

MINUTES**REGULAR MEETING**

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

Pursuant to Article VI, Section 1 (c) of the revised City Charter effective July 1, 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 September 21, 2016, 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 hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing."

MINUTES

President: "I will direct the Board members attention to the memorandum from my office dated September 19, 2016, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy by the Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

Interim City Solicitor: "I make a Motion to approve the items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All those opposed, NAY. The Motion carries. The routine agenda has been adopted."

* * * * *

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

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

Amber Enterprises, Inc.	\$ 6,948,000.00
AM-Liner East, Inc.	\$153,198,000.00
Dutchland, Inc.	\$ 8,000,000.00
Elite Sheet Metal Works, Inc.	\$ 1,500,000.00
M.D. Miller Co., Inc., t/a The Marksmen Co.	\$ 8,000,000.00
SEH Excavating, Inc.	\$ 8,000,000.00
Solara Flooring Group, Inc.	\$ 8,000,000.00
The Fishel Company	\$690,066,000.00
Tissa Enterprises, Inc.	\$ 33,867,000.00

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:

Findling, Inc.	Engineer
Henry Adams, LLC	Engineer
McKissack & McKissack	Engineer Architect

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

National Consulting Engineers, LLC	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

EXTRA WORK ORDER

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

3691

The EWO has been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES**EXTRA WORK ORDER**

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

Department of Public Works/Office of Eng. & Constr.

- | | | | | |
|--|----------------|--|---|----|
| 1. EWO #092, (\$32,215.00) - S.C. 852R, Denitrification Filters & Related Work for the Enhanced Nutrient Removal Facilities at the Patapsco Wastewater Treatment Plant | | | | |
| \$115,688,000.00 | \$2,312,307.73 | Balfour Beatty
Infrastructure,
Inc. (BBII) | 0 | 90 |

The Office of Engineering and Construction has advised that during construction of the Chlorine Facility Area, it was found that portions of the work detailed in the contract drawing were not necessary and the contractor agreed to provide a credit for this deletion of work. After negotiations, it was agreed upon by all parties that deletion of paving, ribbon curbs, and plants could be credited to the City. A credit cost proposal for the change in the amount of (\$32,215.00) was detailed by the contractor with review and approval given by Rummel, Klepper & Kahl, LLC. This change is part of the unilateral Agreement signed by the City and BBII on April 1, 2016. The work under S.C. 852R began on December 29, 2009 and expired on February 28, 2015. This extra work order is outside of the scope which was requested by the Department.

MINUTES

Department of Human Resources - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Consultant Agreement with Ms. Alexia Clifton. The period of the Consultant Agreement is effective upon Board approval for one-year with an option to renew for one additional one-year term.

AMOUNT OF MONEY AND SOURCE:

\$14,000.00 - 1001-000000-1602-725700-603018

BACKGROUND/EXPLANATION:

Ms. Clifton has progressive experience working in the wellness arena and possesses various specialized wellness certifications and credentials. She will design, coordinate, lead physical activities, and have primary oversight for ongoing weekly physical activities as a part of the Wellness Program.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Ms. Alexia Clifton.

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 - Condemnation</u>			
1. Harold and Crystal Brown	1131 Brentwood Avenue	F/S	\$ 1,500.00

Funds are available in account no. 9910-910715-9588-900000-704040, Johnston Square Project.

UPON MOTION duly made and seconded, the Board approved the above condemnation.

MINUTES

Office of the Labor Commissioner - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Memorandum of Understanding (MOU) between the City of Baltimore and the Baltimore Fire Officers, Local 964, IAFF.

AMOUNT OF MONEY AND SOURCE:

Wage increases are budgeted for Fiscal Year 2017

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance (MERO), negotiations were conducted with the Baltimore Fire Officers, Local 964 (Unions) for Fiscal Year 2017. The negotiations resulted in a demand for arbitration and three days of hearings. Prior to completion of the arbitration process, the parties reached an agreement which was ratified by the membership. The results of the ratified agreement have been reduced to writing in the form of the submitted MOU covering Fiscal Year 2017.

UPON MOTION duly made and seconded, the Board **NOTED** receipt of the Memorandum of Understanding between the City of Baltimore and the Baltimore Fire Officers, Local 964, IAFF.

MINUTES

Parking Authority of - Expenditure of Funds
Baltimore City (PABC)

ACTION REQUESTED OF B/E:

The Board is requested to approve the Expenditure of Funds to pay Structural Restoration Services, Inc. (SRS) for expenditures related to structural repairs to the Arena Garage. The Expenditure of Funds is effective upon Board approval for six-weeks.

AMOUNT OF MONEY AND SOURCE:

\$14,457.00 - 2075-000000-5800-408500-603016

BACKGROUND/EXPLANATION:

The Arena Garage, located at 99 S. Howard Street, requires immediate repairs to the expansion joint securing the southeast elevator core on level two of the garage. The expansion joint has deteriorated to the point that water leaks, after moderate to heavy rainstorms into the southeast ground level elevator lobby of the garage and the PABC offices directly below the expansion joint. In order to stop the water leaks and to ensure against further damage to the elevator lobby with its two elevators, the PABC offices, and the level 2 steel reinforced concrete deck, the expansion joint must be replaced. The SRS will perform the repairs.

The SRS will replace 56 linear ft. of deteriorated expansion joint on level two and install a new expansion joint system. The repairs will utilize the "Thermafex" expansion joint system manufactured by EMSEAL. This repair method has been very effective in stopping water leaks.

MINUTES

PABC - cont'd

The PABC has used the SRS since 2014 for urgent structural repairs at its garages after a competitive bid process. The company has handled urgent repairs, to the PABC's satisfaction at four of its garages, including the Arena, Little Italy, Market Center, and the Marriott Garage. The PABC believes that the SRS proposal represents the best value to the PABC and the City in completing these necessary structural repairs.

The six-week period will include two-weeks for the PABC to schedule their repair job and to address logistics to keep the garage patrons away from the level two elevator lobby area during the repairs. Two-weeks will be for the contractor to complete the repairs. The last two-weeks are for other contingences, such as weather delays and shipping of the expansion joint from the manufacturer.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Expenditure of Funds to pay Structural Restoration Services, Inc. for expenditures related to structural repairs to the Arena Garage.

MINUTES

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

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

AGREEMENTSEMERGENCY SOLUTIONS PROGRAM

1. **STRONG CITY BALTIMORE, INC.** **\$154,279.00**

Account: 4000-407117-3571-760000-603051

Strong City Baltimore, Inc. will utilize the funds to operate an emergency shelter that will serve 25 - 35 homeless clients per day. Strong City Baltimore, Inc. will provide clients with intensive support four days a week at the comprehensive resource center and day shelter. The period of the agreement is July 1, 2016 through June 30, 2018.

The agreement is late because of a delay in obtaining all required agreement documents from Strong City Baltimore, Inc.

MWBOO GRANTED A WAIVER.

CONTINUUM OF CARE PROGRAM

2. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** **\$100,604.00**

Account: 4000-407017-3573-757800-603051

Govans Ecumenical Development Corporation will provide housing assistance and support services to a total of 59

MINUTESMOHS - cont'dGRANT AGREEMENTS

men and women with disabilities who are moving from homelessness to permanent housing at their Harford House and Micah House project sites. The period of the agreement is June 1, 2016 through May 31, 2017.

The agreement is late because of a delay in submitting the agreement for approval at the administrative level.

MWBOO GRANTED A WAIVER.

3. **THE BALTIMORE STATION, INC.** **\$ 54,000.00**

Account: 5000-529117-3572-766000-603051

The organization will provide shelter and support services to 92 homeless men at their Baker Street Station program located at 1611 Baker Street. The period of the agreement is July 1, 2016 through June 30, 2017.

MWBOO GRANTED A WAIVER.

4. **JOSEPH RICHEY HOUSE, INC.,** **\$ 49,921.00**
HOUSING OPPORTUNITY FOR PERSONS
WITH AIDS PROGRAM

Account: 4000-490817-5940-762700-603051

The organization will provide hospice care services to 29 terminally ill low-income individuals with AIDS. The period of the agreement is July 1, 2016 through June 30, 2017.

MWBOO GRANTED A WAIVER.

MINUTESMOHS - cont'dGRANT AGREEMENTS

5. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 46,574.00**

Account: 5000-529117-3572-779200-603051

The organization will utilize the funds to provide support services to homeless adults at the Weinberg Housing Resource Center. The funds will be used to cover the salary of a Crisis Prevention Specialist to help homeless individuals living at the emergency shelter who are experiencing acute mental health crises. The period of the agreement is July 1, 2016 through June 30, 2017.

HOUSING OPPORTUNITY FOR PERSONS WITH AIDS PROGRAM

6. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$418,368.00**

Account: 4000-490817-5940-762800-603051

The organization will use funds to offset the cost of providing supportive services to individuals or to families who have a family member with AIDS. The organization will provide transportation to approximately 325 clients per day, seven days a week through their People on the Move Program. The period of the agreement is July 1, 2016 through June 30, 2017.

MWBOO GRANTED A WAIVER.

These agreements are late because of delays at the administrative level.

MINUTES

MOHS - cont'd

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

Department of Planning - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with Blue Water Baltimore, Inc. (BWB). The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$49,494.00 - 9905-922004-9188-9000000-703032

BACKGROUND/EXPLANATION:

The funds from this program are drawn from the City's Critical Area Management Program offset fee fund, which developers pay into when they disturb land close to the waterfront and cannot meet mitigation requirements on site. BWB is a non-profit comprised of four former watershed associations plus the Harbor Waterkeeper. Grantees are chosen via an open application process, with the goals of improving water quality by reducing stormwater pollution, conserving, and protecting wildlife habitat, and improving quality of life for the citizens of Baltimore. All grant allocations are pre-approved by the State's Critical Area Commission.

Under this agreement, BWB will run a program to employ youth to maintain trees previously planted on public land, and recruit volunteers to assist with planting new trees. BWB will employ eight youth workers, three coordinators, and one team leader to water, mulch and otherwise maintain 4,600 trees planted on public land in the last two years. BWB will also recruit 450 volunteers to assist with planting 400 new trees at Baltimore City Public Schools and parks. BWB is uniquely positioned to do this work because of their long history working with forests,

MINUTES

Department of Planning - cont'd

youth employment and with water quality in Baltimore City, and their trusted status as public educators and ambassadors between residents and government.

