
| \$416,298.43 Other | 9950-944002-9507 Constr. Res. - Res. for Closeouts | |
| 84,908.69 MVR | 9950-903315-9507 Edmondson Ave. Bridge Painting | |
| 20,091.31 <u>GF (HUR)</u> | 9950-903550-9509 Neighborhood Street Reconstruction | |

MINUTES

Department of Transportation - cont'd

\$521,298.43 -----

9950-906645-9527-2
Contingencies
Intercity/
Intermodal Terminal

This transfer will partially fund the costs associated with Change Order No. 6 on project TR 11320, Greyhound Intermodal Terminal with Commercial Interiors, Inc.

UPON MOTION duly made and seconded, the Board authorized and approved the payment to Commercial Interior, Inc. 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

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize payment to Concrete General.

AMOUNT OF MONEY AND SOURCE:

\$33,307.68 - 9960-909633-9557-900020-702064

BACKGROUND/EXPLANATION:

On February 25, 2015, the Board awarded TR 11005, Replacement of Bridge BC-6523 Spooks Hill Road over Coopers Run with an expiration date of May 20, 2017. Subsequent to the final review of the contract, it was discovered that the contractor was not paid for a revised drilling method that was used to advance through the rock while performing the drill shaft work. Therefore, the Department is requesting additional funds to pay for this item.

DBE PARTICIPATION:

The Contractor achieved 27.00% and 10.00% of the established M/WBE goal of 27% and 10%, which was verified by the Department.

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

UPON MOTION duly made and seconded, the Board approved and authorized payment to Concrete General.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of Transportation - TR 17023, ADA JOC Contract
Citywide
BIDS TO BE RECV'D: 07/11/2018
BIDS TO BE OPENED: 07/11/2018

2. Department of Public Works/
Department of Recreation & Parks - RP 17823, Catherine/ABC Park
Improvements
BIDS TO BE RECV'D: 08/08/2018
BIDS TO BE OPENED: 08/08/2018

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

MINUTES

Health Department - Ratification for Third
Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Third Notification of Grant Award (NGA) from the Maryland Department of Aging. The period of the NGA was October 1, 2016 through September 30, 2017.

AMOUNT OF MONEY AND SOURCE:

| | | |
|-----------------------|---|--------------------------------|
| \$ 450,478.00 | - | 4000-433517-3024-268400-404001 |
| 612,275.00 | - | 4000-432917-3255-761200-404001 |
| 315,491.00 | - | 4000-434317-3255-761600-404001 |
| 17,959.00 | - | 4000-436217-3255-761800-404001 |
| 202,249.00 | - | 4000-436117-3255-761700-404001 |
| 5,514.00 | - | 4000-433917-3044-761500-404001 |
| 19,269.00 | - | 4000-433917-3044-761500-404001 |
| 132,227.00 | - | 6000-633517-3255-771700-406001 |
| \$1,755,462.00 | | |

BACKGROUND/EXPLANATION:

The original NGA was approved on March 21, 2018 in the amount of \$361,667.00 for the period of October 1, 2016 through September 30, 2017. The second NGA was approved on April 25, 2018 in the amount of \$1,823,950.00 for the period of October 1, 2016 through September 30, 2017. This third NGA will reflect an increase in the amount of \$1,755,462.00, making the total NGA \$3,941,079.00.

This NGA is contingent upon approval of FY17 Federal Appropriation of funds for the Administration of the Older Americans Act. By accepting these NGAs, the grantee agrees to abide by the terms of the following documents, including amendments thereto: it's approved Area Plan; grant applications; grant agreements; Aging

MINUTES

Health Department - cont'd

Program Directives; and all applicable federal and state laws, regulations, policies, and procedures. Approval of this NGA will allow the Department to provide coordinated and accessible services for seniors in Baltimore City.

The NGA is late due to the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board ratified the Third Notification of Grant Award from the Maryland Department of Aging.

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 Johns Hopkins University, Bloomberg School of Public Health.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 6000-616216-3030-772700-603051

BACKGROUND/EXPLANATION:

On March 14, 2018, the Board approved the original agreement in the amount of \$70,000.00 for the period of July 1, 2017 through June 30, 2018.

