

MINUTES

REGULAR MEETING

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

CLERK'S ANNOUNCEMENT:

"TODAY IS SEPTEMBER 4, 2013. AS CITY OFFICES WERE CLOSED ON MONDAY, THE BOARD HAS EXTENDED THE DEADLINE FOR RECEIVING PROTESTS UNTIL 8:45 A.M. THIS MORNING. IS THERE ANYONE PRESENT WHO HAS NOT YET SUBMITTED A PROTEST WHO WOULD LIKE TO DO SO? HEARING NO RESPONSE, THANK YOU VERY MUCH."

The meeting was called to order by the President.

President: "Thank you. I will direct the Board Member's attention to the memorandum from my office dated September 3, 2013 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I would entertain a Motion to approve all of the items contained on the routine agenda."

City Solicitor: "I Move to approve all the items on the routine agenda."

Comptroller: "Second."

President: "All those in favor, say "Aye.""

President: "All those opposed, say "Nay". The Motion carried.

The routine agenda has been adopted."

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 31, 1991, the following contractors are recommended:

Blue Sky Contractors, Inc.	\$ 153,000.00
Conewago Enterprises, Inc.	\$202,482,000.00
Covington Machine & Welding Inc.	\$ 8,000,000.00
Delaware Elevator, Inc.	\$ 8,000,000.00
Dutchland Incorporated	\$ 8,000,000.00
Facchina Construction Company, Inc.	\$405,549,000.00
J. Vinton Shafer & Sons, Inc.	\$ 15,057,000.00
Meadville Land Service, Inc.	\$ 8,000,000.00
Proven Management, Inc.	\$ 8,000,000.00
Roy Kirby & Sons, Inc.	\$ 32,499,000.00
Specialty Underwater Services, LLC	\$ 1,500,000.00
T.E.A.M. Service Corporation of New York	\$ 1,215,000.00

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:

Arcadis U.S., Inc.	Engineer
Aultec, Inc.	Engineer Land Survey
Baker, Ingram & Associates	Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

Greenman-Pedersen, Inc.	Landscape Architect Engineer Land Survey
Hardesty & Hanover, LLC	Engineer
Hill International, Inc.	Landscape Architect Engineer
K. Dixon Architecture PLLC	Architect
Pure Engineering Services, Inc.	Engineer
Reviera Enterprises, Inc. T/A REI/DrayCO	Engineer
Siegel Rutherford Bradstock & Ridgeway, Inc.	Engineer
Straughan Environmental, Inc.	Engineer
TECH INTERNATIONAL CORP.	Engineer
Whitney Bailey Cox & Magnani, LLC	Architect Landscape Architect Engineer Landscape Survey

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3493

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
1. \$ 997,687.00	9990-903914-9587	
35 th CDBG	Claremont Homes	
	Reserve	
266,763.00	9990-907970-9593	
<u>35th CDBG</u>	Barclay Redevelop-	
	ment	
\$1,264,450.00	-----	9990-910910-9593
		HABC Chase House

This transfer will provide funding for an agreement between the DHCD and the Housing Authority of Baltimore City for the rehabilitation of the Chase House Apartments. The scope of work consists of window and exterior door replacements, in addition to masonry repairs to the façade and the waterproofing and tuck-pointing of the building. The estimated City funding through the Community Development Block Grant is \$1,264,450.00. The total cost of the project, inclusive of all funding sources, is estimated to be \$5,357,525.00.

2. \$ 300,000.00	9994-921984-9587	9994-943010-9593
39 th CDBG	Homeowner Incen-	Direct Homeowner-
	tive Program	ship
287,205.00	9990-904919-9587	9990-922011-9593
35 th CDBG	Public Housing	Direct Homeowner-
	Rehab. - Reserve	ship - CDBG 35
212,795.00	9991-945002-9587	9988-923011-9593
<u>33rd CDBG</u>	Unallocated Res.	Direct Homeowner-
\$ 800,000.00	CDBG 33	ship CDBG 33

This transfer will provide Community Development Block Grant funds for Baltimore Housing's Homeownership Incentive Program for fiscal year 2014.

MINUTES

Department of General Services - Developer's Agreement Nos.
1293, 1293-A, 1293-B

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement nos. 1293, 1293-A, 1293-B with CBAC Borrower, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$6,383,034.00

BACKGROUND/EXPLANATION:

The developer would like to install various utilities to its proposed construction located at 1525 Russell Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$6,383,034.00 has been issued to CBAC Borrower, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the developer's agreement nos. 1293, 1293-A, 1293-B with CBAC Borrower, LLC.

Kim A. Trueheart

September 4, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and a complete failure to provide transparent communications about priorities and outcomes by the Mayor of Baltimore City, the Baltimore Development Corporation (BDC) and the Department of General Services.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 5, Department of General Services - Developer's Agreement Nos. 1293, 1293-A, 1293-B, if approved:
 - i. Please provide access to the Developer Agreements Nos. 1293, 1293-A, 1293-B for inspection;
 - ii. This action waives the requirement for the developer to comply with Baltimore City MBE/WBE participation law stating that "City funds will not be utilized for this project, therefore, MBE/WBE participation is not applicable."
 1. This action can and should NOT be viewed in isolation from the overall reason for the infrastructure upgrade (the casino) to be undertaken and to do so smacks of CORRUPTION, OUT RIGHT FRAUD and a complete lack of logical, cogent reasoning in providing the best deal for the citizens of Baltimore City!!!
 2. This action serves to unequivocally justify the immediate removal of the individual who proffered this recommendation for the board's approval.
 3. This action is inconsistent with other CBAC related requests presented for this board's approval which have all included the following statement "The CBAC will comply with the MBE requirements as described in Title 14, Subtitle 3 of the State Finance and Procurement article."
 4. This action is inconsistent with other CBAC related requests presented for this board's approval which have all stated that in the

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

aggregate the various recommended actions before the board were referenced as “collectively the Project” and this current action appears to take this lone action and redefines the term Project, which is NOT in the best interest of the citizens of Baltimore City for purposes of imposing compliance with either the state or the Baltimore City MBE/WBE participation law.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by NOT imposing compliance with Baltimore City MBE/WBE participation law on this transaction.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 4, 2013

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

Sincerely,
Kim Trueheart, Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	2228 E. Monument St.	Joon K. Lee	Awning w/signage 15' x 2.5'
	Annual charge: \$ 113.95		
2.	3832 Liberty Heights Avenue	Rite Aid of Maryland, Inc.	Single face electric sign 8' x 2.33'
	Annual charge: \$ 70.30		
3.	3309-3311 Hudson Street	3311 Hudson Street, LLC	Two sets of steps
	Flat charge: \$ 70.40		
4.	1323 N. Calvert Street	Laurence Holdings No. 1, LLC	Single face electric sign 49.9" x 10"
	Annual charge: \$ 70.30		
5.	248 S. Conkling Street	Bella Casa Interiors, LLC	Three bracket signs 2' x 2'8" ea.
	Annual charge: \$ 158.10		

MINUTES

DGS - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6.	2000 E. North Avenue	Columbus School Limited Partnership	Service connection two 5" ducts @ 85 linear feet
	Annual charge: \$ 595.00		
7.	415 S. Central Avenue	Fallsway Spring, LLC	Two flat signs 4' x 4' ea.
	Annual charge: \$ 70.40		
8.	841 N. Howard Street	Kristi Metzger	Retain flat sign 16' x 2' and bracket sign 2' x 1'
	Annual charge: \$ 87.90		

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

There being no objection, the Board, UPON MOTION duly made and seconded, approved the minor privileges.

MINUTES

Department of Housing and - Community Development Block
Community Development Grant (CDBG) Agreements

The Board is requested to approve and authorize execution of the CDBG agreements. The period of the agreement is July 1, 2013 through June 30, 2014, unless otherwise indicated.

1. **CHESAPEAKE CENTER FOR YOUTH DEVELOPMENT, \$ 47,500.00**
 INC.

Account: 2089-208914-5930-703234-603051

Under the terms of this agreement, the funds will be used to subsidize the operating costs of the "A Foot in the Door" (A-FIND) Employment Initiative. A-FIND will support the employment needs of low- to moderate-income youth and families in the Brooklyn/Curtis Bay area by providing job readiness/life skills training classes to youth, posting job opportunity listings and organizing job fairs that will connect employers to community members and supporting ongoing vocational resource services.

2. **ACTION IN MATURITY, INC. (AIM) \$ 30,000.00**

Account: 2089-208914-5930-709327-603051

Under the terms of this agreement, the funds will be used to subsidize AIM's operating costs. AIM will provide transportation services, information and social service assistance to seniors and disabled non-elderly persons residing in Housing Authority of Baltimore City mixed-population housing developments and U.S. Housing and Urban Development subsidized apartment communities to encourage "aging in place".

MINUTES

DHCD - cont'd

On June 26, 2013, 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 2013 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2013 and beyond. Consequently, the 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 foregoing Community Development Block Grant agreements.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Robin Griffith, developer, for the sale of the City-owned vacant building located at 2878 W. Garrison Avenue, in the Cylburn Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The property will be purchased and renovated with private funds. The property will be totally rehabilitated and returned to residential use as a single family dwelling. When completed, the property will be rented to a tenant at market rate.