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 Blue Water Baltimore, Inc.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3704

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

Department of Housing and Community Development (DHCD)

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1. \$1,500,000.00	9910-922012-9587	9910-923019-9587
General Fund	Whole Block Demo-	Baltimore Home-
Revenue	lition/Acquisition	ownership Incen-
	- Reserve	tive Program
		(BHIP) Reserve
1,500,000.00	9910-902985-9587	9910-922012-9587
Mayor & City	Housing Development	Whole Block
Council (M&CC)	- Reserve	Demolition/Acqui-
Real Property		sition - Reserve
Revenue		(M&CC)
<u>\$3,000,000.00</u>		

The purpose of this transfer is to provide funding to the Baltimore Homeownership Incentive Programs for Fiscal Year 2017 activities. Funds will be used to carry out the City Employees Home-buying Assistance, Vacants to Value Booster, Buying Into Baltimore, and Live Near Your Work incentive programs under the Office of Homeownership. In order to provide these funds, an exchange of appropriations between General Funds for property acquisition and M&CC Real Property funds is required.

2. \$ 50,000.00	9910-926013-9587	9910-907653-9588
1 st Community	Acquisition Tax	Acquisition Tax
& Economic	Sale - Reserve	Sale
Development		
Bonds		

This transfer will provide appropriations approved in the Fiscal Year 2017 Ordinance of Estimates to support the projects and programs of the DHCD and in particular to acquire vacant property on blocks and in neighborhoods through the tax sale process.

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

The Board is requested to approve and authorize execution of the Lease Agreement with CGH Limited Partnership, Lessor, and the Baltimore City Health Department's Division of Aging and CARE Services, Lessee, for the rental of a portion of property known as 1700-1718 N. Gay Street, being on the first floor west area, consisting of approximately 6,000 sq. ft. The period of the Lease Agreement is July 1, 2016 through June 30, 2021 with an option to renew for an additional five-year term.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Installation</u>
July 1, 2016	\$64,536.00	\$5,378.00
July 1, 2017	\$65,826.72	\$5,485.56
July 1, 2018	\$67,143.24	\$5,595.27
July 1, 2019	\$68,486.16	\$5,707.18
July 1, 2020	\$69,855.84	\$5,821.32

Account: 1001-000000-3024-750200-603013

BACKGROUND/EXPLANATION:

The leased premises will be used as a senior activity center for the Oliver Senior Center operated by the Baltimore City Health Department's Division of Aging and CARE Services. The Lessor will be responsible for routine maintenance of the building and common area and fire insurance, they must also supply five parking spaces for the Lessee, and is in charge of snow removal of the area up to the main front entrance, which is the entrance to the property owner's and the Lessee's premises.

The Lessee will be responsible for the routine maintenance of the leased premises, utilities (separate meter), liability

MINUTESSpace Utilization Committee - cont'd

insurance under the City's self-insured program, the alarm system, telephone and cable services, trash removal, and snow removal from lot to the south of the building.

The Lease Agreement is late due to the administrative process.

APPROVED FOR FUNDS BY FINANCE

The Space Utilization Committee approved this Lease Agreement on September 13, 2016.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with CGH Limited Partnership, Lessor, and the Baltimore City Health Department's Division of Aging and CARE Services, Lessee, for the rental of a portion of property known as 1700-1718 N. Gay Street, being on the first floor west area, consisting of approximately 6,000 sq. ft.

MINUTESReal Estate - Lease Renewal**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Lease Renewal with Joseph S. McNeal, Tenant, for the rental of a portion of property known as 4601 Bucks School House Road, consisting of approximately 65 acres of farmland along with a one-story dwelling and other buildings. The period of the Lease Renewal is August 1, 2016 through July 31, 2017 with two one-year renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$11,142.54	\$928.54

BACKGROUND/EXPLANATION:

The Board approved the original lease agreement with the Tenant on July 31, 2013 with five one-year renewal options. The first renewal began August 1, 2014 through July 31, 2015. The second renewal began August 1, 2015 through July 31, 2016. There are two renewal options remaining.

The leased premises is used for agricultural purposes. The landlord will carry adequate fire insurance on the leased premises under the City's self-insurance program. The Tenant will be responsible for maintenance and repairs, payment of utilities, trash and snow removal, real estate taxes, and liability insurance on the leased premises.

The Lease Renewal is late because of a delay in the Tenant signing the document to confirm his renewal option.

MINUTES

Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Renewal with Joseph S. McNeal, Tenant, for the rental of a portion of property known as 4601 Bucks School House Road, consisting of approximately 65 acres of farmland along with a one-story dwelling and other buildings.

MINUTES

Department of General Services - Approval of Award Exceeding the Threshold for an Informal Bid

ACTION REQUESTED OF B/E:

The Board is requested to approve the award of the bid that exceeds the threshold for an informal bid to Worcester Eisenbrandt, Inc.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 9938-911083-9474-900000-706063
(1st Parks & Public Facilities)

28,082.00 - 9916-904236-9197-900000-706063
(6th Public Building Loan)

\$53,082.00

BACKGROUND/EXPLANATION:

In April 2016, the Department of General Services solicited informal bids for Crimea Mansion Exterior Stone Wall Repairs. This project was bid under the informal bid process due to an engineer's estimate under the amount of \$50,000.00. The sole bid received was in the amount of \$53,082.00.

This bid was reviewed by the consultant who advised that the bid exceeded the estimate due to the difficult nature of working with historic stone structures and the potential for unknown issues that could be contained within the work area.

The wall repair at Crimea Mansion is considered urgent because continual shifting has been observed. The observable shifting began in January 2016 and interior drywall is cracking above the area where the wall is crumbling. Any further delays in performing the wall repairs could result in the need to completely rebuild an entire side wall of the mansion. Time does not permit this contract to be re-bid through the formal solicitation process.

MINUTES

Department of General Services - cont'd

PURSUANT TO ARTICLE VI, §11 (e)(i) OF THE BALTIMORE CITY CHARTER, IT IS HEREBY CERTIFIED NO ADVANTAGE WILL RESULT IN SEEKING NOR IS IT PRACTICABLE TO OBTAIN COMPETITIVE BIDS. ON SEPTEMBER 9, 2016, WRITTEN NOTICE WAS PROVIDED TO THE DIRECTOR OF FINANCE OF THE INTENT TO USE WORCESTER EISENBRANDT, INC. TO PERFORM THE WORK. THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the award of the bid that exceeded the threshold for an informal bid to Worcester Eisenbrandt, Inc.

MINUTES

Police Department - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve the Settlement Agreement and Release of payment to Ms. Tholyn Twyman for services rendered. The payment represents the pay Ms. Twyman would have earned in 2015.

AMOUNT OF MONEY AND SOURCE:

\$5,610.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

On May 31, 2016, Ms. Twyman reached an agreement with the City and the Police Department.

The requested funds are reflective of a settlement reached with Ms. Twyman going from a volunteer at the Police Department to the minimum wage amount, while raising funds for the charitable organization, Buddies, Inc. at various times during the year 2015 until December 2015.

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 Settlement Agreement and Release of payment to Ms. Tholyn Twyman for services rendered.

MINUTES

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention. This GAN will extend the period of the grant award through November 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-481516-2041-667600-600000

BACKGROUND/EXPLANATION:

On April 27, 2016, the Board approved acceptance of the License Plate Reader Expansion Grant in the amount of \$121,260.00. The period of the award was April 1, 2016 through August 31, 2016.

The grant award funds the Department's License Plate Reader Expansion Program that allows the Department to capture real time data on the movement and modes of transportation utilized by criminals within the City. The program will also be accessible to other law enforcement agencies.

This no-cost GAN will extend the period of the grant award through November 30, 2016 to allow the City to complete the procurement for the equipment. All other terms and conditions of the original grant award remain unchanged.

The GAN is late because of delays in the administrative process.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Police Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Adjustment Notice from the Governor's Office of Crime Control and Prevention.

MINUTES

Police Department - Grant Adjustment Notice
to Memoranda of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice (GAN) to the Memoranda of Agreement (MOA) with the Maryland Department of Public Safety and Correctional Services (DPSCS), Information Technology and Communications Division (ITCD). This GAN to the MOA will extend the period of the MOA through December 31, 2016.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-481316-2041-212700-600000

BACKGROUND/EXPLANATION:

On February 24, 2016, the Board approved the MOA between the DPSCS/ITCD for the SMART FY 2014 Program, Sex Offender Registration, and Notification Act (SORNA) Compliance Project. The MOA provides for the DPSCS/ITCD to reimburse the Police Department up to \$58,525.00 for certain sex offender registration costs and equipment and allows for the installation of a Network Livescan that is utilized for sex offender registration. The period of the MOA is effective upon Board approval and remains in effect until either party terminates the agreement.

This no-cost GAN will extend the period of the MOA through December 31, 2016 to allow the Baltimore Sex Offender Unit to submit all of its invoices to the DPSCS for sex offender-related purchases, not-to-exceed \$58,525.00. All other terms and conditions of the original MOA remain unchanged.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Police Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Adjustment Notice to the Memoranda of Agreement with the Maryland Department of Public Safety and Correctional Services, Information Technology and Communications Division.

MINUTES

Police Department - Glock Host Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Glock Host Agreement with Glock Professional, Inc. and approve payment by Expenditure Authorization for training for 24 students (which includes two free student slots). The training will be held on November 10, 2016 in Glen Arm, Maryland.

AMOUNT OF MONEY AND SOURCE:

\$5,500.00 - 6000-611217-2013-197500-604026
(\$250.00 each x 22 students)

BACKGROUND/EXPLANATION:

The Armory Unit will receive training provided by Glock Professional, Inc. on November 10, 2016. Glock Professional, Inc. will host a total of 24 students; provide an instructor, weapons, and tools for an armorer's course, and lunch. The course is a necessity to keep trained personnel to repair and maintain the Glock pistol.

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 Glock Host Agreement with Glock Professional, Inc. and approved payment by Expenditure Authorization for training for 24 students.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve an Employee Expense Statement to reimburse Ms. LuAnn Dillard for mileage and uniform expenses incurred during the month of June 2016.