The organization is providing additional services in the area of a pilot communication project to prevent falls among seniors in the City. This amendment will allow for an increase of \$25,000.00 for additional services, which will make the total amount \$95,000.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board **DEFERRED** the Amendment to Agreement with Johns Hopkins University, Bloomberg School of Public Health for one week.

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. **HONOR AND CHERISH ASSISTED LIVING, INC.** **\$ 7,800.00**

Account: 5000-534018-3254-767800-607001

Honor and Cherish Assisted Living, Inc. located at 3615 Gwynn Oak Avenue, Baltimore, Maryland 21207, will utilize the funds to provide subsidized senior assisted housing services for low income residents age 62 and over, 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. The period of the agreement is March 1, 2018 through June 30, 2018.

2. **THE PALMS ASSISTED LIVING FACILITY, INC.** **\$ 7,800.00**

Account: 5000-534018-3254-767800-607001

The Palms Assisted Living Facility, Inc. located at 4010 Southern Avenue, Baltimore, Maryland 21206, will utilize the funds to provide subsidized senior assisted housing services for low-income residents age 62 and over, 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. The period of the agreement is March 1, 2018 through June 30, 2018.

The Agreements are late because the Health Department was waiting on information and signatures from the provider.

MINUTES

Health Department - cont'd

3. **TOTAL HEALTH CARE, INC.** **\$206,290.00**

Account: 5000-569718-3023-273352-603051

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

MWBOO GRANTED A WAIVER.

4. **TOTAL HEALTH CARE, INC.** **\$136,527.00**

Account: 4000-424518-3023-273324-60351

Total Health Care, Inc. will provide HIV support services for infected/affected individuals in the Baltimore City and the surrounding Eligible Metropolitan Area (EMA). 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.

5. **TOTAL HEALTH CARE, INC.** **\$130,588.00**

Account: 5000-569718-3023-273354-603051

Total Health Care, Inc. Outreach workers use surveillance data to identify clients in need of outreach. 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.

MINUTES

Health Department - cont'd

- 6. **TOTAL HEALTH CARE, INC.** **\$ 25,637.00**

Account: 5000-568718-3023-273348-603051

Total Health Care, Inc. will conduct Early Intervention Service (EIS), 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 (HERR) services.

MWBOO GRANTED A WAIVER.

- 7. **PROJECT PLASE, INC.** **\$ 79,464.00**

Account: 5000-569718-3023-273339-603051

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

MWBOO GRANTED A WAIVER.

- 8. **PROJECT PLASE, INC.** **\$342,248.00**

Account: 5000-569718-3023-273340-603051

PROJECT PLASE INC., will provide limited short-term assistance to support emergency, temporary or transitional housing to enable a client or family to gain and maintain outpatient/ambulatory health services. Housing related referral services include assessment, search placement advocacy, and the fees associated with these services.

MWBOO GRANTED A WAIVER.

MINUTESHealth Department - cont'd

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 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.

9. **JOHNS HOPKINS UNIVERSITY SCHOOL OF MEDICINE \$1,032,117.00**

| | |
|--|---------------|
| Accounts: 1001-000000-3030-271500-603051 | \$ 830,378.00 |
| 1001-000000-3030-271700-603051 | \$ 201,739.00 |

The Johns Hopkins University School of Medicine will provide the services of clinicians and other skilled medical staff for the clinics operated by the Baltimore City Health Department: Druid Disease Control Center, Eastern Health Clinic, Healthy Teen and Young Adult Clinic, and Immunization Program. Medical care will include obtaining a medical history, performing appropriate physical examinations, assessing patient's problems, and resolution of identified problems by appropriate medical management. The Agreement is late because of a delay in processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

10. **ARMYN N.GAZDAR** \$ 75,600.00

Account: 6000-622119-3080-294300-603051

Ms. Gazdar will perform services in the area of Early Intervention Special Instruction and Evaluations for the Baltimore Infants and Toddlers Program. She will provide educational assessments of assigned children, complete standardized testing and interpret the results, direct special instruction services of the assigned children, and complete and submit written eligibility and progress reports, as required. In addition, Ms. Gazdar will identify children at risk for developmental delays as well as children that present with a high probability for a delay and assist in developing goals, outcomes, and completion of the Individualized Family Services Plan. This Agreement is late because the Department was waiting for signatures.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED** on item no. 9.

