

**MINUTES****REGULAR MEETING**

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

President: "Good Morning the July, 2020-22, I'm sorry-- 22, 2020 meeting of the Board of Estimates is now called to order. In the interests of promoting and maintaining health and safety as we continue to deal with the COVID-19 pandemic, the Board of Estimates continues to be streamed-meeting, uh, virtually. I will direct the Board Member's attention to the Memorandum from my office dated June 20, 2020, identifying matters to be considered as routine agenda items together with any corrections, additions, and deferrals that have been noted by the Comptroller. I will entertain a motion to approve all the items contained on the routine agenda."

Acting City Solicitor: "Uh, Mr. President, I move approval of all of the items on the routine agenda."

MINUTES

Comptroller: "I Second."

President: "All those in favor say Aye. All opposed, say Nay. The motion carries. The routine agenda items have been adopted."

\* \* \* \* \*

**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:

CCTV Master, LLC	\$ 1,500,000.00
Living Classrooms Foundation, Inc.	\$ 8,000,000.00
Stormwater Maintenance, LLC d/b/a SMC	\$ 8,000,000.00
Tech Contracting Company, Inc.	\$ 8,000,000.00
W.F. Wilson & Sons, Inc.	\$25,140,000.00

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:

A. Morton Thomas and Associates, Inc.	Landscape Architect Engineer Land Survey
Bryant Associates, Inc.	Engineer Land Survey
Columbia Engineering, Inc.	Engineer
Findling, Inc.	Engineer
DMY Engineering Consultants, Inc.	Engineer
Kibart, Inc.	Engineer
Mead and Hunt, Inc.	Engineer
Ross Technical Services, Inc.	Engineer

**MINUTES****BOARDS AND COMMISSIONS** - cont'd

Sheladia Associates, Inc.

Architect  
Engineer

The Adams Design Group LLC

Architect

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. The Mayor **ABSTAINED** on item no. 1(Living Classrooms Foundation, Inc. only).

**MINUTES**

Department of Planning - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Agreement with the National League of Cities Institute. The period of the agreement will commence upon Board approval and terminate on August 31, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.000 - 7000-714020-1875-187400-407001

**BACKGROUND/EXPLANATION:**

The Office of Sustainability applied for and received a grant from the National League of Cities, Connecting Children to Nature Program to support continued implementation of our vision and plan to increase equitable and abundant connections to children and nature, to reduce trauma and stress.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Grant Agreement with the National League of Cities Institute.

**MINUTES**

Department of Planning - Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Maryland Department of Housing and Community Development's Community Legacy grant for Racheal Wilson Memorial Park, 145 S. Calverton Road. The period of the grant agreement is effective upon Board approval through June 30, 2022.

**AMOUNT OF MONEY AND SOURCE:**

\$75,000.00 - 5000-517020-1873-187400-405001

**BACKGROUND/EXPLANATION:**

The Department's Baltimore Green Network is working with Concerned Citizens of Boyd-Booth to create a park in the memory of Firefighter Racheal Wilson, the first female firefighter to die in the line of duty. For 13 years, the Concerned Citizens of Boyd-Booth with resident Jerlene Boyd leading the efforts, have been working together to make this park a reality. These funds from the Maryland Department of Housing and Community Development will be used for fencing, pathways and a swing at the park.

**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 Maryland Department of Housing and Community Development's Community Legacy grant for Racheal Wilson Memorial Park, 145 S. Calverton Road.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2727-2728

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
1.	<b>\$1,250,000.00</b>	9950-924080-9513	9950-916080-9512
	State Constr.	Construction Res.	Traffic Safety
	Rev. Future	Traffic Safety	Improv. Citywide
	FY'20 Series	Improv. Citywide	

This transfer is to fund the pavement markings in different parts of the City and to cover a deficit of project "Traffic Safety Improvement Citywide".

2.	<b>\$1,086,000.00</b>	9950-913012-9507	9950-932012-9506
	State Constr.	Construction Res.	Rehab. of Promenade
	Rev. Future	Promenade Bulkhead	Bulkhead
	FY' 20 Series	at Harris Creek	

This transfer will partially fund the costs associated with the work of mobilization, inspections, new cathodic protection system and other costs related to the project "Anchorage Marina Steel Pile Bulkhead Repair" with McLean Contracting Company.

Department of Housing and Community Development

3.	<b>\$ 50,000.00</b>	9998-922983-9587	9998-915110-9583
	CDBG XLIII	Demo of Blighted	Demo CDBG XLIII
		Structures	

This Community Development Block Grant funding will be used to demolish buildings selected by DHCD due to their poor structural condition as part of an overall neighborhood revitalization strategy in DHCD target areas. With a large backlog of vacant buildings in near-emergency condition throughout the city, these funds are vital to the rapid stabilization of distressed blocks in West and East Baltimore.



MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - cont'd</u>		
Funding of the DHCD demolitions will support urban renewal by clearing the way for redevelopment and re-use, contributing to the gradual recovery of the local housing market.		
<u>Department of Recreation and Parks</u>		
4. \$ 6,000.00	9938-906118-9475	
Park Rehab.	3 <sup>rd</sup> Parks and	
Program	Public Facilities -	
	Reserve	
\$18,000.00	9938-906118-9475	
	State Program Open	
	Space - Reserve	
	-----	9938-908118-9474
<u>\$24,000.00</u>		Park Rehabilitation
		Program - Active

This transfer will provide funds to cover the costs associated with concrete installation at Burdick Park.

**MINUTES**

Department of General Services - Third Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Third Amendment to Agreement with Manns Woodward Studios, Inc. The current agreement will expire on July 14, 2020. The amendment will extend the agreement through July 14, 2021.

**AMOUNT OF MONEY AND SOURCE:**

N/A

Funds will be identified as Tasks are processed.

**BACKGROUND/EXPLANATION:**

On July 15, 2015, the Board approved the original agreement for a two-year period with an upset dollar amount of \$2,000,000.00 On June 14, 2017, the Board approved an amendment to extend the agreement for two additional years. On June 26, 2019 the Board approved a second amendment to extend the agreement for one additional year.

This Third Amendment will allow Manns Woodward Studios, Inc. to continue and complete on going services contracted within the agreement and any additional tasks which may be identified.

**MBE/WBE PARTICIPATION:**

The Consultant will continue to comply with the MBE goal of 17% and the WBE goal of 10% that were approved in the original agreement for Project 1218.

**MINUTES**

Department of General Services - cont'd

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Third Amendment to Agreement with Manns Woodward Studios, Inc.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

2732-2737

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES

EXTRA WORK ORDERS

<u>Contract</u>	<u>Prev. Apprvd.</u>	<u>Contractor</u>	<u>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>		<u>Ext.</u>	<u>Compl.</u>
Department of Transportation/DOT <u>Engineering and Construction</u>				
1. EWO #003, \$0.00 - TR 19012, Resurfacing Highways @ Various Locations - N.W. - Sector II				
\$1,967,384.92	\$ 127,250.60	Manuel Luis Construction Co., Inc.	125 days	99%

This authorization is requested by the Department of Transportation and provides for a 125-day non-compensable time extension. The Board has approved one previous time extension for 108 days, which included a completion date of June 20, 2020. EWO No. 3 is needed to complete the ongoing work being done on the contract which requires asphalt placement, pavement markings, 7" and 9" concrete placement, sidewalk & ADA ramp repairs. With this time extension, the revised completion date will be December 31, 2020.

An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 26% FOR MBE AND 10% FOR WBE.**

**THE EAR WAS APPROVED BY MWBOO ON JUNE 26, 2020.**

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation - cont'd

2. EWO #001, \$0.00 - TR 16020, Comprehensive Conduit Facilities Management Services			
<hr/>			
\$26,108,286.00	\$ 0.00	KCI-CG Tri-Venture	- -

This authorization is requested on behalf of the Department of Transportation - Conduit Division for items that are critical and vital to the original scope of work which includes the rebuilding of existing conduit manholes, the installation of new manholes, and the excavation, breakout and completion of old existing terra cotta duck banks. This zero costs change order is solely to add additional critical work items necessary for the project.