AMOUNT OF MONEY AND SOURCE:

\$38.88 - 1001-000000-3100-295900-603002
60.19 - 1001-000000-3100-295900-603003
\$99.07

BACKGROUND/EXPLANATION:

Ms. Dillard submitted her employee expense statement and appropriate backup documents on time. However, due to the delay in the administrative review and approval process, her expense statement was not processed on time.

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

The Department apologizes for the lateness.

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

UPON MOTION duly made and seconded, the Board approved Employee Expense Statement to reimburse Ms. LuAnn Dillard for mileage and uniform expenses incurred during the month of June 2016.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of Giant Food Stores gift cards for distribution to clients that participate in program activities.

AMOUNT OF MONEY AND SOURCE:

\$3,150.00 - 315 Giant Food Stores Gift Cards @ \$10.00 ea.
 (157.50) - discount at 5%
\$2,992.50 - 4000-484716-3030-513200-604051

BACKGROUND/EXPLANATION:

The City's PrEP program is a component of the PS15-1509 grant (Health Department Demonstration Project for Comprehensive Prevention, Care Behavioral Health, and Social Services for Men who Have Sex with Men of Color at Risk for and Living with HIV Infection). The HIV PrEP program will purchase incentive cards from Giant Food Stores in denomination of \$10.00 to support HIV PrEP patient's adherence to clinic appointments and referrals.

The PrEP program will abide by all policies associated with the use of incentive cards. The program has procedures in place to keep accurate documentation and account for the usage of incentive cards.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases

MINUTES

Health Department - cont'd

that account for all distributed and non-distributed cards, and;
4) periodic internal reviews of programs' activity vis-à-vis the internal policy, which are to be shared with the Department of Audits.

Since this is a new program there is no Fiscal Review report available at this time.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of Giant Food Stores gift cards for distribution to clients that participate in program activities.

MINUTESHealth Department - Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreement is July 1, 2016 through June 30, 2017, unless otherwise indicated.

1. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$105,000.00**

Account: 4000-480617-3030-279200-404001

U Choose, an Abstinence Education Program, led by the Health Department, intends to decrease the teen birth rate among African American and Hispanic teens, through reductions in disparities and ensuring delivery of an abstinence-focused-based program.

The BMS will provide services for the U Choose Evidence-Based Teen Pregnancy Prevention program. The BMS will implement the Seventeen Days curriculum, an evidenced based teen pregnancy prevention program within its family planning clinics.

2. **MICHAEL R. BAUM** **\$ 20,000.00**

Account: 4000-425517-3110-306700-603018

Mr. Baum, a Consultant, will perform on-site evaluations of clients referred for nursing home placements and on-site evaluations of clients in nursing homes. Mr. Baum will review psychological reports for patients in nursing homes, submit a written psychological report to the Department's Adult Evaluation and Review Services Program, and delineate a treatment plan for each patient.

These agreements are late because the Department was waiting for budgets and signatures.

MINUTES

Health Department - cont'd

3. **FAMILY LEAGUE OF BALTIMORE CITY, INC. (FLBC)** **\$ 82,500.00**

Account: 4000-426617-3080-294300-603051

The FLBC will implement an abstinence-focused program for youth 9-11 years old using the Making a Difference curriculum. Making a Difference is an evidence-based curriculum that provides young adolescents with the knowledge, confidence, and skills needed to reduce their risk of sexually transmitted diseases, HIV and pregnancy by abstaining from sex. The program will be offered to Family League's Out of School Time program partners, community partners/organizations, and Baltimore City Recreation and Parks Centers to target 500 youth.

This agreement is presented at this time because of the delays at the administrative level.

4. **JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 80,471.00**

Account: 4000-422516-3030-271500-603051

The JHU's Bayview Medical Center will provide Sexually Transmitted Disease data evaluation development and implementation and day-to-day management of the evaluation to identify high or recent Chlamydia transmission areas, i.e., areas with ongoing outbreaks of Chlamydia.

This agreement is late because budget revisions delayed processing.

MINUTES

Health Department - cont'd

5. **PAYNE MEMORIAL OUTREACH, INC.** **\$ 16,448.22**

Account: 4000-433317-3254-316200-603051

Payne Memorial Outreach, Inc. will provide adult medical day care services to ill, frail or disabled elderly persons who are eligible to receive Office of Health Services grant funding from the City.

The City will pay the provider the set rate of \$39.73 per day of service provided to an individual recipient, not to exceed 414 days of service provided to recipients per year, for all combined. This rate includes transportation services for the recipient.

Payne Memorial Outreach, Inc. will develop an appropriate care plan for each recipient in accordance with policies as specified in COMAR 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and COMAR 10.09.07, Medical Care Program.

This agreement is late because the Department was awaiting grant information and signatures from the provider.

6. **UNIVERSITY OF MARYLAND, SCHOOL OF SOCIAL WORK** **\$ 85,000.00**

Account: 4000-494417-3030-279200-603051

The University of Maryland's School of Social Work will provide a process and outcome evaluation for the U Choose/PREP program. In order to conduct the evaluation, the School of Social Work will serve as a member of the Project Work Team, develop, and/or renew Institutional Review Board applications with University of Maryland, Maryland Department of Human Resources, Maryland Department

MINUTESHealth Department - cont'd

of Health and Mental Hygiene, Maryland Department of Juvenile Services, and Baltimore City Health Department's Public Health Review for the project including the research plan, consent procedures and documents and all data collection instruments.

The agreement is late because budget review and approval delayed processing.

AMENDMENTS TO AGREEMENTS

7. **INDEPENDENT MARYLANDERS ACHIEVING** **\$ 15,782.70**
GROWTH THROUGH EMPOWERMENT (IMAGE)

Account: 4000-433516-3254-316200-603051

The Board is requested to approve Amendment No. 1 to agreement and ratify the services.

On October 21, 2015, the Board approved the original agreement in the amount of \$17,993.00, for the period July 1, 2015 through June 30, 2016.

The Department increased the agreement by \$15,782.70 for additional services, making the total amount of the agreement \$33,775.70 and extended the period of the agreement through September 30, 2016.

The agreement is being submitted at this time because revisions delayed processing.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

8. **UNIVERSITY OF MARYLAND, BALTIMORE COUNTY (UMBC)** \$ 0.00

On April 8, 2015, the Board approved the original agreement in the amount of \$74,998.00, for the period April 1, 2015 through March 31, 2016. On April 27, 2016, the Board approved an amendment to the agreement and extended the agreement through August 31, 2016.

The UMBC is requesting a second no-cost time extension through November 30, 2016. All other terms and conditions of the agreement will remain unchanged.

AUDITS NOTED THE NO-COST TIME EXTENSION.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Grant Award from CareFirst BlueCross BlueShield. The period of the grant is July 1, 2016 through June 30, 2017.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 6000-613517-3080-294600-406001

BACKGROUND/EXPLANATION:

The purpose of this grant is to provide support for Baltimore City's Central Triage System.

This grant is presented at this time because it was received on June 2, 2016 and further delayed during the administrative review process.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Award from CareFirst BlueCross BlueShield.

MINUTES

Health Department - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Leana Wen, Kristin Rzeczkowski, Gabriel Auteri, Dawn O'Neill, Olivia Farrow, Ryan Hemminger, Mike Fried, Rebecca Dineen, Francine Childs, Mary Beth Haller, Greg Sileo, Adena Greenbaum, and Patrick Chaulk to solicit businesses, organizations, and donors for financial support to assist in paying for "Healthy Baltimore 2020". The period of the campaign is September 15, 2016 through September 15, 2017.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The Baltimore City Health Department (BCHD) will be soliciting funds to support purchases related to "Healthy Baltimore 2020." Funds will be used for public health programming, campaign materials and supplies, in addition to cost associated with community events, meetings, and convening. This includes direct outreach to individual donors, many of whom do no business with BCHD or any related entities as well as institutions both within and outside of Baltimore with an interest in issues impacted by "Healthy Business 2020." The BCHD will also engage the global and local community through web-based outreach as well as hosted events.

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

MINUTES

Health Department - cont'd

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

UPON MOTION duly made and seconded, the Board endorsed the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Leana Wen, Kristin Rzeczkowski, Gabriel Auteri, Dawn O'Neill, Olivia Farrow, Ryan Hemminger, Mike Fried, Rebecca Dineen, Francine Childs, Mary Beth Haller, Greg Sileo, Adena Greenbaum, and Patrick Chaulk to solicit businesses, organizations, and donors for financial support to assist in paying for "Healthy Baltimore 2020".

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 Allstar Hotels, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$20,000.00 - 9950-906082-9512-000000-490375

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 Sheraton Four Points Hotel at 25 S. Calvert Street for the construction of a 153 room hotel. The Developer agrees to make a one-time contribution in the amount of \$20,000.00 to fund the City's multimodal transportation improvements in the projects vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Allstar Hotels, 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 Duke Baltimore, LLC, Developer. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$21,280.00 - 9950-917089-9512-000000-490375

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 5900 Holabird Avenue Parcel A, building 169 at 5900 Holabird Avenue for the construction of a 169,000 sq. ft. Shell Warehouse. The Developer agrees to make a one-time contribution in the amount of \$21,280.00 to fund the City's multimodal transportation improvements in the projects vicinity.

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

MINUTES

Department of Transportation - Developer's Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1469 with Johns Hopkins Bayview Medical Center, Inc.

AMOUNT OF MONEY AND SOURCE:

\$50,106.25

BACKGROUND/EXPLANATION:

Johns Hopkins Bayview Medical Center, Inc. would like to relocate existing water services in the vicinity of its renovation of 5500 East Lombard Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$50,106.25 has been issued to Johns Hopkins Bayview Medical Center, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1469 with Johns Hopkins Bayview Medical Center, Inc.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 7 to A. Morton Thomas and Associates, under Project No. 1217, On-Call Construction Project Management Services. The duration of this task is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$ 44,426.35	-	9950-905023-9508-900010-705032
44,426.35	-	9960-904597-9557-900000-705032
44,426.35	-	9956-918616-9551-900000-705032
44,426.38	-	9962-926020-9562-900000-705032
\$177,705.43		

BACKGROUND/EXPLANATION:

This authorization will provide for Construction Manager services for Project TR 12317 with the Transportation Engineering and Construction Division.

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.

