

MINUTES**REGULAR MEETING**

Honorable Brandon Scott, President
Honorable Bernard C. "Jack" Young, Mayor
Honorable Joan M. Pratt, Comptroller and Secretary
Rudolph S. Chow, Director of Public Works - **ABSENT**
Andre M. Davis, City Solicitor
Dana P. Moore, Deputy City Solicitor
Matthew W. Garbark, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk

President: "Good morning. The June 26, 2019, meeting of the Board of Estimates is now called to order. In the interest of promoting order and the efficiencies of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I will direct the Board members attention to the Memorandum from my office dated June 24, 2019 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller.

MINUTES

I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Mr. President I move approval of the items on the routine agenda as uh -- revised, amended and corrected."

Comptroller: "I second."

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

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

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

American Lighting and Signalization, LLC	\$288,750,000.00
Casper Colosimo & Son, Inc.	\$108,480,000.00
D2, LLC	\$ 8,000,000.00
Ecotone, Inc.	\$ 8,000,000.00
Fervas Construction, LLC	\$ 1,500,000.00
IPR Northeast, LLC	\$106,330,000.00
Morgan-Keller, Inc.	\$127,450,000.00
PDI-Sheetz Construction Corporation	\$ 1,500,000.00

2. Prequalification of Architects and Engineers

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

Dulles Geotechnical and Material Testing Services, Inc.	Engineer
Faisant Associates, Inc.	Engineer
Kim Engineering, Inc.	Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

Ross Technical Services, Inc.

Engineer

Sigma Associates, Inc.

Engineer

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

MINUTES

DHCD - cont'd

management and erosion control, urban and community gardening, tree planting and other skills to address the environmental and social needs of the community. The period of the agreement is February 1, 2019 through January 31, 2020.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER.

3. **THE INNOVATIVE HOUSING INSTITUTE, INC. \$ 75,000.00**

Account: 2089-208919-5930-427543-603051

The Innovative Housing Institute, Inc. will utilize the funds to assist 90 non-elderly, disabled low- and moderate-income families with one-time subsistence assistance grants and assist with the expenses of relocation for disabled persons requiring additional housing accommodations, through the Enhanced Leasing Assistance Program (ELAP), established in accordance with the Consent Decree entered in Bailey v. The Housing Authority of Baltimore City (HABC) and the U.S. Department of Justice v. HABC. The Innovative Housing Institute, Inc. is responsible for obtaining funds to cover one-time subsistence assistance grants to ELAP participants. The expenses include leasing application fees, security deposits and utility (electricity and telephone) installation fees. The period of the agreement is July 1, 2018 through June 30, 2019.

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$0.00.

MWBOO GRANTED A WAIVER.

On August 8, 2018, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2018 Annual Action Plan for the Following formula programs:

MINUTES

DHCD - cont'd

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the plan effective July 1, 2018 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above-listed Community Development Block Grant Agreements.

MINUTES

Department of Housing and - Side Yard Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with Rodney A. Giddens and Mary J. Giddens, Purchasers, for the sale of the City-owned property located at 949 W. Lombard Street.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - Purchase Price

(\$400.00 - of the purchase price will be held in escrow for the benefit of the purchasers to be applied to settlement and closing costs.)

BACKGROUND/EXPLANATION:

The Purchasers will be using private funds to pay for the acquisition and maintenance of the property.

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

The City has agreed to convey the property known as 949 W. Lombard Street to Rodney A. Giddens and Mary J. Giddens. As a condition of conveyance, they agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

MINUTES

Department of Housing and - cont'd
Community Development

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

The property will be sold below the Waiver Valuation price for the following reasons:

- the sale will serve a specific benefit to the community,
- the sale will eliminate blight, and
- the sale will return of the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation. Therefore, Minority and Women's Business Enterprise participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Side Yard Land Disposition Agreement with Rodney A. Giddens and Mary J. Giddens, Purchasers, for the sale of the City-owned property located at 949 W. Lombard Street.

MINUTES

Department of Recreation and Parks - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Cortney Weinstock, Fran Spero, and Reginald Moore to solicit donations for the "Charm City Games." The "Charm City Games" is from July 13, 2019 through the July 29, 2019.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction

BACKGROUND/EXPLANATION:

The first annual "Charm City Games" is an Olympic styled, citywide sports initiative and festival for middle school-aged youth. The Department will produce and coordinate the event. The multiple day event will spotlight our City's young athletes as they represent their communities. This initiative is to promote recreational activity, social capital, and healthy competition within the City through youth sports such as basketball, tennis, track & field, and soccer.

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

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that

MINUTES

Department of Recreation and Parks - cont'd

are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Cortney Weinstock, Fran Spero, and Reginald Moore to solicit donations for the "Charm City Games."

MINUTES

Department of General Services - Second Amendment to the Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to the Agreement (Second Amendment) with Manns Woodward Studios, Inc. (Consultant) for Project 1218, On-Call Architectural Design Services. The Second Amendment will extend the period of the agreement through July 14, 2020.

AMOUNT OF MONEY AND SOURCE:

\$0.00

BACKGROUND/EXPLANATION:

The original contract was approved on July 15, 2015. An amendment to extend the original agreement for two-years was approved by the Board on June 14, 2017. This Second Amendment will extend the Original Agreement for an additional year to allow the Consultant to provide additional services as needed on their existing projects, and to provide a Consent Decree required study of the Baltimore City Police Department Training Academy has significant experience in providing this type of study.

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.

AUDITS NOTED THE TIME EXTENSION.

MINUTES

Department of General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to the Agreement with Manns Woodward Studios, Inc. for Project 1218, On-Call Architectural Design Services.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

	<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation</u>				
1.	James R. Grant And Ruth M. Grant	4800 Homer Avenue	G/R \$75.00	\$ 500.00

Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Project.

DHCD - Condemnations or Redemptions

2.	Nancy Medin	4678 Park Heights Avenue	G/R \$96.00	\$ 640.00
3.	George S. Weikart, Trustee	3211 Woodland Avenue	G/R \$75.00	\$ 500.00

Funds are available in account no. 9910-903183-9588-900000-704040, Park Heights Major Redevelopment Project.

UPON MOTION duly made and seconded, the Board approved and authorized the above-listed Condemnation and Condemnations or Redemptions.

MINUTES

Health Department - Amendment Nos. 1 and 2 to Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of Amendment Nos. 1 and 2 to the Notice of Grant Awards (NGA) from the Maryland State Department of Education (MSDE).

AMOUNT OF MONEY AND SOURCE:

\$20,104.32 - 5000-525719-3100-295900-405001

BACKGROUND/EXPLANATION:

On October 31, 2018, the Board approved the original NGA in the amount of \$505,021.00 for the period of July 1, 2018 through June 30, 2019.

Amendment No. 1 reflects a name change within the MSDE from the Division of Student, Family and School Support to the Division of Student Support, Academic Enrichment, and Educational Policy.

Amendment No. 2 will increase the NGA by \$20,104.32, making the total amount \$525,125.32. The additional funding will provide medical services to children and adolescents on-site in schools, with parental consent.

All other grant conditions remain unchanged.

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 Amendment Nos. 1 and 2 to the Notice of Grant Awards from the Maryland State Department of Education.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

3031

All of the EWOs had been reviewed and approved

by the Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

1. EWO #001, (\$6,063.27) - TR 14306, Highland town Transit Stop Improvements from Highland Avenue to South Eaton Street

\$473,094.97 - Machado Construction Co, Inc.

As a result of completing the project close-out audit, this Final EWO represents a net credit in the amount of (\$6,063.27). This final EWO reconciles contract bid items. The reconciliation includes overrun and underrun adjustments for items used during the project.

DBE PARTICIPATION:

The Contractor met 56.00% of the established 24.00% DBE goal.

2. EWO #001, \$104,416.80 - TR 11306, Midtown Streetscape/Traffic Improvements

\$7,664,451.25 - P. Flanigan & Sons, Inc. 82%

This work is requested by the Department as a result of the revision in the traffic size poles, arm lengths and bolt circle patterns to custom fit each inspection on the Midtown Streetscape Improvements project. The pole modifications and delay of the approval of the shop drawings resulted in signal pole production cost increases. The cost of the increases was verified by the purchase orders furnished by the Contractors.

DBE PARTICIPATION:

The Contract has a 23% DBE goal.

MINUTES

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement with Civic Works, Inc. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$33,070.00 - 9910-908134-9588-900000-703042

BACKGROUND/EXPLANATION:

The Grant Agreement will support Civic Works, Inc.'s, robust workforce development program to transform twenty-one (21) vacant lots located at 145 S. Calverton Road into a green space for the Racheal Wilson Memorial Park, in honor of the first female fallen firefighter to die in the line of duty in the state of Maryland.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Agreement with Civic Works, Inc.

MINUTES

Mayor's Office of Employment Development - Sublease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the exercise of the first renewal option of the Sublease Agreement by and between the Baltimore City Development Corporation (BDC) Sublessor, and the Mayor's Office of Employment Development, (MOED) Sublessee, for the rental of the property known as 36 S. Charles Street, consisting of approximately 1,906 square feet on the 20th floor.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installment</u>
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\$ 30,324.46	\$2,527.04
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Account: 4000-806719-6312-459305-603013

BACKGROUND/EXPLANATION:

The Board approved the Sublease Agreement on June 28, 2017. The term of the sublease was for two-years commencing July 1, 2017 and terminating June 30, 2019 with the option to renew for three additional one-year periods.

The MOED is exercising their first renewal option, commencing July 1, 2019 and terminating June 30, 2020. The leased Premises will continue to be used as office space by the Mayor's Office of Employment Development.

All other terms and conditions of the Sublease Agreement dated June 28, 2017 will remain in full force and effect.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the first renewal option of the Sublease Agreement by and between the Baltimore City Development

MINUTES

Mayor's Office of Employment Development - cont'd

Corporation Sublessor, and the Mayor's Office of Employment Development, Sublessee, for the rental of the property known as 36 S. Charles Street, consisting of approximately 1,906 square feet on the 20th floor.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with Johnson, Mirmiran & Thompson, Inc. under Project WC 1243, Cromwell Pumping Station Improvements. The Amendment No. 3 will extend the period of the agreement through June 24, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Office needs additional engineering design services provided by Johnson, Mirmiran & Thompson, Inc. to ensure that the bidding process can be completed before the expiration date of this contract.

The construction of Cromwell Pumping Station Improvements is contingent upon completion of construction of both the Guilford Pumping Station and Guilford Reservoir.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

THE EAR WAS APPROVED BY MWBOO ON JUNE 21, 2019.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 3 to Agreement with Johnson, Mirmiran & Thompson, Inc. under Project WC 1243, Cromwell Pumping Station Improvements.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with URS Corporation under Project 1124U (SC 910), Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System.

AMOUNT OF MONEY AND SOURCE:

\$99,886.81 - 9956-908658-9551-900020-703032

BACKGROUND/EXPLANATION:

The Department requires URS Corporation to support the Office of Engineering and Construction during the bid processing, contract award stage, pre-construction meeting and engineering services for the remaining work until the supplemental post award services agreement is approved.

The additional funds will provide remaining engineering services associated with the Consent Decree project as it transitions into construction. The original solicitation SC 910 was split into two projects SC 910 and SC 956 and stream restoration was added to the sewer rehabilitation. This Amendment No. 3 will allow for the completion of SC 956.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 9%

MINUTES

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

THE EAR WAS APPROVED BY MWBOO ON MARCH 21, 2019.

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1. \$107,877.75 Revenue Bond	9956-907624-9549 Rehab Program- Herring Run	9956-908658-9551-4 Construction

The transfer will cover the cost of inspection of Project 1124U (SC 910), Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 3 to Agreement with URS Corporation under Project 1124U (SC 910), Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The Transfer of Funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement (Amendment No. 3) with Patton Harris Rust & Associates under Project WC 1199, Design of Ashburton Pumping Station Improvements. The Amendment No. 3 will extend the period of the agreement through July 22, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Office needs additional time for engineering design services provided by Patton Harris Rust & Associates for Project WC 1199, Design of Ashburton Pumping Station Improvements. There are potential conflicts associated with the construction of WC 1211, Ashburton Reservoir Zone 2 Tank Designs. The City has not determined whether the contract will be awarded at this time.

MBE/WBE PARTICIPATION:

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

MBE: 38.52%

WBE: 10.48%

THE EAR WAS APPROVED BY MWBOO ON APRIL 29, 2019.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 3 to Agreement with Patton Harris Rust & Associates under Project WC 1199, Design of Ashburton Pumping Station Improvements.

MINUTESDepartment of Public Works - Right-of-Entry Agreements

The Board is requested to approve and authorize execution of the below-listed Right-of-Entry Agreements.

