

MINUTES

REGULAR MEETING

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

President: "Good morning. The November 18, 2020 meeting of the Board of Estimates is now called to order. In the interest of promoting and maintaining health and safety as we continue to deal with the COVID-19 pandemic, the Board of Estimates continues to be streamed live virtually. I will direct the Board members' attention to the memorandum from my office dated November 16, 2020 identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Comptroller. I will entertain a Motion to approve all the items contained on the routine agenda."

Acting City Solicitor: "Uh -- good morning, everyone. Mr. President, I move approval of all matters on the routine agenda."

Comptroller: "I second."

President: "All those in favor say AYE. All opposed say NAY. Uh -- the Motion carries. The routine agenda items have been adopted."

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MINUTES

Board of Elections - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Agreement with the Center for Tech and Civic Life (CTCL). The period of the agreement is June 15, 2020 through December 31, 2020.

AMOUNT OF MONEY AND SOURCE:

\$1,147,073.00 - 7000-714521-1801-184300-407001

BACKGROUND/EXPLANATION:

These funds will be utilized to ensure a safe and efficient election. They will maintain open in-person vote centers on election day and early voting, procure personal protective equipment and personal disinfectant to protect election officials and voters from COVID-19, and support and expand voting, including the purchase of additional signage, tents, traffic control, and safety measures (drop box security).

They will also be used to expand voter education and outreach efforts while publishing reminders for voters to verify and update their address or other voter registration information prior to the election. Other uses of funds include the education of voters on safe voting policies and procedures; recruiting and hiring a sufficient number of poll workers and inspectors to ensure polling places are properly staffed, utilizing hazard pay or stipends; providing voting facilities with funds to compensate for increased site cleaning and sanitization costs; delivering updated training for current and new poll workers administering elections in the midst of the pandemic; and supporting early in-person voting by

MINUTES

Board of Elections - cont'd

mail. They will also be used to expand and maintain the number of in-person early voting sites and deploy additional staff and/or technology improvements to expedite and improve mail-in ballot processing.

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 Agreement with the Center for Tech and Civic Life.

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Baltimore Impact Properties II, LLC, for an amount that is less than the lien amount for the property located at 1401 McHenry Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Purchase Price</u>
1401 McHenry Street	\$7,000.00	\$7,136.72	\$43,769.70	\$7,136.72

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 1401 McHenry Street on October 23, 2019, for \$43,769.70 Baltimore Impact Properties II, LLC, has offered to purchase the Tax Sale Certificate for \$7,136.72, file the petition to foreclose, acquire title to the property and return it to productive use.

The assignment amount of \$7,136.72 for the Tax Sale Certificate will cover the flat taxes and water bills on the property.

FILE NO. 57532

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate to Baltimore Impact Properties II, LLC.

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Larry O'Neil Cozart and Donna Corinne Dorsey for an amount that is less than the lien amount for the property known as 2207 Aiken Street (Block 4010C, Lot 015).

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Purchase Price</u>
2207 Aiken Street	\$5,000.00	\$4,636.51	\$17,620.52	\$5,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certification for 2207 Aiken Street (Block 4010C, Lot 015) for \$17,620.52. Larry O'Neil Cozart and Donna Corinne Dorsey have offered to purchase the Tax Sale Certificate for \$5,000.00, file the petition to foreclose, acquire title to the property, and return it to productive use.

The assignment amount of \$5,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on the property.

FILE NO. 57532

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate to Larry O'Neil Cozart and Donna Corinne Dorsey.

MINUTES

Department of Real Estate - Assignment of Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Lifetime Investors, LLC, for an amount that is less than the lien amount for the property located at 704 N. Carrollton Avenue.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Purchase Price</u>
704 N. Carrollton Avenue	\$6,000.00	\$1,407.69	\$33,424.01	\$6,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 704 N. Carrollton Avenue on May 13, 2019, for \$33,424.01. Lifetime Investors, LLC., has offered to purchase the Tax Sale Certificate for \$6,000.00, file the petition to foreclose, acquire title to the property, and return it to productive use.

The assignment amount of \$6,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on the property.

UPON MOTION duly made and seconded, the Board approved the assignment of a Tax Sale Certificate to Lifetime Investors, LLC.

MINUTES

Department of Real Estate - Second Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Second Renewal of Lease Agreement with The Baltimore Child Abuse Center, Inc., (BCAC), Landlord and Baltimore City Police Department (BCPD), Tenant for the rental located at 2300 N. Charles Street of approximately 9,885 square feet of space. The period of the second renewal of lease agreement is October 1, 2020 through September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
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\$68,500.00	\$5,708.33
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Account: 5000-588519-2021-212900-603026 - Annual Rent

<u>Annual Building Costs (Tenant's Share)</u>	<u>Monthly Installments</u>
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\$38,503.00	\$3,208.58
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Account: 1001-000000-2021-212800-603015 - Building Costs

BACKGROUND/EXPLANATION:

On August 10, 2016, the Board approved a Lease Agreement by and between the BCAC, Landlord, and the BCPD Child Abuse, Family Crimes, and Missing Persons Units, Tenant. The term of the lease was for three years commencing October 1, 2016 and terminating September 30, 2019, with the option to renew for three additional one-year periods.