MBE: 27.00%

WBE: 10.00%

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

MINUTES

DOT - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$44,426.38	9962-941002-9563	9962-926020-9562-5
Other	Constr. Reserve - Conduit Replacement Program	Inspection Central Ave. Conduit

This transfer will partially fund the costs associated with Task No. 7 on Project No. 1217, On-Call Construction Project Management Services with A. Morton Thomas and Associates, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 7 to A. Morton Thomas and Associates, under Project No. 1217, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

The Board is requested to approve and authorize execution of the Community Development Block Grant (CDBG) Agreements. The period of the agreement is July 1, 2016 through June 30, 2017, unless otherwise indicated.

1. **BANNER NEIGHBORHOODS COMMUNITY CORPORATION** **\$ 83,989.00**

Account: 2089-208917-5930-436630-603051

The agreement will provide CDBG-42 funding to sub-grantee to provide out-of-school and summer activities for youth of Southeast Baltimore. The service will provide educational support, recreational leagues/clubs, life skills development, job readiness, entrepreneurship training, and community improvement projects.

2. **COLDSTREAM-HOMESTEAD-MONTEBELLO COMMUNITY CORPORATION (CHM)** **\$ 71,916.00**

Account: 2089-208917-5930-432726-603051	\$ 12,226.00
2089-208917-5930-432730-603051	\$ 18,698.00
2089-208917-5930-432735-603051	\$ 9,349.00
2089-208917-5930-432781-603051	\$ 25,171.00
2089-208917-5930-432783-603051	\$ 6,472.00

The CHM will administer activities and coordinate citizen participation in the planning and implementation of community development activities to improve public safety and education, expand youth and health-related services, improve sanitation, enhance employment opportunities and access to social services within the CHM Urban Renewal Area.

MINUTES

DHCD - cont'd

3. **MARYLAND NEW DIRECTIONS, INC. (MND)** **\$ 96,620.00**

Account: 2089-208917-5930-429934-603051

The MND will use the funds to subsidize its operating expenses. The MND will provide career counseling, job training, and placement, and outreach services to low-income and moderate-income persons, aged 21 and over who are in life and career transitions. The MND will prepare clients for employment and assist in job training and placement in jobs that provide a living wage and future promotion opportunity and provide one-year of post-employment support.

MWBOO GRANTED A WAIVER.

4. **PARKS & PEOPLE FOUNDATION, INC.** **\$ 22,000.00**

Account: 2089-208917-5930-427838-603051

The Board is requested to ratify the CDBG-42 fund agreement with Parks & People Foundation, Inc. The funds were used to subsidize transportation costs of the SuperKids Camp 2016. SuperKids Camp 2016 served predominately, low-income, rising 2nd, 3rd, and 4th grade students by offering a six-week reading enrichment program designed to help students enrolled in the Baltimore City Public School System improve or maintain their reading skills during the summer. The period of the Agreement was July 1, 2016 through August 5, 2016.

On May 4, 2016, 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 2016 Annual Action Plan for the following formula programs:

MINUTES

DHCD - cont'd

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG agreements as outlined in the Plan to be effective July 1, 2016 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Community Development Block Grant Agreements. Acting on behalf of the Honorable Mayor, Stephanie Rawlings-Blake, Mr. Henry Raymond, Director of Finance, **ABSTAINED** on item no. 4.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Soper Investment Group, LLC, Developer, for the sale of the City-owned property located at 521 East 21st Street.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 521 E. 21st Street to Soper Investment Group, LLC for the price of \$3,500.00, which will be paid to the City at the time of settlement. The Developer will be using private funds.

The project will involve the rehabilitation of the vacant building, which the Developer plans to rehabilitate and use as a rental property. The property is in the East Baltimore Midway neighborhood.

The property was journalized and approved for sale on June 15, 2016.

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

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 521 East 21st Street is \$6,500.00 and the purchase price is \$3,500.00.

MINUTES

Department of Housing and - cont'd
Community Development

The sale of this vacant property at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be returned to the tax rolls.

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 Soper Investment Group, LLC, Developer, for the sale of the City-owned property located at 521 East 21st Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Trust Yourself ADKT, LLC, Developer, for the sale of the City-owned property located at 1417 E. Eager Street.

AMOUNT OF MONEY AND SOURCE:

\$7,890.00 - Purchase price

BACKGROUND/EXPLANATION:

The project will consist of the rehabilitation of one vacant property. Once rehabilitated the property will be sold to a homeowner.

The City may dispose of the property by virtue of Article II, Section 15 of the Baltimore City Charter (2010 Edition) and Article 28, Subtitle 8 of the Baltimore City Code (2010 Edition).

The Statement of Purpose and Rationale for Sale below the Waiver Valuation does not apply to this property, because it will be sold to Trust Yourself ADKT, LLC, above the price determined by the Waiver Valuation process.

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation price for 1417 E. Eager Street is \$5,800.00 and the purchase price is \$7,890.00.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Trust Yourself ADKT, LLC, Developer, for the sale of the City-owned property located at 1417 E. Eager Street.

MINUTES

Office of the State's Attorney - Memorandum of Understanding
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding between the State of Maryland Department of Public Safety and Correctional Services (DPSCS), Division of Pretrial Detention and Services and the Office of the Public Defender for Baltimore City. The period of the Memorandum of Understanding commenced on July 1, 2016 for a term of one year, and automatically renews at the beginning of the new fiscal year unless terminated by the parties.

AMOUNT OF MONEY AND SOURCE:

\$708,212.00 - 5000-504517-1152-137200-601001

BACKGROUND/EXPLANATION:

The DPSCS will reimburse the Office of the State's Attorney for salary and benefits of six full-time attorneys and two full-time office assistants that will work in reviewing charging activity operating in the Baltimore Central Booking and Intake Center and the Baltimore City Detention Center.

The Memorandum of Understating is late because of a recent approval by all parties from the DPSCS.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding between the State of Maryland Department of Public Safety and Correctional Services, Division of Pretrial Detention and Services and the Office of the Public Defender for Baltimore City.

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:

3743 - 3744

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/Office of
Engineering and Construction

- | | |
|--|---|
| 1. SC 892, Rehabili-
tation of Chlorine
Contact Chambers
At Patapsco
Wastewater
Treatment Plant | REJECTION - On Wednesday, August 10,
2016, the Board opened two bids. The
apparent low bidder, W.M. Schlosser
Company, Inc. was found non-respon-
sive. The other bidder, Whiting-
Turner Contracting Company, Inc. is
94.30% higher than the Engineer's
estimate. The City engineer cannot
justify the bid price discrepancy.
Therefore, recommends re-advertisement
of the contract. It is in the opinion
of the Engineer that it is in the best
interest of the City that this project
be re-advertised. |
|--|---|

Bureau of Purchases

- | | | |
|--|-------------------------------------|--------------|
| 2. B50004648, Audio
Video Upgrades
for City Hall
Chambers | Contract Video
Specialists, Inc. | \$ 88,185.00 |
|--|-------------------------------------|--------------|

(Mayor's Office of
Cable & Communications)

MBWOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Purchases

- | | | | |
|----|---|-------------------------------------|--------------|
| 3. | B50004677, Headend
and Playout Servers
Installation | Contract Video
Specialists, Inc. | \$ 54,324.00 |
|----|---|-------------------------------------|--------------|

(Mayor's Office of
Cable & Communications)

MBWOO GRANTED A WAIVER.

- | | | | |
|----|--|-----------------------------|--------------|
| 4. | B50004682, Furnish
and Deliver
Various Soil and
Sand Products | Patuxent
Materials, Inc. | \$206,679.00 |
|----|--|-----------------------------|--------------|

(Dept. of Public Works)

MWBOO GRANTED A WAIVER.

MINUTES**CITY COUNCIL BILL**

16-0727 - An Ordinance concerning Charles Village Community Benefits District Supplemental Tax - Exclusion from High-performance Market-Rate Rental Housing Tax Credit for the purpose of excluding the Charles Village Community Benefits District's supplemental tax from a certain commercial tax credit; and generally relating to the Charles Village Community Benefits District's supplemental tax.

THE LAW DEPARTMENT IS FAVORABLE WITH THE FOLLOWING:

COMMENTS

The bill would add language to Subtitle 6 of Article 14 of the City Code that concerns the Charles Village Community Benefits District. Currently, Section 6-8(b)(3) provides that the same refunds and credits, as well as all the same assessments, collection and enforcement procedures that apply to the billing of real property taxes for any property within the Charles Village Community Benefits District must also apply to the billing of the Supplemental Tax. This means that if a property receives a real property tax credit, like the High-Performance Market-Rate Rental Tax Credit contained in Section 10-18 of Article 28 of the City Code, on its real property tax bill, that credit also must be applied to the Supplemental Tax bill.

The language in this legislation would prohibit application of the High-Performance Market-Rate Rental Tax Credit contained in Section 10-18 of Article 18, to the Supplemental Tax for any property in the Charles Village Community Benefits District. Any property owners in that District receiving that credit would still have it apply to reduce the real property tax bill, but it will not be applied to reduce the Supplemental Tax bill.

MINUTES**CITY COUNCIL BILL** - 16-0727 - cont'd

The removal of this one credit from the Supplemental Tax bill does not change either the assessable base referenced in Section 6-8(a), nor the timing of collection, in Section 6-8(b)(2) of Article 14 of the Code. This removal, which results in a change in the amount of tax imposed on certain properties in the District, is also in accordance with the community benefit district powers granted to the Mayor and City Council by the General Assembly in Section (63)(c)(1) of Article II of the City Charter. This removal does not change the Supplemental Tax rate, nor the kind of charges imposed on the District, and therefore does not need approval of the Board of Estimates. City Charter, Art. II, §(63)(c)(3); City Code, Art. 14, §6-14(c).

Finally, the removal of this credit from the Supplemental Tax bills for properties in the Charles Village Community Benefits District does not violate any provision of the state enabling law concerning the High-Performance Market-Rate Rental Tax Credit, nor does it require any changes to the City's tax code, because it does not alter the eligibility for that real property credit. Md. Code, Tax-Prop., §9-242; City Code, Art. 28, §10-18.

As there are no legal impediments the removal of this credit from the Supplemental Tax bills in the Charles Village Community Benefits District, the Law Department approves this legislation for form and legal sufficiency.