	<u>GRANTOR</u>	<u>AMOUNT</u>
1.	LOCH RAVEN VENTURE, III, LLC	\$ 0.00
	The Department of Public Works, Bureau of Water and Wastewater wishes to enter on to the property known as Ward 27, Section 60, Block 5210-D, Lot 26, 1601 Waverly Way.	
2.	PARK CRESCENT APARTMENTS, LLC	\$ 0.00
	The Department of Public Works, Bureau of Water and Wastewater wishes to enter on to the property known as Ward 27, Section 59, Block 5210-E, Lots 103-109, 1437 Limit Avenue.	
3.	PARKWAY PROFESSIONAL CENTER, LLC	\$ 0.00
	The Department of Public Works, Bureau of Water and Wastewater wishes to enter on to the property known as Ward 27, Section 59, Block 5210-J, Lot 8, 6101 Fenwick Avenue.	
4.	FENWICK APARTMENTS JOINT VENTURE, LC	\$ 0.00
	The Department of Public Works, Bureau of Water and Wastewater wishes to enter on to the property known as Ward 27, Section 59, Block 5210-J, Lot 8, 6101 Fenwick Avenue.	
5.	KIRKWOOD HOUSE PRESERVATION LIMITED PARTNERSHIP	\$ 0.00
	The Department of Public Works, Bureau of Water and Wastewater wishes to enter on to the property known as Ward 27, Section 59, Block 5210-J, Lot 11, 6401 Loch Raven Blvd.	

MINUTES

Department of Public Works - cont'd

These Right-of-Entry agreements are for properties located adjacent to the Herring Run Stream, also known as ER-4054. The project will involve work associated with a stream restoration project to prevent further erosion of the stream bank. All of this work will be performed at no cost to the property owners.

MBE/WBE PARTICIPATION:

N/A

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

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

3044 - 3061

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Comptroller **ABSTAINED** on item no. 36.

MINUTES**PERSONNEL**Baltimore City Office of Information Technology1. Reclassify the following vacant position:Position No.: 49939

From: IT Division Manager
Job Code: 10241
Grade: 942 (\$103,624.00 - \$170,834.00)

To: IT Division Manager BCIT
Job Code: 10188
Grade: 967 (\$103,624.00 - \$170,834.00)

Cost: There is no cost associated with this action.

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

2. Reclassify the following vacant position:Position No.: 12327

From: IT Division Manager
Job Code: 10241
Grade: 942 (\$90,619.00 - \$149,401.00)

To: IT Division Manager BCIT
Job Code: 10188
Grade: 967 (\$103,624.00 - \$170,834.00)

Cost: There is no cost associated with this action.

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

MINUTES

PERSONNEL

Department of General Services

3. Reclassify the following vacant position:

Position No.: 19980

From: Executive Assistant
Job Code: 10083
Grade: 904 (\$47,858.00 - \$76,573.00)

To: Operations Assistant III
Job Code: 00081
Grade: 904 (\$47,858.00 - \$76,573.00)

Cost: There is no cost associated with this action.

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

Baltimore City Health Department

4. Reclassify the following filled position:

Position No. 47915

From: Operations Manager I
Job Code: 00090
Grade: 939 (\$85,417.00 - \$140,766.00)

To: Operations Manager II
Job Code: 00091
Grade: 942 (\$90,619.00 - \$149,401.00)

Cost: \$6,725.00 - 1001-000000-3001-568000-601001

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

MINUTES**PERSONNEL**

Baltimore City Health Department - cont'd

5. Reclassify the following filled position:

Position No. 46300

From: Public Health Investigator
Job Code: 42571
Grade: 430 (\$34,993.00 - \$38,892.00)

To: Community Health Educator I
Job Code: 61251
Grade: 082 (\$35,168.00 - \$41,598.00)

Cost: \$222.73 - 4000-499019-3023-513200-601001

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

6. Reclassify the following vacant position:

Position No.: 47366

From: Public Health Investigator
Job Code: 42571
Grade: 430 (\$34,993.00 - \$38,892.00)

To: Community Health Educator I
Job Code: 61251
Grade: 082 (\$35,168.00 - \$41,598.00)

Cost: \$222.73 - 4000-499019-3023-513200-601001

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

MINUTES

PERSONNEL

Baltimore City Health Department - cont'd

7. Reclassify the following vacant position:

Position No.: 47032

From: Public Health Investigator
Job Code: 42571
Grade: 430 (\$34,993.00 - \$38,892.00)

To: Community Health Educator I
Job Code: 61251
Grade: 082 (\$35,168.00 - \$41,598.00)

Cost: \$222.73 - 1001-000000-3023-271800-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
8. RUTH CANAN	\$25.00	\$7,500.00

Account: 1001-000000-2401-258300-601009

Ms. Canan will continue to work as a Contract Services Specialist II. She will be responsible for providing notices of hearings in writing to the aggrieved parties, and interested parties, and the office at least five days before the hearing; attending meetings as scheduled by the Chairperson of the Panel and conducting hearings to assure procedural due process in accordance with Panel Hearing Procedure Regulations; obtaining all relevant evidence pertaining to the issues in question; and limiting the evidence to that which has bearings on the issue involved at the hearings. The period of the agreement is July 1, 2019 through June 30, 2020.

MINUTES

PERSONNEL

Baltimore City Health Department - cont'd

9. Create the following position:

Classification: Liaison Officer I
Job Code: 31420
Grade: 090 (\$47,604.00 - \$57,857.00)

Position No.: To be determined by BBMR

Cost: \$71,608.88 - 5000-521119-3023-274000-601001

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

10. Create the following two positions:

Classification: Community Health Educator II
Job Code: 61252
Grade: 085 (\$38,926.00 - \$46,904.00)
Position No.: To be determined by BBMR

Cost: \$109,889.81- 5000-521119-3023-274000-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

	<u>Hourly Rate</u>	<u>Amount</u>
11. SHERRY ADEYEMI	\$44.28	\$53,136.00

Account: 6000-624920-3100-295900-601009

Ms. Adeyemi, retiree, will continue to work as a Contract Services Specialist I. She will be responsible for assisting in the administrative oversight/support for the Bureau of School Health and the Bureau of School Health budget; assisting in the administration of the following grants:

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

	<u>Hourly Rate</u>	<u>Amount</u>
U-Choose, Administrative Care Coordination Family Planning, School Nurse, and Vision for Baltimore; assisting with the implementation of the School Nurse Electronic Health Record and assisting in the development of Standard Operating Procedures for moving, storage and/or disposal of Health Department assets resulting from Baltimore City Public School relocations and closures. The period of the agreement is July 1, 2019 through June 30, 2020 for one-year upon Board approval.		
12. MAURICE BLAKELY, DDS	\$82.00	\$106,600.00

Account: 1001-000000-3030-271900-601009

Mr. Blakely will continue to work as a Contract Services Specialist II. He will perform general dentistry procedures which includes diagnostic, preventive, periodontal, restorative, removal and fixed prosthodontics, and minor oral surgery treatments; provide on-site supervision over public health hygienist and clinic staff; give counsel to Program Director in the administration of off-site and outreach care services; assist in development and implementation of collaborative care programs with the BCHD clinics and community partners, and assist the Program Director with clinic and program evaluations to comply with grant fund requirements and federal, state and local mandates. The period of the agreement is July 1, 2019 through June 30, 2020.

13. MELISSA CUESTA	\$15.00	\$7,800.00
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Account: 4000-499019-3023-513200-601009

Ms. Cuesta will continue to work as a Contract Services Specialist II. She will be responsible for recruiting clients for STD/HIV testing in community settings with high incidence

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

of syphilis and/or HIV infection; identifying venues and key community stakeholders to reach priority populations such as Young Men Who Have Sex with Men (MSM), substance abusers and homeless; providing client based health education and risk reduction counseling for STD and HIV prevention; completing intake forms, client logs and other paperwork associated with the outreach testing program; assisting with the collection of gonorrhea and chlamydia specimens and assisting with setting up and breaking down outreach equipment including tables, canopies, chairs, literature and coolers. The period of the agreement is July 1, 2019 through June 30, 2020.

Department of Housing and Community Development14. Create the following position:

Classification: Grant Services Specialist I
 Job Code: 10215
 Grade: 913 (\$29,129.00 - \$36,412.00)
 Position No.: To be determined by BBMR

Cost: \$53,097.59 - 4000-468519-5825-179400-601001

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

15. Create the following position:

Classification: Construction Mechanical Inspector I
 Job Code: 42281
 Grade: 088 (\$43,855.00 - \$53,134.00)
 Position No.: To be determined by BBMR
 Cost: \$67,834.06 - 1001-000000-2602-260700-601001

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

MINUTES**PERSONNEL**Department of Human Resources16. Reclassify the following vacant position:Position No.: 10023

From: Recruitment and Talent Acquisition Specialist I
 Job Code: 33674
 Grade: 090 (\$47,604.00 - \$57,857.00)

To: Operations Officer I
 Job Code: 00085
 Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$37,016.00 - 1001-000000-1602-172500-601001

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

Police Department

	<u>Hourly Rate</u>	<u>Amount</u>
17. BARBARA J. MCCLAIRN	\$20.19	\$42,000.00

Account: 1001-000000-2042-198100-601009

Ms. McClairn, retiree, will continue to work as a Contract Services Specialist I assigned to the Special Operations Section. Her duties will include, but are not limited to scheduling and ensuring staffing of sworn members at various events and businesses, which have contracts with Baltimore City to provide uniformed police overtime services. She will also oversee the billing of the uniformed police overtime services. The period of the agreement is September 24, 2019 through September 23, 2020.

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

	<u>Hourly Rate</u>	<u>Amount</u>
18. BRAD WILLIAMSON	\$20.19	\$42,000.00
19. MYRNA O. GORDON	\$20.19	\$42,000.00

Account: 1001-000000-2024-796500-603026

Mr. Williamson and Ms. Gordon, retirees, will work as a Contract Services Specialist I assigned to the Evidence Control Unit. They will be responsible for the entry and accurate retention of all property that is retained by the Department and several surrounding agencies, receive property, and evidence submissions from police officers and lab personnel. They will ensure accuracy and completeness of paperwork and enter into evidence tracking system, release property to personnel for further examination or as evidence for court, update the evidence tracking system with appropriate changes of location of the property for chain of custody and documentation of location, release property to the public and document same in the evidence tracking system and lift and handle evidence submitted to the Evidence Control Unit. The period of the agreement is July 7, 2019 through July 6, 2020.

20. LLOYD G. BERNARD	\$20.19	\$42,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Bernard, retiree, will work as a Contract Services Specialist I in the Human Resources Section. He will be responsible for conducting pre-employment investigations for civilian applicants, conduction local, state ,and national record and warrant checks, investigating references, conducting neighborhood canvasses, interviewing applicants, gathering vital documents for summarization into pre-employment file, completing assigned cases within a defined timeframe; conducting processing of background investigations for promotional candidates including record checks, gathering recommendation, and a previous work summary. The period of the agreement is October 27, 2019 through October 26, 2020.

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

On January 3, 1996, the Board approved a waiver to the Administrative Manual Policy 212-1, Part I, which allowed the Department to hire retirees.

	<u>Hourly Rate</u>	<u>Amount</u>
21. KIMBERLY M. LAGREE	\$29.80	\$62,000.00

Account: 4000-408418-2042-223700-601009

Ms. Lagree will work as a Contract Services Specialist II assigned to the Youth and Community Division. Her duties will include, but are not limited to being responsible for coordinating with returning citizens during and after incarceration to connect them with services accepted as terms of their probation by the courts n efforts to decrease recidivism and new arrests. She will work with court personnel to determine eligibility among indicted detainees, coordinate with both the Assistant State's Attorneys as well as Public Defenders to enroll participants into the program, conduct risk assessments, handle pre and post release case management and programming and work with parole and probation supervisors. The period of the agreement is one year. The period of the agreement is one year effective upon Board approval.

22. Reclassify the following vacant position:

Position No.: 51976

From: Accountant II
Job Code: 34142
Grade: 923 (\$60,655.00 - \$97,277.00)

To: Procurement Officer II
Job Code: 33586
Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: There is no cost associated with this action.