The first renewal, commencing October 1, 2019 and terminating September 30, 2020 was approved by the Board of Estimates on August 28, 2019.

MINUTES

Department of Real Estate - cont'd

In 2019, the Tenant's portion of the annual building costs totaled \$28,303.00 (\$2,358.58 monthly). Additionally, the Tenant will pay for phone service at an annual cost of \$10,200.00 (\$850.00 monthly).

In lieu of rent, the Tenant will pay 34.1% (representing a portion of building occupied by Tenant) of total annual building costs for electric, water, janitorial, and trash removal services for the remainder of the leased premises consisting of; 1,008 sq. ft. in the basement and 3,612 sq. ft. on the 1st floor, (4,620 total sq. ft.).

The BCPD Child Abuse, Family Crimes, and Missing Persons Units are exercising their second renewal option commencing October 1, 2020 and terminating September 30, 2021.

All other terms and conditions of the lease agreement dated March 30, 2016 and as amended on January 15, 2020, shall remain in full force and effect.

APPROVED FOR FUNDS BY FINANCE**FILE NO. 57879**

UPON MOTION duly made and seconded, the Board approved the Second Renewal of Lease Agreement with The Baltimore Child Abuse Center, Inc., Landlord, and Baltimore City Police Department, Tenant, for the rental located at 2300 N. Charles Street of approximately 9,885 square feet of space.

MINUTES

Bureau of the Budget and - Fee Changes for City Services
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve the adjustment of fees charged by the Mayor's Office of Cable and Communications. The fee changes are effective January 1, 2021.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND AND EXPLANATION:

There are over 2,000 fees utilized by the City of Baltimore. On January 21, 2011, the Board established a User Fee Policy in order to provide guidelines for setting and reviewing user fees and charges by the City. The Department of Finance is currently completing a review in accordance with this policy.

During the fee review process, a supplemental analysis of the Mayor's Office of Cable and Communications was conducted to incorporate equity and correct for inconsistency in the manner in which fees are administered. The Department of Finance recommends the following changes proposed for Board approval:

- Studio Production and Rental – Studio Setup/Breakdown Fee \$ 160.00 flat fee
- Field Video Production – Travel Fee (Baltimore Metro Area) \$ 210.00 flat fee
- Video Editing – Online/Offline Editing \$ 120.00 per hour
- Video Editing – Online/Offline Editing \$ 960.00 per day
- Teleprompter and Operator \$ 63.00 per hour
- Teleprompter and Operator \$ 250.00 per half day
- Teleprompter and Operator \$ 500.00 per day
- Audio Production \$ 100.00 per hour
- Studio Rental Only \$ 80.00 per hour

MINUTES

Bureau of the Budget and - cont'd
Management Research

- Studio Rental Only \$ 320.00 per half day
- Studio Rental Only \$ 640.00 per day
- Video Production – Single Camera \$ 225.00 per hour
- Video Production – Single Camera \$ 900.00 per half day
- Video Production – Single Camera \$1,800.00 per day
- Video Production – Multi-Camera \$ 425.00 per hour
- Video Production – Multi-Camera \$1,700.00 per half day
- Video Production – Multi-Camera \$3,400.00 per day

There is no estimated additional revenue or loss from these fee adjustments.

Administration of Fees

The fees presented are not subject to negotiation, and payment is based on a uniform application of the law. Flat fees are to be charged in all instances where applicable in addition to service charges.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the adjustment of fees charged by the Mayor's Office of Cable and Communications.

MINUTES

Department of Finance - Property Disposal Program

ACTION REQUESTED OF B/E:

The Board is requested to approve a donation of excess property to PC's for People, a non-profit organization.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Baltimore City Information and Technology (BCIT) has 31 desktop towers and 15 monitors that have been deemed as excess in accordance with the City's Property Disposal Program policy AM-306-1. These items are in fair condition, and BCIT would like to donate them to PC's for People, a non-profit organization located in Baltimore City. PC's for People is in good standing with the State Department of Assessments and Taxation.

UPON MOTION duly made and seconded, the Board approved a donation of excess property to PC's for People.

MINUTES

Department of Finance - SaaS Licensing Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the SaaS Licensing Agreement with GovInvest Inc. The period of the agreement is effective upon Board approval for five years.

