

MINUTES**REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor - **ABSENT**
Honorable Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Rudolph S. Chow, Director of Public Works
David E. Ralph, Deputy City Solicitor
S. Dale Thompson, Deputy Director of Public Works
Bernice H. Taylor, Deputy Comptroller and Clerk
Henry Raymond, Director of Finance

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 01, 1996, the Honorable Mayor, Stephanie Rawlings-Blake, in her absence during the meeting, designated Mr. Henry Raymond, Director of Finance, to represent the Mayor and exercise her power at this Board meeting.

President: "Good Morning. The October 07, 2015, meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. I will direct the Board members attention to the memorandum from my office dated October 5, 2015, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller.

MINUTES

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

City Solicitor: "MOVE approval of all items on the routine agenda."

Comptroller: "Second."

Director of Finance: "Second."

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

The Motion carries. The routine agenda has been adopted."

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

Afram, Inc.	\$ 1,500,000.00
Kimball Construction Co., Inc.	\$ 8,000,000.00
PDI-Sheetz Construction Corporation	\$ 1,500,000.00
Railroad Constructors, Inc.	\$ 8,000,000.00
Subsurface Technologies, Inc.	\$ 1,287,000.00
Towson Mechanical, Inc.	\$ 24,219,000.00
TRIJAY Systems, Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

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

A Squared Plus Engineering Support Group, LLC	Engineer
Becht Engineering BT, Inc.	Engineer
Celadon Technologies, LLC	Engineer
Edwards Utility Mapping Corporation	Land Survey
Findling, Inc.	Engineer

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

O'Brien & Gere Engineers, Inc.	Engineer
Reviera Enterprises, Inc. T/A REI/Drayco	Engineer
Ruxton Design Corporation	Property Line Survey Engineer
Simpson Gumpertz & Heger, Inc.	Architect Engineer
Skelly and Loy, Inc.	Engineer Landscape Architect

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

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3528 - 3531

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 Transportation</u>		
1. \$177,116.89 GF (HUR)	9950-911202-9528 Constr. Reserve Westside Strategic Infrastructure	
\$ 32,000.00 MVR	9950-902333-9528 Old Town Mall	
<u>\$209,116.89</u>	-----	9950-901554-9508 Removal of Howard St. Architect

This transfer will cover the expenses related to the landscape improvements for the project Removal of Howard St. Architect, per the MTA Agreement Contract No. T-1207-0240, in the amount of \$209,116.89.

2. \$135,000.00 GF (HUR)	9950-904216-9514 Constr. Reserve Local Resurfacing Southeast	9950-904493-9527 Uplands Redevel- opment
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This transfer will cover the deficit and other expenses related to Project TR10005 Uplands Redevelopment, in the amount of \$135,000.00.

Department of Recreation and Parks

3. \$190,000.00 State POS	9938-910045-9475 Reserve - Cylburn Arboretum Formal Gardens	9938-911045-9474 Active - Cylburn Arboretum Formal Gardens
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MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
<p>This transfer will provide funds to cover costs associated with the award of the Cylburn Arboretum Formal Garden Improvements Project RP15816 to Allied Contractors, Inc.</p>		
4. \$ 3,000.00	9938-909036-9475	
Rec & Parks 27 th	Reserve - Pak Building	
Series	Renovation FY15	
9,000.00	9938-909036-9475	
State (Public	Reserve - Park	
<u>Open Space)</u>	Building Renovation	
	FY15	
\$12,000.00	-----	9938-911036-9474
		Active - Park
		Building Reno -
		vation FY15

This transfer will provide funds to cover the advertising costs associated with the advertisement of RP15826 Radecke Park Toilet Facility Building project.

Baltimore Development Corporation

5. \$400,000.00	9910-921008-9600	9910-909107-9601
24 th Economic	Constr. Reserve	Howard Park
Dev. Fund	(Howard Park	Commercial
	Commercial Lights)	Lighting

This transfer of funds is geared towards improving pedestrian lighting to enhance the aesthetics of the Howard Park business district and make it more safe and inviting for existing and prospective shoppers.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
In order to build off of the success of the Howard Park Shop Rite supermarket, it is important that steps are taken to improve the commercial corridor that serves this community.		
6. \$ 1,183.00 19 th EDF	9910-904115-9600 Constr. Reserve West Side Initiative	9910-906835-9603 Westside Project Initiative
125.00 22 nd EDF	9910-903354-9600 Constr. Reserve W. Baltimore Industrial	9910-907104-9601 W. Balto. Industrial Coml. Dev.
6,230.00 <u>24th EDF</u> \$ 7,538.00	9910-917016-9600 Constr. Reserve Holabird Ind. Pk.	9910-907104-9601 W. Balto. Ind. & Coml. Dev.

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending July 31, 2015.

7. \$ 3,500.00 19 th EDF	9910-904115-9600 Constr. Reserve West Side Initiative	9910-906835-9603 Westside Project Initiative
375.00 22 nd EDF	9910-903354-9600 Constr. Reserve W. Baltimore Industrial	9910-907104-9601 W. Balto. Ind. & Coml. Dev.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation - cont'd</u>		
3,750.00 22 nd EDF	9910-904115-9600 Constr. Reserve Westside Initia- tive	9910-906835-9603 Westside Project Initiative
7,289.00 <u>24th EDF</u>	9910-917016 Constr. Reserve Holabird Industrial Park	9910-907104-9601 W. Baltimore Ind. Coml. Dev.
<u>\$14,914.00</u>		

This transfer will provide funds to reimburse the Baltimore Development Corporation for eligible capital expenses for the month ending June 30, 2015.

Department of Recreation and Parks

8. \$ 250,000.00 State - Program Open Space	9938-912063-9475 Reserve - FY16 Community Parks & Playgrounds	
100,000.00 Rec. & Parks <u>27th Series</u>	9938-907779-9475 Reserve - Druid Hill Pool & Bathhouse Renova- tion	
\$ 350,000.00	-----	9938-908779-9474 Active - Druid Hill Pool & Bathhouse Renovation

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1234, Task No. 1 to GWWO, Inc.

MINUTES**CITY COUNCIL BILL:**

15-0550 - An Ordinance concerning Sale of Property - A Portion of the Former Bed of Dickman Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as the former bed of Dickman Street, designated as Lot 7 on the Resubdivision Plat dated December 29, 1989, and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved Bill No. 15-0550 and directed that the bill be returned to the City Council with the recommendation that it also be approved by that Honorable Body. The President **ABSTAINED**.

MINUTES

Fire Department - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Agreement with the State of Maryland Emergency Management Agency. The period of the Agreement is October 1, 2015 through September 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$ 9,000.00 - 4000-459916-2121-604900-404001
2,250.00 - 1001-000000-2121-226400-603020
\$11,250.00

BACKGROUND/EXPLANATION:

The Memorandum of Agreement provides grant funding. The funds will cover expenditures for hazardous materials planning, community outreach planning, and/or training.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement with the State of Maryland Emergency Management Agency.

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) - Options</u>			
1. Ilene H. Powers	1907 N. Castle St.	G/R \$78.00	\$ 715.00
Funds are available in account 9910-907079-9588-900000-704040.			
2. Betty J. Nolte	2730 Tivoly Ave.	G/R \$84.00	\$ 700.00
Funds are available in account 9910-904326-9588-900000-704040, Coldstream Homestead Montebello Project.			
3. Charles Muskin, Trustee	716 Mura St.	G/R \$36.00	\$ 330.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			

In the event that the option agreement/s fail/s and settlement cannot be achieved, the Department requests the Board's approval to purchase the interest in the above property/ies by condemnation proceedings for an amount equal to or lesser than the option amounts.

DHCD - Condemnations

4. Sonia and Daniel Fox	1909 N. Castle St.	G/R \$36.00	\$ 240.00
Funds are available in account 9910-907079-9588-900000-704040.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
5. Robert Spielman	704 Mura St.	G/R \$90.00	\$ 600.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for these properties.			
6. Aeron Alberti and Gregory Wolff	708 Mura St.	L/H	\$ 7,533.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
7. Jeb Stuart Fries	716 Mura St.	Sub-G/R \$160.00	\$ 827.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
8. Jeb Stuart Fries	708 Mura St.	G/R \$160.00	\$ 1,067.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
9. Earl Jasper Carpenter	704 Mura St.	L/H	\$ 4,900.00
Funds are available in account 9910-910715-9588-900000- 704040, Johnston Square Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
10. Margaret Carter, Deceased	1204 Homewood Ave.	F/S	\$10,000.00
Funds are available in account		9910-910715-9588-900000-	
704040, Johnston Square Project.			
11. Carmen Martinez	718 E. Chase St.	L/H	\$32,500.00
Funds are available in account		9910-910715-9588-900000-	
704040, Johnston Square Project.			
12. Federal Hill Renewal, LLC	1910 Herbert St.	L/H	\$17,833.00
Funds are available in account		9910-910634-9588-900000-	
704040, Whole Block Demo Project.			
13. G.H. Goldberg, LLC	1573 Abbotston St.	G/R \$96.00	\$ 800.00
Funds are available in account		9910-905507-9588-900000-	
704040, AG Demolition Project.			
14. Gersh I. Moss, individually, and Helen L. Moss and Gersh I. Moss, Trustees	1901 N. Castle St.	G/R \$36.00	\$ 420.00
Funds are available in account		9910-907079-9588-900000-	
704040.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
15. Joseph Evans, James Jones, and Thomas Jones	710 Mura St.	F/S	\$ 9,000.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
16. Matthew E. Baldwin	716 Mura St.	L/H	\$ 7,673.00
Funds are available in account 9910-910715-9588-900000-704040, Johnston Square Project.			
17. Pang Y. Yu and Jean Yu	4685 Park Heights Ave.	F/S	\$59,000.00
Funds are available in account 9910-903183-9588-900000-704040, Park Heights Project.			
<u>Law Department - Payment of Settlement</u>			
18. VLB Management & Investments (prior owners)	1025 N. Washington St.	L/H	\$ 600.00
Funds are available in account 9910-906416-9588-900000-704040.			
On October 15, 2008, the Board approved the acquisition, by condemnation, of the leasehold interest in the property			

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

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

located at 1025 N. Washington Street for the fair market value of \$41,400.00, based upon an independent appraisal report of the property. However, the parties entered into a consent agreement to afford the property owner the opportunity to rehabilitate the property in conformance with development standards in the project area.

The rehabilitation did not take place and the condemnation suit was reinstated. At a pre-trial conference, the parties agreed to settle the condemnation case for the amount of \$42,000.00. Therefore, the Board is requested to approve an additional \$600.00 (i.e., 2%) in settlement of this case.

UPON MOTION duly made and seconded, the Board approved the Options, Condemnations, and the Payment of Settlement.

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. Ibrahim Abou-Taleb, Developer, for the sale of the City-owned property located at 2110 Mount Royal Terrace (Block 3448 Lot 006).

AMOUNT OF MONEY AND SOURCE:

\$21,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 2110 Mount Royal Terrace. The Developer will use private funds. The Developer has made a good faith deposit and it will go towards the settlement.

As a condition of conveyance, Ibrahim Abou-Taleb has agreed to the terms of the Land Disposition Agreement.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE:

The property located at 2110 Mount Royal Terrace was sold for \$21,000.00 via auction. Pursuant to the appraisal policy under "Exceptions to Requiring an Appraisal" no appraisal is required. The Board of Estimates policy allows for an alternative method in determining value such as a Broker Price Opinion which will not require an appraisal. Sale of City-owned property via auction was approved on November 3, 2010.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation; therefore, MBE/WBE is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Mr. Ibrahim Abou-Taleb, Developer, for the sale of the City-owned property located at 2110 Mount Royal Terrace (Block 3448 Lot 006).

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 Brownstowne Group, LLC for the Sale of the City-owned buildings located at 1119, 1121, 1143 and 1145 Myrtle Avenue.

AMOUNT OF MONEY AND SOURCE:

\$ 3,000.00 - 1119 Myrtle Ave.
 3,000.00 - 1121 Myrtle Ave.
 3,000.00 - 1143 Myrtle Ave.
 3,000.00 - 1145 Myrtle Ave.
\$12,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The four City-owned vacant buildings will be totally rehabilitated and returned to residential use as single-family homes. Three units will be rented at market rate, while the fourth will be used by the buyer's principal member as his personal residence.

The aforementioned properties were journalized and approved for sale on September 2, 2014, on March 16, 2004, on May 10, 2005 and April 1, 2004.

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

The properties were valued at \$17,000.00 (\$4,250.00 each), pursuant to the Waiver Valuation process of the City's Appraisal Policy and will be sold for \$12,000.00 (\$3,000.00 each).

The subject properties are being sold below the price determined in accordance with the Appraisal Policy of Baltimore City by the Waiver Valuation Process for the following reasons:

MINUTES

DHCD - cont'd

- (i) specific benefit to the community of revitalization through construction of three residential single-family rental units,
- (ii) elimination of blight and neighborhood stabilization, and
- (iii) economic development, returning the property to productive use and 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 Brownstowne Group, LLC for the Sale of the City-owned buildings located at 1119, 1121, 1143 and 1145 Myrtle Avenue.

MINUTES

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

The Board is requested to approve and authorize execution of the various Agreements. The period of the Agreement is July 1, 2015 through June 30, 2016, unless otherwise indicated.

1. **ACTION IN MATURITY, INC. (AIM) \$ 35,000.00**

Account: 2089-208916-5930-709327-603051

AIM will provide transportation services, information, and social services assistance to seniors and disabled non-elderly persons residing in HABC-mixed population housing developments and HUD-subsidized senior apartment communities to support their ability to live independently. All activity will be monitored by City staff.

2. **DRUID HEIGHTS COMMUNITY DEVELOPMENT CORPORATION, INC. (DHCDC) \$313,000.00**

Accounts: 2089-209816-5930-430630-603051	\$ 55,100.00
2089-208916-5930-430634-603051	\$ 42,000.00
2089-208916-5930-430653-603051	\$ 20,000.00
2089-208916-5930-430662-603051	\$ 20,100.00
2089-208916-5930-430681-603051	\$ 37,000.00
2089-208916-5930-430683-603051	\$ 56,640.00
2089-208916-5930-430691-603051	\$ 82,160.00

The DHCDC will provide a variety of public and youth services, and will rehab and construct affordable housing for low and moderate-income households. The period of the Agreement is September 1, 2015 through August 31, 2016.

FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$17,640.00, AS FOLLOWS:

MBE: \$4,762.80

WBE: \$1,764.00

MINUTES

DHCD - cont'd

3. **COMMUNITY MEDIATION PROGRAM, INC.** **\$40,000.00**

Account: 2089-208916-5930-425926-603051

The Subgrantee will work to reduce interpersonal and community violence by utilizing non-violent conflict resolution strategies in providing free conflict resolution and meditation services to low and moderate-income persons in the City. All activities under this agreement will be monitored by the City.

On June 17, 2015, 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 2015 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2015 and beyond. Consequently, this agreement was 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 Agreements.

MINUTES

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the revised Notice of Grant Award (NGA) with the Maryland Department of Aging (MDoA). The period of the Award is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$15,057.00 - 5000-535415-3044-273300-405001

BACKGROUND/EXPLANATION:

The original NGA was approved on October 15, 2014 for the amount of \$2,873,734.00. This revised NGA is being reduced by \$33,045.00 for the Senior Care Program. The new total amount of the NGA was \$2,840,689.00.

The Department is requesting approval of additional funds in the amount of \$15,057.00 for the Subsidized Assisted Living Group Home (SALGH) Program making the new and final total NGA \$2,855,746.00.

Approval of this revised NGA will allow the Department to accept and utilize funds received from MDoA for State funded programs. These funds will provide a variety of services for older adults residing in the City.

The revised Notification of Grant Award is late because it was recently received from the Maryland Department of Aging.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the revised Notice of Grant Award with the Maryland Department of Aging.

MINUTESHealth Department - Senior Companion Program Agreements and Grant Agreements

The Board is requested to approve and authorize execution of the Senior Companion Program Agreements and Grant Agreements. The period of the agreement is July 1, 2015 through June 30, 2016, unless otherwise indicated.

SENIOR COMPANION PROGRAM AGREEMENTS

- | | | |
|----|---|---------------|
| 1. | ASSOCIATED CATHOLIC CHARITIES, INC./
DEPAUL HOUSE | \$0.00 |
| 2. | ASSOCIATED CATHOLIC CHARITIES, INC./
ST JOACHIM HOUSE | \$0.00 |
| 3. | HOUSING AUTHORITY OF BALTIMORE CITY | \$0.00 |
| 4. | AMERICAN NATIONAL RED CROSS/GREATER
CHESAPEAKE AND POTOMAC BLOOD
SERVICES REGION | \$0.00 |

A grant from the Corporation for National and Community Service funds the Senior Companion Program. The grant pays 100% of the cost for the Senior Companions to volunteer to assist special needs clients who want to remain in their homes instead of having to move to costly institutional care. While the Senior Companions are on duty, the grant provides for their life insurance, transportation and other benefits.

The Agreements are late because they were recently completed.