MINUTES

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Notice of Award (NoA) from the Department of Health and Human Service, Centers for Disease Control and Prevention. The period of the NoA is May 1, 2018 through April 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - 4000-404019-3023-718000-404001

BACKGROUND/EXPLANATION:

The NoA will provide funding to develop effective and sustainable interventions to improve health and reduce the incidence of syphilis among Men who have Sex with Men (MSM) in Baltimore.

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

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 Award from the Department of Health and Human Service, Centers for Disease Control and Prevention.

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 University of Maryland Medical Center, LLC (UMMC). The period of the MOU is May 8, 2018 through May 7, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Transitional Health Support (THS) Program, is a program component of the overall West Baltimore Mobile Integrated Health (WB-MIH) Program. The Board previously approved a Grant Award Letter and Agreement from UMMC for the WB-MIH Program on April 18, 2018. This MOU relates to an award agreement for funding from UMMC to the Department for the WB-MIH Program that was approved in the amount of \$668,200.00 by the Board on April 18, 2018.

This MOU further details the roles and responsibilities of the Department and UMMC for the THS Program component. Under the THS Program, the Department and the UMMC will collaborate to identify frequent patients of the Department's EMS and the UMMC Emergency Department to offer follow-up preventive visits to the patient at home, and assistance with resources of the patient's choosing to meet their health and medical needs.

Following the initial term, this MOU will renew upon written agreement of the parties for additional terms of one year each, subject to the termination provisions set forth in the MOU.

This MOU further details the roles and responsibilities for the THS Program component of the overall WB-MIH Program initiative. Under this initiative, patients consent to be enrolled in the THS Program to receive follow-up care and services. The goal of this

MINUTESFire Department - cont'd

THS Program is to ensure that patients receive appropriate care for management of their health conditions and to avert overuse of the 911 EMS system and/or UMMC Emergency Departments.

This MOU is late because of recent approval of the protocol by the Maryland Institute for Emergency Medical Service Systems (MIEMSS) and the interest of the parties in not delaying the initiation of patient care.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the University of Maryland Medical Center, LLC. The Mayor **ABSTAINED**.

MINUTES

Office of the State's Attorney - Intergovernmental Agreement
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Intergovernmental Agreement (Agreement) with the State of Maryland, Department of Juvenile Services (DJS). The period of the Intergovernmental Agreement is March 20, 2018 through June 30, 2018.

AMOUNT OF MONEY AND SOURCE:

\$137,000.00 - 5000-504718-1150-118300-601001

BACKGROUND/EXPLANATION:

This agreement will fund the Immediate Charging Project, which allows the Office to expedite the charging process at the Baltimore City Juvenile Justice Center.

The primary goal is to reduce case processing time between arrest and final disposition for Baltimore City youth. Funding covers the salaries of three full-time attorneys, and three part-time attorneys for the time period of March 20, 2018 through June 30, 2018.

The original award received by the Office was for two years and approved by the Board on August 10, 2016 in the amount of \$922,558.00. The grantor defunded the grant effective December 31, 2017.

Subsequently, the DJS reauthorized funding for January 1, 2018 through March 19, 2018 in the amount of \$99,843.46, which was approved by the Board on February 7, 2018. The DJS approved additional funding via a purchase order in the amount of \$137,000.00 through June 30, 2018.

MINUTES

Office of the State's Attorney - cont'd
for Baltimore City

This Agreement is late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Finance/Office - Renewal Policy with Chesapeake
of Risk Management Employers Insurance Company

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of a policy with the Chesapeake Employers Insurance Company (previously IWIF, a state agency), to provide Worker's Compensation benefits for the Mayor's Office of Employment Development trainees program. The period of the policy renewal is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$91,571.00 - 4000-806418-6313-460105-603017

BACKGROUND/EXPLANATION:

The Mayor's Office of Employment Development receives federal grant money, a requirement of which is the purchase of Worker's Compensation Insurance for the participants in its various programs. The Mayor's Office of Employment Development has completed its 23rd year with the Chesapeake Employer Insurance Program. The rate/premium offered by Chesapeake Employers Insurance is favorable again this year.