AMOUNT OF MONEY AND SOURCE:

\$711,424.20 - 1001-000000-1220-146500-603026

BACKGROUND/EXPLANATION:

The City is seeking a tool to better manage and forecast long-term pension and retiree health benefit costs. These costs totaled \$285,600,000.00 in the Fiscal 2021 budget, which represents nearly 10% of Fiscal 2021 Adopted Budget.

GovInvest Inc. has developed a unique tool that would better meet the City's forecasting needs for these costs. GovInvest Inc. will first work with the City to recreate the assumptions in the annual actuarial reports for Other Post-Employment Benefits, Fire and Police pension, and Employees' Retirement System pension.

They will configure their software to enable customized forecasting functions for these costs. This will provide the City with a tool to better analyze the factors that influence these costs, such as investment performance, labor and personnel cost trends, and other actuarial inputs. Ultimately, the use of this software will lead to recommendations for improving the long-term financial health of these pension and benefits systems.

MINUTES

Department of Finance - 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 SaaS Licensing Agreement with GovInvest Inc.

MINUTES

Department of Finance - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Agreement from the Maryland Department of Commerce.

AMOUNT OF MONEY AND SOURCE:

\$6,571,385.00 - 5000-517720-5851-417400-607001

BACKGROUND/EXPLANATION:

Pursuant to §5-322(a)(8) of the Economic Development Article of the Maryland Code Annotated, financial assistance from the Maryland Economic Development Assistance Fund will enable the City to make grants to restaurants to promote and encourage stabilization within the hospitality and restaurant industry.

Eligible costs include, but are not limited to: working capital such as rent, payroll, and job training, purchase of equipment and services to expand outdoor dining, such as tents, heaters, warmers, and carts; infrastructure improvements, such as HVAC system upgrades; technology to support carryout and delivery; purchase of PPE and disposable food containers and utensils, and sanitization services.

APPROVED FOR FUNDS BY FINANCE**FILE NO. 57880**

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Grant Agreement from the Maryland Department of Commerce.

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Bernward Mechanical and Construction Solutions	\$ 3,900,000.00
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Hercules Fence of Maryland, L.L.C.	\$ 8,000,000.00
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Partition Plus, Inc.	\$ 8,000,000.00
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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:

Complete Commissioning, Inc.	Engineer
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Gardner Engineering, Incorporated	Engineer
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Techno Consult, Inc.	Engineer
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There being no objections, the Board, UPON MOTION duly made and seconded, approved the Prequalification of Contractors and Architects and Engineers for the listed firms.

MINUTES

Mayor's Office of Children - First Amendment to Agreement
and Family Success

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Agreement with Daysprings Programs, Inc.

AMOUNT AND SOURCE:

\$555,084.00 - 4000-486321-1772-515600-603051

Total Amount Approved September 23, 2020: \$5,122,255.00

New Total Amount of the Award: \$5,677,339.00

BACKGROUND/EXPLANATION:

On July 22, 2020, the Board approved the Notice of Award for Head Start services from the U.S. Department of Health and Human Services in the amount of \$7,751,224.00. On September 2, 2020, the Board accepted an additional \$667,015.00 as Amendment No. 1 to the Notice of Award. Funding advances were awarded to Dayspring Programs in the amount of \$853,709.17 and approved by the Board on September 16, 2020.

On September 23, 2020, the Board approved the original Agreement with Dayspring Programs, Inc. to provide Head Start services for 759 children and families for the period July 1, 2020 through June 30, 2021, in the amount of \$5,122,255.00.

Under the terms of the First Amendment to the Agreement, additional funds in the amount of \$555,084.00 are requested to address the additional requirements to support Head Start Program operations during the COVID-19 pandemic. All other terms and conditions of the original agreement remain unchanged.

MINUTES

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

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Agreement with Daysprings Programs, Inc.

MINUTES

Baltimore City Fire Department - Assistance to Fire Fighters
Grant Program

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant- Agreement No. EMW-2019-FG-04181. The period of the grant agreement is September 7, 2020 through September 6, 2021.

AMOUNT OF MONEY AND SOURCE:

2,326,340.00	-	4000-444621-2142-225900-404001	-	Federal
232,634.00	-	1001-000000-2142-225900-605007	-	City
\$2,558,974.00		Total		

BACKGROUND/EXPLANATION:

This Assistance to Firefighters Grant will provide Personal Accountability Systems, AEDs, EMS Training Aids, Drive Simulator, Air Quality Systems, and Community Paramedic Training.

MBE/WBE PARTICIPATION:

N/A

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 Federal Emergency Management Agency Assistance to Firefighters Grant- Agreement No. EMW-2019-FG-04181.