MINUTES**PERSONNEL**Department of Public Works

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

23. Upgrade the following classification:

From: Watershed Ranger I
Job Code: 41520
Grade: 085 (\$38,926.00 – \$46,904.00)
Position No.: Not applicable

To: Watershed Ranger I
Job Code: 41520
Grade: 902 (\$42,552.00 – \$68,042.00)

From: Watershed Ranger II
Job Code: 41523
Grade: 089 (\$45,660.00 – \$55,436.00)
Position No.: Not applicable

To: Watershed Ranger II
Job Code: 41523
Grade: 906 (\$51,708.00 – \$82,608.00)

From: Watershed Ranger III
Job Code: 41524
Grade: 092 (\$51,800.00 – \$63,075.00)
Position No.: Not applicable

To: Watershed Ranger III
Job Code: 41524
Grade: 923 (\$60,655.00 – \$97,277.00)

Cost: \$12,098.00 – 2071-000000-5521-394300-601001

These positions are to be considered Positions of Trust in accordance with the policy outlined in the Administrative Manual, Section 200-4.

MINUTES**PERSONNEL**Department of Public Works - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
24. JAREK D. HARDY	\$28.85	\$60,000.00

Account: 2072-000000-5181-752400-601002

Mr. Hardy will work as a Contract Services Specialist II. His duties will include, but are not limited to being responsible for preparing, submitting and managing grant proposals to federal, state, local governments, foundations, and corporate sources, and performing prospect research on a variety of sources to evaluate prospects for grants. He will also work with the Department's Fiscal Office to gather information to report to funders, comply with reporting requirements, provide stewardship to donors and provide written updates, maintain the grants databases, track statistics relevant to grants, and assist with other fundraising projects. The period of the agreement is effective upon Board approval for one year.

25. Reclassify the following filled position:

Position No.: 48492

From: Operations Officer I
Job Code: 31109
Grade: 923 (\$60,655.00 - \$97,277.00)

To: Operations Officer IV
Job Code: 31112
Grade: 931 (\$73,868.00 - \$118,085.00)

Cost: \$40,000.00 - 1001-000000-1901-190800-601001

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

MINUTES**PERSONNEL**

Department of Public Works - cont'd

26. Reclassify the following vacant position:

Position No.: 23198

From: Plant Building Maintenance Supervisor
 Job Code: 53290
 Grade: 907 (\$56,390.00 - \$90,307.00)

To: Operations Specialist II
 Job Code: 31108
 Grade: 907 (\$56,390.00 - \$90,307.00)

There are no costs are associated with this action.

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

27. Reclassify the following vacant position:

Position No.: 23753

From: Engineer I
 Job Code: 72111
 Grade: 927 (\$64,505.00 - \$103,208.00)

To: Equal Opportunity Officer
 Job Code: 33658
 Grade: 923 (\$60,655.00 - \$97,277.00)

Cost: \$7,206.00 - 2071-000000-5601-728800-601001

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

MINUTES

PERSONNEL

Department of Recreation and Parks - cont'd

28. Create the following position:

Classification: Executive Assistant
Job Code: 10083
Grade: 904 (\$47,858.00 - \$76,573.00)
Position No.: To be determined by BBMR

Cost: \$72,853.00 - 1001-000000-4803-371400-601001

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

29. Create the following position:

Classification: Park District Manager
Job Code: 53623
Grade: 906 (\$51,708.00 - \$82,608.00)
Position No.: To be determined by BBMR

Cost: \$77,771.00 - 5000-577719-4781-363900-601001

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

	<u>Hourly Rate</u>	<u>Amount</u>
30. PHYLLIS M. WOODEN	\$10.30	\$10,176.40

Account: 1001-000000-4803-371400-601009

Ms. Wooden, retiree, will continue to work as a Contract Services Specialist I. She will drive City vehicles (cars and

MINUTES

PERSONNEL

Department of Recreation and Parks

Hourly Rate

Amount

vans) to transport City Administrators and staff to and from scheduled meetings and events, transport center participants to and from various events, activities, field trips, and other facilities. In addition, Ms. Wooden will deliver vehicles to the repair shop for routine preventive maintenance, and as necessary, if repairs and services are needed, keep vehicles clean, sanitary and fueled to assure the safety standards are meet. This is a 3% increase in the hourly rate from the previous contract period and is in compliance with AM 212-1, Part I. The period of the agreement is effective upon Board approval for one year.

31. **KRISTY M. ANGSTADT** \$24.47 **\$46,639.82**

Account: 1001-000000-4783-583800-601009

Ms. Angstadt will continue to work as a Contract Services Specialist II. She will manage and administer the Baltimore City Tree Maintenance contract. Ms. Angstadt will track the assignment of the work through City Works software, utilize the comprehensive City-wide tree inventory, track quality assurance, write detailed purchase order releases, and review invoices and authorize payments. In addition, she will research current practices and modify contract specifications, represent the Department during community outreach efforts and lead both the Forestry's Violence Reduction Initiative and Proactive Neighborhood Pruning Program. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Office of the State's Attorney (SAO)

	<u>Hourly Rate</u>	<u>Amount</u>
32. YUVELQUI R. RATTIGAN	\$44.58	\$85,000.00

Account: 4000-482417-1156-117900-601009

Ms. Rattigan will continue to work as a Contract Services Specialist II. She will provide individual therapy for child witnesses and work closely with the Baltimore Police Department's Homicide Unit and the Baltimore Child Abuse Center to advocate on behalf of child homicide witnesses throughout the court process. Ms. Rattigan will also provide family and individual counseling sessions and facilitate youth support groups, assist clients with obtaining services from social service agencies, conduct outreach to schools, churches, and other local organizations serving youth to increase awareness, and attend community events. In addition, she will represent the SAO and the Family Bereavement Center, provide counseling, court support, and other services to survivors of homicide. This is the same hourly rate as in the previous contract period. The period of the agreement is July 5, 2019 through July 4, 2020.

33. TRACY SNOWDEN	\$26.52	\$33,100.00
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Account: 1001-000000-1150-118000-601009

Ms. Snowden will continue to work as a Contract Services Specialist II. She will manage a database that tracks lab results from the Baltimore City Police Department to assure that prosecutors throughout the office know the status of each request in preparing for trial. Ms. Snowden will also track lab reports for every trial, post-conviction petition, DNA post-conviction petition, Actual Innocence petition, motions to reopen petitions, various new trial motions, and handle day-to-day secretarial tasks. This is the same hourly rate as in the previous contract period. The period of the agreement is July 5, 2019 through July 4, 2020.

MINUTES**PERSONNEL**SAO - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
34. ALBERT M. MARCUS, SR.	\$28.29	\$53,940.00

Account: 1001-000000-1150-118000-601009

Mr. Marcus, retiree, will continue to work as a Contract Services Specialist I. He will investigate felony, homicide, and violent crime cases, locate and interview witnesses, and act as a liaison with police agencies. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is July 5, 2019 through July 4, 2020.

In March 1999, the Board approved a waiver to the Administrative Manual Policy 212-1 to hire Police Officers as investigators for the Office of the State's Attorney with no restrictions on the number of hours and rate of pay.

35. MARCUS MUSE	\$20.41	\$38,926.00
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Account: 1001-000000-1150-118000-601009

Mr. Marcus will continue to work as a Contract Services Specialist II. He will review cases involving the Gun Trace Task Force, review police reports, charges and case details, and collect documents for review by the Assistant State's Attorneys to determine if the conviction was tainted. Mr. Muse will also use various software programs (JIS, LIMS, Arrestviewer) to gather documents for review of cases. The period of the agreement is effective upon Board approval for six months.

MINUTES**PERSONNEL**Comptroller's Office

	<u>Hourly Rate</u>	<u>Amount</u>
36. FRED WRIGHT	\$21.66	\$39,708.00

Account: 1001-000000-1300-157300-601009

Mr. Wright, retiree, will continue to work as a Contract Service Specialist I. His duties will include, but are not limited to being responsible for escorting the Comptroller to meetings and public events, supervising the maintenance of her vehicle, and processing reports required by the Department of General Services. He will also deliver citations and resolutions to constituents and other administrative duties as assigned. This is a 2% increase in the salary rate from the previous contract. A waiver of the number of hours and the salary cap is requested. The period of the agreement is June 28, 2019 through June 27, 2020.

MINUTES

Fire and Police Employees' - Subscription Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execute of a Subscription Agreement with Permira Credit Solutions Managed Account N L.P., a Geurnsey Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

\$15,000,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The F&P Board of Trustees conducted a search for a global credit investment manager and, as a result of that search, selected Permira Debt Managers Limited to accept an initial investment of \$15 million to be placed with Permira Credit Solutions Managed Account N L.P. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, New England Pension Consulting.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subscription Agreement with Permira Credit Solutions Managed Account N L.P., a Geurnsey Limited Partnership. The Comptroller **ABSTAINED**.

MINUTES

Department of Transportation (DOT) - Developers' Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	PEOPLE ENCOURAGING PEOPLE INC.	1566	\$ 21,917.00

People Encouraging People, Inc. would like to install new water services to its proposed new building located in the vicinity of 4227 Frederick Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$21,917.00 has been issued to People Encouraging People, Inc. which assumes 100% of the financial responsibility.

2.	MCB Y56 RETAIL, LLC	1593	\$1,091,440.00
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MCB Y56 Retail, LLC would like to install new utility services, landscaping and road improvements for its proposed new construction building located in the vicinity of 5601-5619 Eastern Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$1,091,440.00 has been issued to MCB Y56 Retail, LLC which assumes 100% of the financial responsibility.

MINUTES

Department of Transportation - cont'd

3. **MOTHER SETON ACADEMY, INC.** **1617** **\$ 49,843.75**

Mother Seton Academy, Inc. is desiring to perform various improvements to their properties located in the vicinity of 2215 Greenmount Avenue. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$49,843.75 has been issued to Mother Seton Academy, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

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

MINUTES

Department of Transportation - Dockless Vehicle Program

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the permit fees and performance bond to be charged to Dockless Vehicle for Hire providers.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Following the Dockless Vehicle Pilot Program from August 15, 2018 to February 28, 2019, City Council Bill 19-0324 established an annual permit for Dockless Vehicles for Hire to be administered by the Department.

The providers will be charged administrations fees as outlined in the newly adopted City Code:

Article 31 Section 38-6 (C): COST RECOVERY. THE COST OF PROGRAM ADMINISTRATION SHALL BE CHARGED TO THE PROVIDERS THROUGH THE IMPOSITION OF FEES ESTABLISHED BY THE DEPARTMENT AND APPROVED BY THE BOARD OF ESTIMATES.

The program administration fees were calculated as program expenses and divided by 4, the number of permits, which the Department will award for the first annual permit.

MINUTES

Dept. of Transportation - cont'd

DOCKLESS VEHICLE PROGRAM 2019 -
ADMINISTRATIVE EXPENSES AND PERMIT FEES

PROGRAM EXPENSES	<u>COST TO PROGRAM</u>	<u>FEE PER VENDOR (4)</u>
Program Staff (consultant from on call contractor) \$70 x 30 hours x 50 weeks	\$105,000.00	\$26,250.00
Resident Mobility Advisors \$1,000 x 6 meetings (stipends + meal)	\$ 6,000.00	\$ 1,500.00
Community Education \$5,000 Print Materials/designs \$14,000 Ad placement \$10,000 Micro-grants (5)	\$ 29,000.00	\$ 7,250.00
Evaluation Data storage and analysis	\$ 20,000.00	\$ 5,000.00
Shared Mobility Corrals Construction of 20 Shared mobility corrals x \$1,000	\$ 20,000.00	\$ 5,000.00
Micro-Mobility ROW infrastructure Upgrades to micro-mobility lanes	\$100,000.00	\$25,000.00

UPON MOTION duly made and seconded, the Board approved and authorized permit fees and performance bond to be charged to Dockless Vehicle for Hire providers. The Mayor **ABSTAINED**.

MINUTES

Department of Transportation - Conduit Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Conduit Lease Agreement with Next Century Broadband, LLC. The period of the agreement is upon Board approval for one-year with automatic renewals for additional one year periods.

AMOUNT OF MONEY AND SOURCE:

\$1,600.00 - 2024-00000-5480-259401-401980

BACKGROUND/EXPLANATION:

Next Century Broadband, LLC is requesting to lease conduit space in the City's Conduit System. They are a new user and this is their first request to lease conduit space in the City's Conduit System. The linear installation is anticipated to be approximately 800 linear feet, which will be billed at \$2.00 per linear foot, totaling \$1,600.00. They will be billed semi-annually at a cost of \$800.00.

The City may terminate the Lease Agreement by notice not less than 60 days prior to the end of any term or unless terminated as provided in the Lease Agreement.

MBE/WBE/DBE PARTICIPATION:

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Conduit Lease Agreement with Next Century Broadband, LLC.

MINUTESDepartment of Transportation - Minor Privilege Permit Application

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1104 S. Charles Street	1100 Charles, LLC	One single face electric sign 12 sf., One double face electric sign 5 sf.
Flat Charge: \$421.80		
2. 2661 Harlem Avenue	El Shaddai Worship Center Ministries, Inc.	Temporary use of the sidewalk 4' x 20' per merchant of merchandise display

There is no fee per the Minor Privilege Schedule of charges.