THE DEPARTMENT OF FINANCE TAKES NO POSITION ON THIS BILL, HOWEVER SUBMITS THE FOLLOWING:

ANALYSIS

This legislation will impact property owners who have been granted the High-performance Market-Rate Tax Credit, by increasing the taxes the property owners will be required to pay to the Charles Village Community Benefits District.

MINUTES**CITY COUNCIL BILL - 16-0727** - cont'd

Because this will increase taxes on some property owners, the value of properties eligible for the High-performance Market-Rate Tax Credit will be negatively impacted, potentially discouraging additional development.

AMENDMENT

The Department of Finance recommends that the effective date of this bill be set to July 1, 2017 to avoid inequities in taxation for Fiscal Year 2017.

FISCAL IMPACT

There is no fiscal impact to the City government.

THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT DEFERRED TO THE DEPARTMENT OF FINANCE.

UPON MOTION duly made and seconded, the Board approved Bill No. 16-0727 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

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with George, Miles & Buhr, LLP under Project 1124G, SC 908 Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System. The current contract expiration date is July 12, 2017.

AMOUNT OF MONEY AND SOURCE:

\$40,964.00 - 9956-907651-9551-900020-702064

BACKGROUND/EXPLANATION:

The Amendment No. 2 to Agreement will increase the upset limit by \$40,964.00. The project will provide engineering services for Project 1124G (SC 908). The contractor completed the rehabilitation using Cured In Place Pipe lining of Tiffany Run Interceptor Sewer in December 2015. However, review of the CCTV inspection revealed multiple defects, which resulted in additional engineering services. In order to address these issues and close out the project, the consultant will provide technical consultation, review of submittals and requests for information, attend meetings, review CCTV inspections, prepare record drawings, update GIS and other services as necessary.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with George, Miles & Buhr, LLP under Project 1124G, SC 908 Wastewater Engineering Services for the Improvements of the Herring Run Sewershed Collection System.

MINUTES

Department of Public Works/Office - Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with EBA Engineering, Inc. The period of the Agreement is for 36 months or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$312,279.34 - Wastewater Revenue Bonds
258,615.24 - County Grants
\$570,894.58 - 9956-904754-9551-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will provide post award engineering services to assist the City during construction of Quad Avenue Pump Station Force Main Replacement under SC 890. The engineering services include reviewing of shop drawings, responding to requests for information, reviewing PCO's, preparing operational and maintenance manuals, providing assistance to train station personnel in the operation and maintenance of equipment and systems furnished under the contract. In addition, the Consultant will conduct conditional acceptance, prepare punch list items and a final acceptance inspection.

MBE/WBE PARTICIPATION:

MBE:	Sidhu Associates, Inc.	\$ 45,930.85	8.04%
	Environ-Civil Engineering, Ltd.	<u>112,433.00</u>	<u>19.69</u>
		\$158,363.85	27.73%

MINUTES

Department of Public Works - cont'd

WBE: Phoenix Engineering, Inc.	\$46,244.16	8.10%
Hanover Land Services, Inc.	<u>10,761.09</u>	<u>1.88%</u>
	\$57,005.25	9.98%

APPROVED FOR FUNDS BY FINANCE

MWBOO FOUND VENDOR IN COMPLIANCE.

**AUDITS HAS 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 EBA Engineering, Inc.

MINUTES

Department of Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 003 to Alpha Corporation under Project 1501, WC 1276 On-Call Project and Construction Management Assistant Services. The period of the task assignment is approximately 18 months.

AMOUNT OF MONEY AND SOURCE:

\$557,039.50 - 9960-905668-9557-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of assistance from Alpha Corporation to provide inspection services on WC 1276 Georgetown Road/Winans Way/Wells Street and Vicinity Water Main Replacements for the Department of Public Works Office of Engineering & Construction.

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 assignment of Task No. 003 to Alpha Corporation under Project 1501, WC 1276 On-Call Project and Construction Management Assistant Services.

MINUTES

Circuit Court for Baltimore City - Ratification of Amendment
to Contract No. 20A

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Amendment to Contract No. 20A with Behavioral Health System Baltimore, Inc. (BHS). The Amendment to Contract No. 20A extended the period of the contract through June 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$634,045.00 - 4000-400516-1100-576600-404001

BACKGROUND/EXPLANATION:

On July 30, 2014, the Board approved the original Contract No. 20A for the Forensic Alternative Services Team (F.A.S.T) Program with the BHS, in the amount of \$634,045.00, for the period July 1, 2014 through June 30, 2015 with a renewal option for two additional terms of 1-year.

The Amendment to Contract No. 20A provided additional funds for all court-ordered mental health evaluations of seriously mentally ill citizens in Baltimore City, who have been arrested for minor crimes and either placed in the Baltimore City Detention Center or the Central Booking Facility.

When indicated, the F.A.S.T. Program arranges with the Court to have the defendant transferred to either a mental health facility as an in-patient or directed to an appropriate outpatient facility.

As in the prior year, the F.A.S.T. Program continued to divert individuals with mental health issues from incarceration and the criminal justice system to appropriate mental health treatment resources.

MINUTES

Circuit Court for Baltimore City - cont'd

The Amendment to Contract No. 20A is late because of delays in the signature process at the Circuit Court and the receipt of funds from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Amendment to Contract No. 20A with Behavioral Health System Baltimore, Inc.

MINUTES

Circuit Court for Baltimore City - Ratification of Amendment
to Contract No. 20B

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Amendment to Contract No. 20B with Behavioral Health System Baltimore, Inc. (BHS). The Amendment to Contract No. 20B extended the contract through June 30, 2016 with a renewal option for two additional terms of 1-year.

AMOUNT OF MONEY AND SOURCE:

\$262,000.00 - 5000-500716-1100-117400-405001

BACKGROUND/EXPLANATION:

On July 30, 2014, the Board approved the original Contract 20B for the Competency and Responsibility Evaluation Agreement with the BHS, in the amount of \$262,000.00, for the period July 1, 2014 through June 30, 2015 with a renewal option for two additional terms of 1-year.

The Amendment to Contract No. 20B provided additional funds for all Court-ordered competency and responsibility evaluations that occurred as a result of actions before the Circuit and District Courts in Baltimore City. These evaluations are conducted by the Medical Services Division of the Circuit Court.

A principal function of this program is to divert those who would normally be hospitalized in either Clifton T. Perkins Hospital Center or the various regional facilities within the State. In approximately 80% of all referrals, defendants who would be hospitalized from 30-60 days are diverted into either community resources or resources within the local detention centers. The pre-sentence evaluation portion of Contract No. 20B provided for evaluations after verdicts that provide proper use of outpatient facilities.

MINUTES

Circuit Court for Baltimore City - cont'd

The Amendment to Contract No. 20B is late because of delays in the signature process at the Circuit Court and the receipt of funds from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Amendment to Contract No. 20B with Behavioral Health System Baltimore, Inc.

MINUTES

Department of Recreation and Parks - Donation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution a Donation Agreement among the City, McKim Community Association, Inc., donor, and Worcester Eisenbrandt, Inc., for the historic renovation of McKim Community Center, located at 1120 E. Baltimore Street, in Baltimore City. The period of the agreement is effective upon Board approval and ends upon final acceptance of the project by the City, unless earlier terminated.

AMOUNT OF MONEY AND SOURCE:

\$30,500.00 - Value of Donation

The total cost of the project will be paid entirely by the McKim Community Association, Inc. using funds from a Maryland Historic Trust grant. No City funds are involved.

BACKGROUND/EXPLANATION:

The McKim Community Association, Inc., a non-profit organization serving the Jonestown neighborhood, received a grant from the Maryland Historical Trust for the restoration of the McKim Community Center. This project will cost \$30,500.00 and will restore the building's stone façade consistent with the historical nature of this Greek Revival structure built in 1833, which served as Baltimore's first free school. Worcester Eisenbrandt, Inc. will be the contractor.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Recreation and Parks - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Donation Agreement among the City, McKim Community Association, Inc., donor, and Worcester Eisenbrandt, Inc., for the historic renovation of McKim Community Center, located at 1120 E. Baltimore Street, in Baltimore City.

MINUTES

Department of Recreation and Parks - Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Funding Agreement with the Parks and People Foundation, Inc. (PPF). The period of the Funding Agreement is effective upon Board approval through November 30, 2016.

AMOUNT OF MONEY AND SOURCE:

\$15,000.00 - 2026-000000-1873-732801-603051

BACKGROUND/EXPLANATION:

This agreement will reimburse the City for work performed at Penn and Melvin Park at 655 Melvin Drive, using grant funds from the Maryland Department of Natural Resources. The PPF will reimburse the City. Improvements will include landscaping using native Maryland plant species and the removal of impervious surfaces.

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 Funding Agreement with the Parks and People Foundation, Inc. Acting on behalf of the Honorable Mayor, Stephanie Rawlings-Blake, Mr. Henry Raymond, Director of Finance, **ABSTAINED**.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 1 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services. The period of the task is approximately two years.

AMOUNT OF MONEY AND SOURCE:

\$39,682.58 - 9938-910064-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include miscellaneous geotechnical engineering and investigation services at various park locations.

MBE/WBE PARTICIPATION:

MBE: 93.69%

WBE: 0.00%

MWBOO GRANTED APPROVAL.

THE TRANSFER OF FUNDS FOR THIS TASK WAS APPROVED BY THE BOARD OF ESTIMATES ON SEPTEMBER 14, 2016.

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. 1 to Rummel, Klepper & Kahl, LLP, under Project No. 1232, On-Call Design Services.

MINUTESDepartment of Recreation and Parks - Employee Expense Reports

The Board is requested to approve the various expense reports for the following employees:

- | | |
|--------------------------|-----------------|
| 1. GARRY LETTERON | \$625.00 |
| 2. ERIK DIHLE | \$625.00 |

Account: 6000-680716-5051-385300-603020

March 14 - 16, 2016 - International Society of Arboriculture's Tree Risk Assessment Qualification Training

Messrs. Letteron and Dihle attended the International Society of Arboriculture's Tree Risk Assessment Qualification Training. Upon completion and testing, each attendee received Tree Assessment Qualification certification. Messrs. Letteron and Dihle paid for the training using their personal credit cards. The training did not require Board approval. However, the Employee Expense Reports were submitted past the deadline. The requests are late because of delays in submitting supporting documentation and delays in the administrative review process.