MINUTES

Circuit Court for Baltimore City - Contract Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Contract No. 20A, the Forensic Alternative Services Team (F.A.S.T) Agreement with Behavioral Health System Baltimore, Inc. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$633,027.00 - 4000-400521-1100-576600-404001

BACKGROUND/EXPLANATION:

This program provides mental health evaluation of seriously mentally ill citizens in Baltimore who have been arrested for criminal offenses and either placed in the Central Booking and Intake Center or other appropriate Detention Center (e.g., MRDCC, MTC, JCI, MCI-W). When indicated, the program arranges with the Court to have the defendant transferred to either a mental health facility as an in-patient or an appropriate outpatient facility.

As in prior years, the program will continue to divert this population from incarceration and the criminal justice system to appropriate mental health treatment resources. By providing such services, the population of the mentally ill that are incarcerated has decreased. Furthermore, coordination and/or enhancement of community-based care plans assist program participants in remaining psychiatrically stable and avoiding additional interactions with the criminal justice system. This program clearly is a positive contribution to the reduction of trial dockets within the Courts and is a humane placement solution for the mentally ill.

MINUTES

Circuit Court for Baltimore City - cont'd

In addition to the original FAST Program, this contract is also funding portions of the Circuit Court Mental Health Court docket, which offers an alternative to incarceration and links participants to community-based programs.

This request is late because of delays in the signature process and delays in the contract approval from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Contract No. 20A, the Forensic Alternative Services Team Agreement with Behavioral Health System Baltimore, Inc.

MINUTES

Circuit Court for Baltimore City - Contract Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Contract No. 20B, the Competency and Responsibility Contract Agreement with Behavioral Health Systems Baltimore, Inc. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$263,018.00 - 5000-500721-1100-117400-405001

BACKGROUND/EXPLANATION:

The Competency and Responsibility Evaluation Contract provides all court-ordered competency and responsibility evaluations that occur 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. As a result, many of those 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 the contract provides for evaluations after verdicts that provide proper use of outpatient facilities.

The request is late because of delays in the signature process at the Circuit Court of Baltimore and delays in receipt of contract approval.

MINUTES

Circuit Court for Baltimore City - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Contract No. 20B, the Competency and Responsibility Contract Agreement with Behavioral Health Systems Baltimore, Inc.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 6 to Murphy & Dittenhafer, Inc. under Project No. 1314, On-Call Architectural Design Services. The period of the task assignment is approximately six months.

AMOUNT OF MONEY AND SOURCE:

\$63,304.40 - 9938-914103-9474-000000-703032

BACKGROUND/EXPLANATION:

This task assignment will include design services for Morrell Park Field House.

MBE/WBE PARTICIPATION:

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

MBE: 28%

WBE: 20%

The Consultant has achieved 3.68% of the WBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 35.91% of the MBE goal at this time.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 21, 2020.

MINUTES

Department of Recreation and Parks - cont'd

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$70,000.00	9938-913103-9475	9938-914103-9474
State MD Dept. of GS	Morrell Park Improvements - Reserve	Morrell Park Improvements - Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1314 Task No. 6 to Murphy & Dittenhafer, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 6 to Murphy & Dittenhafer, Inc. under Project No. 1314, On-Call Architectural Design Services. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the City Charter.

MINUTES

Department of Recreation and Parks - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 2 to Johnson, Mirmiran and Thompson, Inc. under Project No. 1315, On-Call Civil Engineering Design Consultant. The period of the task assignment is approximately four months.

AMOUNT OF MONEY AND SOURCE:

\$21,718.58 - 9938-912141-9474-900000-703032

BACKGROUND/EXPLANATION:

This task will include engineering design services and site assessment for Mary E. Rodman Site work.

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: 28%

WBE: 14%

The Consultant has achieved 18.01% of the MBE goal at this time. However, they have enough capacity to meet the remaining goals.

The Consultant has achieved 15.80% of the WBE goal at this time

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 21, 2020.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT</u>	<u>TO ACCOUNT</u>
\$22,000.00	9938-905125-9475	9938-912141-9474
State	Community	Mary E. Rodman
Community Parks	Parks and	Site Improvements
and Playgrounds	Playgrounds -	- Active
	Reserve	

This transfer will provide funds to cover the costs associated with engineering design services under On-Call Contract No. 1315, Task No. 2 to Johnson, Mirmiran & Thompson, Inc.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 2 to Johnson, Mirmiran and Thompson, Inc. under Project No. 1315, On-Call Civil Engineering Design Consultant. The transfer of funds was approved SUBJECT to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the Provisions of the City Charter.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

4560-4563

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

MINUTES**EXTRA WORK ORDERS**

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

Department of Recreation & Parks

- | | | | | |
|---|--------------|------------------------------------|---|-----|
| 1. EWO #016, \$31,844.22 - RP 17806, Cahill Fitness & Wellness Center | | | | |
| \$17,698,000.00 | \$279,993.21 | Dustin Construction, Inc. (Dustin) | - | 82% |

This authorization request is necessary to make modifications to the cementitious wood fiber decking by adding steel angles to assure that the cementitious wood fiber decking panels were secured on all perimeters.