An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 27% FOR MBE AND 7% FOR WBE.**

**THE EAR WAS APPROVED BY MWBOO ON JUNE 26, 2020.**

3. EWO #003, \$717,013.70 - TR 18009, Resurfacing Highways @ Various Locations - Southeast - Sector IV			
<hr/>			
\$2,278,787.40	\$ 53,653.00	P. Flanigan & Sons, Inc.	- 75%

This authorization is requested by the Department of Transportation to mill and pave Baltimore Street from Eutaw

**MINUTES**

**EXTRA WORK ORDERS**

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

Department of Transportation - cont'd

Street to Gay Street due to the poor condition of the roadway. Baltimore Street is a safety hazard to pedestrians and the traveling public. It is in a major bus route and has rutting Due to the constant heat from the streamline, shoving, utility cuts and other paving distress. The project added scope of work which includes, but is not limited to base repair, asphalt placement, pavement markings, 7" concrete placement, and sidewalk & ADA ramp repairs. This work is in alignment with the advertised scope for this contract. The advertised scope for this contract includes work involving improvements on certain projects and is not limited to only the items and locations expressed in the contract specifications. The work under this EWO was performed prior to Board of Estimates approval.

An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 23% FOR MBE AND 9% FOR WBE.**

**THE EAR WAS APPROVED BY MWBOO ON DECEMBER 2, 2019.**

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$155,768.20	9950-908042-9509	
GF (HUR)	Constr. Res.	
	Haven Street -	
	Eastern to Boston	

**MINUTES**

**EXTRA WORK ORDERS**

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
300,000.00 GF (HUR)	9950-910109-9509 Constr. Res. Hamilton District Complete Streets	
335,939.77 <u>GF (HUR)</u>	9950-918027-9509 Constr. Res. Cherry Hill Light Rail Station	
<b>\$791,707.97</b>	-----	9950-901874-9514-2 Contingencies Res. Hwys SE IV TR 18009

This transfer will fund the costs associated with Change Order No. 3 on Project no. TR 18009, Resurfacing Highways at Various Locations - Southeast - Sector IV with P. Flanigan & Sons, Inc.

5. EWO #004, \$0.00 - TR 18009, Resurfacing Highways @ Various Locations - Southeast - Sector IV
- |                |              |                             |             |     |
|----------------|--------------|-----------------------------|-------------|-----|
| \$2,278,787.40 | \$770,666.70 | P. Flanigan<br>& Sons, Inc. | 188<br>days | 99% |
|----------------|--------------|-----------------------------|-------------|-----|



MINUTES

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Transportation - cont'd

This authorization is requested by the Department of Transportation and provides for a 188-day non-compensable time extension. The Board has approved one previous time extension for a total of 270 days, which included a completion date of June 26, 2020. EWO No. 4 is needed to complete the ongoing work being done on the contract which requires asphalt placement, pavement markings, 7" and 9" concrete placement, and sidewalk & ADA ramp repairs. With this time extension, the revised completion date will be December 31, 2020.

An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 23% FOR MBE AND 9% FOR WBE.**

**THE EAR WAS APPROVED BY MWBOO ON JUNE 26, 2020.**

- 6. EWO #006, \$0.00 - TR 18010, Urgent Need Contract Citywide

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\$2,349,931.00	\$1,435,260.45	P. Flanigan & Sons, Inc.	157 days	99%
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This authorization is requested by the Department of Transportation and provides for a 157-day non-compensable time extension. The Board has approved one previous time extension for a total of 270 days, which included a completion date of July 27, 2020. EWO No. 6 is needed to complete the ongoing work being done on the contract which requires asphalt placement, pavement markings, 7" and 9" concrete placement, and sidewalk

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

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

Department of Transportation - cont'd

& ADA ramp repairs. With this time extension, the revised completion date will be December 31, 2020.

An Engineer's Certificate of Completion has not been issued.

**MWBOO SET GOALS OF 19% FOR MBE AND 7% FOR WBE.**

**THE EAR WAS APPROVED BY MWBOO ON JUNE 26, 2020.**

**MINUTES**

Police Department - Grant Award Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Grant Award Agreement with Araminta Freedom Initiative, Inc. The agreement will be funded through the "Sexual Assault Response Team (SART) and Human Trafficking" grant, Award No. VOCA-2018-0139. The period of the Grant Award Agreement is October 1, 2019 through September 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$30,000.00 - 4000-412720-2021-746300-603026  
12,000.00 - 1001-000000-2021-213000-601062 (Cash Match)  
**\$42,000.00 - Total**

**BACKGROUND/EXPLANATION:**

On March 18, 2020, the Board approved the Baltimore Police Department's SART and Human Trafficking Grant Award No. VOCA-2018-0139. The award is in the amount of \$1,168,013.00 with a cash match of \$292,501.00, for a total of \$1,460,514.00. The SART Program assists in developing and implementing strategies and services specifically intended to provide assistance to victims of crime in Baltimore City. Araminta Freedom Initiative, Inc. will provide services of the Mentor Coordinator (Advocate) to victims of human trafficking. The Mentor Coordinator will ensure the victim receives a 1:1 mentoring relationship designed to provide support and opportunities to the survivor to re-engage with the world in a safe, trauma-informed, victim-centered way. The cost of the Mentor Coordinator (Advocate) for the term of this agreement is a \$30,000.00 grant. There is also a \$12,000.00 cash match that will be provided by the City.

**MINUTES**

Police Department - cont'd

The grant award agreement is late because of the late receipt of the award documents and delays in the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAS NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Grant Award Agreement with Araminta Freedom Initiative, Inc.

**MINUTES**

Mayor's Office of Human Services - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Queen Anne's County, Maryland. The period of the agreement is from July 1, 2020 through June 30, 2023.

**AMOUNT OF MONEY AND SOURCE:**

\$ 24,170.00 - 4000-490821-3573-763204-603051

**BACKGROUND/EXPLANATION:**

The City has received a grant from United States Department of Housing and Urban Development to undertake the Housing Opportunity with Persons with AIDS Grant Program. As a sub-recipient, Queen Anne's County, Maryland will provide rental assistance to five low income HIV/AIDS positive individuals in Queen Anne's County.

**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 an Agreement with Queen Anne's County, Maryland.

**MINUTES**

Mayor's Office of Children - Notice of Award  
and Family Success

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Notice of Award for Head Start services from the United States Department of Health and Human Services Administration for Children and Families. The period of the award is July 1, 2020 through June 30, 2021.

**AMOUNT OF MONEY AND SOURCE:**

\$7,751,224.00- 4000-486321-1772-180300-404001

**BACKGROUND/EXPLANATION:**

The Department's Head Start program has received funding for Head Start services from the United States Department of Health and Human Services Administration for Children and Families for the second year of the five -year project period. In accordance with all applicable Federal, State and Local Regulations, Baltimore City Head Start will serve 759 children and families from July 1, 2020 through June 30, 2021.

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Mayor's Office of Children - cont'd  
and Family Success

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Notice of Award for Head Start services from the United States Department of Health and Human Services Administration for Children and Families.

**MINUTES**

Department of Transportation - Developer's Agreement No. 1656

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1656 with 2505 1<sup>st</sup> Street, LLC.

**AMOUNT OF MONEY AND SOURCE:**

A Letter of Credit in the amount of \$31,565.00 has been issued to 2505 1<sup>st</sup> Street, LLC, which assumes 100% of the financial responsibility.