The property was journalized and approved for sale on December 22, 2010.

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

The property was priced at \$8,700.00, pursuant to the Appraisal Policy of Baltimore City by using the Waiver Valuation process and will be sold for \$4,000.00.

The property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. the specific benefit to the immediate community of revitalization through residential occupancy,
2. elimination of blight and neighborhood stabilization, and

MINUTES

DHCD - cont'd

3. economic development; returning the property to productive use and to the active tax rolls of the City of Baltimore.

MBE/WBE PARTICIPATION:

The developer will purchase the 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, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Robin Griffith, developer, for the sale of the City-owned vacant building located at 2878 W. Garrison Avenue, in the Cylburn Neighborhood.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Mr. Jose Santiago Miranda, for the sale of the City-owned property located at 1110 N. Fulton Avenue.

AMOUNT OF MONEY AND SOURCE:

\$3,100.00 - Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$310.00 has been paid by the developer. The balance will be paid at settlement.

Mr. Miranda will purchase a vacant row house known as 1110 N. Fulton Avenue from the City for rehabilitation as a single family home. The property is located within and will be redeveloped in accordance with the Sandtown-Winchester Urban Renewal Plan. The purchase price and improvements to the site will be financed through private sources.

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

In accordance with the City's appraisal policy, the waiver valuation process was used in lieu of an appraisal. The Department has determined the fair market value of the property to be \$5,500.00 using real estate data. The sale of this vacant property for \$3,100.00 will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer will purchase the 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, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Mr. Jose Santiago Miranda, for the sale of the City-owned property located at 1110 N. Fulton Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the land disposition agreement with Andel Clarke, developer for the sale of the property located at 1101 E. Preston Street.

AMOUNT OF MONEY AND SOURCE:

\$4,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The property will be purchased and renovated with private funds. The buyer proposes to spend approximately \$85,800.00, inclusive of acquisition and associated costs to complete the project.

The project will consist of the City-owned vacant building to be totally rehabilitated and returned to residential use as a single family dwelling. When completed, the property will be sold to a homeowner at market rate.

The property was journalized and approved for sale on January 17, 2013.

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

The property was priced at \$6,800.00, pursuant to the Appraisal Policy of Baltimore City by using the Waiver Valuation Process and assessed by SDAT for \$3,000.00. The property will be sold for \$4,500.00.

The subject property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

MINUTES

DHCD - cont'd

1. the specific benefit to the immediate community of revitalization through residential occupancy,
2. elimination of blight and neighborhood stabilization, and
3. economic development; returning the property to productive use and to the active tax rolls of the City of Baltimore.

MBE/WBE PARTICIPATION:

The developer will purchase the 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, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Anadel Clarke, developer for the sale of the property located at 1101 E. Preston Street.

MINUTESPolice Department - Grant Award and Grant Adjustment Notice**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the grant award and grant adjustment notice (GAN) from the Governor's Office of Crime Control and Prevention.

GRANT AWARD

1. **SART ADVOCATE** **\$12,413.00**

Account: 4000-473314-2252-688000-607001

The SART Advocate project will fund a Victim's Advocate who will provide support for the victims of sexual assault. The Victim's Advocate will be employed by Turnaround, Inc. and will collaborate with the Department's Sex Offense Unit to improve case investigation protocols. The period of the agreement is July 1, 2013 through September 30, 2013.

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

GRANT ADJUSTMENT NOTICE

2. **BALTIMORE CITY SEXUAL ASSAULT RESPONSE II** **(\$307.50)**

Account: 4000-470712-2021-197500-600000

On November 16, 2011, the Board authorized acceptance of a grant award agreement for the Baltimore City Sexual Assault Response II program in the amount of \$194,368.00. The goal of this project is to encourage reporting of sexual assaults, improve case investigation, and provide support and services to victims. The grant funds the SART Coordinator position, two contracts with non-profits and

MINUTES

Police Dept. - cont'd

training. This GAN decreases the award amount as well as extends the end date of the award period from September 30, 2013 to May 31, 2014.

AUDITS NOTED THIS GRANT ADJUSTMENT.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the grant award and grant adjustment notice from the Governor's Office of Crime Control and Prevention.

MINUTES

Police Department - Addenda to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of the following addenda to agreements.

1. **TURNAROUND, INC.** **\$0.00**

Account: 4000-470712-2021-197500-600000

On November 16, 2011, the Board authorized acceptance of a grant award agreement for the Baltimore City Sexual Assault Response II program. The program is intended to improve collaboration between members of the City's Sexual Assault Response Team and incorporate best practices of an investigation with victim support. The grant funds the agreement with Turnaround, Inc. The goals of Turnaround, Inc. consist of encouraging the reporting of sexual assaults, improving case investigation protocols, techniques, and providing support and services to victims. This addendum to agreement changes the period of the agreement end date from June 30, 2013 to September 30, 2013, all other conditions remain the same.

AUDITS NOTED THE NO-COST TIME EXTENSION.

2. **OFFICE OF THE STATE'S ATTORNEY** **\$0.00**
OF BALTIMORE CITY

Account: 4000-470012-2252-694201-600000

On October 26, 2011, the Board approved and authorized an agreement with the Baltimore Police Department and the Office of the State's Attorney, funded by the JAG VII grant. This addendum to agreement changes the period of the agreement end date from September 30, 2012 to March 31, 2014, all other conditions remain the same.

MINUTES

Police Department - cont'd

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing addenda to agreements.

MINUTESPolice Department - Agreements

The Board is requested to approve and authorize execution of the agreements with the below-listed consultants. The period of the agreement is September 1, 2013 through August 31, 2014.

The agreements are funded by the Cooperative Agreement for Supervised Visitation Award. The award funds a Supervised Visitation Center. The consultants will work for the Supervised Visitation Center (Center), a safe haven for families with histories of domestic violence. The Center will allow for visitation between children and their visiting parents in a monitored setting and/or monitored exchanges of children for weekend visits with their non-custodial parents.

	<u>Consultant</u>	<u>Rate of Pay</u>	<u>Amount</u>
1.	ELISEBA OSORE	\$25.00/hour for 416 hours	\$10,400.00
	Ms. Osore will continue to work as the Supervisor for the monitors for the Supervised Visitation Center.		
2.	WANDA CARTER	\$15.00/hour for 250 hours	\$ 3,750.00
3.	CHERYLE FRALING	\$15.00/hour for 250 hours	\$ 3,750.00
4.	DARNELL PENN	\$15.00/hour for 250 hours	\$ 3,750.00
5.	NATASHA GRIFFIN	\$15.00/hour for 340 hours	\$ 5,100.00

MINUTES

Police Department - cont'd

	<u>Consultant</u>	<u>Rate of Pay</u>	<u>Amount</u>
6.	AMANDA MUMFORD	\$15.00/hour for 340 hours	\$ 5,100.00
7.	ANN MYERS	\$15.00/hour for 370 hours	\$ 5,550.00
8.	ANN TINDALL	\$15.00/hour for 370 hours	\$ 5,550.00

Account: 5000-516411-2252-690500-603018

The consultants (nos. 2-7) will continue to serve as monitors for the Supervised Visitation Center.

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 agreements with the foregoing consultants.

MINUTES

Department of Transportation - Traffic Impact Study Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic impact study (TIS) agreement with CSX Intermodal Terminals, Inc. The period of the agreement is effective for 60 business days after the initial payment is made, unless the parties agree in writing that additional time is needed.

AMOUNT OF MONEY AND SOURCE:

\$31,577.14 - Anticipated Cost

BACKGROUND/EXPLANATION:

The anticipated cost of the traffic impact study will be covered under Project No. 1134, On-Call Agreement, Task No. 1, approved with McCormick, Taylor, Inc.

Baltimore City Ordinance 06-345, approved on November 11, 2006, requires a TIS before permits may be approved for projects, as determined by the Director of the Department of Transportation.

This agreement is necessary to perform a traffic impact analysis for the Baltimore Rail Intermodal Facility, located at 1223 Bernard Street. The CSX Intermodal Terminals, Inc. has applied for or intends to apply for a building permit in Baltimore City to perform the Scope of Work for construction of an intermodal facility to transfer containers from rail cars to truck developments. The TIS will assess the development and its relative traffic impacts. The CSX Intermodal Terminals, Inc. will pay for the total cost of the TIS.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the traffic impact study agreement with CSX Intermodal Terminals, Inc.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a traffic mitigation agreement with Wells CRP Building, LLC. The period of the agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$51,899.02 - 9950-909084-9512-000000-490375

BACKGROUND/EXPLANATION:

Wells CRP Building, LLC proposes to perform the Scope of Work for 2 E. Wells Street which includes construction of 153 residential dwelling units, approximately 2,871 square feet of gross floor area of retail space and approximately 2,871 square feet of gross floor area of restaurant space.