MINUTES

Health Department - cont'd

GRANT AGREEMENTS

5. **UNIVERSITY OF MARYLAND, BALTIMORE COUNTY** **\$30,000.00**

Account: 199-00 Baltimore City Foundation

A key priority for the Department's Bureau of Maternal and Child Health and B'More for Healthy Babies (BHB) initiative is reducing maternal exposure to substances at preconception, during pregnancy, and postpartum. The Department will work with the organization's Maryland Resource Center for Quitting Use and Initiation of Tobacco (MD Quit) to provide training and consultation services. Training activities will enable the Department and the BHB to reach a wider audience. The period of the Agreement is May 1, 2015 through September 30, 2015.

The Agreement is late because of revisions delaying the processing.

6. **HENRY AND RUTH BLAUSTEIN ROSENBERG FOUNDATION** **\$20,000.00**

Account: 6000-626616-3080-292301-406001

This grant will provide renewed support for the Teen Pregnancy Prevention Initiative program. The funds will be used for training programs, the KNOW WHAT U WANT marketing campaign and the Youth Advisory Council.

The Grant Agreement is late because it was just completed by the Department.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

7. **LEONARD AND HELEN R. STULMAN** **\$80,000.00**
CHARITABLE FOUNDATION, INC.

Account: 6000-616716-3001-268400-406001

This grant award will provide increased access to food by expanding the Virtual Supermarket to more senior citizens in the City. The Virtual Supermarket will expand from four to fifteen community sites, this will increase food access for 530 customers, and increase the percentage of customers that are seniors to 70% (serving 370 seniors). The grant provides \$40,000.00 for FY15 and \$40,000.00 for FY16. The period of the agreement is August 1, 2015 through June 30, 2017.

The Grant award is late because it was just received.

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Senior Companion Program Agreements and Grant Agreements.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Carolyn Nganga-Good for the month of April 2015.

AMOUNT OF MONEY AND SOURCE:

\$96.60 - 4000-499015-3023-513201-603002

BACKGROUND/EXPLANATION:

Ms. Nganga-Good's expense statement was submitted in a timely manner but due to an oversight the expense statement was misplaced.

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 Carolyn Nganga-Good for the month of April 2015.

MINUTES

Health Department - Intergovernmental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Intergovernmental Agreement with the Maryland Department of Juvenile Services. The period of the Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$575,000.00 - 5000-518616-3160-308000-405001

BACKGROUND/EXPLANATION:

The purpose of this Intergovernmental Agreement is to provide funds to the Department to support the Operation Safe Kids (OSK) program. The OSK program provides intensive community-based case management and monitoring to high risk youth offenders ages 10-21, with the goal of preventing them from becoming victims or perpetrators of violent crimes.

The Intergovernmental Agreement is late because it was received on July 30, 2015, and delayed during the administrative review process.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - Revision for Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize Revision for Expenditure of Funds the purchase of gift cards as incentives for the Dating Matters Program.

AMOUNT OF MONEY AND SOURCE:

There are no additional funds associated with this change.

BACKGROUND/EXPLANATION:

On August 12, 2015, the Board approved Client Incentive/Gift Cards from Walmart, Downtown Locker Room, and Subway gift cards to be used as an incentive for participants in the Dating Matters Program for the total amount of \$7,475.00.

The Department is requesting that the Board approve 175 gift cards be replaced to approve a revision for the purchase of client incentive gift cards from Walgreens. The Walgreens gift cards will be replaced with Walmart gift cards.

Incentive cards will be distributed based on completion of program requirements, and reward for progress in school and need.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Revision for Expenditure of Funds the purchase of gift cards as incentives for the Dating Matters Program.

MINUTES

Health Department - Ratification of Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an Amendment to Agreement with Baltimore Medical Systems, Inc. (BMS). The Board is also requested to approve and authorize payment to the BMS.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 - 5000-520115-3030-702900-603051

BACKGROUND/EXPLANATION:

On September 17, 2014, the Board approved the original Agreement with the BMS for the period July 1, 2015 through June 30, 2015, in the amount of \$49,985.00.

The Department received supplemental funding (Title X Family Planning and Reproductive Health Services) and increased the Agreement by \$10,000.00 for additional services, making the new Agreement amount \$59,985.00.

This request is being submitted late because the Amendment to Agreement was misplaced.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Amendment to Agreement with Baltimore Medical Systems, Inc. The Board also approved and authorized payment to the Baltimore Medical Systems, Inc.

MINUTES

Mayor's Office of Human Services - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Metropolitan Baltimore Quadel Consulting LLC. The period of the Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

<u>AMOUNT</u>	<u>ACCOUNT</u>	<u>GRANT CODE</u>
\$ 23,836.66	4000-407016-3571-757000-603051	MD0016L3B011508
1,986.39	4000-407016-3571-757500-603051	MD0019L3B011508
1,103.55	4000-407016-3571-757900-603051	MD0022L3B011407
1,324.26	4000-407016-3571-758700-603051	MD0023L3B011508
56,722.42	4000-407016-3571-758700-603051	MD0024L3B011508
3,752.07	4000-407016-3571-759100-603051	MD0033L3B011508
1,324.26	4000-407016-3571-759100-603052	MD0040L3B011508
5,517.75	4000-407016-3571-758300-603051	MD0043L3B011508
882.84	4000-407016-3571-758500-603051	MD0057L3B011407
6,621.29	4000-407016-3571-756800-603051	MD0064L3B011407
22,733.11	4000-407016-3571-759100-603051	MD0065L3B011508
1,986.39	4000-407016-3571-759400-603051	MD0073L3B011508
5,517.75	4000-407016-3571-759000-603051	MD0085L3B011508
1,544.97	4000-407016-3571-759000-603051	MD0087L3B011508
4,855.62	4000-407016-3571-759600-603051	MD0088L3B011407
882.84	4000-407016-3571-759100-603051	MD0090L3B011407
9,711.23	4000-407016-3571-758800-603051	MD0011L3B011405
6,179.88	4000-407016-3571-759200-603051	MD0077L3B011407
7,062.71	4000-407016-3571-759200-603051	MD0249L3B011405
10,373.36	4000-407016-3571-757900-603051	MD0253L3B011404
<u>115,872.65</u>	4000-490816-3571-763200-603051	MDH 14 F 001
<u>\$289,792.00</u>	TOTAL	

MINUTES

MOHS - cont'd

BACKGROUND/EXPLANATION:

The Metropolitan Baltimore Quadel Consulting LLC will provide housing inspection services related to rental units that house homeless individuals and families, funded by the Continuum of Care Program and the HOPWA Program.

The Agreement is late because of a delay in budget negotiations.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Metropolitan Baltimore Quadel Consulting LLC.

MINUTES

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

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

1. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 37,582.50**

Account: 4000-407016-3571-759300-603051

St. Vincent de Paul of Baltimore, Inc. will use the funds to provide permanent housing and supportive services to 27 individuals. The period of the Agreement is December 1, 2015 through November 30, 2016.

2. **ST. VINCENT DE PAUL OF BALTIMORE, INC.** **\$ 469,294.50**

Account: 4000-407016-3571-757100-603051

St. Vincent de Paul of Baltimore, Inc. will use funds to provide permanent housing and supportive services to 32 individuals in a Housing First model program. The period of the Agreement is October 1, 2015 through September 30, 2016.

MWBOO GRANTED A WAIVER.

3. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 96,963.50**

Account: 4000-407016-3571-757200-603051

Associated Catholic Charities, Inc. will use funds to provide permanent housing and supportive services to five households. The period of the Agreement is December 1, 2015 through November 30, 2016.

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

4. **MARYLAND CENTER FOR VETERANS EDUCATION & TRAINING, INC.** **\$1,262,481.50**

Account: 4000-407016-3572-756000-603051

The Maryland Center for Veterans Education & Training, Inc. will use funds to provide permanent housing and supportive services to 120 individuals. The period of the Agreement is November 1, 2015 through October 31, 2016.

MWBOO GRANTED A WAIVER.

5. **THE WOMEN'S HOUSING COALITION, INC.** **\$ 170,867.50**

Account: 4000-407016-3571-759600-603051

The Women's Housing Coalition, Inc. will provide housing assistance to 22 individuals. The period of the Agreement is September 1, 2015 through August 31, 2016.

The Agreement is late because of a delay at the administrative level.

MWBOO GRANTED A WAIVER.

6. **QUEEN ANNE'S COUNTY** **\$ 23,412.00**

Account: 4000-490816-3571-763200-603051

Queen Anne's County will use the funds to provide housing assistance and supportive services to individuals or to families who have a family member with AIDS. Queen Anne's County will serve 12 clients. The period of the Agreement is July 1, 2015 through June 30, 2018.

The Agreement is late because of a delay at the administrative level.

MINUTES

MOHS - cont'd

7. **DANIEL GORE** **\$ 28,000.00**

Account: 4000-407016-3571-754700-603051

Daniel Gore will provide technical assistance, help desk support, online user training, and other tasks as assigned to the Homeless Management Information Systems Unit of the Mayor's Office of Human Services. The period of the Agreement is September 11, 2015 through April 30, 2016.

The Agreement is late because of a delay at the administrative level.

8. **FUSION PARTNERSHIPS, INC.** **\$ 89,500.00**

Account: 5000-529115-3572-333754-603051

Fusion Partnerships, Inc., will use the funds to provide shelter and support services to the homeless of the City of Baltimore in their Power Inside Help on the Streets program. Fusion Partnerships, Inc. will serve 250 women each year. The period of the Agreement is July 1, 2015 through June 30, 2016.

The Agreement is late because of a delay at the administrative level.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements. Item no. 2 was **DEFERRED** for one week.

MINUTES

Department of Planning - Modification No. 1 to Memorandum
of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Modification No. 1 to Memorandum of Understanding with the State Department of Natural Resources. The Modification No. 1 to Memorandum of Understanding extends the period from November 1, 2015 through December 31, 2015.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On November 12, 2014, the Board approved a \$52,000.00 grant agreement with the State Department of Natural Resources for the period of November 1, 2014 through October 31, 2015. Funding is being utilized to implement the following:

1. Completion of the City's Community Rating System application to FEMA as a way to lower flood insurance rates for all Baltimore City residents and businesses.
2. Development of a comprehensive metric system for tracking and evaluating adaptation successes and opportunities for strengthening strategies.
3. Development of an education and awareness campaign for the commercial and industrial sectors.
4. Integration of resiliency and adaptation planning and projects into existing Mayoral initiatives, the Capital Improvement Process, community plans and economic development initiatives.

MINUTESDepartment of Planning - cont'd

The request for the extension of this grant is necessary because the work around effective metrics for adaption requires additional time and input from other departments and stakeholders. The Department is also trying to work with other cities more in-depth on what successful metrics maybe and to develop a more comprehensive system.

AUDITS NOTED THE NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Modification No. 1 to Memorandum of Understanding with the State Department of Natural Resources.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds 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. Today, the Board is requested to **NOTE 13** favorable reports by the Planning Commission on September 17, 2015 on Transfers of Funds approved by the Board of Estimates at its meetings on September 9 and 16, 2015.

The Board **NOTED 13** favorable reports by the Planning Commission on September 17, 2015 on Transfers of Funds approved by the Board of Estimates at its meetings on September 9 and 16, 2015.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 400 E. Pratt Street	PDL Pratt Associates, LLC	(1) Flat sign 22.5 sq. ft.
Annual Charge:	\$ 70.40	
2. 815 E. Pratt Street	President Street Associates, LLC	(1) Double face electric sign 59.62 sq. ft. (1) single face electric sign 139.72 sq. ft.
Annual Charge:	\$ 707.21	
3. 329 W. Baltimore Street	LA/ABELL, LLC	(2) Flat signs 8.75 sq. ft. ea.
Annual Charge:	\$ 70.40	
4. 1203 West Mount Royal Avenue	BA Bolton Yards, LLC	Outdoor seating 20' x 7'
Annual Charge:	\$ 1,177.50	

MINUTES

Department of Transportation - cont'd

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5.	11 N. Eutaw Street k/a 324 W. Baltimore Street	FTP Centerpoint, LP	(1) Bracket sign 3.64 sq. ft.
	Annual Charge:	\$ 52.70	
6.	3204 Eastern Avenue	Master Development, LLC	Awning w/signage 13' x 4'
	Annual Charge:	\$ 144.40	
7.	3343 Belair Road	MAC 3, LLC	Awning w/signage 52.5 sq. ft.
	Annual Charge:	\$ 110.25	
8.	3535 Chestnut Avenue	DM Chestnut, LLC	Outdoor seating 20' x 4'
	Annual Charge:	\$ 337.50	
9.	211 W. 28 th Street	211 W. 28 th Street, LLC	Community identi- fication sign 10' x 6'
	Annual Charge:	N/A	
10.	2039 Jefferson Street	Keys to Wealth Limited Partnership	Egress stairway 15' x 4' (2) cornice signs 14'10" x 2 ½'
	Annual Charge:	\$ 375.00	

MINUTES

Department of Transportation - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
11. 549 E. Fort Avenue	549 Fort Avenue, LLC	(2) Single face electric signs 3' x 6' each
Annual Charge: \$ 140.60		
12. 1900 Thames Street	Thames Point Associates, LLC	(2) Double face non-illuminated signs @ 15.5' x 3.5' each
Annual Charge: \$ 379.76		
13. 1501 W. Saratoga Street	Total Health Care, Inc.	(1) Single face electric sign 23.94 sq. ft.
Annual Charge: \$ 70.30		

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

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Minor Privilege Applications.

MINUTES

Department of Transportation - Developer's Agreements

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

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	GIBBONS COMMONS, LLC	1381	\$347,402.00

Gibbons Commons, LLC would like to install new water service to their proposed new building located in the vicinity of 901 South Caton Ave. This Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$347,402.00 has been issued to Gibbons Commons, LLC, which assumes 100% of the financial responsibility.

2.	CITY ARTS II LIMITED PARTNERSHIP	1412	\$405,832.00
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City Arts II Limited Partnership would like to install new water service to their proposed new building located in the vicinity of 1700 Greenmount Ave. This Agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$405,832.00 has been issued to City Arts II Limited Partnership, which assumes 100% of the financial responsibility.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

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

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

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with Sagamore Development Company, LLC (Developer). The period of the MOU is effective upon Board approval for 10 years, with an option to renew for an additional 10 years.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The MOU establishes the framework for the Developer to maintain landscaping in the right-of-way at East Cromwell Street Median, 2400 South Hanover Street medians, and the median at the intersection of South Hanover Street and East McComas Street (Southeast corner). The Developer will perform ongoing maintenance of all aspects of the Project during the term of the agreement, at its sole costs. Notice to Proceed will be subject to City approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding (MOU) with Sagamore Development Company, LLC (Developer).

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with The Johns Hopkins Hospital, Developer.

AMOUNT OF MONEY AND SOURCE:

\$26,810.58 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for the Moore Clinic located at 601 N. Broadway, renovating a 34,116 sq. ft. Medical Outpatient Clinic. The Developer agrees to make a one-time contribution in the amount of \$26,810.58 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with The Johns Hopkins Hospital, Developer. The President **ABSTAINED**.

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 Dickman Property Investments, LLC, Developer.

AMOUNT OF MONEY AND SOURCE:

\$54,946.12 - 9950-903085-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for the City Garage at 101 W. Dickman Street, renovating a 140,000 sq. ft. warehouse for light manufacturing innovation space. The Developer agrees to make a one-time contribution in the amount of \$54,946.12 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Dickman Property Investments, LLC, Developer.

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 Agreement with Holabird Construction Company.

AMOUNT OF MONEY AND SOURCE:

\$16,566.28

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for Holabird Manor located at 6608 Holabird Avenue, constructing 292 residential dwelling units and 29,934 sq. ft. of retail development. The anticipated cost of the Traffic Impact Study was covered under Project No. 1134 On-Call Traffic Engineering Studies, Task No. 1.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Impact Study Agreement with Holabird Construction Company.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Assignment of Task No. 19 to Whitman, Requardt & Associates under Project No. 1134, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$198,438.60 - 2026-000000-2303-733800-903026

BACKGROUND/EXPLANATION:

This authorization provides for street inventory of the Casino Area Master Plan including measurements, photographs to compile a field inventory of each street in the study area and identify opportunities and constraints for implementing a complete streets plan.

MBE/WBE PARTICIPATION:

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

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

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 Task No. 19 to Whitman, Requardt & Associates under Project No. 1134, On-Call Traffic Engineering Studies.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the Assignment of Task No. 2 to Rummel, Klepper & Kahl, LLP under Project No. 1191, On-Call Consultant Services Agreements for Federal Aid Resurfacing and Reconstruction Projects.

AMOUNT OF MONEY AND SOURCE:

\$158,248.56 - 9910-904359-9601-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for engineering services in connection with the improvements and renovation of Broadway Square. The scope of service includes, but is not limited to the design of two vendor kiosks, flood mitigation work, and construction phase services.

The Department of Transportation is requesting the consultant to design and develop complete construction documents for the kiosks, including proofing and construction phase services.

DBE PARTICIPATION:

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

DBE 25.00%

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

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 2 to Rummel, Klepper & Kahl, LLP under Project No. 1191, On-Call Consultant Services Agreements for Federal Aid Resurfacing and Reconstruction Projects.