MBE/WBE PARTICIPATION:

There are no MBE/WBE goals for the purchase of this insurance policy.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of the policy with the Chesapeake Employers Insurance

MINUTES

Department of Finance/Office - cont'd
of Risk Management

Company (previously IWIF, a state agency), to provide Worker's Compensation benefits for the Mayor's Office of Employment Development trainees program.

MINUTES

Parking Authority of - Fourth Amendment to
Baltimore City Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Fourth Amendment to Memorandum of Understanding (Fourth Amendment) with Zipcar, Inc. The Fourth Amendment will extend the period of the Memorandum of Understanding through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

The City will receive \$100.00 per space, per month.

BACKGROUND/EXPLANATION:

The Parking Authority of Baltimore City has partnered with Zipcar, Inc. to reduce car ownership in Baltimore City since June 23, 2010. In the past seven years, the partnership has removed 3,000 personally owned cars from the City thereby reducing the demand for parking and the need for construction of parking garages. If the City built garages to park those vehicles, it would have cost the City 75 million dollars.

The PABC has helped in placing over 100 Zipcars throughout the City, which has allowed thousands of Baltimore residents to become Zipcar members. This placement provides an additional mode of transit while living with fewer personal vehicles.

The PABC is currently exploring additional car-sharing methods and requires time to see where the car-sharing market is moving before it attempts new procurement of car-sharing services for the City.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE FOURTH AMENDMENT TO MEMORANDUM OF UNDERSTANDING.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fourth Amendment to Memorandum of Understanding with Zipcar, Inc.

MINUTES

Mayor's Office of Employment - First Amendment to Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Agreement (First Amendment) with Historical East Baltimore Community Action Coalition, Inc. (HEBCAC).

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - 1001-000000-6331-475905-603051

BACKGROUND/EXPLANATION:

On July, 19, 2017 the Board approved an Agreement between MOED and HEBCAC for the period of July 1, 2017 through June 30, 2018 in the amount of \$600,000.00. This Agreement authorizes HEBCAC to provide comprehensive integrated services for at least 350 out of school youth, ages 18 to 24, living in Baltimore City. Services include but are not limited to: basic literacy, Pre-GED, GED Prep, job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities.

This First Amendment will extend the period through June 30, 2019, to allow the expansion to the number of participants by at least 350 (from 350 to 700) and to increase the funding by \$600,000.00, making the total contract amount \$1,200,000.00.

These additional funds will be available for use for eligible participants and program activities on or after July 1, 2018 through June 30, 2019.

APPROVED FOR FUNDS BY FINANCE

MINUTES

MOED - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Agreement with Historical East Baltimore Community Action Coalition, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreement with Neighborhood Housing Services, Inc. The CDBG Agreement is effective upon Board approval for six months.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 9997-906545-9593-900055-706047

BACKGROUND/EXPLANATION:

The CDBG Agreement will provide CDBG capital funding for the Mondawmin Front Porch Renovation project. The Project will involve the rehabilitation of residential facades of single-family homes located within the 1600-1700 blocks of Gwynns Falls Parkway (even side) that are owner-occupied by low and moderate-income households. Renovations will include repairs of porch roofs, columns, steps, gutters, trim and any structural issues.

On June 28, 2017, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2017 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2017 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

MBE/WBE PARTICIPATION:

FOR FY 2018, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$232,480.00, AS FOLLOWS:

MBE: \$62,769.00

WBE: \$23,248.00

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Community Development Block Grant Agreement with Neighborhood Housing Services, Inc.

MINUTESDepartment of Planning - Grant Agreements

The Board is requested to approve and authorize execution of the various Grant Agreements. The period of the agreement is effective upon Board approval for one year.

The funds will be drawn from the City's Critical Area Management Program offset fee funds, which developers pay into when they disturb land close to the waterfront and cannot meet mitigation requirements on site. All grant allocations are pre-approved by the State's Critical Area Commission.

1. **PIGTOWN MAIN STREET, INC.** **\$34,900.00**

Account: 9905-926005-9188-900000-703032

Pigtown Main Street, Inc. is a non-profit, which was created in 2008 to work with the Baltimore City's communities and the City government towards revitalizing the Washington Boulevard commercial corridor in Historic Pigtown.