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 above-listed expense reports.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

1. INFOSTRUCTURES, INC.	\$ 30,900.00	Low Bid
Solicitation No. B50004716 - ZixGateway Virtual Messaging Appliance - Baltimore City Health Department - Req. No. R727288		

2. ARROW SAFETY DEVICE COMPANY	\$ 30,000.00	Low Bid
Solicitation No. B50004704 - Supply & Deliver a Variety of Batteries - Department of Public Works - Req. No. Various		

Two bids were received. Authority is requested to issue a Purchase Order to the lowest bidder. The period of the award is November 1, 2016 through October 31, 2018 with two 1-year renewal options.

3. AMES, INC.	\$ 100,000.00	Renewal
Contract No. 08000 - Aurora Pumps and Parts - Department of Public Works, Water and Wastewater - P.O. No. P525480		

On November 6, 2013, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$100,000.00 is for the period November 6, 2016 through November 5, 2017, with one 1-year renewal option remaining.

4. IPS GROUP, INC.	\$1,575,000.00	Renewal
Contract No. 08000 - Single Spaced Electronic Parking Meters - Parking Authority of Baltimore City - P.O. No. 525083		

On September 25, 2013, the Board approved the initial award in the amount of \$2,400,000.00. The award contained two 2-

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

year renewal options. This renewal in the amount of \$1,575,000.00 is for the period September 25, 2016 through September 24, 2018, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

- | | | |
|--|---------|---------|
| 5. PVS TECHNOLOGIES,
INC. | \$ 0.00 | Renewal |
| Contract No. B50004332 - Ferric Chloride for Wastewater Treatment Plants - Department of Public Works, Water and Wastewater - P.O. No. P533569 | | |

On November 18, 2015, the Board approved the initial award in the amount of \$4,000,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$0.00 is for the period November 18, 2016 through November 17, 2017, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

- | | | |
|--|--------------|---------|
| 6. SIEMENS INDUSTRY, INC. | \$ 50,000.00 | Renewal |
| Contract No. 08000 - Maintenance and Repair of Pneumatic and Electronic Controls of the HVAC System at Back River Wastewater Treatment Plant - Department of Public Works, Water and Wastewater - P.O. No. P525497 | | |

On October 30, 2013, the Board approved the initial award in the amount of \$148,550.00. The award contained one 1-year renewal option. This sole renewal is for the period October 30, 2016 through October 29, 2017. 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>
---------------	------------------------	--------------------

Bureau of Purchases

- | | | |
|--|----------------|---------|
| 7. PREMIER MAGNESIA,
LLC | \$1,000,000.00 | Renewal |
| Contract No. 08000 - Thioguard Chemical Application
Technology - Department of Public Works, Water and
Wastewater - P.O. No. P529232 | | |

On October 29, 2014, the Board approved the initial award in the amount of \$2,000,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$1,000,000.00 is for the period November 1, 2016 through October 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

- | | | |
|--|---------------|---------|
| 8. <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. | \$ 250,000.00 | Renewal |
| Contract No. B50002883 - Fire Tools, Equipment and 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. Subsequent actions have been approved. This renewal in the amount of \$250,000.00 is for

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

the period October 16, 2016 through October 15, 2017, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

9. DONALD B. RICE	EDGEWATER TIRE	
TIRE CO., INC.	CENTER, INC. d/b/a	
Cars - 1 st Call	ADMIRAL TIRE	
Trucks & Hvy. Equip.	Cars - 2 nd Call	
2 nd Call	Trucks & Hvy.	
No funds requested	Equip.	
	1 st Call	
	No funds requested	
		Renewal

Contract No. B50003065 - Vehicle Tires: Cars, Trucks & Heavy Equipment - Department of General Services - Fleet Management - P.O. Nos. P525024 and P525025

On September 18, 2013, the Board approved the initial award in the amount of \$1,198,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This first renewal is being exercised for Donald B. Rice Tire Co., Inc. and Edgewater Tire Center, Inc. d/b/a Admiral Tire. Service Tire Truck Center, Inc. is not in good standing with the State of Maryland and will be renewed at a later date. This renewal is for the period October 1, 2016 through September 30, 2017, 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>
---------------	------------------------	--------------------

Bureau of Purchases

10. **ITEM 1** - Liquid Chlorine
in One-Ton Containers
KUEHNE CHEMICAL COMPANY, INC.

ITEM 2 - Liquid Chlorine
in 150 LB Cylinders
UNIVAR USA, INC.

\$500,000.00

Renewal

Contract No. B50003713 - Liquid Chlorine - Department of
Public Works, Bureau of Water and Wastewater - P.O. Nos.
P529084 and P529085

On October 15, 2014, the Board approved the initial award in the amount of \$954,000.00. On September 16, 2015, the Board approved the first renewal in the amount of \$700,000.00. The award contained four 1-year renewal options. This second renewal in the amount of \$500,000.00 is for the period of November 1, 2016 through October 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

11. HOLABIRD ENTERPRISES,
OF MARYLAND, INC. t/a
HOLABIRD FLEET SERVICE
GREB SERVICE, INC.

\$1,500,000.00

Increase

Contract No. B50003291 - Hydraulic and Welding Repair
Service - Department of General Services, Fleet Management
- P.O. Nos. P526534 and P526535

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On March 12, 2014, the Board approved the initial award in the amount of \$4,000,000.00. The award contained two 1-year renewal options. On December 23, 2015, the Board approved an increase in the amount of \$1,750,000.00. This increase is requested due to increased usage of the contract for preventative maintenance services to prepare equipment for the upcoming winter season. This increase will make the award amount \$7,250,000.00. The contract expires on March 11, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 3% MBE AND 0% WBE.Holabird Enterprises of Maryland, Inc.

	<u>Commitment</u>	<u>Performed</u>
MBE: Maryland Scrap Hauling	3%	\$2,019.63 0.2%

Per contracting agency, contractor has demonstrated good faith efforts. The majority of the money spent was for parts and materials. There is no further available opportunity for segmentation. Contractor also spent \$16,422.00 (1.5%) with Coleman Security Services, LLC for services related to the contract.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of PurchasesGreb Services, Inc.Commitment Performed

MBE: D & T Contractor, LLC	3%	See note below
-----------------------------------	----	----------------

Per contracting agency, the majority of the money spent was for parts and materials. The welding services to be performed by the MBE were not required by the City.

MWBOO FOUND VENDOR IN COMPLIANCE.

12. VERITIV OPERATING
COMPANY f/k/a XPEDX
TSRC, INC. d/b/a
FRANK PARSONS BUSINESS
PRODUCTS, INC.
VERITIV OPERATING
COMPANY f/k/a
UNISOURCE, INC.
CENTRAL NATIONAL-GOTTESMAN,
INC. d/b/a LUNDENMEYR
MUNROE
B.W. WILSON PAPER COMPANY,
INC.

\$100,000.00	Increase
<u>300,000.00</u>	Renewal
<u>\$400,000.00</u>	

Contract No. 06000 - Provide Various, Cuts, Types and Weights of Paper - Department of Finance/Digital Document Division - P.O. P529255

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On November 5, 2014, the Board approved the initial award in the amount of \$200,000.00. The award contained two 2-year renewal options. On May 17, 2016, the City Purchasing Agent approved an increase in the amount of \$50,000.00.

Due to a larger request for paper than normal and to continue service from the vendors until the contract's renewal time an increase in the amount of \$100,000.00 is necessary. This increase will make the award amount \$650,000.00. This renewal in the amount of \$300,000.00 is for the period November 5, 2016 through November 4, 2018, with one two-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

13. ALL ABOUT DOORS, INC.
 THE OVERHEAD DOOR COMPANY OF
BALTIMORE, INCORPORATED \$200,000.00 Extension
 Contract No. B50001811 - Repair and Installation Services
 for Various Overhead Mechanical Door Systems - Department
 of General Services - P.O. Nos. P517071 & P517072

On May 11, 2011, the Board approved the initial award in the amount of \$600,000.00. On April 11, 2012, the Board approved the first renewal with no additional cost. On May 01, 2013, the Board approved the second renewal with no additional cost. On May 14, 2014, the Board approved the third renewal in the amount of \$100,000.00. On May 27, 2015, the Board approved the fourth renewal in the amount

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

of \$200,000.00. On November 04, 2015, the Board approved an increase in the amount of \$250,000.00. On May 18, 2016, the Board approved an extension with no additional cost. The Board is requested to approve a second extension in the amount of \$200,000.00 to allow time to complete specifications for changing agency requirements and for a new solicitation to be bid and awarded. The second extension will make the total contract amount \$1,350,000.00. The period of the extension is October 30, 2016 through January 31, 2017. The above amount is the City's estimated requirement.

MWBOO SET MBE AND WBE GOALS AT 0%.

- | | | |
|--|--------|-----------|
| 14. CLEAN HARBORS ENVIRONMENTAL SERVICES, INC. | \$0.00 | Extension |
| Contract No. PCR-09-125- Household Hazardous Waste Collection - Department of Public Works, Bureau of Solid Waste - P.O. No. P521645 | | |

On September 19, 2012, the Board approved the initial award in the amount of \$200,000.00. The Baltimore Regional Cooperative Purchasing Committee, through lead procuring entity, Anne Arundel County, executed a contract at the same prices, specifications, terms, and conditions as PCR-09-125 for required products while a new solicitation is prepared and awarded. The period of the extension is October 30, 2016 through June 30, 2017. 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>
---------------	------------------------	--------------------

Bureau of Purchases

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

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Health Department</u>			
1. Charlotte Hager	National Family Planning & Reproductive Health Association Philadelphia, PA Sept. 25 - 27, 2016	Family Planning Special Needs Account	\$ 180.00

The National Family Planning & Reproductive Health Association has covered the costs of transportation and hotel. The Department is requesting \$120.00 for meals and incidentals and \$60.00 for transportation to and from the Amtrak train station.