Under the terms of this agreement, Wells CRP Building, LLC will make a one-time contribution in the amount of \$51,899.02 to fund the City's multimodal transportation improvements in the South Baltimore Middle Branch Zone, Subzone A.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the traffic mitigation agreement with Wells CRP Building, LLC.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve a memorandum of understanding (MOU) with the University of Baltimore (University). The period of the agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The purpose of the MOU is to establish a framework for the University to install Dura Therm Inlaid Performed Thermoplastic Crosswalks and Traffic Calming Surfaces as described in Exhibit A (sometimes referred to in the MOU as "intersection art") at the locations on Charles Street and Mount Royal Avenue shown in Exhibit B, all at its sole cost of (the project) and subsequently for the University to perform ongoing maintenance of all aspects of the project during the term of the agreement.

The Department of Transportation will review and approve plans and the installation of the Dura Therm Inlaid Performed Thermoplastic Crosswalks and Traffic Calming Surfaces.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the memorandum of understanding with the University of Baltimore.

MINUTES

Department of Transportation - Partial Release of
Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement with Bensky Construction Company, LLC, for TR 10019.

AMOUNT OF MONEY AND SOURCE:

\$69,752.70 - 9950-909826-9508-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR 10019 is substantially completed and all punch list items are complete. The contractor has requested a partial release of retainage in the amount of \$69,752.79. The City holds funds in the amount of \$71,752.79 in retainage. The remaining \$2,000.00 is sufficient to protect the interests of the City.

Pursuant to Section 10.04-81 of Specifications, a "Conditional Inspection" for Contract No. TR 10019 - Hopkins Plaza Renovations was held on March 13, 2013.

MBE/WBE PARTICIPATION:

Bensky Construction Company, LLC has demonstrated a good faith effort towards achieving both the MBE and WBE goals.

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 partial release of retainage agreement with Bensky Construction Company, LLC, for TR 10019.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following pages:

3517 - 3518

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>Time</u>	<u>%</u>
<u>Awd. Amt.</u>	<u>Extra Work</u>	<u>Contractor</u>	<u>Ext. Compl.</u>
<u>DPW, Bureau of Water and Wastewater</u>			
1. EWO #027, (\$150,000.00) - SC 855, ENR Modifications to <u>Existing Facilities at Patapsco Wastewater Treatment Plant</u>	\$ 495,653.09	Fru-Con Construction, LLC	0 95
\$22,727,000.00			
2. EWO #028, (\$ 50,000.00) - SC 855, ENR Modifications to <u>Existing Facilities at Patapsco Wastewater Treatment Plant</u>	\$ 345,653.09	Fru-Con Construction, LLC	0 95
\$22,727,000.00			
3. EWO #006, \$ 0.00 - WC 1214R, Repaving Utility Cuts at <u>Various Locations</u>	\$ 363,084.23	Monumental Paving & Excavating, Inc.	90 95
\$ 3,984,398.50			CCD
In order to ensure continuity in paving utility cuts until the replacement contract becomes active, a 90 day non-compensable time extension is required. There are sufficient funds in the contract to continue this work.			
4. EWO #001, \$ 0.00 - WC 1215, Sidewalk Restoration	-	P&J Contracting Co., Inc.	90 95
\$ 1,436,500.00			CCD
In order to insure continuity in sidewalk restorations until the replacement contract becomes active, a 90 day non-compensable time extension is required. There are sufficient funds in the contract to continue this work.			

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

5. EWO #019, \$ 40,725.57 - TR 10005, Uplands Redevelopment:

Mass Grading & Infrastructure

\$18,279,447.78	\$ 1,352,138.62	Monumental Paving	-	-
		& Excavating, Inc.		

6. EWO #020, \$251,642.00 - TR 10005, Uplands Redevelopment:

Mass Grading & Infrastructure

\$18,279,447.78	\$ 1,392,864.19	Monumental Paving	-	-
		& Excavating, Inc.		

MINUTES

Mayor's Office of Human Services (MOHS) - Head Start Agreements

The Board is requested to approve and authorize execution of the Head Start agreements.

The purpose of the agreements is to provide funding for the operation of the Head Start Programs with the below-listed organizations. The services are provided in Baltimore City. The period of the agreement is July 1, 2013 through June 30, 2014.

1. **UNION BAPTIST CHURCH - SCHOOL, INC./** **\$1,218,284.00**
HARVEY JOHNSON HEAD START PROGRAM

Account: 4000-486314-6051-516000-603051

The program will serve 214 children and their families in Baltimore City. A two-month advance of \$243,657.00 was approved by the Board on June 5, 2013, which makes the total contract amount \$1,461,941.00.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: Time Printers, Inc.	\$ 2,000.00	0.14%
Rufus Ingram, P.A.	14,550.00	0.99%
B & B Lighting Supply, Inc.	2,500.00	0.17%
Sue Ann's Office Supply Inc.	<u>14,000.00</u>	<u>0.96%</u>
Total	\$33,050.00	2.26%
WBE: Expressly Yours, Gloria, Inc.	\$ 2,000.00	0.14%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

MOHS - cont'd

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$1,461,941.00, \$1,325,068.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$136,873.00.

2. **DAYSPRING PROGRAMS, INC./DAYSPRING HEAD START PROGRAM** **\$2,982,979.00**

Account: 4000-486314-6051-515600-603051

The program will serve 500 children and their families in Baltimore City. A two-month advance of \$596,596.00 was approved by the Board on June 5, 2013, which makes the total contract amount \$3,579,575.00.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: Charm City Caterers, Inc.	\$200,000.00	5.59%
WBE: Sue-Ann's Office Supply, Inc.	\$ 4,000.00	0.11%

MWBOO FOUND VENDOR IN COMPLIANCE.

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$3,579,575.00, \$3,299,725.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$279,850.00.

MINUTES

MOHS - cont'd

3. **MORGAN STATE UNIVERSITY/MORGAN STATE UNIVERSITY HEAD START PROGRAM** **\$1,532,432.00**

Account: 4000-486314-6051-554000-603051

The program will serve 224 children and their families in Baltimore City.

MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.

MBE: BRC Construction, LLC	\$ 1,500.00	0.10%
WBE: The Fitch Dustdown Company Inc.	\$ 1,500.00	0.10%
Rudolph's Office & Computer Supply, Inc.		See note below*

*Rudolph's Office & Computer Supply, Inc. is not certified as a WBE with Baltimore City.

MWBOO FOUND VENDOR IN COMPLIANCE.

MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.

OF THE TOTAL CONTRACT AMOUNT OF \$1,532,432.00, \$1,480,921.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET UPON THE NON-EXEMPT AMOUNT OF \$51,511.00.

The agreements are late because of delays in the administrative review process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Head Start agreements.

MINUTES

Mayor's Office of Human Services - Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a grant for the Maryland Food Bank Purchase Share Program.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 1001-000000-1220-146500-607004

BACKGROUND/EXPLANATION:

The Maryland Food Bank has served the City of Baltimore for more than 35 years. Its mission of ending hunger has impacted millions of children, adults, and seniors. The meals provided have helped children to learn and thrive, and strengthened communities by ensuring that residents' most basic needs are met. The Maryland Food Bank has provided more than 27,500,000 pounds of food in Maryland, with 7,523,726 pounds being distributed into Baltimore City, a 17% increase from last year, to soup kitchens, church pantries, shelters, and 126 school pantries. With this funding from Baltimore City and eligible partners in Baltimore City, this will provide 102,543 meals.

This funding is not for the Maryland Food Bank's operating budget. The funds are restricted to the network partners who are feeding struggling citizens and families in Baltimore City.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the Maryland Food Bank Purchase Share Program.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Nikeba Smith for mileage for the month of March 2013.

AMOUNT OF MONEY AND SOURCE:

\$84.86 - 5000-532813-3044-273300-603002

BACKGROUND/EXPLANATION:

Ms. Smith submitted the expense statement within the proper time; however, her employee ID number was not complete. The expense statement was corrected but not forwarded in a timely manner for the required signatures to process the expense statement.

The Administrative Manual, in Section 240-11, states that Employee Expense Reports that are submitted more than 40 work days after the last calendar day of the month in which the expenses were incurred require Board of Estimates approval.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Nikeba Smith for mileage for the month of March 2013.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Ms. Annette Saunders. The period of the agreement is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$43,680.00 - 4000-436114-3255-316200-603026

BACKGROUND/EXPLANATION:

Ms. Saunders will continue to serve as the Consultant for the Grandparents as Parents (GAP) Program Liaison. She will visit communities and neighborhoods to develop a relationship with community organizations and residents. Through the frequent visits or telephone calls she will foster, support, and encourage participation in the GAP. In addition, she will oversee all aspects of the GAP support groups with Baltimore City Public Schools, as well as community support groups and other contractual entities providing services to the target population.

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 Ms. Annette Saunders.

MINUTESHealth Department - Unified Funding Document**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Unified Funding Document with the Maryland Department of Health and Mental Hygiene (DHMH). The period of the agreement is for the month beginning July 1, 2013.