Under this agreement, Pigtown Main Street, Inc. will implement the Washington Boulevard Green Infrastructure Project by installing six green bump outs, including two micro-bioretenion areas at the intersections of Washington Boulevard and Scott Street and Washington Boulevard and West Barre Street.

2. **BLUE WATER BALTIMORE** **\$22,000.00**

Account: 9905-926005-9188-900000-703032

Blue Water Baltimore, is a non-profit with a mission to restore the quality of Baltimore's rivers, streams and Harbor to foster a healthy environment, a strong economy, and thriving communities. Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving and protecting wildlife habitat, and improving quality of life for the citizens of Baltimore.

MINUTES

Department of Planning - cont'd

Under this agreement, Blue Water Baltimore will implement the Harbor Water Quality Monitoring Program where physical, chemical and bacteriological data will be collected monthly at 22 tidal sites from April through November and monthly at 27 non-tidal sites year-round.

3. **SOUTHEAST COMMUNITY DEVELOPMENT CORPORATION** **\$ 9,600.00**

Account: 9905-926005-9188-900000-703032

Southeast Community Development Corporation's mission is to promote community development projects and proven programs.

Under this agreement, the Southeast Community Development Corporation will implement the Heart of Harris Creek Program, where the Southeast Community Development Corporation and the Healthy Harbor Initiative will develop a group of up to 25 additional "Green Stewards" to replant rain gardens and other stormwater facilities, pick up trash, maintain 5,500 square feet of bio-retention facilities, and provide six workshops on bio-retention and other related subjects.

4. **THE SIXTH BRANCH, INC.** **\$18,140.00**

Account: 9905-922004-9188-900000-703032

The Sixth Branch, Inc. is a non-profit created in 2010 to utilize the leadership and organizational skills of military veterans. Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving and protecting wildlife habitat, and improving the quality of life for the citizens of Baltimore.

MINUTESDepartment of Planning - cont'd

Under this agreement, The Sixth Branch, Inc. will implement the Broadway East Greening Initiative by engaging 1,000 volunteers to:

- i. remove 10 tons of debris and 6,000 square feet of concrete and asphalt;
- ii. plant 20 trees;
- iii. build 30 planter boxes; and
- iv. emplace 20 traffic control boulders.

5. **WATERFRONT PARTNERSHIP OF BALTIMORE, INC. \$16,000.00**

Account: 9905-926005-9188-900000-703032

The mission of the Waterfront Partnership of Baltimore, Inc. is to connect the residents of Baltimore to their harbor and foster a sense of stewardship for the harbor.

Under this agreement, the Waterfront Partnership of Baltimore, Inc. will implement the Great Baltimore Oyster Partnership by engaging 500 volunteers to plant 250,000 spat-on-shell (juvenile oysters) in the Baltimore Harbor, raise them for nine months, and then transplant them to a non-harvest sanctuary reef at Fort Carroll in the Patapsco River. The Waterfront Partnership of Baltimore, Inc. will also host the Great Baltimore Oyster Festival.

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 Grant Agreements.

MINUTES

Department of Communication Services - NASPO ValuePoint No. 1907
Authorized User Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the NASPO ValuePoint (formerly WSCA) No. 1907 Authorized User Agreement with Verizon Maryland LLP (Verizon Wireless.) The Authorized User Agreement is effective upon Board approval through June 30, 2019, including any and all amendments and/or addenda thereto.

AMOUNT OF MONEY AND SOURCE:

\$120,000.00 - 2039-000000-1330-158400-603025

BACKGROUND/EXPLANATION:

On November 15, 2012, the State of Maryland, acting through the Maryland Department of Information Technology entered into a Participating Addendum with Cellco Partnership d/b/a Verizon Wireless (the Contractor). County, municipal and government entities are authorized to purchase from the Contract goods or services by the participating Addendum at the same maximum rates to which the State would be subject under the Participating Addendum.

This contract allows the Department of Communication Services to purchase wireless services and products from Verizon Wireless under the terms and conditions of the contract, as well as the terms and conditions of all calling plans activated under the user agreement. The contract offers the City unlimited voice/data wireless plans at negotiated monthly rates.