Department of Finance

2. Kirsten Silveira	International City and County Managers Association Kansas City, MO Sept. 25 - 28, 2017 (Reg. Fee \$429.00)	General Funds	\$1,386.00
---------------------	---	---------------	------------

The subsistence rate for this location is \$176.00 per night. The hotel cost for 9/25/2016 through 9/27/2016 is \$334.00 per night, plus taxes of \$59.78. The hotel cost for 9/27/2016 is \$148.00, plus taxes of \$26.44. The Department is requesting additional subsistence in the amount of \$74.00 for food and incidentals. The airfare in the amount of \$328.96 and registration fee in the amount of \$429.00 were prepaid on a City-issued procurement card assigned to Mr. Andrew Kleine. Therefore, Ms. Silveira will be disbursed \$637.96.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Planning</u>			
3. Anne Draddy	Urban Sustain- ability Director's Network Conference Toronto, Canada Oct. 16 - 20, 2016 (Reg. fee \$0.00)	Conf. Sponsor	\$0.00

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The Urban Sustainability Directors Network will pay the cost of the travel. City funds will not be expended.

4. Kristin Baja	Urban Sustain- ability Director's Network Conference Toronto, Canada Oct. 16 - 20, 2016 (Reg. fee \$0.00)	Conf. Sponsor	\$0.00
-----------------	--	------------------	--------

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The Urban Sustainability Directors Network will pay the cost of the travel. City funds will not be expended.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Planning - cont'd</u>			
5. Holly Freishtat	Milan Urban Food Policy Pact Mayors Summit 2016 Rome, Italy Oct. 11 - 16, 2016 (Reg. fee \$0.00)		\$0.00

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request form if the trip will require travel outside the continental United States regardless of the source of funds, cost of trip, or length of absence. The Baltimore Community Foundation, Sustainability Food Fund will pay the cost of the travel. City funds will not be expended.

6. Thomas J. Stosur	Lincoln Institute's Big City Planners Workshop 2016 Cambridge, MA Oct. 9 - 11, 2016 (Reg. fee \$0.00)		\$0.00
---------------------	--	--	--------

The Lincoln Institute of Land Policy will pay the cost of the travel. City funds will not be expended.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
7. Marcia Collins	Water Environment Federation's Annual Technical Exhibition & Conf. New Orleans, LA Sept. 24 - 28, 2016 (Reg. Fee \$875.00)	Water Utility	\$2,714.52

The subsistence rate for this location is \$186.00 per night. The hotel cost is \$239.00 per night plus hotel taxes of \$39.64 per night. The Department is requesting additional subsistence of \$53.00 per night to cover the hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$504.95 and registration fee of \$875.00 were prepaid by a City issued Procurement card assigned to Ms. Tianna Haines. The amount to be disbursed to Ms. Collins is \$1,334.57.

Police Department

8. Michael J. Lavery	Alcohol, Tobacco and Firearms (ATF) Advanced Explosives Destruction Techniques Course Huntsville, AL Nov. 29 - Dec. 8, 2016	Paid by Sponsor	\$0.00
----------------------	---	-----------------	--------

Mr. Lavery will attend this training to continue his education as a Bomb Technician and will serve as an effective way to reduce the number of bomb squad accidents.

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Dept. - cont'd</u>			

No Costs are incurred by the Baltimore Police Department as the ATF provides travel and lodging in addition to training, classroom materials, and range tools.

9. Caroline Sturgis	U.S. Communities Police Procurement Focus Group/Inter- national Associa- tion of Chiefs of Police 2016 Conference San Diego, CA Oct. 11 - 19, 2016 (Reg. Fee \$545.00)	Asset Forfei- ture Fund	\$2,405.78
---------------------	--	----------------------------------	------------

Ms. Sturgis will attend the U.S. Communities Police Procurement Focus Group conference from October 11 - 13, 2016 and the International Association of Chiefs of Police 2016 Conferences from October 14 - 19, 2016, both in San, Diego, California.

The subsistence rate for this location is \$204.00 per day. The hotel cost is \$199.20 per night plus hotel taxes of \$25.40 per night. All related travel costs for the U.S. Communities Police Procurement Focus Group Conference from October 11 - 13, 2016 will be fully reimbursed by the National Association of Counties (this will include her airfare to the conference only, two days of her hotel stay, plus taxes, and meals for two days).

MINUTES**TRAVEL REQUEST**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Dept. - cont'd</u>			

The registration fee in the amount of \$545.00 was prepaid using a City-issued credit card assigned to Mr. Tribhuvan Thacker. The Department is requesting additional subsistence of \$35.20 per day for meals and incidentals. The disbursement to Ms. Sturgis will be \$1,889.58.

10. Marcos Zarragoitia	Intelligence Com- manders Meeting/ The Major Cities Chiefs Association 2016 Fall Meeting San Diego, CA Oct. 12 - 16, 2016 (Reg. Fee \$400.00)	Asset Forfei- ture Fund	\$2,430.16
---------------------------	--	----------------------------------	------------

The subsistence rate for this location is \$204.00 per night. The cost of the hotel for October 12-15, 2016 is \$249.00 per night and the cost for October 15, 2016 is \$498.00. The hotel taxes are \$39.55 per night. The airfare in the amount of \$495.95 and the registration fee in the amount of \$400.00 were pre-paid on a City-issued credit card assigned to Mr. Tribhuvan Thacker.

The Department is requesting additional subsistence of \$45.00 per day for the hotel for October 12-14, 2016 and \$285.00 for October 15, 2016. Also, additional subsistence of \$40.00 per day is requested for October 12, 2016 and October 16, 2016 for meals and incidentals. Mr. Zarragoitia will be disbursed \$1,534.21.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the City Council President</u>			
11. Rochelle Spector	Spring Board Retreat - Maryland Assn. of Counties Hagerstown, MD June 23 - 24, 2016	Elected Official Expense Account	\$252.94

Ms. Spector as a member of the MACo and the City of Baltimore's representative is required to attend Board meetings and events throughout the year. Ms. Spector is requesting reimbursement for travel cost related to MACo's Spring Board meeting.

The subsistence rate for this location was \$140.00 per day. The hotel rate was \$110.00 per night, plus \$13.20 per night for hotel taxes and \$13.64 for meals. Ms. Spector incurred out-of-pocket expenses. Therefore, the requested reimbursement to Ms. Spector is \$252.94.

TRAVEL REIMBURSEMENT

\$ 116.00 - Mileage
110.10 - Hotel (@ \$110.00 x 1)
13.20 - Hotel Tax (@ \$5.31 x 1)
13.64 - Meals
\$ 252.94 - Total Reimbursement

The travel request is late because of an administrative delay and oversight, this request is beyond the 40-day rule. AM 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 expense were incurred require Board of Estimates' approval".

MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Police Department</u>			
12. Earl Williams	Executive Protection	General	\$1,112.89
Marvin Colson	New York City, NY June 7 - 8, 2016	Funds	

Messrs. Williams and Colson traveled to New York City, NY to accompany the Mayor for security purposes. The Department paid hotel accommodations and other expenses on a City-issued PNC credit card assigned to Mr. Colson, as follows:

Hotel	\$ 950.00	(\$475.00 x 2 days)
Hotel Taxes	147.14	
Meals	15.75	
	<u>\$1,112.89</u>	

The travel approval is late because of a delay in the administrative process. The Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240, and regrets the late submission of these requests and asks for the Board's approval.

13. Kyle Gooden	Executive Protection	General	\$1,068.19
	Chicago, IL	Funds	
	April 21 - 23, 2016		

Mr. Gooden traveled to Chicago, IL to accompany the Mayor for security purposes. It was essential to secure a rental car because of necessary land travel. The Department paid the airfare, car rental, hotel accommodations, and other expenses on a City-issued PNC credit card assigned to Mr. Gooden, as follows:

MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Police Department - cont'd</u>			
	Airfare	\$	391.46
	Hotel night		318.00
	Hotel taxes		52.14
	Rental Car		163.55
	Parking		72.00
	Gas		10.59
	Meals		60.45
			<u>\$1,068.19</u>

The cost of the rental vehicle is \$163.55. Pursuant to AM-240-8 if official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board must approve funds for such expenses in advance of the trip. The travel approval is late because of the delays in the administrative process. The Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240, and regrets the late submission of these requests and asks for the Board's approval.

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests and the retroactive travel approvals and reimbursements. Acting on behalf of the Honorable Mayor, Stephanie Rawlings-Blake, Mr. Henry Raymond, Director of Finance, **ABSTAINED** on item nos. 12 and 13. The President **ABSTAINED** on item no. 11.

MINUTES

Fire & Police Employees' - Investment Advisory Agreement
Retirement System (F&P)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Investment Advisory Agreement with Summit Strategies, Inc. d/b/a Summit Strategies Group.

AMOUNT OF MONEY AND SOURCE:

\$900,000.00 per year - F&P Funds

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The F&P Board of Trustees conducted a comprehensive nationwide RFP search for an investment consultant. As a result of that search, Summit Strategies, Inc. was selected to serve as its Investment Consultant. Summit Strategies, Inc. has demonstrated its expertise and ability in providing proficient investment advisory services to F&P since 2002.

Fixed compensation under this five year contract with two 1-year renewal options will be set at \$900,000.00 annually and will include a base consulting fee of \$315,00.00 and a fixed direct consulting fee of \$585,000.00 covering consulting for direct investment in hedge funds, private equities, commodities, direct lending and infrastructure.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Investment Advisory Agreement with Summit Strategies, Inc. d/b/a Summit Strategies Group. The Comptroller **ABSTAINED**.

MINUTES

Baltimore Convention Center - Second Amendment to Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center between the City, the Maryland Stadium Authority (MSA) and Veolia Energy Baltimore Cooling, LLP (Veolia).

AMOUNT OF MONEY AND SOURCE:

\$6,033,514.00 - 1001-000000-5311-391600-603087

BACKGROUND/EXPLANATION:

On August 18, 1993, the Board approved the Baltimore Convention Center (Convention Center) Construction, Operation, and Construction Agreement and Lease, by and between the City and the MSA, as amended by an amendment thereto, which was approved by the Board on February 4, 2009, which outlines the obligations of the City and the MSA in connection with the construction and maintenance of the expanded Convention Center facility (Convention Center Agreement).