MINUTES

Department of Transportation - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Design Consultant Services Agreement for Resurfacing and Reconstruction Projects, with McCormick Taylor, Inc. for Project No. 1225. The period of the On-Call Consultant Agreement is effective upon Board approval for two years.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset Limit

BACKGROUND/EXPLANATION:

The Department of Transportation has negotiated and procured the On-Call Consultant Agreement approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission and now desires to utilize the services of McCormick Taylor, Inc. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits.

The Consultant will assist with the scope of services which includes, but is not limited to developing roadway alignment, storm drainage improvements, street lighting, electric duct banks, water and wastewater, reconstruction, streetscape, resurfacing, storm water management, erosion and sediment control, pavement marking and traffic control, signal design, conduit duck bank design, surveys, environmental site assessments and other related civil engineering tasks.

Other services include providing on-site project management and/or inspectors, staff support, GIS and IT support and other miscellaneous tasks for various Capital Improvement Projects. Responsibilities will include preparation of construction contract documents including plans and specifications for bid.

MINUTES

Dept. of Transportation - cont'd

MBE/WBE PARTICIPATION:

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

MBE: RJM Engineering, Inc.	\$110,000.00	11.00%
AB Consultants, Inc.	100,000.00	10.00%
Glyndon Engineering & Technology Co.	30,000.00	3.00%
Mimar Architects & Engineering, Inc.	30,000.00	3.00%
	<u>\$270,000.00</u>	<u>27.00%</u>
 WBE: iDesign Engineering, Inc.	 \$ 70,000.00	 7.00%
Chesapeake Environmental Management, Inc.	30,000.00	3.00%
	<u>\$100,000.00</u>	<u>10.00%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Design Consultant Services Agreement for Resurfacing and Reconstruction Projects, with McCormick Taylor, Inc. for Project No. 1225. The President Voted
NO.

MINUTES

Department of Transportation - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with P. Flanigan & Sons, Inc. for Contract No. TR10018 Orchard Ridge Phase II.

AMOUNT OF MONEY AND SOURCE:

\$121,920.91 - 9950-915033-9527-000000-200001

BACKGROUND/EXPLANATION:

All work on Contact No. TR10018 is substantially completed and all punch list items complete. The Contractor requested a Partial Release in the amount of \$121,920.91. The remaining \$2,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of the Specifications, a Conditional Inspection for Contract No. TR10018 Orchard Ridge Phase II was held on November 5, 2013.

MBE/WBE PARTICIPATION:

P. Flanigan and Sons, Inc. demonstrated a good faith effort towards achieving both 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 P. Flanigan & Sons, Inc. for Contract No. TR10018 Orchard Ridge Phase II.

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 Santos Construction Co., Inc. for Contract No. TR13004 Reconstruction of Alleys Citywide.

AMOUNT OF MONEY AND SOURCE:

\$51,823.47 - 9950-906443-9504-000000-200001

BACKGROUND/EXPLANATION:

All work on Contract No. TR13004 is substantially completed and all punch list items complete. The Contractor requested a Partial Release in the amount of \$51,823.47. The remaining \$2,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of Specifications, a Final Inspection for Contract No. TR13004 Reconstruction of Alleys Citywide was held on December 3, 2014.

MBE/WBE PARTICIPATION:

Santos Construction Co., Inc. has demonstrated a good faith effort towards achieving both 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 Santos Construction Co., Inc. for Contract No. TR-13004 Reconstruction of Alleys Citywide.

MINUTES

EXTRA WORK ORDERS AND TRANSFER OF FUNDS

* * * * *

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

3578 - 3579

All of the EWOs had been reviewed and approved
by the

Department of Audits, CORC,
and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved
SUBJECT to receipt of a favorable report
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

MINUTES

EXTRA WORK ORDERS

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

1. EWO #004, \$4,633.49 - Project No. 799, Improvements to Hawkins Point Road

\$374,228.29	\$918,076.36	Century Engineering, Inc.	-	-
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2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$49,225.22 FED	9950-903416-9507 Constr. Reserve Hawkins Point Rd. Bridge	
12,306.30 <u>MVR</u>	9950-903416-9507 Constr. Reserve Hawkins Point Rd. Bridge	
\$61,531.52	-----	9950-902416-9506-5 Inspection Hawkins Point Rd. Bridge

This transfer will cover the deficit and fund the costs associated with Change Order No. 4, Project No. 799 (B/D) Improvements to Hawkins Point Road with Century Engineering, Inc.

MINUTES**EXTRA WORK ORDERS**

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

3. EWO #009, \$172,492.44 - TR 08310, Rehabilitation of Central Ave. & Storm Drain: Eastern Ave. to Madison Ave.
- | | | | | |
|------------------|--------------|-------------------|---|---|
| \$ 27,776,125.47 | \$638,616.16 | Monumental Paving | - | - |
| | | Excavating | - | & |
| | | Inc. | | |

This authorization is to pay for unforeseen utility conflicts. The sewer line break under the proposed culvert, duct bank adjustments that cross with existing stream lines and existing duct banks that need adjusting to match the new reconstructed electrical vaults while the power lines are still energized. Additional re-steel is needed to bring the proposed EMN into compliance with HS25 specification.

4. EWO #006, (\$970.88) - TR 11301, Resurfacing Highways at Various Locations
- | | | | | |
|----------------|--------------|---------------|---|---|
| \$2,043,094.97 | \$400,592.64 | M. Luis | - | - |
| | | Construction | | |
| | | Company, Inc. | | |

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

MINUTES

Mayor's Office of Employee - Consultant Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with the Baltimore City Board of School Commissioners (BCPSS). The period of the Consultant Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 5000-501216-6391-483200-405001

BACKGROUND/EXPLANATION:

The BCPSS operates an alternative school for high school students in a portion of the Department's Youth Opportunity Westside Center located at 1500 West Lafayette Avenue. The MOED will complement the academic programs delivered by the BCPSS by providing services such as GED test-taking preparation and career exploration and navigation. These efforts are designed to help increase school attendance and decrease the drop-out rate of students who attend alternative high schools.

The agreement is late because of additional time necessary to reach a comprehensive understanding between the parties.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the Baltimore City Board of School Commissioners.

MINUTES

Mayor's Office of Employee - Fourth Amendment to Grant
Development Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Fourth Amendment to Grant Agreement with Baltimore County. The period of the Award is December 1, 2012 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-805713-6312-456000-404001

BACKGROUND/EXPLANATION:

On March 13, 2013, the Board approved acceptance of the Grant from the Maryland Workforce Corporation (MWC) to the Department for professional services. On December 18, 2013, the Board approved the First Amendment to the grant agreement to increase the amount of the Award by \$24,442.00. On June 25, 2014, the Board approved the Second Amendment to allow an Assignment provision giving the MWC the right to assign this Agreement to Baltimore County as Administrator of the Accelerating Connection to Employment Grant. The Department consented to the Assignment which was approved by the Board on September 9, 2014.

The purpose of the Third Amendment was to outline the responsibilities of Baltimore County and the Department and to add additional funding in the amount of \$44,567.00.

This Fourth Amendment extends the period of the original Agreement through June 30, 2016.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fourth Amendment to Grant Agreement with Baltimore County.

MINUTES

Baltimore Development - Amended and Restated
Corporation (BDC) Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amended and Restated Land Disposition Agreement with Hendler Creamery Development, LLC, Developer, for purchase and redevelopment of the City-owned property located at 1100 E. Baltimore Street, 1110 E. Baltimore Street, and 1107 E. Fayette Street (Ward 5, Section 7, Block 1338, Lots 1, 2, and 5) and the bed of E. Fairmount Street between East Street and Aisquith Street.

AMOUNT OF MONEY AND SOURCE:

\$180,000.00 - Purchase Price for 1107 E. Fayette Street and the closed bed of E. Fairmount Street.

BACKGROUND/EXPLANATION:

This Amended and Restated Land Disposition Agreement will (a) provide for the purchase and development of 1107 E. Fayette Street and the bed of E. Fairmount Street and (b) replace the Land Disposition Agreement dated September 27, 2006 between the City and 1100 E. Baltimore Street Holdings, LLC, recorded among the Land Records of Baltimore City in Liber FMC 8912 folio 720 as to the adjacent property at 1100 E. Baltimore Street.

The former Hendler Creamery Building at 1100-1110 E. Baltimore Street, and the former truck warehouse at 1107 E. Fayette Street were acquired by the City in 1999 as part of a Jonestown revitalization effort. On September 27, 2006, the Board of Estimates approved a LDA and a \$300,000.00 Purchase Money Mortgage and Note with 1100 E. Baltimore Street Holdings, LLC for the sale and redevelopment of 1100-1110 E. Baltimore Street. Settlement occurred in January 2007. Subsequently, 1100 E. Baltimore Street Holdings, LLC took out a preconstruction loan with Colombo Bank on the property, to which the City-held purchase money mortgage was subordinated.

MINUTES

BDC - cont'd

In 2012, 1100 E. Baltimore Street Holdings, LLC, being in default of the LDA, and its loan with Colombo Bank, sold the properties at 1100-1110 E. Baltimore Street to the Developer, the proceeds of which sale were used to pay off the loan with Colombo Bank. The negotiated sale averted a foreclosure that had been scheduled at which the City's purchase money mortgage would have been wiped out. By virtue of having taken title to these properties, the Developer has assumed the obligations described in that LDA, including the obligation to develop the properties as an office building with a gated parking facility.

The City will take back a Purchase Money Mortgage of \$180,000.00 at an interest rate of 5.25% per annum, with all principal and interest due at the sooner of i) the 10th anniversary of the settlement date, ii) at the time of closing of the Developer's construction loan or iii) the sale of the property to a third party.

The Developer currently holds fee simple title to 1100 and 1110 E. Baltimore Street.

The Developer wishes to acquire the adjacent property known as 1107 E. Fayette Street, and a portion of Fairmount Avenue, from the City to create a property assemblage of the entire block bound by East Street, Fayette Street, Aisquith Street, and Baltimore Street. (The Developer holds title to the remaining property in the assemblage at 1105 E. Fayette Street, which is unencumbered by any Land Disposition Agreement).

The Developer further wishes to consolidate all of the properties within this block and, instead of developing the office building as provided for in the 2006 Land Disposition Agreement, to develop on the consolidated properties a market-rate residential project with at least 270 units, ground floor retail and approximately 260 parking spaces.

MINUTES

BDC - cont'd

This Amended and Restated Land Disposition Agreement allows for this updated development program, authorizes the sale of the additional City-owned properties, confirms the release of the purchase money mortgage that was part of the former development project, and updates the terms of disposition and redevelopment.

This Land Disposition Agreement authorizes the Commissioner of the Department of Housing and Community Development to grant certain approvals, waivers, and extensions associated with the purchase and development of this Property.

The Board is requested to waive its 12-month appraisal requirement, and to consider the sales price of these properties as equal to appraised value.

MBE/WBE PARTICIPATION:

The Developer has signed a commitment to comply with the City's MBE/WBE Program.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amended and Restated Land Disposition Agreement with Hendler Creamery Development, LLC, Developer, for purchase and redevelopment of the City-owned property located at 1100 E. Baltimore Street, 1110 E. Baltimore Street, and 1107 E. Fayette Street (Ward 5, Section 7, Block 1338, Lots 1, 2, and 5) and the bed of E. Fairmount Street between East Street and Aisquith Street.

MINUTES

Baltimore Development Corporation - Local Government Resolution

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Local Government Resolution in support of the Baltimore Development Corporation's (BDC) application to the State of Maryland's Department of Housing and Community Development's (MDDHCD) Community Legacy Program (CLP). A Local Government Resolution of support is required by the State for all applications to this program for funding.

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - MDDHCD - CLP Program

BACKGROUND/EXPLANATION:

The BDC has made application to the State's Community Legacy Program to continue to fund the façade improvement that assists businesses located in the Baltimore Main Street neighborhoods that make improvements to their commercial façades.

The community conditions that the funds will address are the façades of the small businesses located in the Baltimore Main Street neighborhoods. The Baltimore Main Streets program contains nine different neighborhoods (Belair-Edison, East Monument, Federal Hill, Fells Point, Hamilton-Lauraville, Highlandtown, Pennsylvania Avenue, Pigtown, and Waverly), where local small business owners can thrive in unique communities. For these neighborhoods to continue to thrive, the businesses must remain attractive to the community that they serve as well as visiting consumers. The look and feel of the Main Streets is one of the most important aspects to attracting new businesses and retaining existing businesses.

Since the Baltimore Main Streets program began in 2000, 656 façades have been completed which has prompted over \$9,000,000.00 in private funds.

MINUTES

BDC - cont'd

The continuation of this program allows business owners to maintain the appearance of their properties and to continue to make a significant visual contribution to the community and the City.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Local Government Resolution in support of the Baltimore Development Corporation's (BDC) application to the State of Maryland's Department of Housing and Community Development's Community Legacy Program.

MINUTES

Police Department - Mutual Aid Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Mutual Aid Agreement between Howard County and the Howard County Police Department.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department reviewed its mutual assistance agreements following the tragic events of April 2015 and the civil unrest during this period. In order to provide for public safety, the Department has initiated mutual aid agreements with various federal, state, and local law enforcement agencies.

Under the terms of agreement, the Baltimore Police Department, or the Howard County Police Department, may request personnel and equipment from the Chief of the other jurisdiction in the event local resources are insufficient to meet public safety requirements. The Chief of the responding jurisdiction will have discretion to decide whether and how to respond to such requests, taking into account the public safety requirements of the responding jurisdiction.

The agreement does provide that the requesting jurisdiction will indemnify the responding jurisdiction from third party claims that arise from the assistance provided in the requesting jurisdiction. In the future should the City incur any liability under the Mutual Aid Agreement, then a further request for authorization of the expenditure of funds from the Board would be submitted and a source of funds identified.

MINUTES

Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Mutual Aid Agreement between Howard County and the Howard County Police Department.

MINUTES

Mayor's Office on Criminal Justice - Ratify Grant Adjustment
Notice

ACTION REQUESTED OF B/E:

The Board is requested to ratify the acceptance of the Grant Adjustment Notice (GAN) with the Governor's Office of Crime Control and Prevention. The period of the Agreement is March 1, 2015 through July 31, 2015.

AMOUNT OF MONEY AND SOURCE:

\$1,053.00 - 4000-479015-2252-690500-600000

BACKGROUND/EXPLANATION:

On July 1, 2015, the Board approved a Grant Award in the amount of \$16,900.00 for the City "Supervised Visitation Center." The Center creates a safe haven for families with histories of domestic violence and facilitates supervised visitation and/or monitored exchanges of children for weekend visits with their non-custodial parents. The GAN increases the award by \$1,053.00 making the total award amount \$17,953.00.

This Grant Adjustment Notice was delayed because of a late receipt.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE GRANT ADJUSTMENT.**

UPON MOTION duly made and seconded, the Board ratified acceptance of the Grant Adjustment Notice (GAN) with the Governor's Office of Crime Control and Prevention.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Baltimore City Board of School Commissioners, tenant, for the rental of a portion of the property located at 1510 W. Lafayette Avenue, being on the 1st and 2nd floors, consisting of approximately 7,200 sq. ft. The period of the Agreement is July 1, 2015 through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00 - if demanded.

BACKGROUND/EXPLANATION:

The leased premises will be used as an Alternative School for selected Baltimore City Public School System students. The Landlord is responsible for maintenance and repair of the property, burglar and fire alarm systems, and utilities. The tenant is responsible for providing custodial services, liability insurance, telephone service, and security of the Leased Premises.

The Space Utilization Committee approved this Lease Agreement on September 29, 2015.

MINUTES

Space Utilization Committee- cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore City Board of School Commissioners, tenant, for the rental of a portion of the property located at 1510 W. Lafayette Avenue, being on the 1st and 2nd floors, consisting of approximately 7,200 sq. ft.

MINUTES

Department of Real Estate - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Babe Ruth Foundation, Inc., Tenant, for the rental of the property located at 216 Emory Street, consisting of 5,510 sq. ft. The period of the Lease Agreement is January 1, 2015 through December 31, 2019, with the option to renew for three five year terms.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>
Year 1 2015	\$55,500.00
Year 2 2016	\$44,400.00
Year 3 2017	\$33,300.00
Year 4 2018	\$22,200.00
Year 5 2019	\$11,100.00

Account: 1001-000000-4781-363900-607001

BACKGROUND/EXPLANATION:

The property is being used as a museum known as the "Babe" Ruth Birthplace Shrine. The Landlord will be responsible for the interior and exterior of the building, including foundations, roof, walls, gutters, downspouts, a/c, ventilating, and heating systems. In the event of any material breach by the Tenant and the exhaustion of any applicable period to cure, the Landlord reserves the right to exercise, full control over 216 Emory Street.

The Tenant is responsible for operating the building as a shrine-museum, furnishing and maintaining sufficient memorabilia exhibits and displays, and keeping the building open to the public during reasonable hours. All admission fees and monies

MINUTESDepartment of Real Estate - cont'd

from sale of souvenir and other promotional items will accrue to Tenant. The funds will be used to defray operating expenses of the museum, interior alterations necessary in connection with exhibits, memorabilia, or interior decoration. The Tenant will also actively seek to raise funds for the operation of the museum and to recruit new members to the Foundation. The Tenant will accept property in its "as is" condition.