The proposed Community activities will take place on June 1, 2, 8, 9, 15, 16, 22, 23, & 30 2019; July 13, 14, 20, 21, 27, & 28 2019; August 3, 4, 11, 17, 18, 24, 25, & 31 2019; and September 1, 7, 8, 14, 15, 21, 22, 28, & 29 2019.

UPON MOTION duly made and seconded, the Board approved the above-listed Minor Privilege Permits.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement for Speed Camera Calibrations with MRA Digital, LLC.

AMOUNT OF MONEY AND SOURCE:

\$230,400.00 - 1001-000000-6971-659100-603051

BACKGROUND/EXPLANATION:

On Wednesday, May 17, 2017, the Board approved a five-year Speed Camera Calibrations agreement with MRA Digital, LLC., to provide annual checks for both Fixed and Portable School Zone and Work Zone Speed Cameras. The agreement was funded for the first two years in the amount of \$80,000.00 per year. The Department now desires to continue ongoing services and to fund the remaining three years of the five year agreement at \$76,800.00 per year for a total of \$230,400.00.

MBE/WBE PARTICIPATION:

This service meets the requirement for certification as a selected source procurement. These services are only available from the Vendor, and are not available from subcontractors.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement for Speed Camera Calibrations with MRA Digital, LLC.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

3071

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFERS OF FUNDS**Department of General Services

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$100,000.00	9916-904845-9194	9916-905942-9197
	3 rd Public	Capital Construction	Mitchell Courtroom/
	Loan Building	& Maintenance (Reserve)	Chambers (Active)

This transfer will provide funds to DGS for the 3rd and 4th floor courtrooms renovations at Mitchell Courthouse. This includes the demolition of existing offices which allow for the construction of two courtrooms, jury deliberation room, Judge's Chambers and all associated in-house costs.

The court system has been allocated another Judge and therefore needs another courtroom. The system does not currently have enough large capacity courtrooms and the new courtroom will be of the larger variety.

2.	\$400,000.00	9916-905001-9194	9916-906329-9197
	Other funds	Construction	Shot Tower Interior
		Reserve - Unallotted	& Masonry (Active)

This transfer will provide funds to DGS for the exterior masonry stabilization and interior stairway renovation at the Phoenix Shot Tower and all associated in-house costs. The renovations will include electrical upgrades, roof and wood column restoration, new metal stairs, railings and louvered windows.

These renovations at the Shot Tower will preserve this historic City building, rendering the interior safe for those who wish to tour the tower and those who are responsible for maintaining the building.

MINUTES

Finance Department - Change to AM Policy 501-2 Part I

ACTION REQUESTED BY B/E:

The Board is requested to approve the modifications to AM Policy 501-2 Part I.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Board recently approved a change to this policy that made it apply to the Fire Department. Now the Fire Department would like to make a change to the age requirements for driving city vehicles. It would like to do this because some of the people it now hires do not meet the current age requirement to drive, but the staff needs to be able to drive to be fully functional members of the Fire Department.

MINUTES


a

AM-501-2 Part 1

***m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles*****SCOPE**

Except as otherwise stated, this Policy applies to all City employees (civil and non-civil service) who will operate a vehicle for and/or owned by the Mayor and City Council of Baltimore. This policy does not apply to employees of the Baltimore City Sherriff's Office, or the Baltimore Police Department, who have received State certification for operating an emergency vehicle. Eligibility for a City of Baltimore Driver Permit/Authorization (CBDP/A) is contingent upon a City employee having a valid Maryland State driver's license with the appropriate license class code, (employees with licenses from another State not Maryland may be eligible if that State is proven to be their actual state of residency...i.e. commute between the state and City employment each day and evening of employee's work day/shift), and meeting the requirements for such Permit/Authorization as outlined in this policy. A City employee who does not have a valid City of Baltimore Driver Permit will not be allowed to operate any type of City-owned vehicle. A CBDP/A may be suspended or revoked by the Department of Finance, Division of Occupational Safety (DOS), or the employee's agency head when circumstances warrant it.

Failure to maintain (for any reason) a CBDP/A, may result in the immediate transfer, demotion, and/or termination of the affected employee. A current file of individuals who's CBDP/As and/or State drivers' licenses have been suspended or revoked shall be maintained by DOS and at the agency level. Employees who have been approved for a CBDP/A, but reside in another state outside of Maryland must provide DOS with a certified copy of their State Driving Record every six (6) months, in January and July.

Issuance and/or reinstatement of a CBDP/A, upon request of a City Agency shall be solely the discretion of DOS.

TRAINING**Basic Driver Training**

The Basic Driver Training Course provides instruction in basic driving and safety techniques for the Mayor's Motor Vehicle Freeze Committee (MMVFC) and activity-assigned vehicles. DOS and/or their assigned representatives administer this course. DOS designs the course (which currently includes the National Safety Council's Defensive Driving Course, vision examination, and other required elements. Although these may change in the future, all aspects of the course must be passed in order to attain or retain a City Driver's Permit. A MMVFC/activity-assigned vehicle is defined as a car, station wagon, or truck with a 2,000 pound load capacity or less. (See AM-501-2, Part II, *Commercial Driver License* (CDL) policy. Completing this course in full is a prerequisite for obtaining a CBDP/A.

MINUTES


a

AM-501-2 Part 1

***m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles***Blanket Exception for the Baltimore City Fire Department

Upon meeting all of the aforementioned requirements, an employee of the Baltimore City Fire department must be at least 19 years of age with at least eighteen (18) months of licensed driving experience.

Recertification Driver Training

The Recertification Driver Training Course provides an update to the preceding Basic Driver Training Course in driving and safety techniques for the MMVFC and activity-assigned vehicles. DOS and/or their assigned representatives administer this course. This course is designed as an update to the Basis Driver Training Course and must be completed in full every three years to maintain an active and current CBDP/A.

Requirement for Renewals of Basic and Recertification Training

If an employee fails to renew his CBDP/A by participating/complying with the above referenced required training classes, the employee may be subject to the appropriate action which may include suspension of driving privileges by DOS and/or disciplinary action by agency for insubordination (up to and including termination). Please note that if it has been five (5) or more years since an employee has participated/complied with his/her Recertification Driving Training Course, the employee will be required to attend the Basic Driving Training Course again instead of the Recertification Course in order to receive CBDP/A.

Special Purpose Vehicle Training

The Special Purpose Vehicle Training Course is administered by each agency having personnel who are required to use special purpose vehicles. A special purpose vehicle is defined as any vehicle that requires anything other than a Class C license to operate. Prior to special purpose vehicle training, the agency must have an approved training course on file with DOS and special purpose instructors shall maintain and timely keep up to date any and all required and/or suggested credentials authorizing he/she to instruct.

An agency head must notify DOS by memo within five (5) days after employees have completed the course. The memo should state those employees who have been qualified to operate a special purpose vehicle and the type of vehicle each is permitted to operate. DOS will issue the Special Purpose Vehicle Permit to each qualified employee.

MINUTES


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AM-501-2 Part 1

*m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles***REQUIREMENTS FOR OBTAINING A DRIVER PERMIT**Basic Vehicle Permit

Upon request of a City Agency for an employee to operate a City-owned MMVFC or activity-assigned vehicle, an employee must meet all of the below listed requirements. Upon meeting all of the requirements, an individual (must be a City employee not a contractual employee or volunteer) will be issued a City of Baltimore Driver Permit by DOS. A City of Baltimore Driver Permit is valid for three (3) years and is renewable only if the employee completes the Driver Recertification Training Course (every three (3) years) and continues to meet all of the following listed requirements.

- Be at least 21 years of age with at least three (3) years of licensed driving experience.
- Possess a current and valid Maryland State driver's license (employees with licenses from another State outside of Maryland may be eligible if that State is proven to be their actual state of residency ... i.e., commute between the state and City employment each day and evening of employee's work day/shift), with the appropriate license class code.
- Have successfully completed the Basic Driver Training Course.
- Have reviewed and signed a NOTIFICATION OF CITY VEHICLE POLICY (AM-501-2-2) provided by DOS.

As noted above, employees that have allowed his/her CDBP/A to lapse/expire for five (5) or more years, shall be required to take the BASIC course again in lieu of taking a Recertification course in order to regain their COB driving privileges.

Special Purpose Vehicle Authorization

In order to operate any type of City-owned special purpose vehicle an employee must meet all of the below listed requirements. Upon meeting all of the requirements, a Special Vehicle Permit will be issued by DOS indicating the type of special purpose vehicle he/she is authorized to operate. This authorization is valid for three (3) years and is renewable only if the employee successfully completes an additional Special Vehicle Training Course and continues to meet all of the following requirements.

- Be at least 21 years of age.
- Possess a valid State driver's license with the appropriate license class code.
- Possess a current and valid City of Baltimore Driver Permit.
- Have successfully completed a Special Vehicle Training Course.

MINUTES


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AM-501-2 Part 1

*m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles*

- Have reviewed and signed a NOTIFICATION OF CITY VEHICLE POLICY provided by DOS.

Exception to Age Requirement

If an agency head finds it necessary for an employee under age 21 and/or with less than three (3) years of licensed driving experience to operate a City-owned vehicle on a basic or special vehicle permit, a memo detailing the reason(s) for the request should be forwarded to DOS. A certified copy of the employee's Motor Vehicle Administration driving record must be attached to the memo for evaluation. DOS will notify the agency head of the decision on a case-by-case basis. Any blanket exceptions need approval by the Board of Estimates.

**SUSPENSION OR REVOCATION OF CITY OF BALTIMORE DRIVER PERMIT/
AUTHORIZATION**

Suspension or revocation of an employee's City of Baltimore Driver Permit/Authorization by the employee's agency head must be reported by memo within three (3) workdays to the MMVFC and to DOS. The memo must cite the reason(s) for the suspension or revocation and specify actions taken to prevent recurrences. DOS may revoke or suspend an employee's CDBP/A even if the employee's agency head elects not to take such action. Further, an agency may request DOS to suspend or revoke an employee's CDBP/A when warranted and agency shall provide documentation and/or communication memorializing that the request is warranted. This documentation shall be noted in the employee's electronic driver's file as well as in his/her hard file, both of which is maintained/housed at DOS.

An employee's City of Baltimore Driver Permit/Authorization may be suspended or revoked for any of the following reasons, which include but are not limited to:

- Driving any vehicle (City owned or privately owned) while under the influence of alcohol or drugs.
- Any violation to the Maryland State Driver's Handbook or restriction placed on a State driver's license (including but not limited to refusing a chemical test, interlock device restriction, even when employer vehicle exempted, if an alcohol related restriction code is on and/or added to our state license, etc...)
- Leaving the scene of an accident or failure to report an accident in accordance with AM-501-10.
- Operating or ordering the operation of City-owned vehicle with the knowledge that the vehicle has safety deficiencies.

MINUTES


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AM-501-2 Part 1

***m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles***

- Unsafe driving practices or persistent violation of safety rules, Negligence, misuse, and/or abuse of City-owned vehicle.
- Frequent accidents, i.e. more than two (2) accidents in a year.
- Failure to properly secure a City-owned vehicle, i.e. runaway vehicle.
- Suspension, revocation, or expiration of State driver's license.
- Failure to inform supervisor and DOS of the suspension, revocation, or expiration of State driver's license.
- Failure to pay traffic or parking fines for violations incurred while using a City-owned vehicle.
- Any points on State driving record.
- Failure to perform vehicle safety and operating checks.
- Using a City-owned vehicle (or privately owned vehicle while on duty for the City) for pleasure, to conduct personal business, and/or to transport passengers not engaged in official City business.
- Medical problems which may interfere with the safe operation of a City-owned vehicle, as determined by the City of Baltimore Occupational Medical Services (Mercy Clinic).
- Failure to inform supervisor and DOS of the medical problems which may interfere with the safe operation of a City-owned vehicle.
- Alteration/forgery of a CBDP/A by employee.
- Obtaining fuel while City driver permit is suspended.
- Use of personal communication devices (hand-held or hands-free) in accordance with AM-501-12.
- Smoking in a City-owned vehicle in accordance with AM-500-01.
- Failure to wear seat belts by anyone in the vehicle in accordance with AM-501-14
- Expiration and/or lapsing of CBDP/A permit and/or any other licenses required to fulfill employee's job responsibilities;

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AM-501-2 Part 1

***m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles***

- Failure to comply/show-up at scheduled medical appointments at City clinic that are scheduled by agency, DOS and/or any other agency in order to maintain relevant licenses to fulfill job responsibilities;
- Failure to comply/show up for random drug and/or alcohol random testing;
- By request of authorized personnel of employee's City agency, and/or other authorized City personnel and/or authorized personnel and when warranted and documentation has been forwarded to DOS identifying why the suspension/revocation is warranted;
- Per recommendation and/or request by a professional within the City of Baltimore Employee Assistance Program;
- For out of State licensed approved drivers/employees of the City of Baltimore, if an updated Motor Vehicle Report is not provided to DOS every 6 months;
- Other reasons or circumstances which are deemed as unsafe operation of a City-owned vehicle by DOS or the department head.