The Department of Recreation & Parks, the engineers at GWWO Inc., and Rummel, Klepper & Kahl, LLC have reviewed Dustin's proposal and finds the cost to be reasonable and acceptable for this type of work. The Change Order was requested by the Department of Recreation and Parks.

MWBOO SET GOALS OF 18% MBE AND 4% WBE.

MBE/WBE PARTICIPATION:

Dustin Construction, Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 18% MBE and 4% WBE goals established in the original agreement.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 5, 2020.

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation & Parks - cont'd

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 10,000.00	9938-913051-9475	
3 rd Parks & Public Facilities	Winans Meadow Nature Center (Reserve)	
200,000.00	9938-907049-9475	
3 rd Parks & Public <u>Facilities</u>	Cahill Community Center (Reserve)	
\$210,000.00	-----	9938-908049-9474 Cahill Community Center (Active)

This transfer will provide funds to cover the costs associated with authorized Change Order Nos. 16 - 20 for RP 17806, the Cahill Fitness & Wellness Center.

3. EWO #017, \$5,348.00 - RP 17806, Cahill Fitness & Wellness Center

\$17,698,000.00	\$311,837.43	Dustin Construction, Inc. (Dustin)	-	82%
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This authorization request is necessary in an effort to maintain power to the existing cell tower at all times. The Contractor was directed to supply temporary power while the permanent power cables were installed.

MINUTES

EXTRA WORK ORDERS

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

Department of Recreation & Parks - cont'd

The DRP, the engineers at GWWO Inc., and Rummel, Klepper & Kahl, LLC have reviewed Dustin's proposal and finds the cost to be reasonable and acceptable for this type of work. The Change Order was requested by the Department of Recreation and Parks.

MWBOO SET GOALS OF 18% MBE AND 4% WBE.

MBE/WBE PARTICIPATION:

Dustin Construction, Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 18% MBE and 4% WBE goals established in the original agreement.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 5, 2020.

- | | | | |
|----|---|--------------|------------------------------------|
| 4. | EWO #018, \$6,128.65 - RP 17806, Cahill Fitness & Wellness Center | | |
| | \$17,698,000.00 | \$317,185.43 | Dustin Construction, Inc. (Dustin) |
| | | | - 82% |

This authorization request is necessary for the removal of additional dead trees that create potential safety and health hazards for workers and future patrons of the new Cahill Fitness & Wellness Center.

MINUTES**EXTRA WORK ORDERS**

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

Department of Recreation & Parks - cont'd

Representatives from the Department of Recreation & Parks concurred and verified that the additional marked trees would need to be removed. The Department of Recreation & Parks and the engineers at Rummel, Klepper & Kahl, LLC have reviewed Dustin's proposal and find it to be acceptable. The Change Order was requested by the Department of Recreation and Parks.

MWBOO SET GOALS OF 18% MBE AND 4% WBE.

MBE/WBE PARTICIPATION:

Dustin Construction, Inc. will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the 18% MBE and 4% WBE goals established in the original agreement.

THE EAR WAS APPROVED BY MWBOO ON OCTOBER 6, 2020.

MINUTES

Department of Law - Third Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Third Amendment to Agreement with Sedgwick Claims Management Services, Inc. The third amendment extends the agreement through December 31, 2021.

AMOUNT OF MONEY AND SOURCE:

Funding is available under the existing Law Department account number 2046-000000-1764-803300-603026, to pay the balance of the agreement, which expires on November 30, 2020, and to pay for the additional period of providing services through December 31, 2021, under this Third Amendment at the existing rate in the Agreement.

BACKGROUND EXPLANATION:

The Department of Finance, Bureau of Purchases in 2013, issued a Request for Proposals for Workers' Compensation Claims Administration, Solicitation Number: B50003192, and its Addendums. The City entered into Contract Number B50003192 - Workers' Compensation Claims Administration, approved by the Board on March 26, 2014 (the "Agreement"), wherein the Contractor agreed to furnish all labor, materials, and equipment and perform all work required on items awarded on the agreement, in accordance with each and every condition, covenant, stipulation, and term contained in the specifications and bid or proposal thereof. As of April 25, 2018, the City had exercised all the renewal options under the agreement, extending its duration to March 31, 2020.

On January 15, 2020, the Board approved the First Amendment, which acknowledged among other items that the Department of Law instead

MINUTES

Department of Law - cont'd

of the Department of Finance was the responsible party for the workers' compensation claims administration functions of the City under the agreement. On March 18, 2020, the Board approved the Second Amendment, which extended the duration of the Agreement through November 30, 2020, at no additional budgeted cost to the City.