The Tenant will also continue to hire and compensate at its own expense all sales, accounting, guards and any other personnel and maintenance for the museum. Provide security and safety of visitors, snow and ice removal, trash and debris, install an elevator providing access to the 1st, 2nd and 3rd floors, ADA accessible restrooms, complete electrical upgrade, move main public interior painting, janitorial, pest control, clean floors, interior and exterior lights.

In addition, the Tenant will provide all equipment necessary for operation of Tenant's program and will not make alterations, additions, or improvements without Landlord's consent. The Tenant will be responsible for paying utilities in Year 1, 50% Year 2, 75%, and Year 3, 100% and for the rest of the original term and renewal terms. The Tenant will waive admission fees for children and adults attending the museum as part of BCRP Recreation Center outings.

The Space Utilization Committee approved this Lease Agreement on August 11, 2015.

MINUTES

Department of Real Estate - cont'd

This Lease Agreement is late because of a delay in the administrative review process.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Babe Ruth Foundation, Inc., Tenant, for the rental of the property located at 216 Emory Street, consisting of 5,510 sq. ft.

MINUTES

Department of Real Estate - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Baltimore Green Space: A Land Trust for Community-Managed Open Space, Inc. Purchaser, for the sale of the property known as NWS Vickers Road 124.7 FT SW of Carlisle Avenue (Block 3070A, Lot 19) and REAR NES Vickers Road, REAR 3206 Vickers Road (Block 3070A, Lot 20).

AMOUNT OF MONEY AND SOURCE:

\$1.00 - NWS Vickers Road 124.7 FT SW of Carlisle Avenue (Block 3070A, Lot 19)
1.00 - REAR NES Vickers Road, REAR 3206 Vickers Road (Block 3070A, Lot 20)
\$2.00 - Purchase price

BACKGROUND/EXPLANATION:

The authority to sell the properties located on NWS Vickers Road 124.7 FT SW of Carlisle Avenue (Block 3070A, Lot 19) and REAR NES Vickers Road, REAR 3206 Vickers Road (Block 3070A, Lot 20) was approved by City Council Ordinance No. 477 on December 6, 1973.

The policy for disposition of properties in use as a community-managed open space was approved by the Board on December 23, 2009. The above listed properties are known as the Victorine Q. Adams Memorial Garden. The properties will continue to be used as a community garden.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Baltimore Green Space: A Land Trust for Community-Managed Open Space, Inc. Purchaser, for the sale of the property known as NWS Vickers Road 124.7 FT SW of Carlisle Avenue (Block 3070A, Lot 19) and REAR NES Vickers Road, REAR 3206 Vickers Road (Block 3070A, Lot 20).

MINUTES

Department of Real Estate - Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Communications License Agreement with Earth Networks Inc., for the rental of a portion of the premises at 2801 St. Lo Drive. The period of the Communications License Agreement is effective upon completion of the installation of equipment, transmission and cable lines for three years.

AMOUNT OF MONEY AND SOURCE:

	<u>LICENSE FEE</u>
2015	\$14,400.00
2016	\$14,976.00
2017	\$15,575.04

BACKGROUND/EXPLANATION:

The demised premises will be used for collecting weather data. Earth Networks Inc. will be responsible for the maintenance of the licensed premises, liability insurance, utilities, maintenance of the licensed premises, repairs to their equipment, and compliance with all FCC rules and regulations.

The Communications License Agreement has three renewal terms of one year each and the license fee shall continue to escalate annually by an amount equal to 4% over the amount of the license fee payments for the preceding year.

The Space Utilization Committee approved this Communications License Agreement on September 29, 2015.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Communications License Agreement with Earth Networks Inc., for the rental of a portion of the premises at 2801 St. Lo Drive.

MINUTES

Department of Real Estate - Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Communications License Agreement with Earth Networks Inc., for the rental of a portion of the premises at 5271 Reisterstown Road. The period of the Communications License Agreement is effective upon completion of the installation of equipment, transmission and cable lines for three years.

AMOUNT OF MONEY AND SOURCE:

	<u>LICENSE FEE</u>
2015	\$14,400.00
2016	\$14,976.00
2017	\$15,575.04

BACKGROUND/EXPLANATION:

The demised premises will be used for collecting weather data. Earth Networks Inc. will be responsible for the maintenance of the licensed premises, liability insurance, utilities, maintenance of the licensed premises, repairs to their equipment, and compliance with all FCC rules and regulations.

The Communications License Agreement has three renewal terms of one year each and the license fee shall continue to escalate annually by an amount equal to 4% over the amount of the license fee payments for the preceding year.

The Space Utilization Committee approved this Communications License Agreement on September 29, 2015.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Communications License Agreement with Earth Networks Inc., for the rental of a portion of the premises at 5271 Reisterstown Road.

MINUTES

Department of Real Estate - First Amendment to the
Communications License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a First Amendment to the Communications License Agreement with New Cingular Wireless PCS, LLC, to allow up to three additional remote radio heads at 2700 Glen Avenue.

AMOUNT OF MONEY AND SOURCE:

License Fee - additional \$3,600.00 annually

BACKGROUND/EXPLANATION:

On January 20, 2010, the Board approved the original License Agreement with New Cingular Wireless PCS, LLC. The First Amendment to the License Agreement will allow for additional equipment and remote radio heads at an existing site. The Licensee will be permitted to add up to the three remote radio heads along the mounting hardware and coaxial cables (collectively, the "Remote Radio Head Equipment").

The Space Utilization Committee approved this Communications License Agreement on September 29, 2015.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Communications License Agreement with New Cingular Wireless PCS, LLC, to allow up to three additional remote radio heads at 2700 Glen Avenue.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement of Sale with Williams-Carroll, LLC for the sale of the property known as 3314 Ayrdale Avenue.

AMOUNT OF MONEY AND SOURCE:

\$58,500.00 - Purchase price
(Appraised Value)

BACKGROUND/EXPLANATION:

The authority to sell this property was approved by City Council Ordinance No. 14-0430 on June 1, 2015.

The property appraised for \$58,500.00. The Purchaser has paid a down payment in the amount of \$5,900.00.

The property at 3314 Ayrdale Avenue is located in the area of North West Baltimore City commonly known as Forest Park. It is approximately 3,432 sq. ft. and is an improved one and two-story structure. The building was once occupied by the Department of Housing and Community Development, but is currently vacant and has fallen into disrepair.

The Department of General Services surplused the property and received no interest from other City agencies. A private developer, Williams-Carroll, LLC, has expressed interest in the property with plans for a barber shop and beauty salon. The property is zoned B-2-2, under which the proposed use is permitted. Once the property is sold, it will be returned to productive use in the Forest Park community.

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement of Sale with Williams-Carroll, LLC for the sale of the property known as 3314 Ayrdale Avenue.

MINUTES

Space Utilization Committee - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) between the Department of Transportation and Crown Castle NG Atlantic LLC (Crown Castle), a Virginia limited liability company.

AMOUNT OF MONEY AND SOURCE:

\$387,500.00 - Estimated Annual Revenue from 200 poles
121,000.00 - one-time pole fee
119,700.00 - in lieu of conduit fee
\$628,200.00

BACKGROUND/EXPLANATION:

The MOU is for the use of 200 City-owned poles and 42 third-party owned wood utility poles. The Crown Castle acquired NexG, a company that entered in an "Interim Right-of-Way Agreement" with the City on October 17, 2007. Pursuant to that Agreement, antennas have been placed on 61 City-owned poles. Crown Castle is in the process of entering into a Franchise Agreement with the City and afterwards they will enter into a License Agreement for attachment to City-owned poles.

This MOU will allow Crown Castle at its sole risk to attach antennas to City-owned poles as well as go through the approval and review process. Crown Castle will be solely responsible for the cost of any remedial work to make the poles suitable for their use and will be responsible for liability insurance, utilities, maintenance and repairs to their equipment and compliance with all FCC rules and regulations.

MINUTESSpace Utilization Committee - cont'd

A one-time fee of \$500.00 per pole or \$121,000.00 total will be paid by Crown Castle. In addition, Crown Castle will pay \$119,700.00 per year as a fee in lieu of utilizing the City's conduit. This fee will be reduced by \$300.00 per pole that is subsequently connected to the City's conduit. Furthermore, Crown Castle will pay an annual attachment fee according to the following schedule:

1-25 attachments	\$2,400.00 each
26-100 attachments	\$2,100.00 each
101-200 attachments	\$1,700.00 each
201-300 attachments	\$1,500.00 each
301-400 attachments	\$1,300.00 each
400-500 attachments	\$1,100.00 each
501+ attachments	\$ 900.00 each

PROPOSED LOCATIONS

1. Crown Castle 900 LIGHT STREET - FEDERAL HILL
2. Crown Castle 1621 ALICEANNA STREET - FELLO POINT
3. Crown Castle 36 LIGHT STREET - DOWNTOWN
4. Crown Castle 2131 E. LOMBARD STREET - JONESTOWN
5. Crown Castle 900 E. LOMBARD STREET - MCELDERY PARK
6. Crown Castle 2343 E. MONUMENT STREET - MCELDERY PARK
7. Crown Castle 2500 E. BALTIMORE STREET - PATTERSON PARK
8. Crown Castle 125 S. HIGHLAND AVENUE - BALTIMORE HIGHLANDS
9. Crown Castle 1302 S. HANOVER STREET - SOUTH BALTIMORE
10. Crown Castle 1516 WASHINGTON BLVD - CARROLL PARK
11. Crown Castle 802 S. CAREY STREET - WASHINGTON VILLAGE
12. Crown Castle 612 CATHEDRAL STREET - MOUNT VERNON
13. Crown Castle 302 WARREN AVENUE - FEDERAL HILL
14. Crown Castle 1007 HANOVER STREET - FEDERAL HILL
15. Crown Castle 2548 FLEET STREET - CANTON
16. Crown Castle 22 LIGHT STREET - DOWNTOWN

MINUTES

Space Utilization Committee - cont'd

17.Crown Castle 801 LIGHT STREET - FEDERAL HILL
18.Crown Castle 200 S. PRESIDENT STREET - INNER HARBOR
19.Crown Castle 245 N. GILMOR STREET - FRANKLIN SQUARE
20.Crown Castle 1400 W. PRATT STREET - UNION SQUARE
21.Crown Castle 4 SCHROEDER STREET - POPPLETON
22.Crown Castle 826 RUSSELL STREET - WASHINGTON VILLAGE
23.Crown Castle 763 W. PRATT STREET - BARRE CIRCLE
24.Crown Castle 680 W. LEXINGTON STREET - UNIVERSITY OF MD
25.Crown Castle 36 W. HEATH STREET - SOUTH BALTIMORE
26.Crown Castle 409 CATHEDRAL STREET - DOWNTOWN
27.Crown Castle 425 W. BALTIMORE STREET - DOWNTOWN
28.Crown Castle 1119 E. BALTIMORE STREET - JONESTOWN
29.Crown Castle 323 PACA STREET - DOWNTOWN
30.Crown Castle 500 N. CALVERT STREET - MOUNT VERNON
31.Crown Castle 400 E. LEXINGTON STREET - DOWNTOWN
32.Crown Castle 700 N. BROADWAY GAY - STREET
33.Crown Castle 1100 HILLEN STREET - OLDTOWN
34.Crown Castle 1303 ORLEANS STREET - DUNBAR-BROADWAY
35.Crown Castle 1001 LOW STREET - JONESTOWN
36.Crown Castle 1633 E. LOMBARD STREET - WASHINGTON HILL
37.Crown Castle 248 S. WASHINGTON STREET - UPPER FELLS POINT
38.Crown Castle 3545 MCELDERRY STREET - ELLWOOD PARK/MONUMENT
39.Crown Castle 3025 HUDSON STREET - CANTON
40.Crown Castle 1216 W. LEXINGTON STREET - POPPLETON
41.Crown Castle 501 N. SCHROEDER STREET - HARLEM PARK
42.Crown Castle 1234 W. MADISON STREET - OLDTOWN
43.Crown Castle 1003 N. BROADWAY - MIDDLE EAST
44.Crown Castle 101 OLDHAM STREET - PULASKI INDUSTRIAL AREA
45.Crown Castle 100 W. FAYETTE STREET - DOWNTOWN
46.Crown Castle 903 KEY HWY - INNER HARBOR
47.Crown Castle 1300 WEBSTER STREET - RIVERSIDE
48.Crown Castle 1001 E. FORT AVENUE - LOCUST POINT INDUSTRIAL
49.Crown Castle 1920 E. FORT AVENUE - LOCUST POINT
50.Crown Castle 2000 ALICEANNA STREET - FELLS POINT
51.Crown Castle 2360 BOSTON STREET - CANTON
52.Crown Castle 2999 BOSTON STREET - CANTON
53.Crown Castle 415 W. CAMDEN STREET - STADIUM AREA
54.Crown Castle 295 W. PRATT STREET - DOWNTOWN WEST
55.Crown Castle 471 S. CHARLES STREET - OTTERBEIN

MINUTES

Space Utilization Committee - cont'd

56.Crown Castle 100 COMMERCE STREET - INNER HARBOR
57.Crown Castle 520 E. LOMBARD STREET - DOWNTOWN
58.Crown Castle 852 E. PRATT STREET - JONESTOWN
59.Crown Castle 808 EASTERN AVENUE - LITTLE ITALY
60.Crown Castle 715 S. EDEN STREET - FELS POINT
61.Crown Castle 2239 ESSEX STREET - CANTON
62.Crown Castle 800 BATTERY AVENUE - FEDERAL HILL
63.Crown Castle 415 W. LEE STREET - STADIUM AREA
64.Crown Castle 586 W. OSTEND STREET - STADIUM AREA
65.Crown Castle 100 W. PRATT STREET - DOWNTOWN WEST
66.Crown Castle 1120 KEY HWY - RIVERSIDE
67.Crown Castle 1227 W. CROSS STREET - WASHINGTON VILLAGE
68.Crown Castle 800 E. BALTIMORE STREET - JONESTOWN
69.Crown Castle 650 W. BALTIMORE STREET - UNIVERSITY OF MD
70.Crown Castle 125 W. RANDALL STREET - SOUTH BALTIMORE
71.Crown Castle 1003 BRENTWOOD STREET - JOHNSTON SQUARE
72.Crown Castle 1029 VALLEY STREET - JOHNSTON SQUARE
73.Crown Castle 311 E. CHASE STREET - JOHNSTON SQUARE
74.Crown Castle 702 E. PRESTON STREET - JOHNSTON SQUARE
75.Crown Castle 1234 N. EDEN STREET - OLIVER
76.Crown Castle 309 FEDERAL STREET - GREENMOUNT WEST
77.Crown Castle 1701 N. CHARLES STREET - CHARLES NORTH
78.Crown Castle 1887 GREENMOUNT AVENUE - GREENMOUNT CEMETERY
79.Crown Castle 1707 ENSOR STREET - OLIVER
80.Crown Castle 876 W. PRATT STREET - HOLLINS MARKET
81.Crown Castle 1 W. PRATT STREET - DOWNTOWN WEST
82.Crown Castle 1100 COVINGTON STREET - RIVERSIDE
83.Crown Castle 1835 N. CAROLINE STREET - OLIVER
84.Crown Castle 1238 E. LAFAYETTE AVENUE - OLIVER
85.Crown Castle 1516 FEDERAL STREET - OLIVER
86.Crown Castle 1329 VALLEY STREET - JOHNSTON SQUARE
87.Crown Castle 1209 HOMEWOOD AVENUE - JOHNSTON SQUARE
88.Crown Castle 427 E. PRESTON STREET - JOHNSTON SQUARE
89.Crown Castle 639 N. EUTAW STREET - MOUNT VERNON
90.Crown Castle 211 W. FRANKLIN STREET - DOWNTOWN
91.Crown Castle 725 FALLSWAY - PENN-FALLSWAY