The Law and Police Departments are also responsible for reporting any of the above instances within three (3) workdays to DOS.

REPORTING SUSPENSION, REVOCATION OR EXPIRATION OF STATE DRIVER'S LICENSE

An employee must officially notify, either in person or in writing, his supervisor and DOS of the suspension, revocation, or expiration of his/her State driver's license within one (1) workday. Failure to notify as required may result in suspension of the employee from work.

DOS and the agency head will periodically obtain and review the Maryland State driving record of each employee who possesses a City of Baltimore Driver Permit in order to monitor compliance with the *Administrative Manual* policy. Employers who have been approved for a CBDP/A but reside in another State outside of Maryland must provide DOS with a certified copy of their State Driving Record every six (6) months, in January and July. Appropriate action will be initiated as required for employees who are in violation of this policy. The appropriate action may include suspension of driving privileges by DOS and/or disciplinary action by agency for insubordination (up to and including termination).

RELATED POLICIES

AM-106-1,	CITY OF BALTIMORE SAFETY PROGRAM
AM-500-1,	SMOKE-FREE WORKPLACE
AM-501-1,	CITY-OWNED VEHICLES
AM-501-2, PART II,	COMMERCIAL DRIVER LICENSE (CDL)

MINUTES



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AM-501-2 Part 1

*m Training Courses, Driver Permits, Authorizations
and Licenses for City-Owned Vehicles*

- AM-501-2-1, OBTAINING A DRIVER PERMIT FOR CITY-OWNED VEHICLES
- AM-501-2-2, NOTIFICATION OF CITY VEHICLE POLICY
- AM-501-6, VEHICLE MAINTENANCE/REPAIRS
- AM-501-8, ACTIVITY-ASSIGNED VEHICLES
- AM-501-10, MOTOR VEHICLE ACCIDENT
- AM-501-11, VEHICLE DAMAGE AND MALFUNCTION
- AM-501-12, USE OF COMMUNICATIONS DEVICES PROHIBITED WHEN OPERATING A CITY OWNED MOTOR VEHICLE OR DRIVING A PERSONAL VEHICLE ON CITY BUSINESS
- AM-501-14 SAFETY BELT

MINUTES

Finance Department - cont'd

UPON MOTION duly made and seconded, the Board approved the modifications to AM Policy 501-2 Part I.

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. LAWMAN SUPPLY COMPANY
OF NEW JERSEY, INC. | \$ 0.00 | Renewal |
| Contract No. B50003686 - SWAT Uniforms - Police Department -
P.O. No. P528602 | | |

On September 3, 2014, the Board approved the initial award in the amount of \$35,000.00. The award contained five renewal options. Four renewals have been exercised. This final renewal is for the period September 3, 2019 through September 2, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|--|---------|---------|
| 2. K.L. LEMMON & SON
HAY & STRAW, LLC | \$ 0.00 | Renewal |
| Contract No. B50004714 - Timothy Hay Bales - Police Department -
P.O. No. P536929 | | |

On September 14, 2016, the Board approved the initial award in the amount of \$30,000.00. The award contained four 1-year renewal options. Two renewals have been exercised. This third renewal is for the period September 13, 2019 through September 12, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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

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| 3. COOPER WILLIAMS
WMD P.C. | \$ 18,000.00 | Renewal |
| Contract No. 06000 - Mounted Unit Veterinary Services - Police Department - P.O. No. P536592 | | |

On August 22, 2016, the City Purchasing Agent approved the initial award in the amount of \$18,000.00. The award contained five 1-year renewal options. Two renewals have been exercised. This third renewal in the amount of \$18,000.00 is for the period September 1, 2019 through August 31, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|---|--------------|---------|
| 4. LORENZ LAWN
& LANDSCAPE, INC. | \$ 60,000.00 | Renewal |
| Contract No. B50003826 - Landscape Maintenance Services for Exterior and Interior Plants for the Baltimore Convention Center - Baltimore Convention Center - P.O. No. P531177 | | |

On May 6, 2015, the Board approved the initial award in the amount of \$60,132.00. The award contained four renewal options. On April 6, 2017, the City Purchasing Agent approved an increase in the amount of \$20,000.00. Three renewals have been exercised. This final renewal in the amount of \$18,000.00 is necessary to continue the landscape maintenance services at the Convention Center for the period May 6, 2019 through May 5, 2020. 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 September 15, 2014, MWBOO set goals of 10% MBE and 5% WBE. On June 6, 2019, MWBOO found Lorenz Lawn & Landscape, Inc. in compliance.

	<u>Commitment</u>	<u>Performed</u>	
MBE: 4Evergreen Lawn Care	10%	\$4,414.56	10.53%
WBE: Fousts Lawn Care Corp.	4%	\$3,608.00	5.80%

MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 6, 2019.

5. CLEAR IMPACT, LLC \$150,000.00 Renewal
 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. The award contained six 1-year renewal options. Subsequent actions have been approved. This fifth renewal in the amount of \$150,000.00 is necessary to continue the performance management platform utilized by the Bureau of Budget and Management Research and MOSS/CitistatSMART for the City-wide budget processing, enabling agencies the ability to provide performance reports to the Mayor's Office. The period of the renewal is July 23, 2019 through July 22, 2020, with two 1-year renewal options 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.

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

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|---|-------------|---------|
| 6. ADVANT-EDGE SOLUTIONS OF
MIDDLE ATLANTIC, INC. | \$62,000.00 | Renewal |
| Contract No. B50004443 - Biomedical Waste Pickup and Disposal
- Baltimore City Health Department -P.O. No. P535400 | | |

On May 4, 2016, the Board approved the initial award in the amount of \$96,795.00. The award contained two 1-year renewal options. On June 26, 2016, the City Purchasing Agent approved an increase in the amount of \$25,000.00. The vendor picks up, removes, and disposes of biomedical waste for the Baltimore City Health Department's clinics and several other City agencies. This first renewal in the amount of \$62,000.00 is for the period June 1, 2019 through May 31, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 14, 2015, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON DECEMBER 14, 2015.

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|--|---------|---------|
| 7. CAYMAN CHEMICAL COMPANY, INC.
LIPOMED, INC. | \$ 0.00 | Renewal |
| Contract No. 06000 - Certified Drug Reference Standards -
Police Department - P.O. Nos. P546452 and P546455 | | |

On December 12, 2018, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options. This first renewal is for the period August 19, 2019 through August 18, 2020, with one 1-year remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On May 24, 2018, MWBOO determined there was no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MAY 24, 2018.

8. GROUPS 1-4 & ITEMS 40, 42-50

F & F AND A. JACOBS & SONS,
INC.

ITEM 41

HOWARD UNIFORM COMPANY

\$	0.00	Renewal
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Contract No. B50004550 - Dress and Work Uniforms for the Fire Department - Fire Department - P.O. Nos. P536230 and P536231

On July 13, 2016, the Board approved the initial award in the amount of \$1,500,000.00. The award contained four 1-year renewal options. Two renewals have been exercised. This third renewal is for the period July 21, 2019 through July 20, 2020 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On March 9, 2016, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MARCH 9, 2016.

9. ANCHOR SOFTWARE, LLC	\$ 12,759.98	Ratification and Renewal
Contract No. 08000 - MaxCASS Perpetual License Agreement - Department of Public Works - Water and Wastewater - P.O. No. P535218		

On April 26, 2016, the City Purchasing Agent approved the initial award in the amount of \$11,022.55. The award contained three 1-year renewal options. Subsequent actions have been approved. This third renewal in the amount of \$12,759.98 will provide for the continuation of the MaxCass software subscription required to process water bill mailing. The period of the ratification is March 1, 2019 through June 25, 2019. The period of the renewal is June 26 through February 29, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

10. AZTECA SYSTEMS, LLC,	\$245,000.00	Renewal
Contract Number 08000 - Cityworks Master License and Maintenance Agreement - Department of Public Works - Water and Wastewater - IT Division - P.O. No. P532405		

On August 12, 2015, the Board approved an initial award in the amount of \$245,000.00. On June 15, 2016 the Board approved the

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

first renewal in the amount of \$245,000.00. On June 28, 2017 the Board approved the second renewal in the amount \$245,000.00. On July 25, 2018 the Board approved the third renewal in the amount of \$245,000.00.

This is the fourth of five, one-year renewal options. This renewal in the amount of \$245,000.00 is required for the continuation of Cityworks Asset Management Software (AMS), which is the primary application that the Department of Public Works uses for work order management of repairs and maintenance throughout the City. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement. The vendor is the original software developer and sole provider of the license and software maintenance for Cityworks Asset Management Software.

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|---|--------------------|----------------|
| 11. <u>CHESAPEAKE SYSTEMS, INC.</u> | <u>\$50,000.00</u> | <u>Renewal</u> |
| Contract Number 08000 - Media Asset Management (MAM) System Maintenance and Support - Mayor's Office of Cable and Communications - P.O. No. P532674 | | |

On September 29, 2015, the Board approved an initial award in the amount of \$20,800.00. On October 12, 2016 the Board approved the first renewal in the amount of \$20,800.00. On July 26, 2017 the Board approved the amendment in the amount of \$110,000.00. On November 21, 2018 the Board approved the ratification and second renewal in the amount of \$43,315.00.

This is the third of five one-year renewal options. This renewal will provide the annual maintenance for the Media Asset Management System. The renewal period is July 1, 2019 through June 30, 2020. 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

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 goods, equipment, and/or service is recommended.

MBE/WBE PARTICIPATION:

Not applicable. Award is below the MBE/WBE subcontracting threshold of \$50,000.00.

12. <u>ABACUS CORPORATION</u>	<u>\$4,825,000.00</u>	<u>Renewal</u>
<u>Contract Number B50004963 - Unarmed Uniformed Security Guard Services - Citywide - P.O. No. P539839</u>		

On June 21, 2017, the Board approved an initial award in the amount of \$4,000,000.00. On August 29, 2017 the City Purchasing Agent approved an increase in the amount of \$50,000.00. On January 10, 2018 the Board approved an increase in the amount of \$225,000.00, On June 27, 2018 the Board approved the first renewal in the amount of \$2,275,000.00. On December 19, 2018 the Board approved the second extension of the first renewal in the amount of \$2,275,000.00. On December 19, 2018, the Board approved the second extension of the first renewal in the amount of \$2,275,000.00. The Board is requested to approve the second of five renewal options. This renewal is to continue the security services for various City facilities. The period of the renewal is July 1, 2019 through June 30, 2020, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On March 20, 2017, MWBOO set goals of 11% MBE and 2% WBE. On December 8, 2017, MWBOO approved a waiver of the WBE goals.

	<u>Commitment</u>	<u>Performed</u>
MBE: Aasim Security Agency,	11%	\$762,296.30 17.9%

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 20, 2019.

13. VERIZON MARYLAND LLC \$960,000.00 Renewal
 Contract Number 08000 - Enhanced 911 Service - Baltimore City
 Fire Department - P.O. No. P526917

On April 16, 2014, the Board approved an initial award in the amount of \$767,855.00. On June 18, 2014 the Board approved the renewal and ratification in the amount of \$1,172,060.00. On June 17, 2015 the Board approved a renewal in the amount of \$1,092,280.00. On August 24, 2016 the Board approved a renewal in the amount of \$960,000.00. On July 12, 2017 the Board approved the renewal in the amount of \$960,000.00. On January 9, 2019 the Board approved a renewal in the amount of \$960,000.00. This request is to exercise the annual 12-month renewal option for continuation of federally mandated state tariff payments of E911. The renewal period is July 1, 2019 through June 30, 2020. 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

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 goods, equipment, and/or service is recommended.

MBE/WBE PARTICIPATION:

Not Applicable. Enhanced 911 service is provided exclusively through Verizon.

14. ZERODRAFT MARYLAND
T/A ZERONET USA

SIMMS PROJECT
MANAGEMENT, LLC

\$250,000.00

Renewal

Contract Number B50004944 - Replace/Retrofit Fixtures with Energy Efficient Lighting - Department of Public Works - Office of Sustainable Energy - P.O. Nos. P540098 and P540099

On July 12, 2017, the Board approved an initial award in the amount of \$66,923.00. On November 1, 2017 the Board approved an increase in the amount of \$250,000.00. On January 30, 2019 the Board approved the first renewal and ratification in the amount of \$350,000.00.