APPROVED FOR FUNDS BY FINANCE.

MINUTESDepartment of Communication Services

UPON MOTION duly made and seconded, the Board approved and authorized execution of the NASPO ValuePoint (formerly WSCA) No. 1907 Authorized User Agreement with Verizon Maryland LLP (Verizon Wireless.)

MINUTES

Department of Public Works/Office - Amendment No. 1 for Project
of Engineering and Construction 1502, On-Call Inspection
and Construction Management
Assistance

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 for Project 1502, On-Call Inspection and Construction Management Assistance (Amendment) with Hazen and Sawyer, PC. The Amendment will extend the period of the Agreement through December 9, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting an amendment to facilitate support of ongoing projects.

On December 9, 2015, the Board approved an Agreement with Hazen and Sawyer, PC for On-Call Consultant Services for the Department of Public Works/Engineering and Construction. The original agreement was approved by the Board on December 9, 2015. The original agreement expires on December 5, 2019. The Department is requesting a no-cost time extension for an additional one year through December 9, 2020.

The scope of the original agreement includes assisting the City Construction Management Division (CMD) with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, and review and processing of contractor's application for payment. Also included is attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, construction contract administration, and MBE/WBE and wage regulation compliance reporting.

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 established in the original agreement.

MBE: 27%

WBE: 10%

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 for Project 1502, On-Call Inspection and Construction Management Assistance with Hazen and Sawyer, PC.

MINUTES

Department of Public Works/Office - Amendment No. 2 for Project
of Engineering and Construction 1406, On-Call Project and
Construction Management
Assistance Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 for Project 1406, On-Call Project and Construction Management Assistance Services (Amendment) with Hazen and Sawyer, PC. The Amendment will extend the period of the Agreement through June 3, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is requesting an amendment to facilitate support of ongoing projects.

On June 4, 2014, the Board approved an Agreement with Hazen and Sawyer, PC for On-Call Consultant Services for the Bureau of Water and Wastewater, Department of Public Works. The Agreement was amended on March 29, 2017 for a one-year extension, through June 3, 2018.

This Amendment will extend the period through June 3, 2019.

The services to be provided may include, but are not limited to assisting the City Construction Management Division (CMD) with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review and processing of contractor's application for payment. Services may also include attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, construction contract administration, and MBE/WBE and wage regulation compliance reporting.

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 established in the original agreement.

MBE: 27%

WBE: 10%

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW THE TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 for Project 1406, On-Call Project and Construction Management Assistance Services with Hazen and Sawyer, PC.

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 an agreement with Transviron, Inc. under Project 1806 (Formerly Project 1279) On-Call Project and Construction Management Assistance. The period of the Agreement is effective upon Board approval for four years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

To be determined with each individual task. The upset fee is \$5,000,000.00, no funds are required at this time.

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of On-Call Project and Construction Management Assistance for the purpose of supporting various Office of Engineering & Construction projects.

MBE/WBE PARTICIPATION:

The Consultant 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: 29% and WBE: 10%.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Transviron, Inc. under Project 1806 (Formerly Project 1279), On-Call Project and Construction Management Assistance.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement (Amendment No. 1) with Whitman, Requardt & Associates, LLP, (Consultant) for SC 877, PAS Enhanced Nutrient Removal Process at the Back River Wastewater Treatment Plant. This Amendment No. 1 to Agreement will extend the period of the Agreement through January 26, 2020.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

This Amendment No. 1 to Agreement will allow the Consultant to continue to provide post award engineering services for SC 877 up to the completion of the project. During this time extension, the Consultant will continue providing services on project management, submittal review, attend progress meetings, operator trainings, prepare engineer's operation and maintenance manual, startup and performance testing, conditional and final acceptance inspection, record drawings, update City maintenance information systems, and operation assistance with performance verification, and certification.

The scope of services of the original agreement includes, review and approve shop drawings, evaluate proposed change orders, if any, respond to requests for information, prepare engineer's operation and maintenance manual, provide assistance with the training of the plant operations and maintenance personnel on the wastewater system provided in this project, process control system consultation, integration and coordination, and assist City with the preparation of the required start up and performance testing program necessary to monitor the contractor's plant start up and performance test. The Consultant will also provide a full time engineer on-site to provide technical assistance in the field, monthly progress meetings, and periodic coordination meetings with ongoing projects.