MINUTES

Space Utilization Committee - cont'd

92.Crown Castle 413 E. CENTRE STREET - PENN-FALLSWAY
 93.Crown Castle 685 N. EXETER STREET - PENN-FALLSWAY
 94.Crown Castle 460 N. EXETER STREET - PENN-FALLSWAY
 95.Crown Castle 765 HILLEN STREET - PENN-FALLSWAY
 96.Crown Castle 411 HOLLIDAY STREET - DOWNTOWN
 97.Crown Castle 101 E. PLEASANT STREET - DOWNTOWN
 98.Crown Castle 307 N. HOLLIDAY STREET - DOWNTOWN
 99.Crown Castle 201 FALLSWAY-JONESTOWN
 100.Crown Castle 100 N. FREDERICK STREET - DOWNTOWN
 101.Crown Castle 976 E. FAYETTE STREET - JONESTOWN
 102.Crown Castle 522 W. LOMBARD STREET - UNIVERSITY OF MD
 103.Crown Castle 201 W. BALTIMORE STREET - DOWNTOWN
 104.Crown Castle 101 W. LOMBARD STREET - DOWNTOWN-WEST
 105.Crown Castle 791 W. OSTEND STREET - CARROLL-CAMDEN
 106.Crown Castle 1046 LIGHT STREET - FEDERAL HILL
 107.Crown Castle 21 WEST STREET-FEDERAL HILL
 108.Crown Castle 847 W. BALTIMORE STREET - HOLLINS MARKET
 109.Crown Castle 343 SCOTT STREET BARRE - CIRCLE
 110.Crown Castle 701 WASHINGTON BLVD. - WASHINGTON VILLAGE
 111.Crown Castle 323 S. SHARP STREET - DOWNTOWN-WEST
 112.Crown Castle 1641 W. LANVALE STREET - HARLEM PARK
 113.Crown Castle 1714 RIGGS AVENUE - SANDTOWN-WINCHESTER
 114.Crown Castle 1323 N. GILMOR STREET - SANDTOWN-WINCHESTER
 115.Crown Castle 815 MADISON AVENUE - SETON HILL
 116.Crown Castle 536 W. PRESTON AVENUE - UPTON
 117.Crown Castle 1022 N. EUTAW STREET - MADISON PARK
 118.Crown Castle 1143 N. FREEMONT AVENUE - UPTON
 119.Crown Castle 540 W. MOSHER STREET - UPTON
 120.Crown Castle 1100 N. EUTAW STREET - MADISON PARK
 121.Crown Castle 201 W. PRESTON STREET - MADISON PARK
 122.Crown Castle 1830 PENNSYLVANIA AVENUE - UPTON
 123.Crown Castle 1901 DIVISION STREET - DRUID HEIGHTS
 124.Crown Castle 661 W. NORTH AVENUE - BOLTON HILL
 125.Crown Castle 2148 N. PAYSON STREET - MONDAWMIN
 126.Crown Castle 2309-2317 N. FULTON AVENUE - PENN-NORTH
 127.Crown Castle 2301 GWYNNS FALLS PARKWAY - MONDAWMIN
 128.Crown Castle 3525 WOODBROOK AVENUE - PARKVIEW/WOODBROOK

MINUTES

Space Utilization Committee - cont'd

- 129. Crown Castle 2301 LIBERTY HEIGHTS AVENUE - MONDAWMIN
- 130. Crown Castle 2600 GWYNNS FALLS PARKWAY - BURLEITH-LEIGHTON
- 131. Crown Castle 317 DOLPHIN STREET MADISON - PARK
- 132. Crown Castle 1211 PENNSYLVANIA AVENUE - UPTON
- 133. Crown Castle 621 W. HOFFMAN STREET - HERITAGE CROSSING
- 134. Crown Castle 123 N. ANN STREET - WASHINGTON HILL
- 135. Crown Castle 2707 E. FAYETTE STREET - PATTERSON PARK
- 136. Crown Castle 3850 E. BALTIMORE STREET - BALTIMORE HIGHLANDS
- 137. Crown Castle 2626 BOSTON STREET - CANTON
- 138. Crown Castle 620 N. CAROLINE STREET - DUNBAR-BROADWAY
- 139. Crown Castle 1393 E. PRATT STREET - WASHINGTON HILL
- 140. Crown Castle 1734 ORLEANS STREET - DUNBAR-BROADWAY
- 141. Crown Castle 500 N. WASHINGTON STREET - DUNBAR-BROADWAY
- 142. Crown Castle 2100 E. MONUMENT STREET - MIDDLE EAST
- 143. Crown Castle 923 N. CAROLINE STREET - GAY STREET
- 144. Crown Castle 986 N. COLLINGTON AVENUE - MIDDLE EAST
- 145. Crown Castle 1401 E. EAGER STREET - GAY STREET
- 146. Crown Castle 1414-1498 N. WOLFE STREET - BROADWAY EAST
- 147. Crown Castle 1619 N. CHESTER STREET - DARLEY PARK
- 148. Crown Castle 1956 SINCLAIR LANE - DARLEY PARK
- 149. Crown Castle 1901 N. BROADWAY - SOUTH CLIFTON PARK
- 150. Crown Castle 2035 N. BROADWAY - SOUTH CLIFTON PARK
- 151. Crown Castle 1807 N. COLLINGTON AVENUE - BROADWAY EAST
- 152. Crown Castle 1643 N. PATTERSON PARK AVENUE - BROADWAY EAST
- 153. Crown Castle 1808 N. PATTERSON PARK AVENUE - BROADWAY EAST
- 154. Crown Castle 3100 BOSTON STREET - CANTON
- 155. Crown Castle 993 GRUNDY STREET - BREWERS HILL
- 156. Crown Castle 228 W. LEXINGTON STREET - DOWNTOWN
- 157. Crown Castle 117 N. GREENE STREET - DOWNTOWN
- 158. Crown Castle 288 W. CONWAY STREET - DOWNTOWN WEST
- 159. Crown Castle 616 W. WEST STREET - CARROLL-CAMDEN
- 160. Crown Castle 1083 S. HOWARD STREET - STADIUM AREA

MINUTES

Space Utilization Committee - cont'd

- 161. Crown Castle 1988 RUSSELL STREET - CARROLL-CAMDEN
- 162. Crown Castle 110 N. HOWARD STREET - DOWNTOWN
- 163. Crown Castle 508 W. HAMBURG STREET - SHARP-LEADENHALL
- 164. Crown Castle 101 W. WEST STREET - SHARP-LEADENHALL
- 165. Crown Castle 2809 E. FAIRMOUNT AVENUE - PATTERSON PARK
- 166. Crown Castle 338 W. PRATT STREET - DOWNTOWN WEST
- 167. Crown Castle 103 N. CALVERT STREET - DOWNTOWN
- 168. Crown Castle 200 W. LOMBARD STREET - DOWNTOWN
- 169. Crown Castle 879 E. FORT AVENUE - LOCUST POINT INDUSTRIAL
- 170. Crown Castle 21 N. FREMONT AVENUE - POPPLETON
- 171. Crown Castle 87 S. MLK JR BLVD - UNIVERSITY OF MD

The Space Utilization Committee approved this Memorandum of Understanding at its meeting on September 29, 2015.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding (MOU) between the Department of Transportation and Crown Castle NG Atlantic LLC (Crown Castle), a Virginia limited liability company.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release brought by Christine Abbott against Officers Lee Grishkot and Todd Edick alleging violations of 42 USC 1983.

AMOUNT OF MONEY AND SOURCE:

\$95,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

On June 2, 2012, at approximately midnight, Officer Scott Dickson and Defendant Officer Todd Edick responded to 3853 Falls Road for a loud party. Shortly thereafter, Defendant Officer Lee Grishkot arrived on the scene. When Officer Edick advised that he was going to issue a citation to a male individual responsible for the event, that individual became very upset. Officer Edick also advised the same individual to put out his cigarette while the officer was interviewing him, but the individual refused. A verbal dispute arose between the two, and when the individual stepped off the porch and approached the officers on the scene, Officer Edick withdrew his Taser. At that moment, the Plaintiff attempted to prevent Officer Edick from tasing the male individual who she indicated as her then boyfriend. When Officer Grishkot went to assist Officer Dickson effectuate the arrest of the male individual who was resisting arrest, the Plaintiff attempted again to intervene. Officer Grishkot contends that at that point he took the Plaintiff to the ground and placed her under arrest. During the altercation with Defendant Grishkot, the Plaintiffs dress became ripped exposing her breast as she was stood up by the officer. The Plaintiff claims that Officer Grishkot refused to allow her to pull up her dress and also refused to call a female officer to assist with her dress. As a result of injuries sustained during her arrest, the Plaintiff was transported to the hospital for treatment.

MINUTES

Department of Law - cont'd

Because of conflicting factual and legal issues involved, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$95,000.00 in return for a dismissal of the litigation.

Based on a review of the facts specific to this case, the Settlement Committee of the Law Department recommends that the Board approve the settlement of this case as set forth herein.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release brought by Christine Abbott against Officers Lee Grishkot and Todd Edick alleging violations of 42 USC 1983.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreement and Release brought by Dameatrice Moore against Sergeant Conrad Hendrichs, and Officers Quinton Smith and Bryan Kunkle for violations of the Maryland Declaration of Rights.

AMOUNT OF MONEY AND SOURCE:

\$125,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

On January 12, 2013, Officer Quinton Smith was working the midnight shift when he was approached by Sgt. Hendrichs to patrol the 5400 block of York Road in connection with a crime that occurred the night before. While on patrol at the 5400 block of York Road, Officer Smith observed a rowdy crowd near a pizza shop. Officer Smith attempted to disperse the crowd. At some point, a male individual yelled at Officer Smith indicating that they were not going to move. When Officer Smith approached the individual, a crowd formed around him. Officer Smith contends that the individual grabbed him and threw him to the ground twice and then slammed him into a wall. Officer Smith contends that others in the crowd started hitting him as well. Afraid of passing out, Officer Smith reached for his service weapon and discharged it striking the Plaintiff Moore in the arm and stomach and then striking another person nearby. The Plaintiff Moore lost consciousness and was taken to Johns Hopkins where he was treated for his injuries.

Because of conflicting factual and legal issues involved, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$125,000.00 in return for a dismissal of the litigation.

MINUTES

Department of Law - cont'd

Based on a review of the facts specific to this case, the Settlement Committee of the Law Department recommends that the Board approve the Settlement of this case as set forth herein.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release brought by Dameatrice Moore against Sergeant Conrad Hendrichs, and Officers Quinton Smith and Bryan Kunkle for violations of the Maryland Declaration of Rights.

MINUTES

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

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

It is the opinion of the Law Department that the claimants have met the qualifications for a real property tax exemption for disabled veterans, and that the claimants are eligible to receive a refund of taxes paid because they were honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. It has been determined that the claimants are entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
1. LOUIS GRIFFIN	4218 Parkside Drive	2014/2015	\$2,185.55
Mr. Griffin filed his application on August 21, 2015.			
2. HEYWARD TINDALL	3812 Beehler Avenue	2014/2015	\$ 932.38
Mr. Tindall filed his application on August 12, 2015.			
3. MINNIE BROWN	2315 Orem Avenue	2014/2015 2013/2014 Total	\$1,331.56 824.46 \$2,156.02

Ms. Brown filed her application on August 10, 2015.

MINUTES

Law Department - cont'd

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
4. MARK JONES	1213 Ashland Avenue	2014/2015	\$1,665.80
		2013/2014	1,618.08
		2012/2013	<u>1,650.00</u>
		Total	\$4,933.88

Mr. Jones filed his application on August 21, 2015.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, each claimant's refund must be made within 60 days of the application.

The Board **NOTED** and **CONCURRED** in the opinion of the Law Department.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Subscription Agreement with Drum Special Situation Partners IV LP, managed by Drum Capital Management, LLC.

AMOUNT OF MONEY AND SOURCE:

\$20,000,000.00 - approximately of F&P funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

Drum Capital Management, LLC will be managing approximately \$20,000,000.00 of F&P funds in Drum Special Situation Partners IV LP, a private equity fund primarily investing in distressed businesses.

The F&P Board of Trustees conducted a search for a private equity investment manager and, as a result of that search, selected Drum Capital Management, LLC to receive and invest \$20,000,000.00 in Drum Special Situation Partners IV LP. The search and selection process was conducted with the assistance and advice of the F&P System's investment advisor, Summit Strategies Group.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Subscription Agreement with Drum Special Situation Partners IV LP, managed by Drum Capital Management, LLC. The Comptroller **ABSTAINED**.

MINUTES

Parking Authority of Baltimore City (PABC) - Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Employment Agreement with Mr. Peter E. Little. The period of the Agreement is effective November 1, 2015 for two years, with the option to extend the period of the Agreement for two additional one-year periods.

AMOUNT OF MONEY AND SOURCE:

\$150,000.00 annually - 2076-000000-2321-253300-607001

BACKGROUND/EXPLANATION:

Baltimore City Code, Article 31, Subtitle 13, § 13-10 provides that the Chief Administrative Officer of the PABC is the Executive Director. Mr. Little was selected as Executive Director by the Parking Authority Board of Directors after an extensive local and national search 11 years ago, and Mr. Little has served as Executive Director in a competent and professional manner since that time.

For the past two years, Mr. Little has been serving as Executive Director under the terms and conditions of the Employment Agreement that was approved by the Board of Estimates on September 9, 2013, which expires on October 31, 2015.

On September 15, 2015, the PABC Board of Directors approved continuing employment with Mr. Little as Executive Director for two years.

MINUTES

PABC - cont'd

This Employment Agreement will allow the PABC to retain Mr. Little as the Executive Director of the PABC to conduct and manage the business of the PABC, in the interests of the City of Baltimore and the PABC.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Employment Agreement with Mr. Peter E. Little.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 1 to Memorandum of Understanding with Guilford Association, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On October 8, 2014, the Board approved a Memorandum of Understanding between the Department and the Guilford Association, Inc. During a recent meeting, the Guilford Association, Inc. requested changes to some of the terms in the original Agreement that includes the inclusion of the name and contact information of the Department's project manager. The revision of some general conditions and the additional language regarding parking allowances and alternatives during the construction phase of Water Contract 1173 Guilford Reservoir Improvements and Water Contract No. 1120 Guilford Pumping Station Rehabilitation after Notice to Proceeds are given. All other terms that remain in the original Agreement remain the same.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Memorandum of Understanding with Guilford Association, Inc.

MINUTES

Department of Public Works, - Task Assignment
Off. of Engineering & Constr.

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 013 to Hazen & Sawyer, PC under Project No. 1406, On-Call Project and Construction Management Assistance Services.

AMOUNT OF MONEY AND SOURCE:

\$136,054.00 - 9956-903645-9551-900020-705032

BACKGROUND/EXPLANATION:

Hazen & Sawyer, PC will provide on-site inspection services on SC 899, Improvements to Sanitary Sewers in the Western Area in the Jones Falls Sewershed for the Department of Public Works, Bureau of Water & Wastewater.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 013 to Hazen & Sawyer, PC under Project No. 1406, On-Call Project and Construction Management Assistance Services.

MINUTES

Department of Public Works, - Amendment No. 1 to Agreement
Off. of Engineering & Constr.

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement for Sanitary Contract 920, Improvements to the Gwynns Falls Sewershed Collection System - Area A with Johnson, Mirmiran & Thompson, Inc.

AMOUNT OF MONEY AND SOURCE:

\$259,514.46 - 9956-904623-9551-900020-702064

BACKGROUND/EXPLANATION:

Johnson, Mirmiran & Thompson, Inc. will provide engineering services for the Gwynns Falls Sewershed Collection System-Area A to comply with Paragraph 9 of the Consent Decree as part of S.C. 920.

Under this Amendment, Johnson, Mirmiran & Thompson, Inc. will provide engineering services, which includes, preparation of design documents for upland area sewer and stream restoration, preparation of right-of-entry agreements and revising the design plans to address erosion and sediment control comments.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE and WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Public Works, - cont'd
Off. of Engineering & Constr.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement for Sanitary Contract 920, Improvements to the Gwynns Falls Sewershed Collection System - Area A with Johnson, Mirmiran & Thompson, Inc.

MINUTES

Department of Public Works, - Amendment No. 5 to Agreement
Off. of Engineering & Constr.

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 5 to Agreement for Project No. 1170, Design Engineering Project Management Services with Johnson, Mirmiran & Thompson, Inc. Amendment No. 5 to Agreement extends the period of the Agreement through October 03, 2016.

AMOUNT OF MONEY AND SOURCE:

\$100,273.23 - 2071-000000-5521-632320-603026

BACKGROUND/EXPLANATION:

Under Amendment No. 5 to Agreement, Johnson, Mirmiran & Thompson, Inc. will provide assistance and support in General Program Management activities and Project Management and Review activities.

The Montebello Water Filtration Plant, Finished Water Reservoir No. 1 & 2 were designed and constructed in 1912 and 1915 respectively and continue to serve the City of Baltimore water system customers. The reservoirs have recently been dewatered and cleaned as a part of routine maintenance. A review of the records indicates that the reservoirs have not been inspected for structural integrity to determine continued service since the early to mid-1970s. As the summer season approaches, the reservoir will need to be returned to service to meet system demands in a very short timeframe. Under this Amendment, the scope of work and budget addresses the confined space entry requirements, internal structural inspection efforts, documentation of inspection finding, and estimates for repair work needed for continued service.

MINUTES

Department of Public Works/ - cont'd
Off. of Engineering & Constr.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE and WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 5 to Agreement for Project No. 1170, Design Engineering Project Management Services with Johnson, Mirmiran & Thompson, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 1 to Agreement with CDM/PEER JV under Project S.C. 902. The period of the Agreement extends to February 7, 2017.

AMOUNT OF MONEY AND SOURCE:

\$ 71,264.00	- Wastewater Revenue Bonds	- 52.40%
<u>64,736.00</u>	- County Grants	- 47.60%
<u>\$136,000.00</u>	- 9956-909602-9551-900020-702064	

BACKGROUND/EXPLANATION:

This project is to provide engineering services for the Dundalk Sewershed Collection System to comply with Paragraph 9 of the Consent Decree as part of S.C. 902. The upset limit increase is to allow for additional engineering services to provide design and sewer rehabilitation services in hydraulic improvement areas DU03, DU06, DU07 for a total of about 24,000 linear ft. of pipe rehab, and 88 manhole rehab. This is in addition to field investigation and cleaning services in complaint-based work areas.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the MBE/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Public Works, - cont'd
Off. of Engineering & Constr.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement with CDM/PEER JV under Project S.C. 902.