The COVID-19 emergency has delayed the Law Department's ability to develop a new request for proposals for Workers' Compensation Claims Administration. Through this Third Amendment, the Law Department, therefore, desires to extend the duration of the Agreement through December 31, 2021, as the Law Department needs additional time to develop a new request for proposals for workers' compensation claims administration and to recommend a new award to the Board of Estimates. This extension would keep the cost of the required services the same in the next fiscal year, while the future request and any other options that might best serve the City are considered.

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

Due to the delays caused by the COVID-19 emergency, the transfer of this Agreement from the Department of Finance to the Law Department, loss of staff in the Law Department, Risk Management and Procurement, and other considerations, the Law Department needs additional time to develop a new request for proposals for workers' compensation claims administration and to allow the incoming Administration and staff to have input in such planning. Given the specialized nature of the services required, it is not practical to issue a new request for proposals before the contract expiration date of November 30, 2020. The Department of Finance has been provided written notice of this request and agrees with this action.

MINUTES

Department of Law - cont'd

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

MBE/WBE PARTICIPATION:

ON FEBRUARY 7, 2012, MWBOO SET GOALS OF 17% MBE AND 10% WBE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Third Amendment to Agreement with Sedgwick Claims Management Services, Inc.

MINUTES

Department of Communication Services - Amendment No. 1 to MiCTA
Participation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to MiCTA Participation Agreement with Verizon Business Network Services, LLC. (Verizon). The amendment no. 1 to MiCTA participation agreement is effective upon Board approval through September 25, 2022.

AMOUNT OF MONEY AND SOURCE:

\$10,995.00 - monthly recurring charges

Account: 2039-000000-1330-158400-603084

BACKGROUND/EXPLANATION:

As a result of the merger between MCI Communication Services, Inc. (MCI) and Verizon, some services and/or upgrades to services which were, in the past, provided under the City's contract with Verizon for Centrex now must be procured through Verizon on behalf of MCI.

On September 25, 2019, the City entered the MiCTA Participation Agreement with Verizon and set negotiated discounted rates for services such as dedicated Internet, Private IP, Access services, customer premises equipment, and managed WAN on behalf of various City agencies.

This Amendment No. 1 to Agreement will upgrade the Internet for Baltimore City Police Department Headquarters to 3GB with burst capability via a 10GB access from Verizon. This will provide

MINUTES

Department of Communication Services - cont'd

consistent speed, greater agility, and maintain high-performance access to network applications.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to MiCTA Participation Agreement with Verizon Business Network Services, LLC.

MINUTES

Health Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the University of Maryland, Baltimore. The period of the agreement is July 1, 2020 through June 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$55,000.00 - 4000-422721-3080-292300-603051

BACKGROUND/EXPLANATION:

The University of Maryland, Baltimore Adolescent and Young Adult Center will provide Title X Family Planning Services. Services will include clinical reproductive health care services which allow the client to choose from a broad range of contraceptive options, culturally competent counseling and education for each individual, preconception health care fertility regulation, basic infertility counseling, and referrals.

The agreement is late because of administrative delays.

MWBOO GRANTED A WAIVER ON OCTOBER 11, 2020.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Agreement with the University of Maryland, Baltimore.

MINUTES

Health Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Memorandum of Understanding (MOU) with the Maryland Department of the Environment (MDE). The period of the MOU is July 1, 2020 through June 30, 2025. The Board is also requested to rescind the MOU with the MDE approved by the Board on May 13, 2020.

AMOUNT OF MONEY AND SOURCE:

Year 1 -	\$ 75,929.00	
Year 2 -	78,179.00	
Year 3 -	80,524.00	
Year 4 -	82,940.00	
Year 5 -	<u>85,428.00</u>	
Total	\$403,000.00	- 5000-514520-3031-579200-405001

BACKGROUND/EXPLANATION:

Under the terms of the MOU, the funds from the MDE will be made available to the Department to provide case management for children with Elevated Blood Levels (EBL).

The Department will conduct a childhood lead poisoning prevention case management and provide case management and environmental investigations, in accordance with the MDE approved protocol.

In addition, the Department will provide data management, as required for Baltimore City surveillance of childhood lead poisoning and continued coordination of enforcement activities in accordance with all relevant Federal and State statutes and regulations, and provide quarterly reports to MDE documenting activity and progress towards outcomes.

MINUTES

Health Department - cont'd

On May 13, 2020, the Board approved the earlier MOU with the MDE in the amount of \$403,000.00 for the period of September 30, 2020 through September 29, 2025.

On June 29, 2020, the MDE notified the Department that the period of the MOU was incorrectly stated and sent a new MOU for the period of July 1, 2020 through June 30, 2025.