**BACKGROUND/EXPLANATION:**

2505 1<sup>st</sup> Street, LLC, would like to install new water services to its proposed new building located at 1301 North Charles Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City standards.

**MBE/WBE PARTICIPATION:**

N/A

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.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1656 with 2505 1<sup>st</sup> Street, LLC.



**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with the Redwood Campus Center, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$26,540.74 - 9950-906082-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a Traffic Mitigation fee was required for the Development. The Developer proposes to perform the scope of the work for Redwood Campus Center-1<sup>st</sup> Floor at 10 S. Howard Street, constructing a 395 apartments, 2,500 square feet of retail space and 12,200 square feet assembly space for a total of 363,560 square feet.

The Developer agrees to make a one-time contribution in the amount of \$26,540.74 to fund the City's multimodal transportation improvements in the Development's vicinity to extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Traffic Mitigation Agreement with the Redwood Campus Center, LLC.

**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. 400 S. Caroline St. 4"	H&S Properties, Inc.	ADA Ramp 20' x
\$70.30 - Flat Charge		
2. 1129 N. Caroline St.	TRF DP Holdings, LLC	ADA Ramp 57' x 5'6"
\$70.30 - Flat Charge		
3. 30 Light St.	30 Charm City, LLC	(2) Double Face Electric Signs 12 sf. each
\$504.00 - Flat Charge		
4. 2405 Linden Ave.	St. Francis Neighbor- hood Center Corporation	(2) 4" Conduit @ 35 lf.
\$245.00 - Annual Charge		

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

**MINUTES**

Department of Transportation - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No. 34 under project No. 1217, STV/PB Construction Managers JV On-Call Services for Construction Project Management. The period of the task is approximately 12-months.

**AMOUNT OF MONEY AND SOURCE:**

\$121,339.20 - 9950-929004-9508-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for Construction Management Services for a Senior Construction Inspector for Various Department projects.

**MBE/WBE PARTICIPATION:**

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

Although The Consultant has not met the MBE goal of 27%, they achieved a goal of 23% and there remains enough capacity to meet the goal. The Consultant achieved a WBE goal of 15%.

**THE EAR WAS APPROVED BY MWBOO ON JUNE 18, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Department of Transportation - cont'd

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

UPON MOTION duly made and seconded, the Board approved an assignment of Task No. 34 under project No. 1217, STV/PB Construction Managers JV On-Call Services for Construction Project Management.

**MINUTES**

Mayor's Office of Employment - Individual Training  
Development Account Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Individual Training Account Agreement with All State Career, Inc., for professional services. The period of the agreement is July 1, 2020 through June 30, 2021, unless terminated earlier in the accordance with this Agreement.

**AMOUNT OF MONEY AND SOURCE:**

\$66,000.00 - 4000-807520-6312-467253-603051  
 4000-806720-6312-467253-603051  
 2026-000000-6311-734100-603051

**BACKGROUND/EXPLANATION:**

This Agreement authorizes All State Career Inc. to provide training in areas specified on the Department of Labor, Licensing and Regulation (DLLR) list of approved Training Providers.

The training will consist of the program(s) described in the Workforce Innovation and Opportunity Act (WIOA) training programs outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards and the total hours of each course in a certificate program. The maximum length of time a participant can remain in training is one year.

The money will be drawn from three different accounts (FY20 WIOA Adult and FY20 WIOA Dislocated Worker, and Casino Impact Area Funds.) The accounts and the amounts cannot be determined until the participants are registered.

**MINUTES**

Mayor's Office of Employment - cont'd  
Development

**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 an Individual Training Account Agreement with All State Career, Inc., for professional services.

**MINUTES**

Mayor's Office of Employment - Memorandum of Understanding  
Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Memorandum of Understanding with the Baltimore Civic Fund, Inc. (BCF), formerly known as the Baltimore City Foundation, to receive funds from the BCF to fund a Workforce Development Navigator position. The Memorandum of Understanding (MOU) will commence upon the Board approval and will terminate on May 31, 2021, unless terminated in accordance with the terms of this MOU.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 6000-699000-6311-870000-406001

**BACKGROUND/EXPLANATION:**

The purpose of this MOU is to establish the terms and conditions under which BCF funds the Workforce Development Navigator position within the Mayor's Office of Employment Development (MOED). BCF will fund the salary and related operating costs in an amount not to exceed \$100,000.00. The position will be responsible for assessing resident needs from the Perkins Homes community and connecting such residents with City services while utilizing case management tools. The progress and status of the resident will be tracked along with their employment outcomes. This position will also work collaboratively with MOED staff to develop and advance strategies for improving Workforce Systems communications and building public awareness of key initiatives.

**MINUTES**

Mayor's Office of Employment - cont'd  
Development

The MOU is delayed because its presentation required additional time to create the details of the position after the grant was awarded.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Baltimore Civic Fund, Inc.



**MINUTES**

Department of Public Works/Office - Partial Release of Retainage  
of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Monumental Paving & Excavating for Water Contract No. 1286 - Guilford Avenue and Vicinity Water Main Replacement.

**AMOUNT OF MONEY AND SOURCE:**

\$361,121.44 - 9960-915617-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of January 17, 2020, Monumental Paving & Excavating has completed 100% of all work for Water Contract No. 1286 - Guilford Avenue and Vicinity Water Main Replacement. The Contractor has requested a Partial Release of Retainage. Currently, the City is holding \$515,887.77 in retainage for the referenced project. The Contractor is requesting to reduce the amount of the retainage to \$154,766.33. The remaining amount of \$154,766.33 is enough to protect the interest of the City.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

(The Agreement for the Partial Release of Retainage has been approved by the Law Department as to form and legal sufficiency.)

**MINUTES**

Department of Public Works/Office - Partial Release of Retainage of Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement for the Partial Release of Retainage to Monumental Paving & Excavating for Water Contract No. 1311-AMI/R - Urgent Need Pavement and Sidewalk Restoration, Various Locations.

**AMOUNT OF MONEY AND SOURCE:**

\$168,592.22 - 9960-909614-9557-000000-200001

**BACKGROUND/EXPLANATION:**

As of July 31, 2019, Monumental Paving & Excavating has completed 100% of all work for Water Contract No. 1311-AMI/R -Urgent Need Pavement and Sidewalk Restoration, Various Locations. The Contractor has requested a Partial Release of Retainage. Currently, the City is holding \$224,789.63 in retainage for the referenced project. The Contractor is requesting to reduce the amount of the retainage to \$56,197.41. The remaining amount of \$56,197.41 is enough to protect the interest of the City

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement for the partial Release of Retainage to Monumental Paving & Excavating for Water Contract No. 1311-AMI/R - Urgent Need Pavement and Sidewalk Restoration, Various Locations.

**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. 005 to AECOM Technical Services Inc., under Project 1803 (WC 1365) On-Call Project and Construction Management. The period of the Task Assignment is six months.

**AMOUNT OF MONEY AND SOURCE:**

\$145,214.35 - 9960-905096-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of Inspection Services for WC 1365-Berea Neighborhood and Vicinity Water Main Rehabilitation.

The scope of the original Agreement includes: construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review and processing 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.