MINUTES

Department of Public Works/Office - Agreement
Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Johnson, Mirmiran & Thompson, Inc. under Project 1206 Water Facilities Rehabilitation Program Management Services. The period of the agreement is effective upon Board approval for three years or until upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$	925,000.00	-	2071-000000-5541-398601-603026
	150,000.00	-	2070-000000-5601-717700-603026
	150,000.00	-	2071-000000-5601-717700-603026
	150,000.00	-	2070-000000-5601-398400-603026
	150,000.00	-	2070-000000-5601-399200-603026
	150,000.00	-	2070-000000-5601-400100-603026
	150,000.00	-	2070-000000-5601-400200-603026
	150,000.00	-	2071-000000-5601-613800-603026
	150,000.00	-	2071-000000-5601-398500-603026
	150,000.00	-	2071-000000-5601-613900-603026
	150,000.00	-	2071-000000-5601-400200-603026
	100,000.00	-	9960-906918-9557-900020-703032
	582,000.00	-	9960-910301-9557-900020-703032
	18,000.00	-	9960-907140-9557-900020-703032
	110,000.00	-	9960-908504-9557-900020-703032
	500,000.00	-	9960-904730-9557-900020-703032
	155,000.00	-	9960-904743-9557-900020-703032
	200,000.00	-	9960-911141-9557-900020-703032
	20,000.00	-	9960-906723-9557-900020-703035
	690,000.00	-	9960-903709-9557-900020-703036
	<u>\$4,800,000.00</u>		

MINUTES

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

BACKGROUND/EXPLANATION:

Johnson, Mirmiran & Thompson, Inc. will provide engineering personnel to support the overall Program Management Services for the Water Facilities Engineering Section. The engineering personnel may be involved in study/design document review, miscellaneous technical services or other assignments as directed by the Water Facilities Engineering Section. The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Award Commission.

MBE/WBE PARTICIPATION:

MBE: DM ENTERPRISES OF BALTIMORE, LLC \$960,000.00 20%

WBE: ALBRECHT ENGINEERING, INC. \$672,000.00 14%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Johnson, Mirmiran & Thompson, Inc. under Project 1206 Water Facilities Rehabilitation Program Management Services.

MINUTES

Department of Public Works/Office - Release of Retainage
of Engineering and Services

ACTION REQUESTED OF B/E:

The Board is requested to approve to authorize execution of the Release of Retainage agreement to CPP Construction Company, Inc., for Sanitary Contract No. 888, McComas Street Pumping Station and Force Main Upgrade.

AMOUNT OF MONEY AND SOURCE:

\$124,500.01 - 9956-905752-9551-000000-200001

BACKGROUND/EXPLANATION:

CPP Construction Company, Inc. as of April 29, 2014, has completed 100% of all work for Sanitary Contract No. 888. The Contractor has requested a final release of retainage for \$124,500.01. Currently, the City is holding \$124,500.01 in retainage for the referenced project and the contractor is requesting to reduce the amount of retainage to \$0.00.

APPROVED BY MWBOO

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 Release of Retainage agreement to CPP Construction Company, Inc., for Sanitary Contract No. 888, McComas Street Pumping Station and Force Main Upgrade.

MINUTES

Department of Public Works/Office - Amendment No. 2
of Engineering & Construction (DPW) to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Patton Harris Rust & Associates (PHRA)/Hazen & Sawyer, A Joint Venture, under W.C. 1168, Post Award Services (PAS) for Deer Creek Pumping Station Improvements. The Amendment No. 2 extends the period of the Agreement through October 4, 2016 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9960-904727-9557-900020-702064

BACKGROUND/EXPLANATION:

On October 5, 2011, the Board approved the original agreement with PHRA/Hazen & Sawyer, A Joint Venture to provide the PAS during improvements of Deer Creek Pumping Station. The original Agreement expires October 5, 2015.

This Amendment No. 2 to Agreement will extend the period of the Engineering Agreement through October 4, 2016 to allow PHRA/Hazen & Sawyer, A Joint Venture to continue to provide the PAS and necessary warranty recommendations until completion of the final construction phase. All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise programs, in accordance with Article 5, Subtitle 28 of the Baltimore City Code.

MINUTES

DPW/Office of Eng. and Constr. - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the +Amendment No. 2 to Agreement with Patton Harris Rust & Associates (PHRA)/Hazen & Sawyer, A Joint Venture, under W.C. 1168, Post Award Services (PAS) for Deer Creek Pumping Station Improvements.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

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

UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

3634 - 3640

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

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

The Comptroller **ABSTAINED** on item no. 8.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1.	TR 15016, Salt Facility & Site Improvements	P. Flanigan & Sons, Inc.	\$2,258,936.25
	MBE: Machado Construction Co., Inc.		\$ 58,000.00 2.57%
	Fallsway Construction Co., Inc.		<u>56,000.00 2.48%</u>
			\$114,000.00 5.05%
	WBE: River Transport, Inc.		\$ 47,000.00 2.08%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$712,706.17	9950-904216-9514 GF (HUR) Constr. Reserve Local Resurfacing Southeast	
\$593,921.81	-----	9950-947010-9514-6 Structure & Improv.
59,392.18	-----	9950-947010-9514-5 Inspection
<u>59,392.18</u>	-----	9950-947010-9514-2 Contingencies - Salt Dome at North Ave.
\$712,706.17		

This transfer will partially fund the cost associated with Award of Project TR 15016, Salt Facility and Site Improvements with P. Flanigan & Sons, Inc. in the amount of \$2,258,936.25.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office of Engineering & Construction

3. WC 1228R - Ashburton Meadville Land \$ 645,485.55
 Washwater Lake Dam Service, Inc.
 Stream Stabilization

MBE: Chevy Chase Contractors, Inc.	\$22,038.00	3.41%
WBE: Daft-McCune-Walker, Inc.	\$14,800.00	2.29%
Native Terrain Restoration	49,859.60	7.72%
Services, Inc.	\$64,659.60	10.01%

MWBOO FOUND VENDOR IN COMPLIANCE.

4. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 637,771.44	9960-910300-9558	
Water Revenue	Constr. Reserve	
Bonds	Meter Replacement	
433,006.56	" "	
Counties		
\$1,070,778.00		
\$ 64,548.50	-----	9960-917300-9557-2
		Extra Work
64,548.50	-----	9960-917300-9557-3
		Engineering
257,466.45	-----	9960-917300-9557-5
		Inspection

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works/Office of Engineering & Construction

645,485.55	-----	9960-917300-9557-6 Construction
<u>38,729.00</u>	-----	9960-917300-9557-9 Administration
\$1,070,778.00		

The transfer will provide funds to cover the costs associated with the Award of WC 1228, Ashburton Washwater Lake Dam Stabilization.

Bureau of Purchases

- 5. B50004067, Provide D.T.S. Worldwide \$ 184,500.00
Coach Style Bus Transportation
Transportation Services for
Sandtown-Winchester
& Oliver Senior
Citizen Center

(Health Dept.-CARE)

MWBOO GRANTED A WAIVER.

A PROTEST WAS RECEIVED FROM HIGHER GROUND TRANSPORTATION SERVICES, INC.

Higher Ground Transportation Services, Inc.
2301 West Lexington Street
Baltimore, MD 21223

October 1, 2015

Board of Estimates
c/o Clerk to the Board of Estimates
Room 204 City Hall
100 N. Holliday Street
Baltimore, MD 21202

Dear Madam Clerk:

This correspondence serves as as an official protest regarding Baltimore City Invitation for Bid (IFB) #B50004067. Specifically, Higher Ground Transportation Services, Inc. is requesting that consideration for award be expanded beyond low bid and include consideration that Higher Ground has flawlessly executed the existing contract for over five years and is a certified Baltimore MBE/WBE. As such, Higher Ground should be afforded the opportunity to match the bid offered by the company deemed the apparent low bidder and be considered the awardee for this bid. Per the city's protest regulations, the following responses/comments are submitted to substantiate this protest:

1. Whom do you represent?: My name is Jan Desper Peters and I am the sole owner, president and chief executive officer of Higher Ground Transportation Services, Inc. I represent the 10 Baltimore city residents I employ and myself.
2. What is the issue: Recently Higher Ground Transportation Services responded to a request for bid for shuttle bus services for two senior centers in Baltimore city. We are the current vendor for this same contract. Higher Ground Transportation Services, Inc. received unofficial notice that another company would be awarded the new contract once approved by the Board of Estimates. I am writing to express my extreme disappointment in this process. Higher Ground is a certified minority and woman owned business in Baltimore City. The potential new vendor is not a Baltimore city certified minority or woman owned business.

Higher Ground has flawlessly executed this contract for five and one half years. This can be substantiated by the Division Chief of Community Services at Baltimore City Health Department (Ms. Elouise Mayne) and the Center Directors of the Sandtown Winchester (Mrs. Mary Parker-Collins) and the Oliver (Ms. Karen Wheeler) senior centers. Though the request for bid did not have a MBE or WBE goal requirement, we respectfully question why it did not? Too many times the city grants waivers or simply does not include MBE and WBE goals in requests for bids and proposals thereby systematically

contradicting an administration who touts the importance on strengthening and increasing the capacity and the priority placed on small, minority and women owned businesses.

3. How will the protestant be harmed by the proposed Board of Estimates' action:
If Higher Ground is not being awarded the contract, we will have no choice but to terminate the employment of two African American male Baltimore City residents. These men are seasoned and credentialed commercial drivers however each had experienced long term unemployment prior to being hired with Higher Ground. Each also is a father and in one instance a husband. Their families rely on their employment with Higher Ground as the primary earner. In Baltimore, "For young black men between the ages of 20 and 24, the unemployment rate was an astounding 37% in 2013, according to the most recent data available from the U.S. Census Bureau. That's compared with 10% for white men of the same age. Even though hiring has picked up in Baltimore since 2013, Anirban Basu, CEO of Sage Policy Group, an economic and policy consulting group in Baltimore says the trend continues. And overall, unemployment is still much higher in Baltimore than it is nationwide."

Scenarios like this, where Baltimore certified minority and woman owned businesses, like Higher Ground, are not given preference over larger, majority owned companies is the antithesis of leveling the playing field. I have been in business for nine years. Over ninety percent of those hired over this period have been Baltimore city women and men residents.

Thank you for your kind consideration of this protest that I hope the outcome provides an opportunity for consideration of Higher Ground to match the competitor's pricing and continue the excellent service that has been provided to these centers for the last 5 ½ years. Per the protest policy, I also will be in attendance at the October 7, 2015 meeting of the Board of Estimates. Please feel free to contact me via e-mail jadpeters@ridehigherground.com or my direct line, 410.458.4201 with questions, comments or concerns.

Always sincere,

Jan Desper Peters
President/CEO

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

President: "The first item on the non-routine agenda can be found on page 99, item number 5, Recommendations for Contract Awards and Rejection, Bureau of Purchasing, B50004067, Provide Coach Style Bus Transportation Services for Sandtown-Winchester & Oliver Senior Center. Will the parties please come forward? Will the parties please come forward? Is the protestant here? I entertain a Motion."

City Solicitor: "In the absence of the -- absence of the presence-- of the protestant, I Move approval of the item as recommended by Purchasing."

Comptroller: "Second."

President: "All those in favor say AYE. All opposed, NAY. The Motion carries."

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MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'd

6. B50004158, Mowing & Flower Bed Maintenance	Lorenz Lawn & Landscape Inc. d/b/a Lorenz Inc.	\$ 87,980.00
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(Dept. of Transportation - Maintenance Administration)

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

MBE: 4 Evergreen Lawn Care, LLC 27%

WBE: Fouts Lawn Care Corp Inc. 9%

MWBOO FOUND VENDOR IN COMPLIANCE.

7. B50004161, Various Trophies & Awards	Allogram, Inc.	\$ 70,679.49
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(Dept. of Recreation & Parks)

MWBOO GRANTED A WAIVER.

8. B50004196, Replacing Cooling Towers at Patapsco Wastewater Treatment Plant	J.F. Fischer, Inc.	\$ 662,680.00
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(Dept. of Public Works/
Water & Wastewater -
Facilities)

MWBOO SET GOALS OF 18% MBE AND 6% WBE.

MBE: Horton Mechanical Contractors, \$163,500.00 24.6%
Inc.

WBE: Colt Insulation, Inc. \$ 52,125.00 7.8%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

9. B50004208, Recycle Containers & Lids	Rehrig Pacific Co.	\$ 108,720.00
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(Dept. of Public Works, Bur. of Solid Waste)

MWBOO GRANTED A WAIVER.

10. B50004256, Laboratory Gases, Chemicals & Supplies	VWR International, LLC	\$1,000,000.00
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(Dept. of Public Works, Office of Compliance & Laboratories)	Fisher Scientific Co., L.L.C. Airgas USA, LLC	
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MWBOO GRANTED A WAIVER.

11. B50004260, 28 Passenger Bus - Type A	American Truck & Bus, Inc.	\$ 62,074.00
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(Dept. of General Services)

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

12. B50004265, Light Towers	Hertz Equipment Rental Corporation	\$185,671.44
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(Dept. of General
Services)

MWBOO GRANTED A WAIVER.

13. B50004274, Parts for Flottweg Z73 Centrifuge	Centrisys Corporation	\$ 84,999.00
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MWBOO GRANTED A WAIVER.

MINUTES

Bureau of Purchases - Acceptance of Technical Proposal
and Open Price Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the technical proposal submitted from Germain Holdings LLC dba Overlea Caters for Solicitation No. B50004113, Eating Together In Baltimore Program for Food Services. The Board is also requested to Open their Price Proposal.

AMOUNT OF MONEY AND SOURCE:

N/A - Price Opening

BACKGROUND/EXPLANATION:

Vendors were solicited by posting on CitiBuy and advertising in local newspapers. The sole technical proposal received was opened on July 1, 2015, and was determined to meet minimum technical requirements.

MBE/WBE PARTICIPATION:

N/A - Price Opening

UPON MOTION duly made and seconded, the Board approved acceptance of the technical proposal submitted from Germain Holdings LLC d/b/a Overlea Caters for Solicitation No. B50004113, Eating Together In Baltimore Program for Food Services. The Board also Opened their Price Proposal.

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

This sole source award is for an Edge FX Advanced Robotic Solution that includes hardware, software, 3D mapping and scenario simulations software, consumables, carrying case, accessories, annual maintenance support, and 3 days of training.

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| 4. | <u>TSI INCORPORATED</u> | <u>\$48,395.34</u> | <u>Low Bid</u> |
| | Solicitation No. B50004273 - Fit Tester - Baltimore City Police Department - Req. No. R706265 | | |
| 5. | <u>SOCIAL SOLUTIONS GLOBAL INC.</u> | <u>\$2,280.00</u> | <u>Renewal</u> |
| | Contract No. 08000 - ETO Software Development for the Ryan White Program - Baltimore City Health Department - Purchase Order No. P529351 | | |

On November 12, 2014, the Board approved the initial award in the amount of \$26,660.00. The award contained three 1-year renewal options. The period of the ratification is July 1, 2015 through September 30, 2015. The renewal in the amount of \$2,280.00 is for the period October 1, 2015 through June 30, 2016, with two 1-year renewal options remaining.

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| 6. | <u>F & F AND A. JACOBS & SONS, INC.</u> | <u>\$37,198.00</u> | <u>Selected Source</u> |
| | Contract No. 06000 - Blauer Uniform Jackets - Baltimore City Fire Department - Req. No. R709549 | | |

This request is for Blauer Uniform Jackets for the new members graduating from the Fire Academy on September 18, 2015.

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

On November 5, 2014 the Board approved the first renewal in the amount of \$25,000.00. This final renewal in the amount of \$10,000.00 is for the period November 14, 2015 through November 13, 2016. The above amount is the City's estimated requirement.