MINUTES

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

In addition, the Consultant will prepare and input equipment data into the City's existing Maintenance Information and Management Systems, provide operational assistance during the first year of operation with performance verification and certification, conduct conditional and final acceptance inspection and prepare punch list items and record drawings.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City code and the MBE/WBE goals assigned to the original agreement.

MBE: 27%

WBE: 10%

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. 1 to Agreement with Whitman, Requardt & Associates, LLP, for SC 877, PAS Enhanced Nutrient Removal Process at the Back River Wastewater Treatment Plant.

MINUTES

Department of Public Works/Office - Amendment No. 2 to Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Johnson, Mirmiran & Thompson, Inc. (Consultant) for WC 1243, Design of Cromwell Pumping Station Improvements. This Amendment No 2. will extend the period of the Agreement through June 24, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

On June 24, 2015, the Board approved an agreement with Johnson, Mirmiran & Thompson, Inc. to provide engineering services to design the improvements to the Cromwell Pumping Station.

Because the Guilford Pumping Station is currently under construction, the Baltimore City Water System will not allow for the Cromwell Pumping Station to be turned off until completion of the Guilford Pumping Station Improvements works. The completion is currently scheduled for December 2018. The one-year extension will allow the Office of Engineering and Construction to appropriately schedule and proceed with the Cromwell Pumping Station Construction Phase.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City code and the MBE/WBE goals assigned to the original agreement.

MBE: 27%

WBE: 10%

MINUTES

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

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE TIME EXTENSION****TRANSFER OF FUNDS**

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|--------------------|-----------------------|---------------------|
| \$50,000.00 | 9960-904694-9557 | 9960-912715-9557-9 |
| Water Revenue | Montebello Plant | Other |
| Bond | Filtered Water | |

This transfer will cover the costs of WC 1243 Design of Cromwell Pump Station Improvements. The project account is currently in a deficit and requires a transfer of funds to cover any additional expenses.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with Johnson, Mirmiran & Thompson, Inc. for WC 1243, Design of Cromwell Pumping Station Improvements. The Transfer of Funds was 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

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement with Patton Harris Rust & Associates, P.C. (PHRA), a Pennoni Company, under WC 1299, Amendment No. 1, Design for Rehabilitation of Vernon Pumping Station. This Amendment No. 1 will extend the period of the Agreement through August 19, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9960-911141-9557-900020-702064

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requesting additional time for the engineering design services provided by the PHRA for the relocation of the Emergency Generator Building. The reason for this request is to ensure that the bidding process can be completed before the project reaches the expiration date.

The scope of the original agreement includes; during the study phase of WC 1229, the Consultant performed a comprehensive assessment of current conditions at the pumping station and identified major deficiencies. To correct these deficiencies, a comprehensive improvement program was developed which calls for major hydraulic, mechanical and electrical improvements to the pumping station, for the provision of an emergency generator facility and for the architectural and structural rehabilitation of the station structure itself. Improvements to the discharge header and control valves will be made, replacing of discharge mains installed directly under the Jones Falls Expressway.

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/WBE goals assigned to the original agreement.

MBE: 45.24%

WBE: 10%

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement with Patton Harris Rust & Associates, P.C. a Pennoni Company, under WC 1299, Amendment No. 1, Design for Rehabilitation of Vernon Pumping Station.

MINUTES

Department of Public Works - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding with the Maryland Department of Transportation Maryland Port Administration (MPA). The period of the Memorandum of Understanding is effective upon Board approval through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$909,865.00 - 1001-000000-5154-659000-604009

BACKGROUND/EXPLANATION:

Under this agreement, the City will receive and install trashcans at certain locations around Baltimore City.