This second renewal will provide continuation of various projects to replace and retrofit light fixtures for energy efficiency upgrades at various buildings and facilities within the City to achieve substantial cost savings. The period is June 27, 2019 through June 28, 2020, with three one-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of 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 goods, equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

Zerodraft Maryland t/a Zeronet USA

	<u>Commitment</u>	<u>Performed</u>
MBE: Simms Project Management*	31%	\$ 0.00 (00.0%)*
WBE: Lighting Maintenance, Inc.	17%	\$28,115.00 (14.9%)

MWBOO FOUND VENDOR IN COMPLIANCE ON JANUARY 9, 2019.

The vendor did not meet the MBE or WBE goals for this contract.

*Simms Project Management was not approved for MBE utilization by MWBOO.

Simms Project Management, LLC

	<u>Commitment</u>	<u>Performed</u>
MBE: Hunt Consulting	21%	\$17,805.08 (38.3%)
WBE: Shantec Electric, Inc.	2%	\$28,115.00 (60.4%)

MWBOO FOUND VENDOR IN COMPLIANCE ON DECEMBER 12, 2018.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

15. INDUSTRIAL REFRIGERATION

<u>SERVICES, INC.</u>	<u>\$36,000.00</u>	<u>Renewal</u>
Contract Number B50004711 - Maintenance Contract for Ice Rink Refrigeration Machines - Various - P.O. Nos. P536897		

On September 14, 2016 the Board approved the initial award in the amount of \$25,245.00. On October 4, 2017 the Board approved the first renewal in the amount of \$0.00. On September 13, 2018 the City Purchasing Agent approved the increase in the amount of \$10,481.00. On January 16, 2019 the Board approved the second renewal in the amount of \$36,000.00. This renewal is the third of four one-year renewal options. The period is September 14, 2019 through September 13, 2020, with one one-year renewal option left. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

16. TYLER TECHNOLOGIES, <u>INC.</u>	<u>\$ 40,000.00</u>	<u>Extension and Assignment Agreement</u>
Contract Number 06000 - Open Data Portal Hosting Agreement - Baltimore City Information & Technology - P.O. No. P523867		

The Board is requested to approve and authorize execution of an Extension and an Assignment Agreement with Tyler Technologies, Inc. in the amount of \$40,000.00. The period of the extension is June 6, 2019 through December 31, 2019.

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

On June 5, 2013, the Board approved the initial award with Socrata, Inc. a wholly owned-subsiary of Tyler Technologies, Inc. The contract expired on June 5, 2019.

On June 5, 2013, the Board approved an initial award in the amount of \$175,659.00. On May 14, 2014 the Board approved the First Renewal in the amount of \$175,659.00. On May 14, 2014 the Board approved the second renewal in the amount of \$175,659.00. On March 23, 2016 the Board approved the third renewal in the amount of \$175,659.00. On October 12, 2017 the Board approved the ratification and fourth renewal in the amount of \$175,659.00. On September 12, 2018 the Board approved the extension in the amount of \$50,000.00. This extension is required for the continuation of web based software application services known as Socrata GovStat to support the OpenBaltimore website (<http://data.baltimorecity.gov>) with data integration and dashboard, while the City determines new solution requirements for open data. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 23, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON MAY 23, 2013.

17. BIO-RAD LABORATORIES, INC.	\$116,640.00	Sole Source
Contract No. 08000 - Ortho HCV Test System - Baltimore City Health Department - P.O. No. P822675		

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 Board is requested to approve and authorize execution of the Bioplex® 2200 System Reagent Rental Agreement Plan with Bio-Rad Laboratories, Inc. The period of the agreement is effective upon Board approval for three years unless terminated by either party.

The vendor is the sole manufacturer and supplier of the Ortho HCV v3.0 Test System and Test Kits used by the various Baltimore City Health Department labs including the Hepatitis C Antibody Test Kits. Utilizing the vendor's equipment will ensure the Baltimore City Health Department lab is adherent to the new CDC recommendation for Hepatitis C testing protocols. 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 sole source procurement.

18. PH&S PRODUCTS, LLC	\$	0.00	Extension
Contract No. B50005639 - Nitrile Medical Gloves - Baltimore Police Department - P.O. No. 546711			

On January 30, 2019, the Board approved the initial award in the amount of \$35,000.00. An extension is necessary to order

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

the remaining quantity of gloves for the Baltimore Division of the Baltimore City Police Department. The period of the extension is July 1, 2019 through December 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

19. OBSIDIAN INTEGRATION

LLC	47,676.00	Extension
Solicitation No. B50005779 - Crime Covert Pole Cameras - Police Department - Req. No. R821486		

Vendors were solicited by posting on CitiBuy. On May 29, 2019, three bids were received and opened. Award is recommended to the lowest responsive, responsible bidder. This is funded by a grant by BPD-MCIN Maryland Criminal Intelligence Network - 18-010. The period of the extension is June 26, 2019 through June 25, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

20. DEPENDABLE SERVICES,
GROUP, LLC
TRUSTWORTHY STAFFING
SOLUTIONS, LLC

	\$222,000.00	Extension
Contract No. B50002394 - Personal Care & Homemaker Services - Health Department - CARE - P.O. Nos. P522162, P522164, P522027, and P522028		

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

On October 17, 2012, the Board approved the initial award in the amount of \$432,525.00. The award contained two renewal options. Subsequent actions have been approved and both renewals have been exercised. An extension is necessary to allow time for advertising and award of Solicitation B50005663. The period of the extension is July 1, 2019 through December 31, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On April 16, 2012, MWBOO determined that no goals would be set because of no opportunity to segment the contract. Dependable Services Group, LLC and Trustworthy Staff Solutions, LLC are certified M/WBES.

MWBOO GRANTED A WAIVER ON APRIL 16, 2014.

21. J. F. FISCHER, INC.	\$744,137.21	Ratification and Extension
Contract No. B50003241 - Maintenance & Repair Services for H.V.A.C.R. (Heating, Ventilation, Air Conditioning and Refrigeration) Systems - Department of General Services - P.O. No. P526022		

On January 8, 2014, the Board approved the initial award in the amount of \$6,000,000.00. On January 14, 2015, the Board approved the first renewal in the amount of \$2,000,000.00. On December 21, 2016, the Board approved the second renewal in the amount of \$4,000,000.00.

The contract expired on January 24, 2019. The ratification is requested for the period January 25, 2019 through April 17, 2019 to allow for payments to be made to J.F Fischer, Inc. for repairs that occurred after the expiration of the contract, but prior to the award of the new HVACR Contract No. B50005617, awarded by the Board on April 17, 2019.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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 November 4, 2016, MWBOO set goals of 27% MBE and 0% WBE.

	<u>Commitment</u>	<u>Performed</u>
MBE: Horton Mechanical Contractors, Inc.	27%	\$1,211,702.31 (31.4%)

WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE ON JUNE 24, 2019.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Award, and Increases and Extensions to Contracts. The Board further approved and authorized execution of the Extension and Assignment Agreement with Tyler Technologies, Inc. (item no. 16) and the Sole Source Bioplex® 2200 System Reagent

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

Rental Agreement Plan with Bio-Rad Laboratories, Inc. (item no. 17). The Board **DEFERRED** item no. 12 until July 10, 2019. The Comptroller **ABSTAINED** on item no. 21.

MINUTES

Mayor's Office on Criminal Justice - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Park Heights Renaissance, Inc. for Safe Street's Program implementation. The period of the agreement is July 1, 2019 through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

\$432,646.00 - 1001-000000-2255-702300-603026

BACKGROUND/EXPLANATION:

Park Heights Renaissance Inc., will continue to implement the Safe Streets program and provide services at the Park Heights site. The organization will focus on what has been shown to be most effective in reducing shootings and homicides in Baltimore, mediations. The site will continue to utilize a team of Violence Interrupters to sustain previous efforts to eradicate violence by focusing on the following approach: identifying and detecting potential shooting events, identifying and detecting individuals and groups at highest risk of involvement in shootings or killings, interrupting potential violence by mediating conflicts and preventing retaliation, changing behaviors and norms of those at highest risk of involvement in shooting or killing, using data to inform daily efforts and making necessary changes to interruption strategies.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Park Heights Renaissance, Inc. for Safe Street's Program implementation.

MINUTES

Mayor's Office of Employment Development - Provider Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Provider Agreement with Jane Addams Resources Corporation-Baltimore for professional services. The period of this agreement is May 1, 2019 through February 29, 2020.

AMOUNT OF MONEY AND SOURCE:

\$72,000.00 - 4000-429219-6312-781305-603051

BACKGROUND/EXPLANATION:

The purpose of this Agreement is for Jane Addams Resources Corporation-Baltimore to provide occupational training and supportive services to dislocated workers, new entrants to the workforce, or incumbent workers (currently employed or under-employed) who have voluntarily disclosed a history of opioid use or reside in a community hard hit by the opioid crisis.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Provider Agreement with Jane Addams Resources Corporation-Baltimore for professional services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a Grant Award Modification from the Maryland Department of Labor Licensing and Regulation (DLLR) for professional services.

AMOUNT OF MONEY AND SOURCE:

<u>Additional Amount</u>	<u>Source</u>
\$2,329.00	4000-807512-6312-456000-404001 (Adult)
<u>1,290.00</u>	4000-806712-6312-456000-404001 (Dislocated)
\$3,619.00	

BACKGROUND/EXPLANATION:

On December 19, 2018, the Board approved acceptance of the Grant Award from the DLLR for October 1, 2018 through June 30, 2020 from FY19 Workforce Innovation and Opportunity Act Grant funds in the amount of \$2,882,660.00.

This allocation increases the Adult portion of the Grant by \$2,329.00 and the Dislocated Worker portion by \$1,290.00. The total additional amount is \$3,619.00. The new total grant award to the Mayor's Office of Employment Development under this grant is \$2,886,279.00.

MBE/WBE PARTICIPATION:

N/A - MOED is the grant recipient, therefore MBE does not apply.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

MOED - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award Modification from the Maryland Department of Labor Licensing and Regulation for professional services.

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:

3104 - 3113

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Comptroller **ABSTAINED** on item no. 6,

J.F. Fischer, Inc. only.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of General Services

- | | | | |
|----|---|--|--------------|
| 1. | B50005701,
Environmental
Emergency Response
Services | Kalyani Environmental
Solutions, LLC. | \$265,250.00 |
|----|---|--|--------------|

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 8% MBE AND 3% WBE.**

MBE: WTM Enterprises, LLC 8%

WBE: Bay Associates Environmental, Inc. 3%

MWBOO FOUND VENDOR IN COMPLIANCE.Baltimore Convention Center

- | | | | |
|----|---|--|--------------|
| 2. | B50005686, Uniforms
for the Baltimore
Convention Center | Chesapeake Uniform
Rental, Inc. d/b/a
Lord Baltimore Uniform | \$130,000.00 |
|----|---|--|--------------|

MBE/WBE PARTICIPATION:

On January 24, 2019, MWBOO determined there was no opportunity to segment, as the uniforms will be drop-shipped by the manufacture.

MWBOO GRANTED A WAIVER ON JANUARY 24, 2019.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of General Services, Fleet Management

- | | | | |
|----|--|---------------------------|--------------|
| 3. | B50005777, OEM
Parts and Service
for New Holland
Construction and
Grounds Maintenance
Equipment | Security Equipment
Co. | \$333,825.00 |
|----|--|---------------------------|--------------|

MBE/WBE PARTICIPATION:

On February 1, 2019, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

Bureau of Procurement

- | | | | |
|----|---|------------------------------|----------------|
| 4. | B50005581, Historical
Building Preventive
Maintenance | The Durable
Slate Company | \$4,498,025.00 |
|----|---|------------------------------|----------------|

(Dept. of General Services)

On October 16, 2018, MWBOO set goals of 15% MBE and 11% WBE. On April 24, 2019 MWBOO found The Durable Slate Company in compliance.

MBE: Punchout Specialist Team, LLC 15.0%

WBE: TL&T Management, LLC 15.0%

MWBOO FOUND VENDOR IN COMPLIANCE ON APRIL 24, 2019.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement - cont'd

- | | | | |
|----|--|---|--------------|
| 5. | B50005744, O.E.M.
Parts and Service
for Toro Equipment | Security Equipment
Co.

Gambrills Equipment
Company, Inc.