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| 18. UNIVERSAL SECURITY INSTRUMENTS, INC. | \$ 0.00 | Renewal |
| Contract No. B50003047 - Smoke Alarms - Baltimore City Fire Department - P.O. No. P525156 | | |

On October 9, 2013, the Board approved the initial award in the amount of \$450,000.00. The award contained five 1-year renewal options. On October 8, 2014, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$0.00 is for the period October 9, 2015 through October 8, 2016, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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| 19. BAKER TILLY VANTAGEN, LLC
f/k/a PARENTEBEARD, LLC | \$ 60,000.00 | Renewal |
| Contract No. B50002898 - Flexible Spending Account Administration - Department of Human Resources - P.O. No. P532801 | | |

On October 16, 2013, the Board approved the initial award in the amount of \$43,000.00. The award contained two 1-year renewal options. On August 5, 2015, the City Purchasing Agent approved an increase in the amount of \$21,500.00. This renewal in the amount of \$60,000.00 is for the period January 1, 2016 through December 31, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 20. ENVIROTECH PUMP SYSTEMS, INC.
d/b/a WEIR SPECIALTY PUMPS | \$ 50,000.00 | Renewal |
| Contract No. 08000 - Wemco Pump Parts - Department of Public Works, Water and Wastewater - P.O. No. P525569 | | |

On November 13, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained three 1-year renewal options. On October 15, 2014, the Board approved the first renewal in the amount of \$0.00. This renewal in the amount of \$50,000.00 is for the period November 15, 2015 through November 14, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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| 21. SHAFER, TROXELL &
HOWE, INC. | \$ 50,000.00 | Renewal |
| Contract No. 08000 - Yeoman Pump Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P525622 | | |

On November 20, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$50,000.00 is for the period November 20, 2015 through November 19, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

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| 22. BELAIR ROAD SUPPLY
COMPANY, INCORPORATED | \$ 20,000.00 | Renewal |
| Contract No. B50003786 - Blanket-Sewer Bricks & Pavers -
Department of Public Works, Bureau of Water and Wastewater
- P.O. No. P529060 | | |

On October 15, 2014, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained three 1-year renewal options. On June 10, 2015, the Board approved an increase in the amount of \$10,000.00. This renewal in the amount of \$20,000.00 is for the period October 17, 2015 through October 16, 2016, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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| 23. <u>GROUP 1</u>
WITMER PUBLIC SAFETY GROUP,
INC. d/b/a MASON-DIXON
FIRE EQUIPMENT
<u>GROUPS 2-11</u>
MUNICIPAL EMERGENCY
SERVICES, INC. | \$200,000.00 | Renewal |
| Contract No. B50002883 - Fire Tools, Equipment & Repair
Parts - Fire Department - P.O. Nos. P525223 and P525224 | | |

On October 16, 2013, the Board approved the initial award in the amount of \$150,000.00. The award contained six 1-year renewal options. On August 20, 2014, the Board approved the first renewal in the amount of \$200,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

This second renewal in the amount of \$200,000.00 is for the period October 16, 2015 through October 15, 2016, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

24. FIRST CALL

BELTWAY INTERNATIONAL, LLC	\$300,000.00	
<u>SECOND CALL</u>		
WEST END SERVICE, INC.	0.00	
	<u>\$300,000.00</u>	Renewal

SECOND CALL

Contract No. B50002515 - O.E.M. Parts, Service and Warranty Repairs for International Heavy Duty Trucks - Department of General Services - P.O. Nos. P521601 and P521602

On September 26, 2012, the Board approved the initial award in the amount of \$1,500,000.00. The award contained two 1-year renewal options. On November 5, 2014, the Board approved an increase in the amount of \$750,000.00. This renewal in the amount of \$300,000.00 is for the period November 1, 2015 through October 31, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

25. MINNESOTA LIFE INSURANCE

COMPANY	\$5,700,000.00	Renewal
Contract No. B50001893 - Life and Accidental Death and Dismemberment Insurance - Employees and Retirees - Human Resource Department - Req. Nos. N/A		

On August 10, 2011, the Board approved the initial award in the amount of \$5,478,474.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$5,700,000.00 is for the period January 1, 2016 through December 31, 2016. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 7% MBE AND 2% WBE.

	<u>Commitment</u>	<u>Performed</u>
MBE: Walker Benefit Services, LLC	7%	\$37,175.00 10%

WBE: N/A

On September 11, 2012, MWBOO waived the WBE requirement.

MWBOO FOUND VENDOR IN COMPLIANCE.

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

This final renewal in the amount of \$9,000.00 is for the period September 1, 2015 through August 31, 2016. The above amount is the City's estimated requirement.

29. BEECHER EMISSION SOLUTION TECHNOLOGIES LLC, d/b/a
WARD DIESEL FILTER SYSTEMS \$ 12,000.00 Increase
 Contract No. 08000 - OEM Parts and Service for Ward Diesel Filters - Department of General Services - P.O. No. P528239

On November 24, 2010, the Board approved the initial award in the amount of \$120,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved and both renewal options have been exercised. This increase in the amount of \$12,000.00 is necessary to continue services for the remainder of the contract. This increase will make the award amount \$132,000.00. The contract expires on November 23, 2015. The above amount is the City's estimated requirement.

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

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

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|---|--------------|----------|
| 30. BELTWAY INTERNATIONAL, LLC | \$323,514.00 | Increase |
| Contract No. B50003961 - Pothole Patch Trucks - Department of General Services - P.O. No. P530900 | | |

On April 1, 2015, the Board approved the initial award in the amount of \$164,132.00. This increase in the amount of \$323,514.00 is necessary to purchase two additional pothole patch trucks, which will replace older equipment in the City's fleet, as part of Fleet Management's planned replacement program. This increase will make the award amount \$487,646.00. The contract expires on March 31, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|----------|
| 31. ALS GROUP USA, CORP. | | |
| d/b/a ALS ENVIRONMENTAL | \$200,000.00 | Increase |
| Contract No. B50003289 - Laboratory Analytical Services - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P526464 | | |

On March 5, 2014, the Board approved the initial award in the amount of \$400,000.00. The award contained two 2-year renewal options. To remain compliant with the regulatory requirement of the Wastewater Treatment Plants and Environmental Programs an increase in the amount of \$200,000.00 is necessary. This increase will make the award amount \$600,000.00. The contract expires on March 15, 2016, with two 2-year renewal options remaining. The above amount is the City's estimated requirement.

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

32. CORRELLI INCORPORATED	\$ 59,670.00	Increase
Contract No. B50003978 - Portable Air Compressor with Trailer - Department of General Services - P.O. No. P530919		

On April 22, 2015, the Board approved the initial award in the amount of \$99,450.00. This increase in the amount of \$59,670.00 is necessary to purchase three additional units which will replace older equipment in the City's fleet, as part of Fleet Management's planned replacement program. This increase will make the award amount \$159,120.00. The contract expires on April 21, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

33. GRAYBAR ELECTRIC COMPANY, INC.	\$990,000.00	Increase
Contract No. B50003818 - Electrical Supplies - Departments of Transportation, Public Works and General Services, etc. P.O. No. P529433		

On November 19, 2014, the Board approved the initial award in the amount of \$444,600.00. The award contained two 1-year renewal options. This increase in the amount of \$990,000.00 is necessary to provide sufficient funding for the second and third year of the contract term and additional unanticipated projects for the Department of Transportation in support of the Mayor's High Crime Project.

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

This increase will make the award amount \$1,434,600.00. The contract expires on November 18, 2017 with two 1-year renewal options remaining. The above amount is the City's estimated requirement for the remainder of the term.

MWBOO GRANTED A WAIVER.

34. SHERI M. BUCKEY d/b/a AB&B
TERMITE AND PEST CONTROL \$ 50,000.00 Increase
 Contract No. B50001701 - Pest Control Services - Department
 of General Services - P.O. No. P516127

On February 16, 2011, the Board approved the initial award in the amount of \$80,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved and all renewals have been exercised. On March 25, 2015, the Board approved an increase and extension. Authority is requested to increase and extend the contract so new specifications can be drafted for a new solicitation. The period of the extension is September 30, 2015 through March 31, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

35. THE SHERWIN-WILLIAMS
COMPANY, d/b/a DURON \$ 50,000.00 Extension
 Contract No. 06000 - Paint & Chemical Coatings - Department
 of General Services, etc. - P.O. No. P532436

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

On August 18, 2015, the City Purchasing Agent approved the initial award in the amount of \$24,800.00. On September 21, 2015, the City Purchasing Agent approved an increase in the amount of \$12,400.00. City agencies have standardized several of their painting requirements on particular paint products from the vendor, based on the expiring State of Maryland Contract 001B3400510. The State of Maryland is working on a new competitively bid contract which includes the City's requirements. This extension will allow the State to complete the bidding process. The period of the extension is November 1, 2015 through January 31, 2016. The above amount is the City's estimated requirement.

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

36. VANGUARD UTILITY
SERVICE, INC. \$200,000.00 Extension
 Contract No. B50001595 - Provide Large Water Meter Testing, Repair and Replacement - Department of Public Works, Revenue Measuring and Billing - P.O. No. P514854

On September 15, 2010, the Board approved the initial award in the amount of \$382,789.35. The award contained four 1-year renewal options. Subsequent renewal options have been exercised. This extension in the amount of \$200,000.00 will make the contract amount \$2,782,789.35.

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

Due to the new automated system the specifications need revision and it is taking longer than anticipated. This extension will allow time for a new solicitation to be competitively bid, advertised, and awarded. The period of the extension is October 15, 2015 through March 31, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|--|----------------|-----------|
| 37. VALUE OPTIONS, INC. | \$3,800,000.00 | Extension |
| Contract No. BP-07196 - Behavioral Health Plan Services - Department of Human Resources - Req. No. N/A | | |

On September 12, 2007, the Board approved the initial award in the amount of \$1,591,541.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This extension in the amount of \$3,800,000.00 is necessary to allow the City time to incorporate recommendations resulting from the Mayor's Ten Year Sustainable Budget Plan in conjunction with other benefit contracts and commitments. This extension will make the total contract value \$22,181,541.00. The period of the extension is January 1, 2016 through December 31, 2016. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
		<u>Commitment Performed</u>
MBE: Walker Benefit Services, LLC	\$ 3,453.75	1.5%
Specialty Marketing & Printing Services	860.00	0.4%
	17%	\$ 4,313.75
WBE: Jelly Bean Printing	9%	\$20,758.00 9.0%

The vendor has demonstrated good faith efforts. There are limited opportunities for segmentation due to specialty nature of contract.

MWBOO FOUND VENDOR IN COMPLIANCE.

38. EXPRESS SCRIPTS, INC. \$1,600,000.00 Extension
Contract No. BP-07150 - Prescription Drug Program Service -
Human Resource Department - Req. No. N/A

On September 12, 2007, the Board approved the initial award in the amount of \$3,683,573.00. The award contained two 1-year renewal options. The renewals and subsequent actions have been approved. This extension in the amount of \$1,600,000.00 is necessary to allow the City time to incorporate recommendations resulting from the Mayor's Ten Year Financial Plan in conjunction with other benefit contracts and recommendations. This extension will make the total contract value \$12,765,016.00. The period of the extension is January 1, 2016 through December 31, 2016. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

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

POS

d. UNITED HEALTHCARE INSURANCE COMPANY	\$19,400,000.00
e. AETNA HEALTH AND LIFE INSURANCE COMPANY	<u>3,400,000.00</u>
	\$22,800,000.00

Extensions

Contract No. B50000452 - Health Maintenance Organization (HMO) and Point of Service (POS) Medical Plans for City Employees/Retirees and Dependents - Department of Human Resources - Req. No. N/A

On August 6, 2008, the Board approved the initial award to United Healthcare and Kaiser Permanente. On December 10, 2008, the Board approved an additional award to Aetna Health and Life. The award contained three 1-year renewal options. The renewals and subsequent actions have been approved. This extension in the amount of \$40,500,000.00 for HMO and \$22,800,000.00 for POS will allow the City time to incorporate recommendations resulting from the Mayor's Ten Year Financial Plan in conjunction with other benefit contracts and commitments. The extension will make the total contract value \$544,971,803.00. The period of the extension is January 1, 2016 through December 31, 2016. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 14% MBE AND 5% WBE.

MBE/WBE goals are applied separately against the HMO and POS Administrative Retention Fees. United HealthCare Insurance Company was found in compliance on July 23, 2015.

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

41. ATLANTIC EMERGENCY SOLUTIONS	\$300,000.00	Extension
Contract No. 08000 - OEM Parts and Service for Pierce Fire Apparatus - Department of General Services - P.O. No. P515061		

On October 6, 2010, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This extension in the amount of \$300,000.00 is necessary for B50004317 to be advertised. The extension will make the contract value \$2,900,000.00.

The period of the extension is October 6, 2015 through January 31, 2016. The above amount is the City's estimated requirement.

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

42. VERIZON BUSINESS NETWORK SERVICES, INC. ON BEHALF OF VERIZON MARYLAND, LLC	\$260,441.00	Service Agreement
Contract No. 08000 - E911 Customer Premise Equipment Maintenance Agreement - Mayor's Office of Information Technology - Req. No. to be determined		

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

The Board is requested to approve and authorize execution of a Service Agreement with Verizon Business Network Services, Inc. On Behalf of Verizon Maryland, LLC. The period of the Agreement is October 7, 2015 through October 6, 2016.

The vendor is the Original Equipment Manufacturer (OEM) and sole provider of maintenance for the existing 911 (Enhanced 911) Customer Premise Equipment (CPE) network. The agreement will extend critical maintenance services for the CPE while new requirements are competitively bid.

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.

43. CCG SYSTEMS, INC.	\$ 51,358.11	Ratification of Sole Source/ Agreement
<u>Contract No. 08000 - FASTER Annual Maintenance Agreement - Department of General Services - Fleet Management - Req. No. R695806</u>		

The Board is requested to ratify the sole source to Agreement with CCG Systems, Inc. The period of the Agreement is May 1, 2015 through April 30, 2016.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

The vendor installed the original software and is the sole provider of the proprietary software and updates that is used for the FASTER system in Fleet Management.

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.

44.	SB & COMPANY, LLC	\$ 80,420.00 50,940.00 <u>\$131,360.00</u>	Financial Audit Performance Audit Engagement Letters
Contract No. B50003161, Baltimore City Agency and Miscellaneous Audits - Department of Finance - P.O. No. P526651			

On March 19, 2014, the Board approved an award to four auditing firms. Audits are scheduled on an as-needed basis by submitting to the Board individual engagement letters with the selected firm for the particular audits that agencies request to be performed under Contract B50003161 with upset amounts based upon the fixed hourly rates awarded.

Engagement letters have been received by the selected firm for the financial and performance audits of the Department of General Services.

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

The amount is the City's estimated requirement; however, the vendor will supply the City's entire requirement, be it more or less.

MWBOO SET GOALS OF 10% MBE AND 5% WBE

Compliance has not yet been reviewed as payments to vendor under previous engagement letters have not yet exceeded \$50,000.00.

45. SB & COMPANY,	\$132,090.00	Financial Audit
LLC	71,290.00	Performance Audit
	\$203,380.00	Engagement Letters

Contract No. B50003161, Baltimore City Agency and
Miscellaneous Audits - Department of Finance - P.O. No.
P526651

On March 19, 2014, the Board approved an award to four auditing firms. Audits are scheduled on an as-needed basis by submitting to the Board individual engagement letters with the selected firm for the particular audits that agencies request to be performed under Contract B50003161 with upset amounts based upon the fixed hourly rates awarded.

Engagement letters have been received by the selected firm for the financial and performance audits of the Fire Department.

The amount is the City's estimated requirement; however, the vendor will supply the City's entire requirement, be it more or less.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

MWBOO SET GOALS OF 10% MBE AND 5% WBE

Compliance has not yet been reviewed as payments to vendor under previous engagement letters have not yet exceeded \$50,000.00.

46.	CLIFTONLARSONALLEN, LLP	\$ 76,980.00 52,710.00 <u>\$129,690.00</u>	Financial Audit Performance Audit Engagement Letters
Contract No. B50003161, Baltimore City Agency and Miscellaneous Audits - Department of Finance - P.O. No. P526653			

On March 19, 2014, the Board approved an award to four auditing firms. Audits are scheduled on an as-needed basis by submitting to the Board individual engagement letters with the selected firm for the particular audits that agencies request to be performed under Contract B50003161 with upset amounts based upon the fixed hourly rates awarded. Engagement letters have been received by the selected firm for the financial and performance audits of the Mayor's Office of Information and Technology.

MWBOO SET GOALS OF 10% MBE AND 5% WBE

Compliance has not yet been reviewed as payments to vendor under previous engagement letters have not yet exceeded \$50,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Verizon Business Network Services, Inc. On Behalf of Verizon Maryland, LLC (item no. 42), and CCG Systems, Inc. (item no. 43). The Board further approved the Financial Audits, the Performance Audits, and the Engagement Letters for item nos. 44, 45, 46, and 47. The Comptroller Voted **NO** on item nos. 44, 45, 46, and 47.

MINUTES

Department of Human Resources - Personnel Matter

The Board is requested to approve the Personnel matter below:

Law Department

	<u>Hourly Rate</u>	<u>Amount</u>
1. JOHN P. MACHEN	\$75.00	\$129,675.00
Accounts: 1001-000000-8620-175200-601009		\$32,418.75
6000-694007-5850-418600-601009		\$97,256.25

Mr. Machen will continue to work as a Contract Services Specialist II (Special Chief Solicitor). His duties will include, but are not limited to drafting and reviewing documents for the Baltimore Development Corporation and other City departments and agencies. This is a 20% increase in the hourly rate from the previous contract period. The period of the agreement is for one year, beginning retroactively from October 1, 2015.

THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the above Personnel matter.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of Labor Commissioner</u>			
1. Quinton Herbert	American Arbitration- Assn. Essential Mediation Skills for the New Mediator Washington, DC Nov. 2 - 6, 2015 (Reg. Fee \$1,625.00)	General Funds	\$1,692.50

The registration fee was prepaid using a City-issued credit card issued to Ms. Deborah Moore-Carter. The disbursement to Mr. Herbert is \$67.50.

Department of Planning

2. Thomas J. Stosur	Lincoln Institute's 16 th Annual Big City Planning Director's Institute Cambridge, MA Oct. 11 - 13, 2015	N/A	\$ 0.00
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All of Mr. Stosur's program costs (travel, hotel, and meals) will be paid by the Lincoln Institute of Land Policy.

Police Department

3. Richard Remy	14 th Annual IAFOAM Training Conference Pensacola, FL Oct. 5 - 9, 2015 (Reg. Fee \$250.00)	General Funds	\$1,324.17
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MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
4. Melissa R. Hyatt	2015 International Law Enforcement Torch Run for Special Olympics Conference Paradise Island, Bahamas Sept. 30 - Oct. 4, 2015	N/A	\$ 0.00

Pursuant to AM-240-3, although this travel is outside of the continental United States, a proposed daily subsistence allowance was not established because the Special Olympics of Maryland will cover all expenses for this training conference and travel.