The scope of the construction project includes: cleaning and lining of approximately 7,370 + linear feet of existing 6" water mains. Cleaning & Lining of approximately 3,230 + linear feet of existing 8" water mains. Cleaning & lining of approximately 2,040 + linear feet of existing 10" water mains. Approximately 1,230 + linear

**MINUTES**

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

feet of 6-inch diameter DIP water main and fittings. Approximately 5,260 + linear feet of 8-inch diameter DIP water main and fittings. Approximately 2,250 + linear feet of 10-inch diameter DIP water main and fittings. Approximately 1,450 + linear feet of 20-inch diameter DIP water main and fittings. Replacement/installation of various sized valves, roadway boxes, and fire hydrants. Cathodic protection/corrosion control. Pipe restrains, thrust blocks, thrust collars, etc. Renewal of water supply services to the new DIP water mains. Reconnection of water service connections to the new DIP water mains. Installation of temporary by pass piping and water services, including but not limited to hydrant connections, all testing and disinfection requirements, removal of temporary bypass piping and water services, and restoration of permanent services, removal and disposal off site of all excavated and demolished materials, clean up and restoration of construction areas, erosions and sediment control devices and measures. Maintenance of Traffic requirements. Approximately 250 + linear feet of 4-inch diameter DIP water main and fittings.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE 29% and WBE 10%. Currently, this On-Call Agreement is not in compliance because only 4 tasks have been approved. This task is 33% WBE. Current goals are MBE: 21% and WBE 22%.

**MINUTES**

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

**MBE:** 29%

**WBE:** 10%

**THE EAR WAS APPROVED BY MWBOO ON MAY 6, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the Assignment of Task No. 005 to AECOM Technical Services Inc., under Project 1803 (WC 1365) On-Call Project and Construction Management.

**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. 006 to AECOM Technical Services, Inc., under Project 1803, (WC 1407) On-Call Project and Construction Management. The period of the Task Assignment is eight months.

**AMOUNT OF MONEY AND SOURCE:**

\$112,776.50 - 9980-913007-9557-99020-706063

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is in need of Inspection Services for the ongoing emergency work on Greenmount Ave.

The scope of the original agreement includes: assisting 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 (RFI) reviews and responses, and construction contract administrative support.

**MBE/WBE PARTICIPATION:**

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

**MINUTES**

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

original agreement MBE 29% and WBE 10%. Currently, this On-Call Agreement is not in compliance because only four tasks have been approved. This task is 88% WBE. Current goals are: MBE: 11.66% and WBE: 88.34%.

**MBE:** 29%

**WBE:** 10%

**THE EAR WAS APPROVED BY MWBOO ON MAY 14, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the Assignment of Task No. 006 to AECOM Technical Services, Inc., under Project 1803, (WC 1407) On-Call Project and Construction Management.

**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. 009 to Whitman, Requardt & Associates, LLP under Project 1805, (WC 1365) On-Call Project and Construction Management Assistance. The period of the Task Assignment is 18 months.

**AMOUNT OF MONEY AND SOURCE:**

\$278,184.27 - 9956-906684-9551-900020-703032

**BACKGROUND/EXPLANATION:**

The Office of Engineering and Construction is requesting Whitman, Requardt & Associates, LLP to provide On-Call Services to investigate and design development for the Back River Wastewater Treatment Plant Effluent Discharge to Patapsco River through Sparrows Point as per their proposal dated February 7, 2020. The work requested is within the original scope of the agreement. The Consultant will develop the concept design for a proposed permanent outfall, via Sparrows Point for continue conveyance of effluent from the Back River Wastewater Treatment Plant to Patapsco River.

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 and construction contract administrative support.



**MINUTES**

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

The scope of work includes preliminary field investigations, topographic land survey, environmental review and preliminary utility mapping evaluation of hydraulic conveyance to include both gravity flow and pumped force main, preliminary pipe sizing to convey effluent to Patapsco River via Sparrows Point through a combination of existing and new piping infrastructure, coordination of water quality evaluations conducted by Virginia Institute of Marine Science, environmental review and permitting evaluations, preparation of a draft and final design development report, conduct workshops with City and Tradepoint Atlantic (TPA), attend progress and monthly meetings, prepare development design drawings, and estimate of probable construction costs for the proposed permanent outfall.

The scope of the construction project includes a new sub-aqueous outfall at Sparrows Point into Patapsco River has been agreed to, in concept, by the City, the Maryland Department of the Environment (MDE) and Tradepoint Atlantic (TPA) who is the current Owner and Developer of the Sparrows Point property, formerly the home of steel making facilities (Bethlehem Steel). The design flow for the proposed permanent outfall with discharge to Patapsco River will be 50 million gallons per day based on the permitted flow allocation in the current Back River Wastewater Treatment Plant National Pollutant Discharge Elimination System Discharge Permit.

**MBE/WBE PARTICIPATION:**

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

**MINUTES**

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

original agreement: MBE 29% and WBE 10%. Currently, this On-Call agreement is in compliance with the goals set by MWBOO. Current goals status: MBE 33% and WBE 21%.

**MBE:** 29%

**WBE:** 10%

**THE EAR WAS APPROVED BY MWBOO ON MAY 27, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized the Assignment of Task No. 009 to Whitman, Requardt & Associates, LLP under Project 1805, (WC 1365) On-Call Project and Construction Management Assistance.

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:

2763-2768

to the low bidders meeting the specifications,  
or rejected bids on those as indicated  
for the reasons stated.

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.

The President **ABSTAINED** in Item Nos. 3-7.

The Comptroller **ABSTAINED** on Item Nos. 3-7.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office  
of Engineering and Construction

- |    |  |  |                |
|----|--|--|----------------|
| 1. | WC 1404, Urgent<br>Need Water Infra-<br>structure Rehabili-<br>tation and Improve-<br>ments - Phase III -<br>FY 20 | R.E. Harrington<br>Plumbing and Heating<br>& Heating Co., Inc. | \$7,970,486.00 |
|----|--|--|----------------|

**MWBOO SET GOALS OF 12% FOR MBE AND 5% FOR WBE.**

<b>MBE:</b>	R.E. Harrington Plumbing & Heating Co., Inc.	<i>Actual</i>	\$5,579,340.20	70%
	<i>Self-Performance Credit</i>		2,789,670.10	35%
	Economic International Construction Co., Inc.		<u>318,819.44</u>	<u>4%</u>
			<b>\$3,108,489.54</b>	<b>39%</b>
<b>WBE:</b>	K.L. Phillips Trucking R & R Contracting Utilities, Inc.		\$ 159,409.72	2.00%
			<u>239,114.58</u>	<u>3.00%</u>
			<b>\$ 398,524.30</b>	<b>5.00%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 5, 2020.**

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

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

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$6,476,000.00 Revenue Bond	9960-907117-9558 URG Infrastructure Rehab/Imp	
926,987.40 Revenue Bond	9960-910078-9558 Water Infrastructure Rehab Urgent 3	
1,205,137.48 <u>County Revenue</u>	9960-907117-9558 URG Infrastructure Rehab/Imp	
<b>\$8,608,124.88</b>	-----	9960-904971-9557-6 Construction

The transfer will cover the deficit for WC 1404, Urgent Need Water Infrastructure Rehabilitation and Improvements - Phase III - FY 20.

Bureau of Procurement

3. B50005950, Crew                      Transteck, Inc. dba                      \$ 200,865.00  
 Cab and Chassis                      Freightliner of  
 Truck with Stake                      Elkton  
 Body and Lift Gate
- (Dept. of General  
 Services, Fleet  
 Management)

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

The amount of \$200,865.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

4. B50005974, Yard Tractor                      Beltway International, LLC                      \$ 133,495.00

(Dept. of General Services, Fleet Management)

The amount of \$133,495.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

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

5. B50005979, Hook Waste Equipment Sales \$ 574,995.00  
Lift Roll-Off & Service, LLC  
Trucks

(Dept. of General Services,  
Fleet Management)

The amount of \$574,995.00 will be financed through the City's master lease program administered by the Bureau of Treasury Management.

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

6. B50005946, Flatbed Truck with Crane      Beltway International, LLC      \$ 238,557.00

(Dept. of General Services, Fleet Management)

The amount of \$238,557.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

7. B50005949, Cab and Chassis Truck with Steel Dump Body, Hoist and Lift Gate      Beltway International, LLC      \$ 139,557.00

(Dept. of General Services, Fleet Management)

The amount of \$139,557.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.