The memorandum of understanding is late because of administrative delays.

MBE/WBE PARTICIPATION

N/A

APPROVED FOR FUNDS BY FINANCE**AUDITS REVIEWED THE SUBMITTED DOCUMENTATION AND FOUND THAT IT CONFIRMED THE GRANT AWARD**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Maryland Department of the Environment. The Board also rescinded the MOU with the MDE approved by the Board on May 13, 2020.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4573-4575

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works</u>		
1. \$2,000,000.00	9960-948002-9558	9960-904640-9557-6
Water Revenue	Water Billing	Construction
Bonds	System Upgrade	

The transfer will cover the costs for Change Order Nos. 4 and 5 for Project No. WC 1248, Muni Software/Balti-meter.

Department of General Services (DGS)

2. \$ 678,521.80	9916-905934-9194	9916-905734-9197
5 th Public Building Loan	BCC Eastside Reno-Renovations & Electric - Reserve	Convention Center Water Intrusion - Active

The transfer will provide funds to the DGS for upgrades to prevent future water penetration into the Baltimore Convention Center (BCC) and all associated in-house costs. This will include replacement of the aging and failing perimeter and raised planter boxes. In addition, excavation and removal of existing soil, planters, and the irrigation system will be required, as these will also be replaced.

3. \$ 15,000.00	9916-903193-9194	
General Funds	Engine 51 Window Replacement - Reserve	
25,000.00	9916-904241-9194	
General Funds	Engine 47 Window Replacement - Reserve	

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>		
25,000.00 General Funds	9916-906109-9194 Fire Squad 54 Window Replacement - Reserve	
10,000.00 General Funds	9916-911055-9194 Fire Academy Master Plan - Reserve	
20,000.00 3 rd Public Building Loan	9916-902304-9194 Benton Building HVAC Improvements - Reserve	
8,627.48 2 nd Public <u>Building Loan</u> \$ 103,627.48	9916-905001-9194 Unallocated - DGS	
\$ 75,000.00 General Funds	-----	9916-906228-9197 Hanover & Ostend Fire Facilities Renovations - Active
20,000.00 3 rd Public Building Loan	-----	9916-906228-9197 Hanover & Ostend Fire Facilities Fire Facilities - Active

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>		
8,627.48	-----	9916-906228-9197
2 nd Public		Hanover & Ostend
Building		Fire Facilities
<u>Loan</u>		Fire Facilities -
		Active

\$ 103,627.48

The transfer will provide funds to the DGS for the renovations at the Hanover & Ostend Fire Facilities building and all associated in-house costs. These renovations will include concrete slab and door replacement, locker and restroom upgrades on the first floor and sleep area, kitchen, and restroom renovations on the 2nd floor.

MINUTESDepartment of Transportation - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3113 Saint Paul Street	Gordon A. Gaumnitz, Trust	One Blade Sign 2 ft. x 2ft.
Flat Charge - \$158.60		
2. 925 Washington Blvd	Paul's Place Community Kitchen	Six Bike Racks 2ft. x 6ft. ea.
Flat Charge - \$ 25.00		

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

MINUTES**CITY COUNCIL BILLS**

20-0581 - An Ordinance concerning Sale of Property - A Portion of South Boston Street, Extending from South Haven Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as a variable width portion of Boston Street extending from South Haven Street, Westerly 723.60 feet, more or less and no longer needed for public use; and providing for a special effective date.

ALL REPORTS WERE FAVORABLE.

20-0583 - An Ordinance concerning Sale of Property - Variable Width Portion of Boston Street for the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as a variable width portion of Boston Street from a point 723.60 feet Westerly from the west side of South Haven Street and extending Westerly 524 feet, more or less to the east side of South Conkling Street, 60 feet and no longer needed for public use; and providing for a special effective date.

ALL REPORTS WERE FAVORABLE.

UPON MOTION duly made and seconded, the Board approved bills 20-0581 and 20-0583 and directed that the bills be returned to the City Council with the recommendation that they also be approved and passed by that Honorable Body. The Mayor **ABSTAINED**. The President **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

- | | | |
|---|-------------|---------|
| 1. ANA SOURCING,
LLC | \$15,000.00 | Renewal |
| Contract No. B50005547 - Paper Lawn and Leaf Bags - Recreation and Parks, Department of Public Works, etc. P.O. No.: P5499999 | | |

On October 24, 2018, the Board approved the initial award in the amount of \$47,505.00. The award contained two renewal options. On June 22, 2020, the Board approved a ratification and renewal in the amount of \$10,000.00. This final renewal in the amount of \$15,000.00 is for the period October 24, 2020 through October 23, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|---|-------------|---------|
| 2. QUANTUM ENGINEERING | \$11,730.00 | Renewal |
| Contract No. 06000 - Light Pole Security Covers - Transportation - Maintenance Administration - P.O. No.: P544738 | | |

On August 14, 2018, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two renewal options. On June 27, 2019, the City Purchasing Agent approved the first renewal in the amount of \$0.00. This

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

final renewal in the amount of \$11,750.00 is for the period August 14, 2020 through August 13, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

It was determined that no goals would be set because of no opportunity to segment the contract.