5. Lekeshia Blue	11 th Annual IAPRO and Blueteam Users Conference Scottsdale, AZ Nov. 2 - 6, 2015	General Fund	\$1,420.96
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The subsistence rate for this location is \$177.00 per night. The cost of the hotel is \$172.00 per night plus hotel taxes of \$95.76 per night. The airfare is \$417.20. The Department is requesting additional subsistence of \$35.00 per day for meals and incidentals.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
6. Betty T. Smoot	NACTO Designing Cities Conference Austin, TX Oct. 27 - 31, 2015 (Reg. Fee \$495.00)	General Funds	\$1,894.55

The subsistence rate for this location is \$197.00. The hotel rate for the first night is \$149.99 plus hotel taxes of \$22.50. The hotel rate for the second, third and fourth night is \$229.00 plus hotel taxes of \$34.35 per night.

The Department is requesting additional subsistence of \$32.00 per day for hotel costs and \$40.00 per day for food and incidentals.

The registration fee was prepaid using a City-issued procurement card assigned to Dharendra Sinha. The disbursement to Ms. Smoot is \$1,399.55.

Department of Public Works

7. Anne Draddy Mark Cameron*	Integrated and Sustainable Food, Energy, and Water in Transitioning Urban Landscapes Detroit, MI Oct. 14 - 17, 2015 (Reg. Fee \$0.00)	Internal Service Fund *Stormwater Utility Fund	\$ 120.00
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Wayne State University will cover all expenses including transportation, hotel, and food. Each attendee will receive \$60.00 for parking.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works - cont'd</u>			
8. Deborah Pitts	Water Quality Technology Conference Salt Lake City, UT Nov. 15 - 19, 2015 (Reg. Fee \$820.00)	Water Fund	\$2,254.30

The transportation and registration were prepaid using a City-issued credit card assigned to Tianna Haines. The subsistence rate for this area is \$167.00 per day. The Hotel rate is \$199.00 per day plus hotel tax of \$25.07 per day. The Department is requesting additional subsistence in the amount of \$32.00 per day to cover the costs of the hotel and \$40.00 per day for meals and incidentals. The disbursement to Ms. Pitts is \$1,116.30.

Department of Public Works - Bureau of Solid Waste

9. Natasha Neale	2015 Municipal Waste Management Association Fall Summit Evanston, IL Oct. 12 - 14, 2015 (Reg. Fee \$99.00)	General Funds	\$ 878.73
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The subsistence rate for this location is \$129.00. The hotel cost is \$199.00 per night plus hotel tax of \$53.73. The Department is requesting additional subsistence of \$70.00 per night for the hotel balance and \$40.00 per day for meals and incidentals. The airfare in the amount of \$188.00 and registration fee of \$99.00 were prepaid on a City-issued procurement card assigned to Ms. Tianna Haines. The amount to be disbursed to the attendee is \$591.73.

MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works/Office of Sustainable Energy</u>			
10. Frank Lee	2015 Certified Energy Manager, 5-Day Training Albany, NY Aug. 3 - 7, 2015 (Reg. Fee \$1,895.00)	Internal Service Fund	\$2,974.83

The subsistence rate for this location is \$172.00 per day. Mr. Lee incurred out-of-pocket expenses for the mileage, hotel, food, and incidentals.

The registration fee of \$1,895.00 was prepaid on a City-issued procurement card assigned to Mr. Theodore Atwood. The expenses paid by Mr. Lee and the request for reimbursement follows:

TRAVEL REIMBURSEMENT

Mileage:	\$ 385.26
Hotel:	594.42
Meals:	100.15
	<u>\$1,079.83</u>

The original request required modifications and due to administrative delays the request was unable to be submitted prior the travel date.

UPON MOTION duly made and seconded, the Board approved the travel requests, the retroactive travel approval, and the travel reimbursement.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 9, to Johnson, Mirmiran & Thompson, Inc., under Project 1126J, On-Site Planning and Project Control Services.

AMOUNT OF MONEY AND SOURCE:

\$176,724.96 - 1001-000000-7340-721700-606008

BACKGROUND/EXPLANATION:

The Consultant will supply, install, train and support DGS personnel in the use of software, which will aid in managing projects.

MBE/WBE PARTICIPATION:

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

MWBOO FOUND VENDOR IN COMPLIANCE.**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.**

UPON MOTION duly made and seconded, the Board approved assignment of Task No. 9, to Johnson, Mirmiran & Thompson, Inc., under Project 1126J, On-Site Planning and Project Control Services.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of General Services - GS 15807R, Structural Repairs to Four Firehouses
BIDS TO BE RECV'D: 11/18/2015
BIDS TO BE OPENED: 11/18/2015

2. Department of Transportation - TR 12308, Saint Paul Place and Preston Gardens
BIDS TO BE RECV'D: 11/18/2015
BIDS TO BE OPENED: 11/18/2015

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 date indicated.

MINUTES

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS ON THE AGENDA.

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.

Kim A. Trueheart

October 6, 2015

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 within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

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. Pages 1 – 136 of the Board of Estimates, BOE Agenda dated October 7 2015, if acted upon:
 - i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
 - ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
 - iii. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
 - iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
 - v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.

Email: kimtrueheart@gmail.com
5519 Belleville Ave
Baltimore, MD 21207

vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 7, 2015.

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

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

* * * * *

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Department of Transportation - TR 10318, Rehabilitation of Roadways Around East Baltimore Life Science Park, Phase 2A
BIDS TO BE RECV'D: 10/21/2015
BIDS TO BE OPENED: 10/21/2015

Department of Public Works - WC 1306, Washwater Lake Residuals Removal at the Montebello Water Filtration Plant
BIDS TO BE RECV'D: 10/28/2015
BIDS TO BE OPENED: 10/28/2015

MINUTES

Bureau of Purchases

- B50004275, Video Cameras for
Police Transport Vans
BIDS TO BE RECV'D: 10/21/2015
BIDS TO BE OPENED: 10/21/2015

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 15020, Concrete Cement Slab
Repairs Citywide

P & J Contracting Co., Inc.
Santos Construction Co., Inc.
Civil Construction
Manual Luis Construction Co.,
Inc.
C&N Associates, LLC
E&R Services, Inc.
Machado Construction Co., Inc.

Department of Recreation and - RP 15824, FY'15 Playground and
Parks Court Improvements

Allied Contractors, Inc.
P. Flanigan & Sons, Inc.
DSM Properties, LLC
JLN Construction Services, LLC

MINUTES

Department of Public Works - WC 1230R, Prettyboy Reservoir
Dam Gatehouse Facility
Improvements

The Whiting-Turner Contracting Co.

Department of Public Works - WC 1337, Urgent Need Water
Infrastructure Rehabilitation

Metra Industries
Spiniello
R.E. Harrington Plumbing &
Heating, Inc.
Corinthian Contractors, Inc,
J. Fletcher Creamer & Son's, Inc.

Department of General Services - RP 15819, Leakin Park
Challenge Course

Phoenix Experimental Designs

Bureau of Purchases - B50003969, Juniper Port
Switch

Lucille Maud Corporation
Data Networks
Cxtec
Walker and Associates, Inc.

MINUTES

Bureau of Purchases - B50004069, Collection of
Delinquent Parking Fines

Credit Collection Partners
Harris & Harris, Ltd
AllianceOne Receivables Management, Inc.
LGB&S, LLP
Mercantile Adjustment Bureau, LLC
Penn Credit Corporation
Scheer, Green & Burke, WPA
Collecto Inc. d/b/a EOS CCA

Bureau of Purchases - B50004115, Sports Flooring
and Repairs for Robert C.
Marshall Recreation Center

Young's Floor & Remodeling Co., Inc.

Bureau of Purchases - B50004224, Crew Cab Trucks
With a Utility Body

911 Rapid Response
Cowles Ford, Inc.

Bureau of Purchases - B50004225, Crew Cab Five-Ton
Dump Truck

Baltimore Freightliner
Beltway International, LLC

MINUTES

Bureau of Purchases

- B50004235, Polomyx Application to Operable Walls

E.A.R.N. Contractors, Inc.
Colossal Contractors, Inc.

Bureau of Purchases

- B50004259, Supply and Deliver Lumber to Various City Agencies

Louis J. Grasmick Lumber Co., Inc.
Pikesville Lumber Company
GE Frisco Co., Inc.

Bureau of Purchases

- B50004267, Rollout Containers with RFID

Otto Environmental Systems (NC), LLC
Schaefer Systems International, Inc.
Cascade Engineering, Inc.
Toter, LLC
Rehrig Pacific Company
IPL, Inc.

Bureau of Purchases

- B50004271, Baltimore City Weatherization Assistance Program-HVAC 2015

Coldspring Co., Inc.
BMC Services, LLC
TRA Preventive Maintenance, LLC
Fresh Air Company, Inc.
Hawkeye Construction LLC
Reliable-Cain Heating and Cooling, LLC

MINUTES

Bureau of Purchases

- B50004276, Steel Pipes,
Valves, and Fittings

Ferguson Enterprises, Inc.
DS Pipe & Steel

Bureau of Purchases

- B50004279, Residential Energy
Conservation Program

Northeast Energy Services, LLC
UK Construction
Civic Work, Inc.
CHAI: Comprehensive Housing
Assistance, Inc.
American Energy Solutions, Inc.
USA Energy Co., Inc.
Coalition to End Childhood Lead Poisoning
DBA Green & Healthy Homes Initiative
Accurate Insulation
First Potomac Env.
Hawkeye Construction, LLC

Bureau of Purchases

- B50004113, Provide Food
Service for Eating Together
in Baltimore Program (Price
Opening)

Germain Holdings LLC d/b/a
Overlea Caterers

MINUTES

Bureau of Purchases

- B50004094, Temporary
Administrative Personnel
Services

Goodwill Works of the Chesapeake, Inc.
SearchPro Staffing
TAD PGS, Inc. a.k.a. ADECCO Government Solutions
Premier Staffing Source, Inc.
All-Pro Placement Svc., Inc.
MAIG Tech, Inc.
Kennedy Business Services
Excel Staffing and Personnel Services, Inc.
Delta-T Group Maryland, Inc.
Little Dimples II Corp/TH Staffing
Dynamix Corporation
Abacus Corporation
V Tech Solution Inc.
Kemper System Group, LLC
JuneGem Technologies, Inc.
First Choice, LLC

Deputy Comptroller: "I understand there's someone who wishes to address the Board pertaining to the bid we just read. Is anyone present? Would you come up please and state your name and the name of your company please?"

MINUTES

Bureau of Purchases - B50004094 - cont'd

Ms. Marsha Netus: "Good afternoon. Is it on? Good afternoon Board. My name is Marsha Netus. I'm the Vice President and General Manager for America on Demand. I sent one of my associates, who is right here in the galley with me, ah -- in to drop off the proposal. When she got to the door, they had already picked up the box and they were walking away. We begged this -- the Police Officer to let us go upstairs. We are one of the contractors for the City of Baltimore. We cannot not, not have this bid submitted in. We were there exactly at eleven. The security guard is saying it was 11:01. We are -- I am humbly pleading you to please permit us to submit before you. I was able to get in contact with someone in your -- in the department -- in your department to be able to tell them what our concern was. We were standing outside letting them know the situation. So, I humbly come before you to ask you if we can have this chance to please submit our bid?"

Deputy City Solicitor: "I was just going to say, besides the Officer, was there anyone else there?"

Ms. Netus: "There was the Lady --"

Ms. Dionne Fleet: "Hello."

MINUTES

Bureau of Purchases - B50004094 - cont'd

Deputy City Solicitor: "State your name uh -- for the record."

Ms. Fleet: "My name is Dionne Fleet. I am actually an employee at America Works of Maryland. Um -- it was myself and my co-worker that came to drop-off the bid and it was another Lady, uh -- she just went on and walked away after she called the uh -- 396 number that you all had given --"

Ms. Netus: "She was going upstairs."

Ms. Fleet: "But, the person who was going up, she had grabbed all of the contracts and actually started walking. So it was --"

Deputy City Solicitor: "Who was the person going upstairs?"

Ms. Fleet: "I'm not sure. She just had a bunch of these--"

Deputy Comptroller: "It was probably -- we have two people go -- One from the Office of the Comptroller and one from Real Estate. That would have probably been Ms. Zoppo. But, Mr. Armstrong was also present."

Deputy City Solicitor: "Okay. Was he present?"

Deputy Comptroller: "--He receives the bids--"

MINUTES

Bureau of Purchases - B50004094 - cont'd

Deputy City Solicitor: "Okay. That's what I thought."

Deputy Comptroller: "Yes. Yes. Mr. Armstrong you want to come up please?"

Deputy City Solicitor: "Anything else you want to add before--?"

Ms. Netus: "I mean just receive the bid."

Mr. Glen Armstrong: "Good afternoon. Glen Armstrong, Office of the Comptroller. Uh -- myself and Ms. Zoppo were stationed at the front uh -- entrance of City Hall. At 10:59 we dialed the uh - the United States Naval Observatory time. Um -- we let it play loudly over the speaker. Um -- at the tone when the time sounds at 11:00 o'clock exactly, uh -- we take what we have and we return uh -- to the office to tabulate the bids. Um -- when we returned upstairs, about five minutes after, I received a call from Officer Sprinkle stating that this young Lady was at the front desk asking that we accept her bid."

Deputy City Solicitor: "You say this -- this young Lady -- you're talking about uh -- which young Lady?"

Mr. Armstrong: "I believe it was this -- I believe it was -- yes, it was this young Lady"

Ms. Netus: "They were already there. I came in to speak to the security guard afterwards."

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Mr. Armstrong: "Yes."

Deputy City Solicitor: "Ok. Um --"

Ms. Netus: "We ask the Board please. We are one of the City bidders and have been for going on -- I guess since 2009. We humbly ask you to please accept our bid."

Deputy City Solicitor: "I, of course uh -- empathize greatly with -- with you. However, we don't have the discretion to accept the bids after 11:00 o'clock."

Ms. Netus: "We were downstairs at 11:00. I mean, it's not much I can do about that. I mean, we have never had this issue in the City of Baltimore, ever. We have been here for 20 years uh -- we -- we need some assistance in this. I beg of you."

Deputy Comptroller: "Unfortunately, as -- as Mr. Ralph has stated, we don't have the discretion to do that. And one of the reasons why we have people posted downstairs is to assist people because we try to give you every opportunity to get it in on time. However, once they have called and that time is announced, they are not allowed to turn around and come back and accept bids. And also the instructions normally -- and -- and I'm not meaning to be harsh, but to be very candid is that, the instructions also state that the -- allow yourself additional

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time -- uh so that you don't run into the problem that you encountered today. Our effort to assist the bidders is to have someone posted downstairs so that if people get into a long line at the desk there, the officer will ask if people have bids so they can make sure to get them here on time. But, once it becomes 11:00 o'clock, we absolutely have no discretion or flexibility and as Mr. Ralph has said, we certainly do empathize but, those are the rules of the Board and those are the rules that are printed in the bid specifications that you must be here by 11:00 o'clock. One second later, we can't accept it."

Deputy City Solicitor: "Was there a line there?"

Ms. Netus: "No, we were there. We were the only ones."

Deputy City Solicitor: "Okay and-- and because we use the um--"

Deputy Comptroller: "U.S. Naval."

Deputy City Solicitor: "The U.S. Naval time, that's -- that's the time that uh -- the official time so that we don't have to get into debates about people saying I was there five minutes, your clock says five minutes later um -- mine says five minutes earlier. Um -- so I again -- I -- greatly empathize with what you're doing, but we don't have the discretion to accept a bid that's received after that time."

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Ms. Netus: "Is there any recommendations you would make for -- if I wanted to essentially protest this by writing?"

Deputy City Solicitor: "Sure, you can --"

Deputy Comptroller: "Sure."

Ms. Netus: "What's the method to do so?"

Deputy City Solicitor: "You -- you would -- this was by Bureau of Purchases?"

Ms. Netus: "Yes."

Deputy City Solicitor: "Okay, you can just write in to uh -- to the Clerk of the, the Board of Estimates, which would be the Deputy Comptroller --"

Ms. Netus: "Okay."

Deputy City Solicitor: "Um --"

Deputy Comptroller: "If you would wait for a few minutes afterwards --"

Deputy City Solicitor: "She can get all the information."

Deputy Comptroller: "-- get all the information exactly where you should send it and how -- how you should send it."

Ms. Netus: "I appreciate that."

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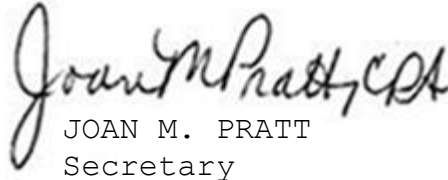
Deputy Comptroller: "Thank you so much. And we thank you for your interest in doing business with the City."

Deputy City Solicitor: "Uh -- did I --?"

Deputy Comptroller: "You did -- did --. There being no further business, we are adjourned. Thank you."

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, October 14, 2015.



JOAN M. PRATT
Secretary