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

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

- |    |                              |             |                |
|----|------------------------------|-------------|----------------|
| 8. | B50006025 Backhoe<br>Loaders | Jesco, Inc. | \$1,067,604.03 |
|----|------------------------------|-------------|----------------|

(Dept. of General  
Services, Fleet  
Management)

On February 1, 2019, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is for the purpose of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

**MINUTES**

Department of Recreation and Parks - On-Call Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an assignment of Task No.1 under project No. 1314, Murphy & Dittenhafter, Inc. On-Call Architectural Design Services. The period of the task is approximately 9 months.

**AMOUNT OF MONEY AND SOURCE:**

\$84,112.28 - 9938-905119-9474-000000-703032

**BACKGROUND/EXPLANATION:**

This task will include design services for Mary Rodman Recreation Center.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the 28% MBE and 20% WBE goals assigned to the original agreement.

Although the Consultant has achieved 5.83% of the WBE goal at this time while still having enough capacity to meet the remaining goals. The Consultant has achieved 36.23% of the MBE goals.

**THE EAR WAS APPROVED BY MWBOO ON JUNE 25, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized assignment of Task No.1 under project No. 1314, Murphy & Dittenhafter, Inc. On-Call Architectural Design Services.

**MINUTES****TRANSFER OF FUNDS**

	<b><u>AMOUNT</u></b>	<b><u>FROM ACCOUNT/S</u></b>	<b><u>TO ACCOUNT/S</u></b>
<u>Department of Recreation and Parks</u>			
1.	<b>\$90,000.00</b>	9938-9045119-9474	9938-905119-9474
	State	Park Building	Park Building
	Program Open	Renovation	Renovation
	Space	(Reserve)	(Active)

This transfer will provide funds to cover the costs associated with design services under the On-Call Contract No.1314, Task No. 1 to Murphy & Dittenhafer, Inc. The period of the task is approximately 9 months.

(In accordance with Charter requirements, a report has been requested from the Planning Commission, the Director of Finance having reported favorably thereon.)

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 & Parks - Preservation Easement Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Preservation Easement Agreement with Baltimore Herb Festival, Inc. (grantors) and the Maryland Historical Trust (grantee).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On July 18, 2018, the Board approved a Funding Agreement between the Department and The Baltimore Herb Festival, Inc. for the preservation project of the Historic Winans Chapel at 1921 Eagle Drive (The Property), which is a portion of Gwynns Falls/Leakin Park, which is located at 4921 Windsor Mill Road. The improvements located on the Property are of historic significance.

The Maryland Historical Trust, pursuant to the terms of a Grant Agreement dated December 7, 2017, made \$47,025.00 available to the Baltimore Herb Festival to be utilized for the purpose of financing, in part, exterior improvements to the structure. A Condition of such Grant Agreements is that the Property be subject to a Deed of Preservation Easement in favor of the Maryland Historical Trust. The City as title owner and the above parties must join as grantors in the Deed of Preservation Easement to grant the Trust the title interest it requires.

**MINUTES****MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Preservation Easement Agreement with Baltimore Herb Festival, Inc. and the Maryland Historical Trust.

**MINUTES**

Department of Public Works - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Employee Expense Statement to reimburse Ms. Yolanda Winkler for expense of balloons purchased for a City Event on January 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$65.00 - 1001-000000-1901-190300-604055

**BACKGROUND/EXPLANATION:**

The request was delayed because the budget account number was recently received from Fiscal.

The Administrative Manual, Section 241-11, states the Employee Expense Reports that are submitted more than 40 work days after the calendar day of the month in which the expenses were incurred require the Board's approval.

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

UPON MOTION duly made and seconded, the Board approved an Employee Expense Statement to reimburse Ms. Yolanda Winkler for expense of balloons purchased for a City Event on January 30, 2020.

**MINUTES**

Health Department - Ratification to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Agreement with the Johns Hopkins University (JHU). The period of the agreement was September 30, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$103,272.00 - 4000-484820-3023-71800-603051

**BACKGROUND/EXPLANATION:**

The JHU, Harriette Lane Clinic served as a provider to engage HIV positive and HIV negative clients in HIV prevention and care services. These services will include HIV testing, pre-exposure prophylaxis and antiviral management, and screening and referral for supportive services.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON APRIL 22, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the Agreement with the Johns Hopkins University. The Mayor and the President **ABSTAINED.**



**MINUTES**

Health Department - Ratification of Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Agreement with the Johns Hopkins University (JHU), John G. Barlett Clinic. The period of the agreement was July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$319,770.00 - 5000-569720-3023-273391-603051

**BACKGROUND/EXPLANATION:**

The JHU, John G. Bartlett Clinic, provided Ryan White State Special Early Intervention Services. The JHU administered services as a provider to engage HIV negative clients in HIV prevention services. The JHU conducted peer navigation to assist HIV negative clients with accessing HIV prevention services including pre-exposure prophylaxis, Npep, and screening and referral for supportive services.

The agreement is late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

**MWBOO GRANTED A WAIVER ON FEBRUARY 28, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board ratified the Agreement with the Johns Hopkins University. The Mayor and the President **ABSTAINED**.

**MINUTES**

Health Department - Ratification of Amendment to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Amendment to Agreement with the Johns Hopkins University (JHU). The period of the agreement was July 1, 2019 through June 30, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$17,000.00 - 5000-569720-3023-273341-603051

**BACKGROUND/EXPLANATION:**

On February 26, 2020, the Board approved the original agreement with the JHU IPC, Ryan White State Special - Medical Transportation in the amount of \$8,000.00 for the period July 1, 2019 through June 30, 2020.

The Department increased the agreement by \$17,000.00, for additional medical transportation services, making the total agreement amount \$25,000.00.

The Amendment to Agreement is late because of administrative delays.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**MINUTES**

Health Department - cont'd

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the Amendment to Agreement with the Johns Hopkins University. The Mayor and the President **ABSTAINED**.

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Harbor Hospital, Inc. d/b/a Medstar Harbor Hospital. The period of the agreement is January 1, 2020 through December 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$110,000.00 - 4000-499020-3023-718000-603051

**BACKGROUND/EXPLANATION:**

Medstar Harbor Hospital will provide Integrated HIV Surveillance and Prevention Services. The services will include HIV counseling and linkage to care for newly diagnosed and people living with HIV. It will also provide testing for other sexually transmitted diseases including but not limited to gonorrhea, chlamydia, and syphilis, as well as Hepatitis C.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON JUNE 11, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with Harbor Hospital, Inc. d/b/a Medstar Harbor Hospital.

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the Maryland Institute d/b/a Maryland Institute College of Art (MICA), Center for Social Design. The period of the agreement is January 1, 2020 through December 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$100,000.00 - 4000-499020-3023-718000-603051

**BACKGROUND/EXPLANATION:**

The MICA Center for Social Design will administer an HIV Surveillance and Prevention Program. It will work directly with the Department to continue past successful collaborative work intended to foster creative, innovative, and breakthrough social design solutions to help the Department better understand the perspectives of people living with HIV/AIDS in Baltimore.

The MICA Center for Social Design will develop design efforts to address and ameliorate those issues and concerns. This work will focus on the stigma related to HIV/AIDS and trust related to the healthcare environment in Baltimore City and will seek to engage often overlooked audiences (example, transgender persons, youth, women, older adults, etc.).

The MICA Center for Social Design will utilize the funds to provide resources and knowledge in a human-centered collaborative design process to understand and define the problems better, to identify opportunities and generate ideas, and to make tools that support the overall goals and objectives of the design process.

The agreement is late because of administrative delays.

## MINUTES

Health Department - cont'd

**MWBOO GRANTED A WAIVER ON MAY 14, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with the Maryland Institute d/b/a Maryland Institute College of Art, Center for Social Design.