Turf Equipment and
Supply Company, Inc. | \$600,000.00 |
|----|--|---|--------------|

MBE/WBE PARTICIPATION:

On February 1, 2019, MWBOO determined that no goals would be set because of no opportunity to segment the contract, as there are currently no certified MBEs or WBEs who are authorized Toro lawn-mower parts or service dealers.

MWBOO GRANTED A WAIVER ON FEBRUARY 1, 2019.

- | | | | |
|----|--|--|----------------|
| 6. | B50005630, Maintenance
Repair Services
for Plumbing
and Heating | BMC Services, LLC
Joseph Heil Company,
Inc.

Denver-Elek, Inc.

J.F. Fischer, Inc. | \$6,000,000.00 |
|----|--|--|----------------|

(Dept. of General Services)

Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Ten bids were received and opened on January 30, 2019. Award is recommended to be made to the lowest responsive and responsible bidders. The period of the award is August 1, 2019 through July 31, 2022 with two one-year renewal options.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement - cont'dMBE/WBE PARTICIPATION:BMC Services LLC**MWBOO SET GOALS OF 26% MBE AND 5% WBE.**

MBE: BMC Services, LLC	10%*
RCS Plumbing	8%
NLG Insulation, Inc.	8%
	<u>26%</u>

WBE: CC's Trucking, LLC	5%**
--------------------------------	------

MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 28, 2019.JOSEPH HEIL COMPANY, INC.

MBE: BMC Services, LLC	\$978,536.00	26%
WBE: Absolute Supply Services LLC	\$188,180.00	5%

MWBOO FOUND VENDOR IN COMPLIANCE JUNE 10, 2019.DENVER-ELEK, INC.

MBE: Spears Mechanical Contractors, Inc.	26%
---	-----

WBE: Insulation Solutions, Inc.	5%
--	----

MWBOO FOUND VENDOR IN COMPLIANCE MARCH 28, 2019.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement - cont'd

J.F. FISCHER, INC.

MBE: Horton Mechanical Contractor, \$928,680.00 26%
Inc.

WBE: Colt Insulation, Inc. \$178,600.00 5%

MWBOO FOUND VENDOR IN COMPLIANCE MAY 17, 2019.

* Indicates Self performance

** BMC Services, LLC listed CC's Towing for excavation services. MWBOO did not receive a copy of the contract specification; it is unable to determine if excavation services are a contract requirement. Credit is recommended to be granted on excavation services being a Bureau of Procurement confirmed requirement.

The Following vendors were not recommended for award:

MWBOO FOUND Reliable-Cain Heating and Cooling in Non-Compliance on March 28, 2019.

MWBOO FOUND Reliable-JCM Control Systems, Inc., in Non-Compliance on March 28, 2019.

MWBOO FOUND Reliable-RSC Electrical & Mechanical Contractors, Inc., in Non-Compliance on May 17, 2019.

MWBOO FOUND Lagenfelder Mechanical, Inc., in Non-Compliance on May 1, 2019.

A PROTEST WAS RECEIVED FROM LANGENFELDER MECHANICAL, INC.

A SUPPLEMENTAL PROTEST WAS RECEIVED FROM GALLAGHER EVELIUS & JONES, LLP ON BEHALF OF LANGENFELDER MECHANICAL, INC.

**GALLAGHER
EVELIUS & JONES LLP**
ATTORNEYS AT LAW

PAUL S. CAIOLA
pcaiola@gejlaw.com
direct dial: 410 347 1371
fax: 410 468 2786

June 26, 2019

Via Hand Delivery

Honorable President
and Members of the Board of Estimates
c/o Clerk to the Board
204 City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

Re: B50005630 Maintenance & Repair
Services for Plumbing & Heating Services

To whom it may concern;

This firm represents Langenfelder Mechanical, Inc. in connection with the above-referenced procurement. Yesterday, my client filed a bid protest objecting to the proposed award of this contract to (1) BMC Services, LLC, (2) Joseph Heil Company, Inc., (3) Denver-Elek, Inc., and (4) J.F. Fisher, Inc. (the "Proposed Awardees"). Each of the Proposed Awardees submitted a higher bid than Langenfelder's. As the lowest responsive and responsible bidder, Langenfelder should have been awarded this contract.

Langenfelder requested a postponement of the Board's consideration of the award of the Contract and promised to supplement the protest letter on or before July 1, 2019. Having not heard from the Board that it intends to delay consideration of the award of this Contract, Langenfelder requested that this firm supplement the bid protest with what our investigation has uncovered to date. The investigation is ongoing, however, and Langenfelder continues to seek a postponement of the Board's consideration of this contract.

The basis for rejecting Langenfelder's low bid is MWBOO's determination that Langenfelder's bid was "in Non-Compliance on May 1, 2019." MWBOO's analysis is incorrect because Langenfelder will obtain less meet less than 25% of its MBE/WBE contract goal through expenditures to certified business enterprises that are non-manufacturing suppliers.

Article 5, Section 28-37(c)(1) of the Baltimore City Code permits a bidder to "count 100% of its expenditure to a certified business enterprise supplier who is: (i) a wholesaler warehousing the goods supplied; or (ii) a manufacturer's representative." Section 28-37(c)(2) provides a limit to use of such a supplier, noting that "only 25% of the applicable contract goal may be attained by expenditures to certified business enterprises that are non-manufacturing suppliers." Langenfelder's bid has not proposed to expend more than 25% of its MBE/WBE

GALLAGHER
EVELIUS & JONES LLP
ATTORNEYS AT LAW

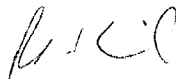
Board of Estimates
June 26, 2019
Page 2

goal with certified business enterprises that are non-manufacturing suppliers. The MBE/WBE goal for this contract is 31% (26% MBE and 5% WBE). Twenty-five percent of 31% is 7.75%. Thus, Langenfelder's bid would be out of compliance only if it proposed to expend more than 7.75% of the awarded contract with a non-manufacturing supplier. Langenfelder is proposing no such thing. Rather, Langenfelder proposes to expend just 5% of the total contract amount to certified business enterprises that are non-manufacturing suppliers. This expenditure totals just 16% of the MBE/WBE goal ($5 / 31 = .16$), well under the 25% cap.¹

The Board of Estimates should not adopt an interpretation of the Baltimore City Code that creates an absurd result. If the MBE and WBE goals are viewed separately, as MWBOO has implicitly proposed to do, a bidder could be in compliance with code by obtaining 25% of each of the MBE and WBE goals using non-manufacturing suppliers. This would result in 7.75% of the total contract expenditures being paid to certified business enterprises that are non-manufacturing suppliers. By proposing to expend just 5% of the total contract costs with non-manufacturing suppliers, Langenfelder's bid is substantially under that threshold. Whatever concerns exist as a result of engaging non-manufacturing suppliers are not implicated here, as Langenfelder has proposed to utilize non-manufacturing suppliers for just 16% of the total MBE/WBE goal.

Langenfelder requests that the Board delay consideration of this contract for one week to allow Langenfelder to complete its investigation. Should the Board determine to move forward with its consideration of this contract, Langenfelder requests that the Board award Langenfelder the contract as the lowest responsible and responsive bidder.

Respectfully submitted,



Paul S. Caiola

¹ Langenfelder has proposed that all 26% of the MBE goal would be satisfied by engaging Nisell Plumbing & Heating, Inc., a plumbing and heating contractor.



Plumbing, Heating
& Air-Conditioning

Langenfelder Mechanical, Inc.
8108 Beachwood Rd.
Baltimore, Md. 21222

Phone: 410-477-0400
Fax: 410-477-8044

June 25, 2019

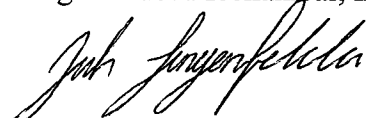
Baltimore City Board of Estimates

Re: B50005630 Maintenance & Repair
Services for Plumbing & Heating Services.

To whom it may concern;

We are protesting this award of solicitation Number B50005630, scheduled for award on Wednesday, June 26, 2019. We would like to have this award of contract postponed while we seek legal counsel.

Sincerely,
Langenfelder Mechanical, Inc.



Joshua Langenfelder
Vice President

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Bureau of Procurement - cont'd

ACKNOWLEDGMENT

President: "Before we move to the non-routine items I would like to ask everyone to join me in wishing our Mayor a Happy Birthday today. Happy Birthday Mayor Young (Applause)."

Mayor: "Thank you."

President: "The Mayor is turning 30 today."

* * * * *

President: "The first item on the non-routine agenda can be found on pages 83 to 85 number 6, Maintenance Repair Service for Plumbing and Heating, will the parties please come forward."

Paul Caiola: "Good morning."

President: "Good morning."

Mr. Caiola: "Would you like me to --"

President: "Yes, sir."

Mr. Caiola: "Yes. Members of the Board of Estimates my name is Paul Caiola from Gallagher Evelius & Jones, Good Morning. I'm representing Langenfelder uh -- Mechanical today on this bid protests. I've got representatives of the company here with me

MINUTES

today. Um -- Langenfelder was the lowest bid -- bidder on this project. They were found to be not in compliance by MWBOO um -- because they did not have -- they had more than 25% of the WBE goal um -- from a supplier who is not a manufacturer. That was the basis for the rejection. Um -- in our view that the MBE and the WBE goals should be viewed together collectively that's 31% of the um -- contract value. 25% of 31% is seven and three-quarters percent. Um -- so in our view if you -- if you view the -- the goals together um -- then they do satisfy the goal because they only have 5% coming from a non-manufacturing supplier. Albeit it's their WBE um -- contractor and it's a hundred percent of that party's contribution. But in our view the taxpayers of Baltimore should get the benefit of the lowest bid and we believe that the statute sho -- can be read um -- to look at these goals collectively. Um -- as I pointed out in my supplemental letter had the -- had a bidder had 25% of the MBE and 25% of the WBE goals um -- using a non-manufacturing supplier then that would have been seven and -- and three-quarters percent of the total amount and so if the objective is to keep the um -- the amount of non-manufacturing supplier um -- contributions below that percent our

MINUTES

-- our client has complied. Um -- We also have sought a postponement because we only learned -- we -- my client was in line they thought to receive this bid. They were hearing the decision will be coming -- decision will be coming. So they didn't spend the effort to go and look at the other bidders. Um -- but I note on the agenda that it looks like for example the Joseph Heil Company has its WB -- um -- contractor is Absolute Supply Services, LLC. We would like an opportunity to look at some of the other bidders because it looks like uh -- using supply companies for the WBE component is not uncommon um -- and under the circumstances we would ask for another week. That's our argument."

Ms. Tamara Brown, Chief of Minority and Women's Business Opportunity Office: "Good morning Honorable Board my name is Tamara Brown. I'm the Chief of Minority and Women's Business Opportunity Office. My Office found Langenfelder non-compliant with the WBE goal based on Article 5 Subsection 28 um -- paragraph 37 (c) (2). Langenfelder is not -- I'm sorry the subcontractor that they were using Acorn Supply, is not considered a manufacturer supplier. To your argument with Absolute, they actually are a supplier that keeps the goods in stock. I did contact Acorn I provided Mr. um -
- Caoila?"

MINUTES

Mr. Caoila: "Caoila."

Chief of Minority and Women's Business Opportunity Office: "Sorry, I provided Mr. Caoila a copy of the inventory at the time before I made the determination. I contacted both suppliers uh -- and I had a list of their inventory and I reviewed that. And so they have a -- Acorn has a 650 -- 640 square foot warehouse where they keep the supplies that I provided with you, which were not in line with what was being used on the contract. That's why they were given the 25%. Um -- Acor -- the other supplier, Absolute, just to get to that point, which I'm just finding out about now that was part of his argument. They do have the supplies on hand and they're also being used for services. If you look at the uh -- Statement of Intent Form. So if they're used for services they also provide services along with supplies so they did get a 100% credit, so that was the difference between those two. To your argument as far as there being um -- only 25% is applying to the total goal that is not what the City does. If you look at rule um -- subsection 28 paragraph 35, it's one contractor one goal. You cannot use an MBE and WBE to satisfy the goal. So, if we are to interpret it the way that Mr. Caiola is interpreting this that means we can start

MINUTES

combining the goals and it's -- they're separate goals. In addition Acorn is not an MBE, so we would not be able to apply that either way. They're a WBE only. So um - so in fact his calculation is incorrect. I ask the Board to - our findings have not changed."

President: "Thank you. Any questions from the Board? I will entertain a motion."

City Solicitor: Mr. President I would move to reject the protests, reject the request for delay, and approve the contract that's recommended by Procurement."

Comptroller: "I second."

President: "All those in favor say Aye, all opposed say Nay, the motion carries."