AMOUNT OF MONEY AND SOURCE:

<u>Grant Number</u>	<u>Grant Description</u>	<u>Amount of Action</u>
CH560CFT	Core Public Health Services	\$ 7,963,321.00
MH3740TH	HealthCare for the Homeless	664,582.00
MA157ACM	PWC Eligibility	1,759,327.00
MA0005EPS	Administrative Care Coordination	3,505,500.00
MA055DCE	Adult Day Care	136,753.00
MA365GTS	General Transportation Grant	11,971,383.00
MA411HSP	Healthy Start Program	472,836.00
CH831PHP	Public Health Emergency Preparedness	417,552.00
CH831PHP	Cities Readiness Initiative	94,293.00
CH580OIP	Oral Disease & Injury Prevention	37,200.00
CH586TPG	Tobacco Use Prevention Community-Based	100,000.00
CH586TPG	CRF Tobacco-Enforcement	77,038.00
CH586TPG	Tobacco Use-Cessation	100,000.00
CH903BBH	Babies Born Healthy Initiative	870,865.00
CH929MHP	Medical Homes Project	28,626.00
FH201FFP	Reproductive Health/Family Planning	598,553.00
FH386HTA	Healthy Teens/Young Adults	899,563.00
FH892IPO	Improved Pregnancy Outcome	171,252.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis-Non Clinical	254,941.00
FHB39CPE	Cancer Prev., Education, Screening, Diagnosis-Clinical	959,795.00

MINUTES

Health Dept. - cont'd

FHB39CPE	Cancer Prevention Education, Screening, Diagnosis-Admin	8,264.00
FHB64HVP	Home Visiting Planning Grant	493,497.00
FHB66PRE	Personal Responsibility Education Program	370,000.00
FHC27MMH	Maryland Million Hearts	24,681.00
FHC69CHS	Child Health Systems Improvement	722,672.00
W1213WIC	WIC	2,413,400.00
AD407SUR	Surveillance	34,742.00
AD419RWS	RW B-Health Support Services	3,553,165.00
AD431WIC	RW D -WICKY Health Support	494,537.00
AD615NEP	Needle Exchange Program	290,860.00
CH051STD	Sexually Transmitted Disease	145,583.00
CH054IMM	Immunization-HEP-IAP, HEP-B	633,700.00
CH350IMM	Immunization-HEP-IAP, HEP-B	110,400.00
FHA69AST	Greater Baltimore Asthma Alliance	15,000.00
FHC84LPO	Lead Paint Poisoning Prevention	766,116.00
Baltimore City Total		\$41,159,997.00

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administration with revised Unified Grant Awards being issued. The most current Unified Funding document will be the official award of record.

This funding document is being presented at this time because the administrative review process delayed processing.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Unified Funding Document with the Maryland Department of Health and Mental Hygiene.

MINUTES

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award and conditions with the Corporation for National and Community Service. The period of the grant award and agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$97,236.00 - 4000-423414-3110-569000-404001

BACKGROUND/EXPLANATION:

The Retired and Senior Volunteer Program (RSVP) has been funded since 1982 by the federal government to manage a Volunteer Program, which serves seniors and retirees throughout Baltimore City.

The purpose of this award is to assist the Department in carrying out a national service program as authorized by the Domestic Volunteer Service Act of 1973, as amended (42 U.S.C., Chapter 22). This award includes a one-time augmentation of \$1,500.00 to support training and technical assistance activities.

The grant award is late because it was received on June 19, 2013.

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 acceptance of a grant award and conditions with the Corporation for National and Community Service.

MINUTES

Department of Planning - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with PeerAspect, LLC. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - 1001-000000-1875-187400-603018

BACKGROUND/EXPLANATION:

The Office of Sustainability has been directed to implement a Waste to Wealth (W2W) program, modeled on the principles of industrial ecology, whereby waste materials from various municipal activities and sites are, to the extent possible and desirable, used as raw materials for new processes that create jobs and reduce municipal operational costs. The overarching goal is to create a closed loop system that strengthens the local economy and revitalizes communities. The work represented in the agreement will analyze and evaluate the different waste streams, technologies, stakeholders, and funding opportunities that are the foundation of this enterprise and synthesize it into a workable business and action plan for implementation.

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 PeerAspect, LLC.

MINUTESSpace Utilization Committee - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with People's Community Health Center, Inc., Tenant, for the rental of a portion of the property known as 5225 York Road, Govans Multi-Purpose Center, being on the 1st floor, containing 2,045 sq. ft. The period of the agreement is September 1, 2013 through August 31, 2016 with an option to renew for two additional 1 year terms.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$27,910.61	\$2,325.88
Year 2	\$28,747.93	\$2,395.66
Year 3	\$29,610.37	\$2,467.53

BACKGROUND/EXPLANATION:

The tenant will use the leased premises for office space for its administrative use and for healthcare services.

The tenant is responsible for liability insurance, operating licenses, and janitorial services of the leased premises.

The landlord will be responsible for utilities, maintaining the exterior of the building, maintaining the central heating and air conditioning system, as well as maintaining the ADA Door Opener. In addition, the Landlord will exterminate for insects and pests and keep the sidewalks clear of snow, ice, and debris.

The Space Utilization Committee approved this lease agreement on August 27, 2013.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above lease agreement with People's Community Health Center, Inc., Tenant.

MINUTES

Bureau of Water and - Interim License Agreement Renewal
Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the renewal of the interim license agreement with Sparrows Point, LLC. The period of the renewal is September 14, 2013 through September 13, 2014.

AMOUNT OF MONEY AND SOURCE:

\$960,000.00 - 2070-000000-5501-630040-603026

BACKGROUND/EXPLANATION:

On January 23, 2013, the Board approved the initial interim license agreement with Sparrows Point, LLC, in the amount of \$908,666.67, for the acceptance and discharge of treated effluent from the Back River Wastewater Treatment Plant. The agreement contained the option to renew for additional one-year periods. This is the first one-year renewal for the agreement.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the renewal of the interim license agreement with Sparrows Point, LLC.

MINUTES

Bureau of Water and Wastewater - Wildlife Management Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a wildlife management agreement with the Department of Natural Resources (DNR). The period of the agreement is August 1, 2013 through July 31, 2021.

AMOUNT OF MONEY AND SOURCE:

There is no cost associated with this agreement.

BACKGROUND/EXPLANATION:

The DNR has managed the wildlife resources on the City reservoir watersheds through a cooperative wildlife management agreement for more than 30 years. The agreement ended on July 31, 2013. Bow hunting has been conducted safely at the Liberty and Prettyboy Watersheds for over three decades and in designated areas of the Loch Raven Watershed for four years. This agreement is consistent with prior agreements.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the wildlife management agreement with the Department of Natural Resources.

MINUTES

Department of Public Works (DPW) - Task Assignments
Bur. of Water and Wastewater (BW&WW)

The Board is requested to approve the assignment of tasks to the following consultant:

<u>Consultant</u>	<u>Task</u>	<u>Amount</u>
1. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 011, Project No. 1301, On-Call Construction Manage- ment Assistance	\$854,920.74

Account: 9956-907643-9551-900020-705032

Under Task 011, the RKK will provide project management and inspection services for SC 897R, Improvements to Sanitary Sewers in the Greenmount, Hampden & Bolton Hill areas. The original contract will expire on April 24, 2016. The duration of this task is 672 calendar days.

2. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 013, Project No. 1301, On-Call Inspection Services	\$141,873.70
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Account: 9956-903645-9551-900020-705032

Under Task 013, the RKK will provide inspection services for SC 899, Improvements to Sanitary Sewers in Western Run Area in the Jones Falls Sewershed. The original contract will expire on April 24, 2016. The duration of this task is 14 months.

3. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 015, Project No. 1301, On-Call Construction Manage- ment Assistance	\$109,039.73
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Account: 9960-906653-9557-900020-705032

Under Task 015, the RKK will provide inspection services for WC 1237, Meter Setting Installation and Replacement, North-East Baltimore. The original contract will expire on April 24, 2016. The duration of this task is six months.

MINUTES

DPW/BW&WW - cont'd

<u>Consultant</u>	<u>Task</u>	<u>Amount</u>
4. RUMMEL, KLEPPER & KAHL, LLC (RKK)	No. 017, Project No. 1301, On-Call Construction Manage- ment Assistance	\$221,177.40

Account: 9956-907526-9551-900020-705032

Under Task 017, the RKK will provide inspection services for SC 8526, Sludge Digester Facilities at the Back River Wastewater Treatment Plant. The original contract will expire on April 24, 2016. The duration of this task is one year.

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved the assignment of tasks to the foregoing consultant.

MINUTES

Department of Public Works/Bureau - Agreement
of Water and Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Johnson, Mirmiran & Thompson, Inc., (JMT) for SC 918, Improvements to the Headworks and Wet Weather and Flow Equalization at the Back River Wastewater Treatment Plant. The period of the agreement is effective upon Board approval for three years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$ 6,219,827.96 - Baltimore County
6,219,827.96 - Baltimore City
\$12,439,655.92 - 9956-907689-9551-900020-703032

BACKGROUND/EXPLANATION:

On December 21, 2011, the Board approved the original agreement with the JMT to conduct a study and preliminary design for Headworks Improvements which provided in Phase D that at the option of the City, the consultant may be retained for final design of the improvements. The BW&WW wishes to exercise the option so that the consultant will design and prepare contract documents for Headworks Improvements.