On May 31, 1995, the Board approved a Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center by and between the City, the MSA, the Poole and Kent Company, and District Chilled Water Partnership, whereby the City leased space in the expanded Convention Center to construct a chilled water cooling facility to supply the air cooling needs of the Convention Center and other customers (Plant); the agreement further included a customer agreement pertaining to the charges to the City for

MINUTES

Baltimore Convention Center - cont'd

cooling and a procedure outlining how required major repairs and replacements to the Plant and alterations required by law would be handled and the City's charges for same, upon terms and conditions therein set forth (Original Chilled Water Agreement).

On November 21, 2007, the Board approved an amendment to the Original Chilled Water Agreement, which revised payments due under the customer agreement and allowed the Convention Center to receive its cooling for the vendor's distribution system (collectively, Chilled Water Agreement).

In December 2009, after the sale notice was delivered to the City, the partnership interests in the District Chilled Water Partnership (which then traded as Comfort Link) were transferred to a Veolia Energy North America Holdings, Inc. - controlled entities, whereupon the Partnership changed its name to Veolia Energy Baltimore Cooling LLP.

By letter dated October 20, 2015, the City received notice from Veolia that pursuant to Sections 4.1 (b)(v) and 4.1 (b)(vi) of the Chilled Water Agreement, major replacements were required to the Plant located in the Convention Center due to the condition of the equipment and that pursuant to certain regulations promulgated by the EPA, the refrigerant presently used by the chillers would no longer be produced in the United States and would be available only from existing stock. Pursuant to the Chilled Water Agreement, Veolia is authorized to replace the chillers and add an additional component to its monthly charges to the City related to its costs to complete such major replacements, as therein set forth. Due to the new refrigerant requirements the new chillers would no longer fit into the leased space under the Chilled Water Agreement and would require the roof of the Convention Center to be raised 3 feet to accommodate the new chillers.

MINUTESBaltimore Convention Center - cont'd

The Second Amendment authorizes Veolia to proceed with the replacement of the Plant, authorizes Veolia to perform the required construction at the Convention Center, sets forth a protocol as to how such replacement of the Plant and construction will be performed, establishes the maximum new monthly component charge the City would incur commencing July 1, 2017 of \$51,568.50, payable until March 31, 2027, and lowers the amount of the capacity of the cooling the City must pay from the Plant production under the Chilled Water Agreement to 4,000 tons, being 32.45% of the capacity of the Plant.

MBE/WBE PARTICIPATION:

Veolia has agreed to comply with the MBE/WBE requirements as set forth in the Chilled Water Agreement and the Convention Center Agreement.

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 Second Amendment to Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center between the City, the Maryland Stadium Authority and Veolia Energy Baltimore Cooling, LLP.

MINUTES

Department of Finance - Payment In Lieu of Taxes
Key's Pointe Phase IB

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Payment In Lieu of Taxes (PILOT) agreement with O'Donnell Heights 2 Associates, LP, Owner, a Maryland limited partnership, for Key's Pointe Phase IB (formerly O'Donnell Heights), an affordable housing project located at 6301 Boston Street.

AMOUNT OF FUNDS AND SOURCE:

Wells Fargo HUD FHA 221 (D)(4) Permanent Loan	\$ 5,989,600.00
Housing Authority of Baltimore City Replacement Housing Factor Funds	\$ 7,650,281.00
Maryland Department of Housing and Community Development Rental Housing Works	\$ 735,520.00
4% Low Income Housing Tax Credits	\$ 8,471,726.00
Deferred Development Fee	\$ 230,000.00
Maryland Department of Housing and Community Development Tax Exempt Bonds During Construction	\$11,000,000.00

BACKGROUND/EXPLANATION:

Under the terms of the agreement, the Owner will pay the City an amount equal to ten percent of the tenant portion of the rent. The agreement will continue to run for as long as the property remains housing for low income households.

O'Donnell Heights, located in the southeast corner of Baltimore City was constructed in 1942 and included 900 public housing units on 62 acres. Due to the poor condition of the units, 596 have been demolished and 304 remain.

MINUTES

Department of Finance - cont'd

The first phase identified as Phase IA and renamed Key's Pointe, was completed in 2014 contains 75 affordable residential rental units, and one manager's unit. Phase IB is the 2nd phase of the redevelopment and revitalization of O'Donnell Heights. The site area upon which Phase IB will be developed is currently vacant.

The development is being undertaken by the Owner and its development partners, the Michaels Development Company and Greater Baltimore AHC, Inc. (GBAHC), a 501 C(3) not-for-profit. An affiliate of the Michaels Development Company will be the Managing General Partner, along with a Co-General Partner affiliate controlled by the GBAHC. Baltimore Affordable Housing Inc. (BAHD), is a not-for-profit affiliate of the Housing Authority of Baltimore City (HABC), and will be the 100% Member in ODH Phase 2, LLC which will have a Limited Partnership interest in the Owner.

Key's Pointe Phase IB will contain a total of 68 newly constructed affordable rental units in a mix of townhome and flat styles. All of the units will be leased to households whose incomes do not exceed 60% of the area median income adjusted for family sizes. Of the total 68 units, 34 units will be deeply affordable through the issuance of Section 8 Project Based Vouchers and made available to existing and returning O'Donnell Heights public housing residents, non-elderly disabled, and persons requiring accessible units from HABC's public housing waitlist.

Maryland law pursuant to Section 12-104(b) of the Housing and Community Development Article of the Code of Maryland (Maryland Code), provides among other things, that in any case in which (i) the Project is used to house persons of eligible income and (ii) owned in whole or in part, directly or indirectly, through

MINUTESDepartment of Finance - cont'd

one or more wholly or partially owned subsidiary entities of a Baltimore Housing Authority entity, the City is authorized to enter into an agreement with Owner for the payment of an amount that may be set by mutual agreement that does not exceed the amount of regular taxes levied on a similar property in lieu of all taxes and special assessments of the State and the City.

The terms of the PILOT are as follows:

- The project is to be occupied by tenants whose incomes do not exceed the standards and limits as required by the tax code covenant with the Department of Housing and Community Development of the State of Maryland,
- The project is owned in whole or in part, directly or indirectly, through one or more wholly or partially owned subsidiary entities of HABC,
- Owner agrees to enter into a ground lease from HABC, and
- The annual amount of the PILOT will be 10% of tenant paid rents, which for the first year will be approximately \$63,810.00.

MBE/WBE PARTICIPATION

The Owner will comply with HABC's requirements related to use of minority owned businesses, and women owned businesses.

APPROVED FOR FUNDS BY FINANCE.

MINUTES

Department of Finance - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Payment In Lieu of Taxes agreement with O'Donnell Heights 2 Associates, LP, Owner, a Maryland limited partnership, for Key's Pointe Phase IB, an affordable housing project located at 6301 Boston Street.

MINUTES**PROPOSAL AND SPECIFICATIONS**

1. Department of Public Works/ - ER 4036R, Environmental
Office of Engineering and Restoration Contract for
Construction Urgent Need Stream Repair 1
BIDS TO BE RECV'D: 11/09/2016
BIDS TO BE OPENED: 11/09/2016

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposal 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 PAGES 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

September 20, 2016

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:

Pages 1 - 91, City Council President and members of the Board of Estimates, BOE Agenda dated September 21, 2016, if acted upon:

- a. 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;
- b. 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;
- c. 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;
- d. 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;
- e. 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

- f. 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 September 21, 2016.

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: "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 contract. There were no objections.

- Department of General Services - GS 14819, Roof Replacement
Engine Company No. 50, 1601
Broening Highway
BIDS TO BE RECV'D: 09/28/2016
BIDS TO BE OPENED: 09/28/2016
- Department of General Services - GS 16807, The Peale Center
Roof Replacement and Masonry
Restoration
BIDS TO BE RECV'D: 10/05/2016
BIDS TO BE OPENED: 10/05/2016
- Department of Public Works - SWC 16310, Northwest Transfer
Station Building Renovation
and Site Improvements
BIDS TO BE RECV'D: 09/28/2016
BIDS TO BE OPENED: 09/28/2016

MINUTES

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

Department of Transportation - TR 11319, Jones Falls Trail -
Phase V

Allied Contractors, Inc.
Civil Construction, LLC

Department of Public Works - WC 1351, Urgent Need Water
Infrastructure Rehabilitation

J. Fletcher Cremer & Son, Inc.
Spiniello
Metra Industries
Anchor Construction Corp.
R.E. Harrington
Civil Construction, LLC

Bureau of Purchases - B50004652, Demand Response
System and Services

EnerNoc, Inc.
THG Energy Solutions, LLC
IPKEYS Power Partners, LLC

Bureau of Purchases - B50004705, Restroom Paper and
Soap Supplies for Baltimore
Convention Center

Acme Paper & Supply Co., Inc.
S. Freedman & Sons, Inc.
Leonard Paper Company
Millenium Concepts

MINUTES

Bureau of Purchases

- B50004725, Regular Cab Truck
with a Dump Body

Chapman Auto Group
Cowles Ford, Inc.
Kip Killmon Louisa Ford
Winner Ford, Inc.
Bayshore Ford Trucks

Bureau of Purchases

- B50004726, Port Generator

Correlli, Inc.
Leete Generators

Bureau of Purchases

- B50004727, Transit Van with
Camera Inspection System

Chapman Chevrolet*
Maryland Industrial Trucks, Inc.
Virginia Public Works Equipment
Atlantic Machinery Inc.
Bayshore Ford Trucks

Bureau of Purchases

- B50004728, Backhoe with Ladder

Correlli, Inc.
Jesco, Inc.
Valley Supply & Equipment Co., Inc.*

MINUTES

Bureau of Purchases

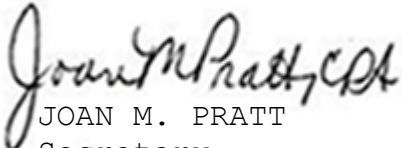
- B50004730, Crew Cab Truck with a
Utility Body and Wachs System

- Chapman Auto Group*
- Cowles Ford, Inc.
- Kip Killmon Louisa Ford*
- Winner Ford, Inc.
- Bayshore Ford Trucks*

*UPON MOTION DULY made and seconded, the Board approved the Bureau of Purchases to evaluate whether the non-responsive bid security can be cured and to report to the Board on the results so that the Board can consider the Bureau of Purchases' recommendation and the underlying results of the bid security for the Board's approval, with the proviso that the Board's action does not set a precedent and applies only to the bids listed in the Board memo.

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 28, 2016.



JOAN M. PRATT
Secretary