* * * * *

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
1. Lauren Benjamin Terry Schurman*	Crimes Against Children Conference Dallas, TX Aug. 11 - 15, 2019 (Reg. Fee \$0.00) (Reg. Fee \$530.00)*	VOCA Grant Fund	\$3,309.62

The subsistence rate for this location is \$215.00 per night. The cost of the hotel is \$122.00 for 8/11/2019, \$127.00 for 8/12/2019, \$131.00 for 8/13/2019 and \$139.00 for 8/14/2019, for each attendee plus hotel taxes of \$77.00 for each attendee.

The airfare in the amount of \$391.96 for Lauren Benjamin was prepaid on a City-issued credit card assigned to Mr. Tribhuvan Thacker. Therefore Lauren Benjamin will be disbursed \$997.85.

The airfare in the amount of \$391.96 and registration fee of \$530.00 for Terry Schurman were prepaid on a City-issued credit card assigned to Mr. Tribhuvan Thacker. Therefore, Terry Schurman will be disbursed \$997.85.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
2. Robert Washington	Office for Victims Supporting Male Survivors of Violence Cross Site Visit Richmond, CA July 14 - 17, 2019 (Reg. Fee \$0.00)	DOJ/OVC Supporting Male Survivors of Violence Baltimore Grant	\$1,544.38

The subsistence rate for this location is \$224.00 per night. The cost of the hotel is \$175.00 per night plus total hotel taxes of \$73.50, resort fee of \$0.34 per night and occupancy taxes of \$17.13 per night.

The airfare in the amount of \$681.97, hotel costs of \$525.00 and hotel taxes, occupancy taxes and resort fees of \$130.41 were prepaid on a City-issued credit card assigned to Mr. Malcolm Green-Haynes. Therefore, Mr. Washington will be disbursed \$207.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department - cont'd</u>			
3. Gloria Marfo	Office for Victims Supporting Male Survivors of Violence Cross Site Visit Richmond, CA July 14 - 17, 2019 (Reg. Fee \$0.00)	DOJ/OVC Supporting Male Survivors of Violence Baltimore Grant	\$1,544.38

The subsistence rate for this location is \$224.00 per night. The cost of the hotel is \$175.00 per night plus total hotel taxes of \$73.50, resort fee of \$0.34 per night and occupancy taxes of \$17.13 per night.

The airfare in the amount of \$681.97, hotel costs of \$525.00 and hotel taxes, occupancy taxes and resort fees of \$130.41 were prepaid on a City-issued credit card assigned to Mr. Malcolm Green-Haynes. Therefore, Ms. Marfo will be disbursed \$207.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence will exceed five work days or it involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

Circuit Court for Baltimore City

4. Tyshell Oliver	National Association	State	\$6,465.64
Jennifer Reese	Drug Court Professionals	Funds	
Edna Green	Conference		
Karen Friedman	Fort Washington, MD		
	July 14-17, 2019		
	(Reg. Fee \$745.00) ea.		

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Circuit Court for Baltimore City - cont'd</u>			

The registration fees were paid using Expenditure Authorization No. 000326899. Therefore, the disbursement will be as follows: Ms. Oliver - \$864.57; Ms. Reese - \$874.38; Ms. Green - \$866.58; and Ms. Friedman - \$880.00.

Mayor's Office of Emergency Management

5. Mark Fox	2019 ESRI User Conference San Diego, CA July 7, - 13, 2019 (Reg. Fee \$0.00)	General Funds	\$2,137.28
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The subsistence rate for this location is \$245.00 per night. The hotel cost is \$146.28 per night, plus total hotel taxes of \$93.90, a resort fee of \$66.00 and occupancy tax of \$6.42. The airfare cost of \$446.96 was prepaid on a City-issued procurement card assigned to Anthony Smith. Therefore, Mr. Fox will be disbursed \$1,690.32.

Mayor's Office

6. Bernard C. "Jack" Young	2019 NACo Annual Conference And Exposition Las Vegas, NV July 11 - 16, 2019 (Reg. Fee \$575.00 ea.)	General Funds	\$2,387.71
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The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$179.00 per night, plus occupancy tax cost of \$23.95 per night, a daily resort fee of \$12.00 per night, and a resort fee tax of \$1.61 per night.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office</u> - cont'd			
<p>The Department is requesting additional subsistence of \$16.00 per day and \$40.00 per day for meals and incidentals. The airfare cost of \$477.96, registration fee of \$575.00, hotel cost of \$895.00, and hotel tax of \$179.75 (resort fee tax of \$8.03 was not included) were prepaid using a City-issued credit card assigned to Hosea T. Chew. Therefore, the disbursement to Mr. Young is \$268.03.</p>			
7. Kenneth Parker	2019 National Association of Counties Annual Conference and Exposition Las Vegas, NV July 11 - 16, 2019 (Reg. Fee \$575.00 ea.)	General Funds	\$2,387.71

The subsistence rate for this location is \$163.00 per night. The cost of the hotel is \$179.00 per night, plus occupancy tax cost of \$23.95 per night, a daily resort fee of \$12.00 per night, and a resort fee tax of \$1.61 per night.

The Department is requesting additional subsistence of \$16.00 per day and \$40.00 per day for meals and incidentals. The airfare cost of \$477.96, registration fee of \$575.00, hotel cost of \$895.00, and hotel tax of \$179.75 (resort fee tax of \$8.03 was not included) were prepaid using a City-issued credit card assigned to Hosea T. Chew. Therefore, the disbursement to Mr. Parker is \$268.03.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Council</u>			
8. Sharon Middleton	2019 National Association of Counties Annual Conference and Exposition Las Vegas, NV July 11 - 16, 2019 (Reg. Fee \$560.00)	Elected Official Expense Account	\$2,279.67

The subsistence rate for this area is \$163.00 per day. The Hotel rate is \$149.00 per night plus 13.38% per night hotel tax, daily resort fee of \$12.00 and resort fee tax of \$8.03. The representative is requesting additional subsistence for the amount of \$26.00 per day to cover the cost of meals and incidental expenses. The additional subsistence totaling \$130.00 has been added to the total.

The hotel, flight, and registration fee were paid on Ms. Middleton's personal credit card. The amount to be disbursed to Ms. Middleton is \$2,279.67.

UPON MOTION duly made and seconded, the Board approved the above-listed Travel Request. The Mayor **ABSTAINED** on item nos. 6, 7, and 8. The President **ABSTAINED** on item no. 8.

MINUTES

Mayor's Office of Communications - Consultant Agreement
and Government Relations

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consultant Agreement with MP Fannon, LLC (Consultant). The period of the agreement is effective July 1, 2019 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$26,000.00 - 1001-000000-1250-795700-603018

BACKGROUND/EXPLANATION:

The parties agree that the Consultant will provide services for no more than 400 hours at a rate of \$65.00 per hour.

Under this agreement, the Consultant will provide advice to the Mayor's Office of Government Relations in reference to the Maryland General Assembly's consideration and adoption of legislation impacting the interests of Baltimore City and provide assistance and advice for the Mayor's Office of Government Relations.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with MP Fannon, LLC.

MINUTES

Department of Housing and Community Development - First Modification to Amended and Restated Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve the First Modification to an Amended and Restated Memorandum of Understanding with the Maryland Department of Housing and Community Development. The MOU extends the term of the MOU from June 30, 2019 through June 30, 2022.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 10, 2016 the Board approved a Memorandum of Understanding (MOU) between the City and State for demolition and stabilization for the purposes of improving blighted properties throughout the City. The State also approved this MOU on February 10, 2016. On February 20, 2018, the State approved a First Modification to the MOU, which defined the terms and conditions for the deconstruction of properties and clarified the Maryland Department of Housing and Community Development's minimal annual funding commitment. The Board approved this First Modification on April 11, 2018.

On May 16, 2018 the Board approved an Amended and Restated Memorandum of Understanding for demolition and stabilization (the "Restated Agreement") which provided the following; 1) expedited and streamlined certain procedures under certain circumstances; 2) broadened the scope of eligible demolition projects; and 3) requested that the Maryland Stadium Authority assume additional responsibilities corresponding to the broadened scope of demolition. The State approved the Restated Agreement on May 18, 2018.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the First Modification to an Amended and Restated Memorandum of Understanding with the Maryland Department of Housing and Community Development.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the supplementary general fund operating appropriation to the Baltimore City Office of Information and Technology, Service 805: Enterprise IT Delivery Services.

AMOUNT OF MONEY AND SOURCE:

\$10,000,000.00 -Assigned fund balance will provide the source of funds for the General fund supplementary appropriation

BACKGROUND/EXPLANATION:

The Department of Finance proposes a \$10,000,000.00 emergency supplemental appropriation to provide funding for the City's ransomware response and recovery.

The extent of the Robbinhood ransomware attack was noticeable Wednesday, May 8th, as some City systems remained offline and several departments reported email and phone issues. Once detected, City servers were shut down, and employees were instructed to disconnect all devices from the network.

In response to the cyber-attack, the Department of Finance proposes a \$10,000,000.00 supplemental to the Baltimore City Office of Information and Technology funding the City's response and recovery from the ransomware attack. The proposed supplemental covers; staffing; cyber security consultants; laptops, mobile Wi-Fi hotspots, and other critical technology devices enabling the City to continue operations; and other cost associated with recovery.

MINUTES

Bureau of the Budget and - cont'd
Management Research

The revenue appropriated by this Ordinance represents funds from the Assigned Fund Balance in excess of the revenue relied on by the Board of Estimates in determining the tax levy required to balance the budget for Fiscal Year 2019. This appropriation is made by a material change in circumstances since the Ordinance of Estimates for Fiscal Year 2019 was formulated.

The Department of Finance recommends that the Board approve the supplemental request.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the supplementary general fund operating appropriation to the Baltimore City Office of Information and Technology, Service 805: Enterprise IT Delivery Services. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

Bureau of the Budget and - Fiscal Year 2020 General Fund
Management Research Operating Appropriation Transfer

ACTION REQUESTED OF B/E:

The Board is requested to approve the Fiscal Year 2020 General Fund Operating Transfer in the total amount of \$4,260,000.00 from the various agencies and services:

AMOUNT OF MONEY AND SOURCE:

\$ 500,000.00	From: M-R: Civic Promotion Service 824, Office of Promotion and Arts (BOPA)
500,000.00	From: Transportation Service 690, Sustainable Transportation
560,000.00	From: M-R: Miscellaneous General Service 122
300,000.00	From: M-R: Convention Complex Service 855, Convention Center
400,000.00	From: Board of Elections Service 899, Conduct of Elections
<u>2,000,000.00</u>	From: M-R: General Debt Service Service 123, General Debt Service
\$4,260,000.00	
\$2,600,000.00	To: Recreation and Parks Service 648, Community Recreation Centers
560,000.00	To: Recreation and Parks Service 646, Park Maintenance
900,000.00	To: Transportation Service 683, Street Management
<u>200,000.00</u>	To: Planning Service 763, Planning and Resource Mgmt.
\$4,260,000.00	

MINUTES

Bureau of the Budget and - cont'd
Management Research

BACKGROUND/EXPLANATION:

The Mayor and City Council agreed upon these actions as part of the Fiscal 2020 Budget negotiations. Article VI, §9(a)(2) of the City Charter provides that on recommendation of the Board of Estimates the City Council by ordinance may authorize the transfer of an appropriation contained in the Ordinance of Estimates from one municipal agency to another municipal agency

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Fiscal Year 2020 General Fund Operating Transfer in the total amount of \$4,260,000.00 from the various agencies and services. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of General Services - GS 17815, Northwestern Police Station - 2nd Floor Restrooms and Roof Renovations
BIDS TO BE RECV'D: 06/28/2019
BIDS TO BE OPENED: 06/28/2019

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

MINUTES

President: "As there is no more business before the Board we will recess until bid opening at 12:00 noon, thank you."

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MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that **NO ADDENDA WERE RECEIVED** extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Department of Transportation - TR 15307, Belair Road Streetscape
from Cook Avenue to LaSalle Avenue

Manuel Luis Construction Co., Inc.
ECM Corporation
P. Flanigan & Sons Inc.

Bureau of Procurement - B50005760, Street Products

DS Pipe & Steel Supply, LLC

Bureau of Procurement - B50005779, Supply of Liquid Chlorine

Kuehne Chemical Co.
Univar USA, Inc.

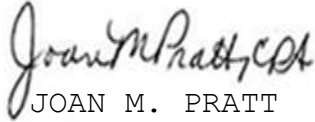
Bureau of Procurement - B50005812, OEM Parts and Service for Allison Transmissions

Harbor Truck Sales & Service
Johnson & Towers, Inc.
Holabird Enterprises of Maryland, Inc.

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 10, 2019.



JOAN M. PRATT
Secretary