The scope of work includes design of influent pumping station, fine screen facility, grit removal facility, emergency power generation facility, and wet weather storage and dewatering facility. The consultant will also assist the City in obtaining the required permits for the construction, prepare final contract documents, construction cost estimates, and provide assistance during the bidding phase.

MINUTES

BW&WW - cont'd

The completion of this project will help comply with the Wet Weather Program Consent Decree goal to eliminate sanitary sewer overflows in the Outfall Sewershed and improve wastewater quality and stabilize flows into the Biological Nutrient Removal and Enhanced Nutrient Removal Process Facility to meet the Chesapeake Restoration Goals.

The consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

MWBOO SET GOALS OF 27% FOR MBE AND 9% FOR WBE.

MBE: AS Architects, Inc.	\$709,822.02	5.71%
Dhillon Engineering, Inc.	574,124.87	4.62%
E2CR, Inc.	801,791.46	6.45%
Sidhu Associates, Inc.	585,854.50	4.71%
JK Datta Consultants, Inc.	249,574.98	2.00%
Transviron, Inc.	<u>502,030.65</u>	<u>4.04%</u>
	\$3,423,198.48	27.52%
 WBE: Hope Furrer Associates, Inc.	\$348,336.21	2.80%
Constellation Design Group, Inc.	496,587.44	3.99%
Phoenix Engineering, Inc.	<u>317,412.78</u>	<u>2.55%</u>
	\$1,162,336.43	9.34%

MWBOO FOUND VENDOR IN COMPLIANCE.

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

MINUTES

BW&WW - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 5,025,000.00	9956-906689-9549	
County Appropriations	Constr. Res.	
	BR WWTP Primary and	
	Influent Fac.	
5,025,000.00	" "	
WW Revenue Bonds		
1,844,243.00	9956-933001-9549	
County Appropriations	Constr. Res.	
	Unallocated	
1,844,243.00	" "	
<u>WW Revenue Bonds</u>		
\$13,738,486.00		
\$12,489,532.18	-----	9956-907689-9551-3
		Engineering
1,248,953.82	-----	9956-907689-9551-9
\$13,738,486.00		Administration

The funds are required to cover the cost of the design for SC 918, Improvements to the Headworks and Wet Weather Flow Equalization at the Back River Wastewater Treatment Plant.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Johnson, Mirmiran & Thompson, Inc. for SC 918, Improvements to the Headworks and Wet Weather and Flow Equalization at the Back River Wastewater Treatment Plant. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Public Works/Bureau - Agreement
of Water and Wastewater (BW&WW)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with the Johnson, Mirmiran and Thompson, Inc. (JMT), for Project 1180.1, Small Water Main Replacement & Rehabilitation Design at Various Locations FY 2013. The period of the agreement is effective upon Board approval for two years or until the upset limit is reach, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$919,999.67 - Upset Limit

BACKGROUND/EXPLANATION:

The JMT will provide water main design and engineering services related to the existing water infrastructure that has been identified by the City at various locations for replacement and/or rehabilitation. The scope of work includes preparation of contract documents including plans, specifications, cost estimates, permit applications, community outreach meetings, right-of-ways, etc.

MBE/WBE PARTICIPATION:

MBE: Dhillon Engineering, Inc.	\$108,968.96	11.84%
Phoenix Engineering, Inc.	78,299.11	8.51%
JK Datta Consultants, Inc.	<u>61,152.23</u>	<u>6.64%</u>
	\$248,420.30	27.00%
WBE: The Robert B. Balter Co.	\$ 19,084.48	2.07%
Russell Corrosion Consultants, Inc.	30,316.91	3.30%
Carroll Engineering, Inc.	<u>42,599.87</u>	<u>4.63%</u>
	\$ 92,001.26	10.00%

MINUTES

BW&WW - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,050,000.00	9960-909100-9558	
Water Revenue	Constr. Reserve	
Bonds	Water Infrastruc- ture	
\$ 919,999.67	-----	9960-905721-9557-
		900020-3, Engineering
130,000.33	-----	9960-905721-9557-
<u>\$1,050,000.00</u>		900020-9 Administration

The funds are required to cover the cost of Project 1180.1, Small Water Main Replacement and Rehabilitation Design at Various Locations FY 2013.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Johnson, Mirmiran and Thompson, Inc. for Project 1180.1, Small Water Main Replacement & Rehabilitation Design at Various Locations FY 2013. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Bureau of the Budget and - Supplementary General Obligation
Management (BBMR) Bond Fund Capital Appropriations

The Board is requested to approve three supplementary general obligation (GO) capital appropriations to the Downtown Partnership of Baltimore to provide funding for the Courthouse Plaza, Lexington Market Area, and Pratt Street Phase II Projects.

AMOUNT OF MONEY AND SOURCE:

<u>Amount</u>	<u>Source</u>	<u>To</u>
\$200,000.00	Fiscal 2014 General Obligation Bond Issuance	Courthouse Plaza 9910-924012-9608
\$250,000.00	" "	Lexington Market Area 9910-921011-9608
\$200,000.00	" "	Pratt Street Phase II 9910-943003-9608

BACKGROUND/EXPLANATION:

The three capital projects for the Downtown Partnership of Baltimore were inadvertently excluded from the Fiscal 2014 Ordinance of Estimates. These projects were all approved by the Planning Commission and the Board of Finance. The supplemental funds can only be used for the following projects:

- Courthouse Plaza
- Lexington Market Area
- Pratt Street Phase II

MINUTES

BBMR - cont'd

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved three supplementary general obligation (GO) capital appropriations to the Downtown Partnership of Baltimore to provide funding for the Courthouse Plaza, Lexington Market Area, and Pratt Street Phase II Projects. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Condemnations</u>			
1. Karen P. Hicks	1900 N. Longwood St.	L/H	\$4,800.00
2. Avenue Financial Corporation	1902 N. Longwood St.	L/H	\$4,760.00
3. Scott C. Davis, Sr.	1904 N. Longwood St.	L/H	\$4,760.00
4. Clarissia Russell	3016 W. North Ave.	F/S	\$9,500.00
5. DREK, LLC	3032 W. North Ave.	L/H	\$7,460.00

Funds are available in City Bond Funds, account no. 9910-908044-9588-900000-704040, North Avenue Gateway Project.

6. Sara Tesfaye	926 N. Bradford St.	L/H	\$9,060.00
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Funds are available in account no. 9910-908044-9588-900000-704040, Milton-Montford Project.

Department of Law - Payments of Settlements

7. Baltimore Return Fund, LLC (Previous Owner)	2748 Tivoly Ave.	L/H	\$ 640.00
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On October 10, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2748 Tivoly Avenue for the amount of \$7,360.00, based upon an independent appraisal report. However, the previous owner of the property valued the interest at \$8,100.00. The parties agreed to settle the action for \$8,000.00, which is less than 10% above the City's independent appraisal. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$640.00 in settlement of this case.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payments of Settlements - cont'd</u>			
Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.			
8. Baltimore Return Fund, LLC (Previous Owner)	2701 Tivoly Ave.	L/H	\$ 800.00

On October 10, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2701 Tivoly Avenue for the amount of \$7,200.00, based upon an independent appraisal report. However, the previous owner of the property valued the interest at \$8,000.00, which is 11% higher than the City's independent appraisal report. The parties agreed to settle the action for \$8,000.00. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$800.00 in settlement of this case.

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

9. Gerald Jefferson (Previous Owner)	2710 Tivoly Ave.	L/H	\$1,500.00
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On May 02, 2012, the Board approved the acquisition by condemnation of the leasehold interest in 2710 Tivoly Avenue for the amount of \$15,000.00, based upon an independent appraisal report. The parties agreed to settle the action for \$16,500.00, which is an additional 10% above the City's independent appraisal. Municipal liens and charges will be deducted from the total settlement. Therefore, the Board is requested to approve an additional \$1,500.00 in settlement of this case.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

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

Funds are available in State Funds, account no. 9910-904326-9588-900000-704040.

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contract

listed on the following page:

3545

to the low bidders meeting the specifications,

and rejected the bid as indicated

for the reasons stated.

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

1. GS 11805, Renovations
to Engine House 45

REJECTION: On July 17, 2013, the Board received and opened three proposals for GS 11805, Renovations to Engine House 45 solicitation. The low bidder and the second bidder were found to be non-compliant with MBE/WBE participation requirements established for this project. The third bidder was 391.17% above the Engineers' Estimate, and therefore, the Department of General Services will solicit for new bids at a future date.

Bureau of Purchases

2. B50003063, General
Charter Bus Transporta-
tion Service

\$350,000.00

1st Call

Woodlawn Motor Coach Inc. \$250,000.00

2nd Call

Access Limousine Service, Inc. \$ 50,000.00

3rd Call

American Limousines, Inc. \$ 50,000.00

(Recreation & Parks, etc.)

MWBOO GRANTED A WAIVER.

MINUTES

PERSONNEL MATTERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

3547- 3556

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

The contract has been approved

by the Law Department

as to form and legal sufficiency.