**MINUTES**

Health Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Chase Brexton Health Services, Inc. The period of the agreement is January 1, 2020 through December 31, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$92,690.00 - 4000-499020-3023-718000-603051

**BACKGROUND/EXPLANATION:**

Chase Brexton Health Services, Inc. will provide Integrated HIV Surveillance and Prevention Services. These services include HIV testing, counseling, and linkage to care for newly diagnosed and people living with HIV, and referrals for partner services. The organization will actively re-engage previously diagnosed patients who are currently not in medical care and provide testing for other sexually transmitted diseases including, but not limited to gonorrhea, chlamydia, and syphilis, as well as Hepatitis C.

The agreement is late because of administrative delays.

**MWBOO GRANTED A WAIVER ON MAY 21, 2020.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with Chase Brexton Health Services, Inc.



MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Personnel matter

listed on the following page:

2785

The Personnel matter has been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED.**

**MINUTES****PERSONNEL**Mayor's Office1. Classify the following position:Position No.: 52947

Classification: New Position

Job Code: 90000

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

To: Operations Manager II

Job Code: 00090

Grade: 942 (\$95,206.00 - \$156,964.00)

Cost: \$163,910.00 - 1001-000000-1250-775200-601001

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

## MINUTES

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

- |   |         |         |
|---|---------|---------|
| 1. MCCLUNG-LOGAN<br>EQUIPMENT COMPANY, INC. | \$ 0.00 | Renewal |
|---|---------|---------|
- Contract No. B50004845 - Volvo Asphalt Compactor/Paver -  
O.E.M.  
Parts and Service - Department of General Services, Fleet -  
P.O. No.: P538386

On February 1, 2017, the Board approved the initial award in the amount of \$49,500.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period February 22, 2020 through February 21, 2021 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable.

- |                                      |                |         |
|--------------------------------------|----------------|---------|
| 2. ROBERT HALF INTERNATIONAL<br>INC. | \$4,000,000.00 | Renewal |
|--------------------------------------|----------------|---------|
- Contract No. TS06-17 - Professional Staffing Services -  
Departments of Finance, Public Works, General Services, DHCD  
and Baltimore City Information and Technology - P.O. No.:  
P543767

On May 16, 2018, the Board approved the initial award in the amount of \$500,000.00. The award contained two renewal options. Subsequent actions have been approved. This renewal in the amount of \$4,000,000.00 is necessary in order to have certain professionals such as procurement, legal and accounting

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

immediately available to agencies for urgent projects, for which the position requirements are not on a current staffing contract. This renewal and increase will allow for continued support of project. The contract expires on May 31, 2021.

The above amount is the City's estimated requirement. On May 7, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MAY 7, 2018.**

- |   |                     |                |
|---|---------------------|----------------|
| 3. <u>BOTACH, INC.</u>  | <u>\$ 38,000.00</u> | <u>Renewal</u> |
| <u>Contract No. B50005858 - Helmet Communication Device -</u> |                     |                |
| <u>Baltimore Police Department - P.O. No.: P549121</u>        |                     |                |

On September 11, 2019, the Board approved the initial award in the amount of \$37,950.75. The award contained two 2-year renewal options. This first renewal in the amount of \$38,000.00 is for the period September 11, 2020 through September 10, 2022, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. The initial award was below the MWBOO subcontracting threshold of \$50,000.00. This is a commodities contract.

**MINUTES**

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

**VENDOR                                      AMOUNT OF AWARD                                      AWARD BASIS**

Bureau of Procurement - cont'd

- 4. P2 CLEANING  
 EVERGREEN LANDSCAPE  
& DESIGN CORPORATION    \$2,000,000.00                                      Renewal  
 Contract No. B50004830 - Mowing and Debris Removal for Vacant  
 Lots & Abandoned Properties II - Department of Public Works -  
 Bureau of Solid Waste - P.O. Nos.: P539348 and P545367

On April 26, 2017, the Board approved the initial award in the amount of \$1,366,120.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This second renewal in the amount of \$2,000,000.00 is for the period April 25, 2020 through April 24, 2021, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On October 20, 2016, MWBOO set goals of 27% MBE and 9% WBE. On May 11, 2020, P2 Cleaning was found in compliance. On May 12, 2020, Evergreen Landscape & Design were found in compliance.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> P2 Cleaning Services, LLC*	13.5%	\$155,812.11	13.5%
Sparks Quality Fence Company	<u>13.5%</u>	<u>99,135.40</u>	8.6%
	<b>27%</b>	<b>\$254,947.51</b>	
 <b>WBE:</b> Tote-It, Inc.	 9%	 \$ 81,520.00	 7.06%

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

\*Indicates Self-Performance. The Prime did not meet the MBE or WBE goals for the contract. During the 2019 contract review, it was found that the WBE subcontractor did not have the appropriate equipment and staff to respond to requests by the Prime in order to meet the goal. The MBE subcontractor did not start working on the contract until 2019 due to negotiations. Because this review covers the life of the contract, there is a deficit in meeting the goals based on the aforementioned issues. Due to the aforementioned issues that the prime had no control over, and the significant progress made to meet the goals in the last 12 months, the Prime has made a good-faith effort to meet the goals.

**MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 11, 2020, BASED ON A GOOD FAITH EFFORT.**

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Grass Roots Landscaping Co., LLC	27%	\$319,056.00	17.6%
<b>WBE:</b> Upper Management, LLC	9%	\$ 85,420.25	4.7%

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Prime did not meet the MBE or WBE goal set for this contract. During the 2019 review of the contract, it was found that both the MBE and WBE could not support the contract due to staffing levels. After the office held conciliation meetings, the contract was compliant based on good faith due to circumstances the Prime could not control. The subcontractors agree that the work has increased over the last 12 months and the Prime is making an effort to meet the goal. The Prime has agreed to increase work to the subs in order to meet the goals of the contract.

**MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 12, 2020, BASED ON A GOOD FAITH EFFORT.**

- |   |              |   |
|---|--------------|---|
| 5. COURTSMART DIGITAL SYSTEMS, INC.   | \$126,530.32 | Non-competitive/<br>Procurement/Renewal |
| Contract No. 08000 - Maintenance and Support - Circuit Court for Baltimore City - P.O. No.: P541879 |              |   |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

On April 24, 2019, the Board approved the initial award in the amount of \$235,893.60. The award contained four 1-year renewal options. Subsequent actions have been approved. This third

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

renewal in the amount of \$126,530.32 is for the period August 1, 2020 through July 31, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be 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.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as this system is proprietary and support is not available from subcontractors.

- |    |  |                     |                 |
|----|--|---------------------|-----------------|
| 6. | <u>PACIFICO FORD, INC.</u>   | <u>\$421,556.00</u> | <u>Increase</u> |
|    | Contract No. B50005940 - Crew Cabs with Dump Body -<br>Department of General Services, Fleet Management - P.O. No.:<br>P551483 |                     |                 |

On May 27, 2020, the Board approved the initial award in the amount of \$210,778.00. This increase in the amount of \$421,556.00 is necessary to purchase four additional crew cabs with dump body, which will replace older equipment in the City's Fleet as part of Fleet Management's planned replacement program. This increase will make the award amount \$632,334.00. The contract expires on May 12, 2021. The above amount is the City's estimated requirement.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy

equipment dealer who is required to provide associated pre-delivery inspection and warranty parts.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.**

7. CHEMRITE, INC.	\$ 24,000.00	Increase
Contract No. 06000 - Chemrite - Department of Public Works - P.O. No.: P547085		

On March 11, 2019, the City Purchasing Agent approved the initial award in the amount of \$24,999.00. This increase in the amount of \$24,000.00 is necessary as the Department of Public Works uses Calcium Thiosulfate in waste water treatment. The funds will be used to purchase this mission critical chemical. This increase will make the award amount \$48,999.00. The contract expires on March 10, 2022. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