The MPA is required under its permit with the U.S. Army Corps of Engineers to provide measures to mitigate the environmental impact of its Masonville Dredged Materials Facility. A portion of the mitigation can be accomplished through the placement of solar trashcans in Baltimore City. Installation of the trashcans would be beneficial to the environment and the health of the citizens of the City of Baltimore. The Department of Public Works desires to complete all aspects of the Project including ordering and installing the trashcans, and will receive full reimbursement from the MPA.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Public Works - cont'd

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

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 contract

listed on the following page:

2563

to the low bidder meeting the specifications.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARD/REJECTION**Bureau of Procurement

- | | | |
|--------------------------|-----------|--------------|
| 1. B50005103, Mechanical | DSI, Inc. | \$138,900.00 |
| Bar Screen | | |

(DPW, Wastewater Facilities
Division Maintenance)

MBE/WBE PARTICIPATION:

On August 18, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES**TRAVEL REQUEST**

| <u>Name</u> | <u>To Attend</u> | <u>Fund Source</u> | <u>Amount</u> |
|-------------------------------|--|--------------------|---------------|
| <u>Department of Planning</u> | | | |
| 1. Caitlin Audette | Legacy City Preservation Buffalo, NY July 11 - 14, 2018 (Reg. Fee \$95.00) | General Funds | \$ 658.63 |

The subsistence rate for this location is \$168.00 per night. The hotel cost is \$130.00 per night, plus taxes of \$17.88 per night. The Department is requesting additional subsistence in the amount of \$2.00 per day for meals and incidentals. Therefore, the disbursement to Ms. Audette is \$658.63.

RETROACTIVE TRAVEL APPROVAL/TRAVEL REIMBURSEMENTOffice of the State's Attorney for Baltimore City

| | | | |
|------------------------|--|----------------|------------|
| 2. Jennifer McAllister | Prosecuting Sexual Assault & Related Crimes Long Beach, CA Aug. 14 - 18, 2017 (Reg. Fee \$835.00) | State Grant | \$2,632.75 |
|------------------------|--|----------------|------------|

Ms. McAllister traveled to the Prosecuting Sexual Assault Conference in August 14 - 18, 2017.

The subsistence rate for this location was \$222.00 per day. The hotel rate was \$158.00 per night, and the hotel taxes were \$23.70 per night.

MINUTES**RETROACTIVE TRAVEL APPROVAL/TRAVEL REIMBURSEMENT**

Office of the State's Attorney for Baltimore City - cont'd

The registration was prepaid by Expenditure Authorization No. 000210959. The hotel and airfare were prepaid by a City-issued procurement card assigned to Ms. Robin Haskins. Ms. McAllister personally incurred the costs of meals and incidentals and ground transportation. Therefore, Ms. McAllister is requesting reimbursement in the amount of \$288.85.

TRAVEL REIMBURSEMENT

\$288.85 - Meals and Incidentals

This request is late because the receipt of the grant award, which funded this travel and the subsequent acceptance of the Grant by the Board, did not allow adequate time to schedule the trip and submit the travel for Board approval prior to the trip. The agency apologizes for the delay.

The Board, UPON MOTION duly made and seconded, approved the foregoing travel request, retroactive travel approval, and travel reimbursement.

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Department of Public Works

- SC 950R, Caroline Street
Stormwater Pumping Station
Upgrades
BIDS TO BE RECV'D: 07/11/2018
BIDS TO BE OPENED: 07/11/2018

MINUTES

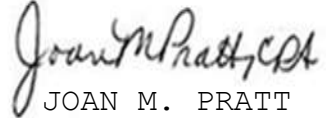
Thereafter, UPON MOTION duly made and seconded, the Board received, opened and referred the following bids to the respective departments for tabulation and report:

| | |
|---|---|
| <u>Bureau of Procurement</u> | - B50005383, Large Water Meter Testing, Repair and Replacement Services |
| Vanguard Utility Services, Inc. M.E. Simpson Co., Inc. | |
| <u>Bureau of Procurement</u> | - B50005453, Remotely Operated Underwater Vehicle - (ROV) |
| Video Ray, LLC | |
| <u>Department of Transportation</u> | - TR 17020R, Utility Test Holes & Boring for Engineering Project Citywide |
| KCI Technologies, Inc. | |
| <u>Department of Public Works</u> | - SC 977, Improvements to the Gwynns Falls Sewershed Collection System - Area C |
| Metra Industries Anchor Construction Corporation SAK Construction, LLC Spinello Companies IPR Northeast LLC | |

MINUTES

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 27, 2018.



JOAN M. PRATT
Secretary