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

MINUTES**PERSONNEL**Department of Public Works1. Create the following three positions:

- a. 00142 - Executive Level I
 Grade: 948 (\$55,200.00 - \$99,200.00)
 Two positions
- 10232 - WWW Division Manager I
 Grade: 962 (\$74,100.00 - \$128,600.00)
 One position

Create new salary grade 965:

- b. Minimum: \$90,000.00 to: Maximum: \$160,000.00

Create the following classification:

- c. 10246 - WWW Chief of Engineering
 Grade: 965

Reclassify the following position:

- d. From: 10233 - WWW Division Manager II
 Grade: 963 (\$88,200.00 - \$139,900.00)
 Job No.: 5601-23880
- To: 10246 - WWW Chief of Engineering
 Grade: 965

Costs: \$160,632.00 - 2070-000000-5541-398400-601001
 104,801.00 - 2071-000000-5471-609300-601001
 0.00 - 2070-000000-5601-400100-601001
 \$265,433.00

MINUTES**PERSONNEL**

Department of Public Works - cont'd

President: "The first item on the non-routine agenda can be found on Page 54, Item 1, Personnel, Department of Public Works. Will the parties please come forward?"

Comptroller: "Good morning."

Mr. Chow: "Yes, uh, Good morning President Young, Madam Mayor, Madam Comptroller, Mr. Nilson, Mr. Foxx, I'm here to request your approval for the creation of two Executive I positions."

President: "Can you identify yourself?"

Mr. Chow: "Ah, yes, I'm Rudy Chow, Bureau Head for Water and Wastewater. I'm here to request your approval for creation of two Exec I positions and a -- a adjustment to the Chief -- of Engineering, but before I go into that, I just want to give you a little bit of background. First of all, the Bureau of Water and Wastewater is a regional provider of water and wastewater utility for the region. We serve in not only the city, but five other counties. We are considered among the top 10 in the country, in terms of our size, the population served, ah -- the complexity of our operation. However, ah most of the utilities

MINUTES

PERSONNELDepartment of Public Works - cont'd

are -- are ah -- ah separated from municipal government, where the salary are much higher than the typical, I guess, municipal workers, -- ah -- so we find in ourselves that in the utility world, not able to compete for the talents, and we are, in fact, losing talents as the economy ah -- gets better. We have now created within the Bureau, the creative strategy to meet the visions of the -- of the Mayor has set for the City, and we have in the last few years, have shown dramatic improvement in many of our operational areas. Now, we are making stride, in -- great stride in all of our regulatory-driven mandates, by meeting all these mandates. Uh, we have set plans to rehab our outdated and our aging infrastructures. We are now among the most sought out -- after organizations in the utility world and public works due to our transformational changes within -- uh within the organization. People in our industry want to hear from us, hear about our, our, our, our transformational improvements and our strategy. We have been making presentations in various trade organizations about these improvements, about our strategies.

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

Now in regard to our hiring, we have to rely on two separate basic approaches in the past: one when the hiring folks who are on their perhaps second career, as they retire from their first uh -- position and also we rely on use of consultants. These are short-term uh - strategies. They are not a long-term sustainable strategy of moving this organization forward. We are moving from a single skill set uh, uh, uh -- work force to a multi-talent, multi-skill um, work force. We are planning to rebuild the organization organically from within by reaping back the institutional knowledge that we one time used to have, we no longer possess. Uh, that's something that we need to do and we must do in order to bring back better -- uh organization -- better um, um, uh -- of customer service to our rate payers. Therefore, we are requesting your approval for the salary realignment by -- by creating these two Exec I positions, one for the Chief Administrator and the Chief of Operations and as well as the adjustment to the Chief of Engineering position."

MINUTES

PERSONNELDepartment of Public Works - cont'd

Mr. LaRicci: "Good morning, my name is Lou LaRicci, I'm the Chief of the Classification Compensation Division for the Department of Human Resources. Um, in early 2012, we received a request to study the senior management positions in the Water Wastewater Bureau of the Department of Public Works. We conducted that study, came up with a number of recommendations, had some negotiations with the Department of Public Works and came to a resolution. What you see before you is the second part of those recommendations that we submitted to the Board. We submitted another request about a month ago for the upgrade of some classifications the Water Wastewater Division Manager I and II, which were approved. This is a subsequent request to complete those recommendations."

Comptroller: "I have a question."

President: "Thank you. Um, Madam Comptroller."

Comptroller: "Uh, yes, I commend you for -- you know, your effort to maintain Baltimore City's water, but my concern is, as you just said, you continue to upgrade the management positions

MINUTES

PERSONNELDepartment of Public Works - cont'd

without taking into consideration the staff engineers and the staff engineers are not paid, but there's a great effort to increase management, and this uh, it's very hard to retain staff, uh -- retain and recruit staff engineers, and it's my understanding that the staff engineers are training the consultants, who the City of Baltimore is paying double and triple for the consultants, and I heard you say that it wasn't your plan to continue to use consultants, but what effort is being made to increase the staff engineers? What training is being provided to them or implement them because I also understand it's a morale problem when a staff engineer has to train a consultant who sits right beside them, who's making double and triple."

Mr. Chow: "First of all, the, um, the upgrade for these so-called the Division Chief, is really just the first step in terms of realigning, uh, the uh, the salary for the rest of the organization because these staff engineer positions as you spoke about are -- are yet to come and that they need to be adjusted, and by the way, uh, it's not -- it's not very true that our

MINUTES

PERSONNEL

Department of Public Works - cont'd

engineers are training the consultants. It's the other way around, because we have lost the institutional knowledge that we used to one time have. Uh, Now they are many of the consultants working for us are retirees from the City. Now they have this knowledge and we need to retain them to keep the operation going."

Comptroller: "I still feel as though the staff engineers' salaries need to be adjusted, and from what I understand that will take place in July of 2014 and it's been constantly put off and if, if you're saying that we are hiring uh retirees, then why wasn't there cross-training such that the uh, the uh engineers that are retired, didn't train the staff engineers while they were here? Why did they have to retire and then come back at a much higher salary to, to train, to work in the City?"

Mr. Chow: "Well, unfortunately that's the, that's the situation that we are dealt with right now. Um, many of these talented folks had um, given the City many years of their services, uh, now they have retired from the City. However, they did possess a lot of institutional knowledge that we need in order to sort of

MINUTES

PERSONNEL

Department of Public Works - cont'd

regain and then rebuild the organization as I spoke about organically. So, we are talking about, you know, attracting entry level positions and rebuilding the organization from within over time and this upgrade is really just the very first step in terms of marching down that path of uh -- transforming the rest of the organizations."

Comptroller: "Okay."

Mr. Chow: "So we are going to be working on the staff engineers. Just -- We are on the same page with you."

Comptroller: "Okay. Then I just received this information. It says that you've been invited to speak at several conferences about Baltimore's aging infrastructure and plans to modernize it. However, uh, it says you refuse to provide these details to the citizens of Baltimore. Um, are you planning to present this information to the citizens?"

Mr. Chow: First of all, uh -- I have never refused to present anything to the citizens in Baltimore. Uh -- Many of the trade organizations I go to are -- are folks that lives within the

MINUTES

PERSONNEL

Department of Public Works - cont'd

City as well as the uh -- that uh -- in the county that we serve. Uh, where I have been attending uh -- the conferences locally, as well as nationally and I have spoken about the integrated framework that we've been working on; our asset management methodology that we are -- are working on; uh, transforming our proactive strategy, replacing the current reactive strategy. I mean, all these presentations are, are are given nationally as well as locally and anyone can certainly get them from the internet."

Comptroller: "Okay."

President: "Madam Mayor?"

Mayor: "I would just, um, like for the Comptroller to share the uh -- letter from which she's -- um based her accusations against Mr. Chow, with Mr. Chow and the rest of the Board. Thank you."

Comptroller: "Okay."

President: "Any more questions?"

Comptroller: "No."

President: "Okay. Um, I'll entertain a Motion."

City Solicitor: "Move approval of the request made by Water and Wastewater with the concurrence of uh, Human Resources."

MINUTES

PERSONNEL

Department of Public Works - cont'd

Director of Public Works: "Second."

President: "All those in favor, say "Aye."

"Aye."

President: "All those opposed say "Nay"."

Comptroller: "Nay. I vote "No" because I just believe that -- um -- there's a great effort to increase the manager's salary, and not considering the staff engineers who do a great job for Baltimore City, so I vote "NO."

President: "Please note that -- ah -- the Comptroller votes "NO". The Motion carries."

Department of Finance

2.	SHELBY HOLTZ	\$27.89	\$9,008.47
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Account: 1001-000000-1421-160800-601009

Ms. Holtz, retiree, will work as a Fiscal Technician for Central Payroll. She will be responsible for providing training, analysis, and support for the Central Payroll banking section with special focus on account reconciliation matters. The period of the agreement is effective upon Board approval through October 31, 2013.