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

- |  |              |          |
|--|--------------|----------|
| 8. SAFRAN HELICOPTER<br>ENGINES USA, INC.  | \$360,000.00 | Increase |
| Contract 08000 - Helicopter Engine Parts and Repair -<br>Baltimore Police Department - P.O. No.: P521877 |              |          |

On November 7, 2012, the Board approved the initial award in the amount of \$10,000.00. The award contained two renewal options. Subsequent actions have been approved. This increase in the amount of \$360,000.00 is necessary for the repair of two helicopter engines. This increase will make the award amount \$2,310,110.00. The contract expires on August 6, 2020. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

- |   |               |          |
|---|---------------|----------|
| 9. BELTWAY INTERNATIONAL,<br>LLC  | \$ 347,271.00 | Increase |
| Contract No. B50005961 - Tow Trucks with 24-Foot Carrier Bed<br>- Department of General Services, Fleet - P.O. No.: P551485 |               |          |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The amount of \$347,271.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

On May 27, 2020, the Board approved the initial award in the amount of \$115,757.00. This increase in the amount of \$347,271.00 is necessary for the purchase of three additional tow trucks with 24-foot carrier bed which will replace older equipment in the City's Fleet as part of Fleet Management's planned replacement program. This increase will make the award amount \$463,028.00. The contract expires on May 26, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty parts.

**MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2018.**

10. VANGUARD UTILITY

<u>SERVICE, INC.</u>	<u>\$1,000,000.00</u>	<u>Increase</u>
Contract No. B50005383 - Large Water Meter Testing, Repair and Replacement Services - Department of Public Works - Meter Shop - P.O. No.: P545356		

On September 26, 2018, the Board approved the initial award in the amount of \$500,000.00. The Vendor tests large commercial

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

and wholesale size meters, makes repairs as necessary, and replaces meters that cannot be repaired. This increase in the amount of \$1,000,000.00 is necessary to test and repair water meters per the scope covered by the contract to enhance performance at the Department of Public Works.

The contract expires on September 30, 2021 with no renewal options. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 23, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON MARCH 23, 2018.**

- |  |              |   |
|--|--------------|---|
| 11. GEIGER PUMP AND<br>EQUIPMENT COMPANY   | \$ 60,000.00 | Non-competitive/<br>Procurement/Sole Source |
| <u>Contract No. 08000 - Geiger Pump and Equipment - Department of Public Works - Wastewater Facilities - Req. No.: R852338</u> |              |   |

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

The Vendor is the manufacturer's sole authorized source of these products which must be compatible with currently installed equipment at the water treatment plants. The period

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

of the award is August 1, 2020 through July 31, 2023, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be 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.

**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 are not available from subcontractors.

- |                                 |              |   |
|---------------------------------|--------------|---|
| 12. TEACHING STRATEGIES,<br>LLC | \$156,398.00 | Non-competitive/<br>Procurement/Sole Source |
|---------------------------------|--------------|---|
- Contract No. 08000 - Creative Curriculum for Preschool -  
Mayor's Office of Children and Family Success - Req. No.:  
R848397

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Vendor is the owner, developer, copyright holder and sole authorized source of these products which are compatible with learning kits that are currently used by the Baltimore City Head Start program. This is a one-time purchase. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be 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.

**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 are not available from subcontractors.

13. AUSTON CONTRACTING, INC.	\$ 0.00	Non-competitive/ Procurement/Extension
Contract No. B50002856 - Scrap Metal Pick Up and Removal - Department of Public Works - P.O. No.: P523766		

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

**STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE  
PROCUREMENT:**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

**MBE/WBE PARTICIPATION:**

On July 17, 2013, the Board approved the initial award. The award contained two renewal options. Subsequent actions have been approved and two renewals have been exercised. The requested action is an extension of a competitively bid requirements contract. An extension is necessary to allow time to advertise a new solicitation, evaluate and award a new contract. The contract expired on June 30, 2020. The period of the extension is July 1, 2020 through August 30, 2020. The above amount is the City's estimated requirement.

On April 25, 2013, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON APRIL 25, 2013.**

14. BRINKS, INC.	\$ 60,000.00	Extension
Contract No. B50003386 - Armored Transport Services - Department of Finance/BBMR - P.O. No.: P528141		

On July 23, 2014, the Board approved the initial award in the amount of \$41,255.59. The award contained three renewal options. Subsequent actions have been approved and three renewals have been exercised. The requested action is an extension of a competitively bid requirements contract. An extension is necessary to allow time to prepare and advertise

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

a new solicitation. The period of the extension is August 1, 2020 through July 31, 2021. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On April 17, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON APRIL 17, 2014.**

- 15. ENVISAGE TECHNOLOGIES,  

LLC	\$1,375,007.13	Cooperative Agreement
-----	----------------	-----------------------

Federal General Services Administration Contract Number GS-35F-0058N - Acadis Readiness Suite - Baltimore Police Department - Req. No.: R858696

The Board is requested to approve and authorize execution of a Cooperative Agreement with Envisage Technologies, LLC. The period of the agreement is August 1, 2020 through July 31, 2020, with four 1-year renewal options. Acadis Readiness Suite Software will be purchased from a GSA contract GS-35F-0058N. The total amount is for five years.

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.

**MBE/WBE PARTICIPATION:**

This is a commodity purchase for proprietary software.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

16. BANC OF AMERICA		Master Equipment Lease
PUBLIC CAPITAL CORP.	\$ 0.00	/Purchase Agreement
Contract No. 06000 - Master Lease Agreement Program -		
Department of Finance - Req. No.: To be determined		

The Board is requested to approve and authorize execution of a Master Equipment Lease/Purchase Agreement with Banc of America Public Capital Corp. The period of the agreement is July 15, 2020 through July 14, 2021, with extensions at the discretion of the City.

This award establishes a Master Lease Agreement with Banc of America Public Capital Corp. for financing of capital procurements whereby funds are authorized by the Board of Estimates at the time an agency requests to utilize the program. Interest rates are based on the Rate Index Formula on the Term Sheet of the submitted agreement, unless otherwise agreed to between the parties and authorized by the Board of Estimates.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

**MBE/WBE PARTICIPATION:**

On July 9, 2020, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JULY 9, 2020.**

(The Master Equipment Lease/Purchase Agreement has been approved by the Law Department as to form and legal sufficiency.)

- |  |                     |                |
|--|---------------------|----------------|
| 17. <u>CLEAR IMPACT, LLC</u>   | <u>\$150,000.00</u> | <u>Renewal</u> |
| Contract No. 06000 - Results Based Accountability Agreement - Bureau of Budget and Management Research - P.O. No.: P531836 |                     |                |

On July 23, 2014, the Board approved the initial award in the amount of \$133,400.00. Subsequent actions have been approved. This fifth renewal in the amount of \$150,000.00 will allow for the continuation of the performance management platform utilized by the Bureau of Budget and Management Research and MOSS/CitiStat SMART for the Citywide budget processing, enabling agencies the ability to provide performance reports to the Mayor's Office.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The period of the award is July 23, 2020 through July 22, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On July 14, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER ON JULY 14, 2014.**

18. ANA SOURCING,	\$ 0.00	Assignment Agreement,
LLC	10,000.00	Ratification and
	<u>\$10,000.00</u>	Renewal

Contract No. B50005547 - Paper Lawn and Leaf Bags -  
Recreation and Parks - P.O. Nos.: P545711 and P549999

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

The Board is requested to approve and authorize execution of an Assignment to Agreement with ANA Sourcing, LLC. The period of the agreement is June 24, 2020 through October 24, 2020, with one 1-year renewal option remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On October 24, 2018, the Board approved the initial award in the amount of \$47,505.00 A & A Glove Safety Company. This ratification in the amount of \$0.00 will allow Recreation and Parks to continue purchasing the product from the awarded Vendor. The renewal in the amount of \$10,000.00 will allow ANA Sourcing, LLC to continue to provide the product and service to the City. The period of the ratification is October 25, 2019 through June 24, 2020. The period of the renewal is October 24, 2020 with one 1-year renewal options remaining. The above amount is the City's estimated requirement.