THE DEPARTMENT OF FINANCE REQUESTED A WAIVER ON THE HOURLY RATE PORTION OF AM 212-1, PART I.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|-------------|---------|
| 1. FISHER SCIENTIFIC COMPANY,
LLC | \$16,000.00 | Renewal |
| Solicitation No. B50002081 - Drug Lab Daily Use Consumables -
Police Department - Req. No. P518162 | | |

On September 12, 2011, the City Purchasing Agent approved the initial award in the amount of \$16,000.00. The award contained three 1-year renewal options. On August 29, 2012, the Board approved the first renewal in the amount of \$16,000.00. This renewal is for the period September 9, 2013 through September 8, 2014, with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 2. IDEXX DISTRIBUTION,
INC. | \$15,000.00 | Renewal |
| Solicitation No. 08000 - IDEXX Water Microbiology Products -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P517997 | | |

On August 22, 2011, the City Purchasing Agent approved the initial award in the amount of \$10,344.00. The award contained two 1-year renewal options. On June 13, 2012, the Board approved the first renewal in the amount of \$26,000.00. This final renewal is for the period September 1, 2013 through August 31, 2014.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

3. GEORGE S. COYNE

CHEMICAL CO., INC.	\$ 20,000.00	Renewal
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 Solicitation No. B50002045 - Liquid Hydrogen Peroxide -
 Department of Public Works, Bureau of Water and Wastewater -
 P.O. No. P518110

On August 31, 2011, the Board approved the initial award in the amount of \$47,380.00. The award contained four 1-year renewal options. On August 8, 2012, the Board approved the first renewal in the amount of \$40,000.00. This renewal is for the period October 1, 2013 through September 30, 2014, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

4. CROVATO PRODUCTS AND

SERVICES, LLC	\$150,000.00	Renewal
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 Solicitation No. 06000 - BG Chemicals - Department of General
 Services, Fleet Management - Req. No. R639185

An intent to waive competition was posted on CitiBuy (B50003114) and no responses were received. The vendor is the only authorized BG Chemical distributor in the State of Maryland offering a full range of chemicals needed by the Department of General Services for operation of their BG equipment. This renewal is for the period October 1, 2013 through September 30, 2016.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|--------------|-------------|
| 5. SYTECH CORPORATION | \$ 53,000.00 | Sole Source |
| Solicitation No. 08000 - ADACS Digital Surveillance Network Upgrades - Police Department - Req. Nos. R640291, R640295 and R640297 | | |

SyTech Corporation is the sole source of systems upgrades and proprietary software licenses for surveillance network systems currently in use by the Baltimore Police Department.

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

- | | | |
|--|----------------|---------|
| 6. F.L. ANDERSON COMPANY | \$3,600,000.00 | Renewal |
| Solicitation No. B50002461 - Turnout Gear - Fire Department - P.O. No. P521574 | | |

On September 26, 2012, the Board approved the initial award in the amount of \$3,600,000.00. The award contained six 1-year renewal options. This renewal is for the period September 26, 2013 through September 25, 2014 with five 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|--------------|----------|
| 7. PAETEC COMMUNICATIONS,
INC. | \$100,000.00 | Increase |
| Solicitation No. 06000 - Provide Long Distance Telephone Service for City of Baltimore - Office of the Comptroller - Department of Communication Services - P.O. No. P515385 | | |

On October 27, 2010, the Board approved the initial award in the amount of \$200,000.00. The award contained one 2-year renewal option. Subsequent actions have been approved. This increase in the amount of \$100,000.00 is necessary to provide funding for possible disputable charges that may be due under this contract. This increase in the amount of \$100,000.00 will make the award amount \$1,100,000.00. The contract expires on November 26, 2013 with one 2-year renewal option remaining.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|----------|
| 8. ADP, INC. | \$ 30,685.52 | Increase |
| Solicitation No. 08000 - Human Resource Information, E-time and Enterprise Payroll Systems Licensing - Finance Department - Req. No. P641807 | | |

On August 15, 2007, the Board approved the initial award in the amount of \$1,600,000.00. Subsequent actions have been approved. The vendor is the sole provider of licensing maintenance and support of proprietary software for the Human Resource Information, E-time, and Enterprise Payroll Systems in use by the Bureau of Accounting and Payroll Services.

On September 26, 2012, the Board approved an increase to the contract as a select source award of a pilot project for the installation, lease, maintenance, and support of seven biometric time clocks. The Department of Public Works requests an additional six clocks. This increase in the amount of \$30,685.52 will make the award amount \$15,322,221.28. The contract expires June 30, 2015.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

- | | | |
|--|---------------------|------------------|
| 9. <u>KEMIRA WATER SOLUTIONS</u> | <u>\$300,000.00</u> | <u>Extension</u> |
| Solicitation No. B50001140 - Ferric Chloride - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P510045 | | |

On August 26, 2009, the Board approved the initial award in the amount of \$77,825.00. Subsequent actions have been approved. A three month extension is requested to allow time to issue a new solicitation. The period of the extension is October 1, 2013 through December 31, 2013.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|-------------------|
| 10. <u>SAFELITE GROUP,</u> | | <u>Assignment</u> |
| <u>INC.</u> | <u>\$ 0.00</u> | <u>Agreement</u> |
| Solicitation No. B50002358 - Glass Repair and Installation Services - Department of General Services, Fleet Management - P.O. No. P520361 | | |

The Board is requested to approve and authorize execution of the consent to an assignment agreement with Royal Glass Enterprises, Inc. f/k/a Royal Glass Company, Inc. and Safelite Group, Inc. The contract expires on May 31, 2015, with two 1-year renewal options.

On May 9, 2012, the Board approved the award of Contract B50002358 to Royal Glass Company, Inc. Royal Glass Company, Inc. changed its name to Royal Glass Enterprises, Inc.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Safelite Group, Inc. has acquired the rights, title and interest in Royal Glass Enterprises, Inc. and is requesting assignment of Contract B50002358. The contract expires on May 31, 2015, with two 1-year renewal options.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts, and the assignment agreement with Safelite Group, Inc.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Patrick Chaulk Carolyn Nganga-Good*	American Public Health Assoc. Conference Boston, MA Nov. 2 - 6, 2013 Nov. 2 - 7, 2013* (Reg. Fee \$670.00, \$295.00*)	Federal Funds	\$4,264.12

The subsistence rate for this location is \$229.00 per night. The hotel rate for Mr. Chaulk is \$239.00 per night not including occupancy taxes in the amount of \$34.53 per night. The transportation cost is \$148.00. The Department is requesting additional subsistence of \$10.00 per day to cover the cost of the hotel as well as \$40.00 per day for meals and incidental expenses. The total travel request for Mr. Chaulk is \$2,132.12.

The hotel rate for Ms. Nganga-Good is \$255.00 per night not including occupancy taxes in the amount of \$36.84 per night. The transportation cost is \$117.80. The Department is requesting an additional subsistence of \$26.00 per to cover the cost of the hotel as well as \$40.00 per day for meals and incidental expenses. The total travel request for Ms. Nganga-Good is \$2,132.00.

The Department has prepaid the registration and transportation costs for Mr. Chaulk and for Ms. Nganga-Good on the City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The disbursement to Mr. Chaulk is \$1,314.12 and to Ms. Nganga-Good is \$1,719.20.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Finance/Bureau of Revenue Collection</u>			
2. Beverly Crosby	Utility Payment Conference Houston, TX Sept. 29 - Oct. 3, 2013 (Reg. Fee \$425.00)	Gen. Funds	\$1,638.62

The registration was prepaid by EA 000122932. The amount to be disbursed to Ms. Crosby is \$1,213.62.

Baltimore City Sheriff's Office

3. John W. Anderson Henry A. Martin	Maryland Chiefs of Police & MD Sheriff's Assoc. Annual Training Seminar Ocean City, MD Sept. 08-12, 2013 (Reg. Fee \$275.00)ea	Gen. Funds	\$2,363.92
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The allowed subsistence is \$176.00 per night. The hotel is \$169.00 per night plus 10.5% room tax per night. The Baltimore City Sheriff's Office is requesting additional subsistence of \$33.00 per day, for meals and incidentals. The additional funds have been included in the total.

The Baltimore City Sheriff's Office has paid the registration fees in the amount of \$275.00 for each representative under EA 000125017. Therefore, the disbursement to Messrs. Anderson and Martin will be in the amount of \$906.96 each.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.			
The Board of Estimates received and reviewed Ms. Trueheart's protest. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protest. Her correspondence has been sent to the appropriate agency and/or committee which will respond directly to Ms. Trueheart.			
4. Rudolph S. Chow	The 86 th Annual Water Environmental Federation Technical Exhibition & Conference 2013 Chicago, IL Oct. 4 - 9, 2013 (Reg. Fee \$725.00)	Waste Water Utility Fund	\$2,914.10

The subsistence rate for this location is \$261.00 per night. The hotel cost is \$265.00 per night for a total of \$1,325.00, not including occupancy taxes in the amount of \$43.46 per night for a total of \$217.30. The Department is requesting additional subsistence of \$4.00 per day for a total \$20.00 to cover the additional hotel cost and \$40.00 per night for a total of \$200.00 to cover the cost of meals and incidentals. The registration fee in the amount of \$725.00 was prepaid on a City-issued credit card assigned to Mr. Blake Bornkessel. Therefore, the total disbursement amount to Mr. Chow will be 2,189.10.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
5. Deborah Pitts	Water Quality Technology Conf. & Expo. Long Beach, CA Nov. 3 - 7, 2013 (Reg. Fee \$645.00)	Gen. Funds	\$2,234.50

The subsistence rate for this location is \$196.00 per night. The hotel rate is \$179.00 per night not including occupancy taxes of \$26.98 per night. The Department is requesting additional subsistence of \$23.00 per day for a total of \$92.00 to cover meals and incidental expenses.

Department of Transportation

6. Barry Robinson	Nat'l Association of City Transportation Officials Cleaner Bike Share Meeting Denver, CO Sept. 8 - 10, 2013	Private Grants - Cleaner Greener Transportation	\$1,185.45
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The subsistence rate for this location is \$215.00 per night. The hotel rate for September 8, 2013 is \$145.00 not including the occupancy tax in the amount of \$21.38. The hotel rate for September 9, 2013 is \$271.00 not including the occupancy tax in the amount of \$39.97. The Department is requesting additional subsistence in the amount of \$56.00 to cover the cost of the hotel on September 9, 2013 and \$10.00 for meals and incidentals. The airfare was prepaid on a City issued credit card assigned to Mr. Dharendra Sinha. Therefore, the total disbursement to Mr. Robinson is \$617.35.

Kim A. Trueheart

September 4, 2013

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

Dear Ms. Taylor:

Herein is my written protest of the item described below from this week's Board of Estimates agenda and my request for information under the Maryland Public Information Act, State Government Article §§10-611 to 628.

The following details are provided to initiate this action as required by the Board of Estimates and I fully understand that the details in paragraphs 1-4 are NOT required by the Maryland Public Information Act:

1. Whom you represent: Self
2. What the issues are:
 - a. Page 63, Item #3, Baltimore City Sheriff's Office – Travel Requests: Anderson & Martin, if approved:
 - i. The Maryland Chiefs of Police & MD Sheriff's Assoc. is a membership organization and the cost of membership has NOT been disclosed to the citizens of Baltimore;
 1. Please provide access to the invoice from the Maryland Chiefs of Police & MD Sheriff's Assoc. for fiscal years 2011, 2012, 2013 and 2014 for inspection;
 - ii. There appears to be an intentional lack of transparency by the Sheriff's Office in disclosing its spending of taxpayer funds;
 1. Please provide access to the Sheriff's Office budget for travel, training and development for fiscal year 2014;
 2. Identify when the most recent external audit of these funds occurred and the name of the external audit entity;
 - a. If an audit was performed in the past 2 fiscal years, please provide access to the audit report and the Sheriff's Office response to the audit report and findings;
 - b. If no audit has occurred in the past 2 fiscal years, I herein request an audit be scheduled by the Baltimore City Auditor immediately;
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed questionable management and stewardship of municipal funds throughout my home town government. I seek a reasonable amount of results-oriented stewardship of scarce

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Baltimore, MD 21207

tax-payers funds which currently does not appear to exist. Smart money management seems to elude this municipality and those elected as administrators and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good.

4. Remedy I desire: These funds should immediately be redirected to fund positive youth develop initiatives for the chronically underserved youth of my home town.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 4, 2013.

If all or any part of this request is denied, I request that I be provided with a written statement of the grounds for the denial. If you determine that some portions of the requested records are exempt from disclosure, please provide me with the portions that can be disclosed.

I also anticipate that I will want copies of some or all of the records sought. Therefore, please advise me as to the cost, if any, for obtaining a copy of the records and the total cost, if any, for all the records described above. If you have adopted a fee schedule for obtaining copies of records and other rules or regulations implementing the Act, please send me a copy. Electronic copies are acceptable.

I look forward to reviewing disclosable records promptly and, in any event, to a decision about all of the requested records within 30 days. Thank you for your cooperation.

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

Sincerely,
Kim Trueheart, Citizen

5519 Belleville Ave
Baltimore, MD 21207

Kim A. Trueheart

September 4, 2013

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration by the Baltimore City Department of Public Works (DPW).

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

1. Whom you represent: Self.
2. What the issues are:
 - a. Page 64, Item #3, Department of Public Works (DPW) – “Travel Request” if approved:
 - i. Mr. Chow has been invited to speak at several conferences about Baltimore’s aging infrastructure and his plans to modernize it; however Mr. Chow has refused to provide those details to the citizens of Baltimore who pay his salary and who are being asked to fund this trip.

Department of Public Works

4.	Rudolph S. Chow	The 86 th Annual Water Environmental Federation Technical Exhibition & Conference 2013 Chicago, IL Oct. 4 - 9, 2013 (Reg. Fee \$725.00)	Waste Water Utility Fund	\$2,914.10
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The subsistence rate for this location is \$261.00 per night. The hotel cost is \$265.00 per night for a total of \$1,325.00, not including occupancy taxes in the amount of \$43.46 per night for a total of \$217.30. The Department is requesting additional subsistence of \$4.00 per day for a total \$20.00 to cover the additional hotel cost and \$40.00 per night for a total of \$200.00 to cover the cost of meals and incidentals. The registration fee in the amount of \$725.00 was prepaid on a City-issued credit card assigned to Mr. Blake Bornkessel. Therefore, the total disbursement amount to Mr. Chow will be 2,189.10.

3. The remedy I seek is that the approval of funding for this trip be withheld until a public presentation of his plans are presented here in Baltimore in an open forum for the citizens of Baltimore.
4. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed questionable management and stewardship of municipal funds

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by this Mayoral administration and DPW. I seek a reasonable amount of results-oriented stewardship of scarce tax-payers funds which currently does not appear to exist. Smart money management seems to elude this Mayoral administration and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on September 4, 2013.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES**TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology</u>			
7. Christopher D. Tonjes	7 th Annual State & Local Gov't Industry Summit Jackson, WY August 3 - 5, 2013		\$0.00

The Center for Digital Government/Division of eRepublic paid all travel, lodging and meal expenses for the trip. The final details regarding this travel, such as the flight itinerary and confirmation number were provided to Mr. Tonjes by the conference organizer only days prior to the departure date via email. MOIT did not have sufficient time to submit an advance travel request to the Board.

TRAVEL REIMBURSEMENTOffice of City Council President

8. Helen Holton	2013 NACo County Solutions & Market Place Ft. Worth, TX July 18 - 23, 2013 (Reg. Fee \$515.00)	Elected Officials Expense	\$241.85
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Ms. Holton submitted a travel request and received an advance in the amount of \$1,222.00. Ms. Holton is requesting \$241.85 to cover additional costs because of an employee oversight. The request was made for four travel days when it should have been five days. The following are the items for which she did not receive an advance:

Hotel	\$179.00
Occupancy Taxes	26.85
Meals & Incidentals	16.00
Taxi	20.00
	<u>\$241.85</u>

MINUTES**TRAVEL REQUESTS**

UPON MOTION duly made and seconded, the Board approved the travel requests, the travel approval, and the travel reimbursement. The President **ABSTAINED** on item no. 8.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Dept. of Public Works/
Bureau of Water & Wastewater - SC 908, Improvements to
 Sanitary Sewers in the Herring
 Run Sewershed
BIDS TO BE RECV'D: 10/16/2013
BIDS TO BE OPENED: 10/16/2013

2. Dept. of Public Works/
Bureau of Water & Wastewater - SC 886R, Improvements to
 Sludge Blending Tanks at
 Patapsco Wastewater Treatment
 Plant
BIDS TO BE RECV'D: 10/09/2013
BIDS TO BE OPENED: 10/09/2013

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

President: "There being no more business before the Board, the meeting will recess until bid opening at 12:00 noon. Thank you."

* * * * *

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

MINUTES

BIDS, PROPOSALS AND CONTRACT AWARDS

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

THERE WERE NO ADDENDA` RECEIVED.

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

Department of Transportation - TR 14007, Resurfacing Highways
at Various Locations, Sector
III

M. Luis Construction Co., Inc.
P. Flanigan & Sons, Inc.

Department of Transportation - TR 14009, Conduit System
Reconstruction at Various
Locations Citywide (JOC)

Allied Contractors, Inc.
Highlander Contracting Company, LLC
Civil Construction, LLC
R.E. Harrington PHU

MINUTES

Bureau of Purchases - B50003074, IT Assessment of City Agencies


- EPIC Engineering & Consulting Group, LLC
- Stellar Services, Inc. * - NON-RESPONSIVE
- Cirdan Group
- K3 Solutions, LLC
- The Triage Group, LLC
- Technical Assent, LLC
- Strativa Software ** - IRREGULAR
- Brightport Managed Solutions

*UPON FURTHER MOTION, the Board found the bid of Stellar Services, Inc. **NON-RESPONSIVE** because of the company's failure to proffer a bid guarantee as mandated by the solicitation instructions.

UPON FURTHER MOTION, the Board found the bid of Strativa Software **IRREGULAR because of the company's failure to proffer an adequate bid guarantee as mandated by the solicitation instructions.

* * * * *

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, September 11, 2013.


 JOAN M. PRATT
 Secretary