It is hereby certified that the above procurement is of such a nature that no advantage will result in seeking nor would it be 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.

**MBE/WBE PARTICIPATION:**

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

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

19. CHESAPEAKE SYSTEMS	\$ 0.00	<b>Correction</b>
INC. Contract No. 08000 - Media Asset Management System Maintenance and Support - Mayor's Office of Cable and Communications - P.O. No.: P532674		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On September 29, 2015, the City Purchasing Agent approved the initial award in the amount of \$20,800.00. Subsequent actions have been approved.

On June 17, 2020, the Board approved a renewal in the amount of \$50,000.00. The submitted document inadvertently omitted an increase in the amount of \$64,400.00 which was approved by the Board on December 19, 2018. This resulted in the total contract value being accidentally understated by \$64,400.00.

The requested Board action will correct the total contract value which was stated erroneously in the Board memo and approved by the Board on June 17, 2020, making the total award amount \$361,315.00.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals and Increases to Contracts, and Extensions. The Board further approved and authorized execution of the Cooperative Agreement with Envisage Technologies, LLC (item no.15) and the Assignment Agreement and Ratification with Ana Sourcing, LLC (item no. 18). Item No.16 was **DEFERRED** until August 8, 2020. The President and the Comptroller **ABSTAINED** on Item No.9.

**MINUTES**

Mayor's Office of Governmental Relations - Fiscal Agent Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fiscal Agent Agreement (Agreement) with the Baltimore Children and Youth Fund, Inc. The period of the Agreement is effective July 1, 2020 through the date that the Board of Estimates approves the dissolution of the Board of Directors of the Fiscal Agent, according to Article I, Subtitle 9 of the Agreement, unless terminated earlier.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

Under the terms of this Agreement, the Baltimore Children and Youth Fund, Inc. will serve as the permanent Fiscal Agent for the Baltimore City Children and Youth Fund (Fund).

Article I, §13 of the Baltimore City Charter provides for a continuing, non-lapsing Fund, which is to be used exclusively for the purposes of establishing new and augmenting existing programs for services to the children and youth of Baltimore City.

Since its inception, the Fund has been managed by an Interim Fiscal Agent. On April 27, 2020, the City Council passed City Council Bill No. 20-0519, which was subsequently approved by the Mayor. City Council Bill No. 20-0519 provides that the Baltimore Children and Youth Fund, Inc. is the Fiscal Agent for the Children and Youth Fund effective July 1, 2020.

The Agreement sets forth the terms and conditions under which the City will provide funding to the Fiscal Agent and the Fiscal Agent's responsibilities and obligations to the City.

**MINUTES**

Mayor's Office of Governmental Relations - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Fiscal Agent Agreement with the Baltimore Children and Youth Fund, Inc. The Acting City Solicitor **ABSTAINED**.

**MINUTES**

Department of Law - Recommendations for Vendor  
Suspension and Debarment Proceeding

**ACTION REQUESTED OF B/E:**

The Board of Estimates (Board) is recommended to take the following actions with regard to the Debarment Proceedings instituted by the Board on April 1, 2020, against Holabird Enterprises of Maryland, Inc. t/a Holabird Fleet Service; Trans-Tech Transmission Center, its President, Lawrence Ward; and officer Daniel Foy (Vendor): (a) deny Vendor's request for a hearing on the petition to terminate suspension; (b) deny Vendor's petition to terminate suspension; (c) extend the time to hold the Debarment Hearing requested by the Vendor for another 90 days for the Catastrophic Health Emergency in the State of Maryland; and (d) schedule the Debarment Hearing for September 9, 2020.

**AMOUNT OF MONEY AND SOURCE:**

No funds are requested or required.

**BACKGROUND/EXPLANATION:**

On April 1, 2020, the Board instituted Debarment Proceedings against the Vendor, pursuant to Baltimore City Code Article 5, § 40-17 and suspended the Vendor's performance under Solicitation Nos. B50004770, B50004990, B50005058, B50005285, B500005755, and B50005812 pursuant to Article 5, § 40-18.

On April 27, 2020, the Vendor petitioned the Board to terminate the suspension and requested a hearing. The City opposed the Vendor's petition. After consideration of the parties' filings and no hearing being necessary, the Board found that the integrity of the City's contracting process and the City's best interests are served by denying the petition.



**MINUTES**

Department of Law - cont'd

On April 27, 2020, the Vendor requested a hearing before the Board in response to the Board's notice of proposed Debarment. The Board has 90 days after receipt of the request to conduct a hearing, but the time may be extended for good cause shown, pursuant to Board's Reg. IV.G.4.a. The Catastrophic Health Emergency in the State of Maryland declared and renewed by Governor Hogan is good cause to extend the time to conduct the Debarment Hearing for another 90-day period. See Proclamation, "Declaration of State of Emergency and Existence of Catastrophic Health Emergency - COVID-19" (March 5, 2020); see also Proclamation, "Renewal of Declaration of State of Emergency and Existence of Catastrophic Health Emergency - COVID-19" (June 3, 2020).

The hearing for the Debarment Proceedings requested by the Vendor will be held during a meeting on September 9, 2020, subject to the Vendor's compliance with the Boards' Regs. IV.G. 2 & 3.

**MBE/WBE PARTICIPATION**

N/A

**A PROTEST WAS RECEIVED FROM HARRIS JONES AND MALONE, LLC**

**MINUTES****PROPOSAL AND SPECIFICATIONS**

1. Department of Transportation - TR 20016, Conduit System  
Reconstruction at Various  
Locations Citywide (JOC)  
**BIDS TO BE RECV'D: 9/16/2020**  
**BIDS TO BE OPENED: 9/16/2020**

**MINUTES**

President: "As there is no more business before the Board, unless, uh, any members of the Board have any remarks or anything they would like to make? As there is no more business before the Board, we will recess until Bid Opening at 12 noon. We will reconvene July 29, 2020. Thank you for tuning in. Please stay safe, everyone."

\* \* \* \* \*

## MINUTES

Comptroller: "Good afternoon. The Board of Estimates is now in session for the receiving and opening of bids. As part of the overall effort to limit transmission of COVID-19 virus, the Board of Estimates is conducting openings remotely. Members of the public can call in to listen to bid openings live by calling 443 984-1696 and entering Access Code 0817325. Board of Estimates meetings are broadcast live on CharmTV Channel 25, on Comcast Cable in Baltimore City. Meetings are also streamed on the Internet at [www.charmtvbaltimore.com/watch-live](http://www.charmtvbaltimore.com/watch-live). The Board of Estimates will continue to conduct bid openings remotely while the State of Emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

**MINUTES****BIDS, PROPOSALS AND CONTRACT AWARDS**

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

Department of Recreation & Parks - RP 17802 Dypski Park  
Improvements

**BIDS TO BE RECV'D: 08/05/2020**

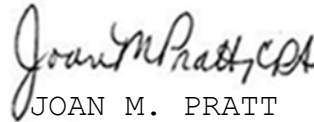
**BIDS TO BE OPENED: 08/05/2020**

## MINUTES

Thereafter, the Comptroller announced that **THERE ARE NO BIDS SCHEDULED TO BE RECEIVED AND OPENED** by the board for tabulation and report.

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 29, 2020.



JOAN M. PRATT  
Secretary