- | | | |
|--|-----------------------|----------------|
| 3. <u>USALCO, LLC</u> | <u>\$2,000,000.00</u> | <u>Renewal</u> |
| <u>Contract No. B50005612 - Aluminum Sulfate - Department of Public Works - Water and Wastewater - P.O. No.: P546412</u> | | |

On January 9, 2019, the Board approved the initial award in the amount of \$3,000,000.00. The award contained two renewal options. On November 13, 2019, the Board approved the first renewal in the amount of \$3,000,000.00. This final renewal in the amount of \$2,000,000.00 is for the period January 9, 2021 through January 8, 2022. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On November 16, 2018, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON NOVEMBER 16, 2018.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

4. REGIONAL PEST MANAGEMENT

J.C. EHRLICH

\$300,000.00

Renewal

Contract No. B50005113 - Integrated Pest Control and Management
- Department of General Services and others - P.O. Nos.:
P541952 and P541953

On December 13, 2017, the Board approved the initial award in the amount of \$1,000,000.00. The award contained three 1-year renewal options. On July 29, 2020, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$300,000.00 is for the period December 15, 2020 through December 14, 2021, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

On July 13, 2020, MWBOO found J.C. Ehrlich in compliance. On June 14, 2020, MWBOO found Regional Pest Management in compliance.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

there was still a limited amount of work performed, which led to shortage of goals. MWBOO met with the agency and discussed the disparity and provided a Post-Review Recommendation.

MWBOO FOUND VENDOR IN COMPLIANCE ON JULY 13, 2020. (Good Faith Effort).

5. **FIRST CALL**

BALTIMORE MEINEKE,
LLC

SECOND CALL

BELTWAY KENWOOD,
LLC

\$100,000.00

Renewal

Contract No. B50004709 - Vehicle Exhaust Repairs - Department of General Services - Fleet Management - P.O. Nos.: P537814 and P537815

On December 7, 2016, the Board approved the initial award in the amount of \$299,500.00. The award contained two renewal options. On November 20, 2019, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$100,000.00 is for the period January 31, 2021 through January 30, 2022. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On August 26, 2016, it was determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER ON AUGUST 26, 2016.

6. PARKSON CORPORATION	\$31,000.00	Non-competitive/ Procurement/Renewal
Contract No. 08000 - O.E.M. Parts and Service - Parkson - Department of Public Works - P.O. No.: P550191		

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

On January 23, 2020, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three 1-year renewal options. This first renewal in the amount of \$31,000.00 is for the period January 24, 2021 through January 23, 2022, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

be practicable to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

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

7. WASTE MANAGEMENT

<u>OF MARYLAND</u>	<u>\$14,520.00</u>	<u>Increase</u>
Contract No. 06000 - Waste Removal Services - July 1, 2019 through June 30, 2020 - Mayor's Office of Employment Development - P.O. No.: P549305		

On July 1, 2019, the City Purchasing Agent approved the initial award in the amount of \$10,249.04. The award contained one renewal option. On June 25, 2020, the Board approved the sole renewal. This increase in the amount of \$14,520.00 will make the award amount \$35,257.04. The period of the award is July 1, 2020 through June 30, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

It was determined that no goals would be set because of no opportunity to segment the contract.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

8. ATLANTIC EMERGENCY

SOLUTIONS, INC.	\$ 0.00	Extension
Contract No. 08000 - O.E.M. Parts and Service - Department of General Services, Fleet Management - P.O. No.: P534307		

On January 20, 2016, the Board approved the initial award in the amount of \$2,500,000.00. The award contained two renewal options. Both renewals have been exercised. An extension is necessary to continue O.E.M. Parts and Services for Pierce Fire Apparatus for the Department of General Services, Fleet Management Division while additional time is needed to prepare and finalize new contract award. The period of the extension is January 20, 2021 through July 19, 2021. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these commodities are only available from the distributor and are not available from subcontractors.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

9. ATLANTIC EMERGENCY SOLUTIONS, INC.	\$3,197,615.00	Cooperative Agreement
Houston-Galveston Area Council Contract Number FS12-19-Fire Service Apparatus (All Types) - Department of General Services - Fleet - Req. No.: R853213		

The amount of \$3,197,615.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

The Board is requested to approve and authorize execution of a Cooperative Agreement with Atlantic Emergency Solutions, Inc. The contract expires on November 30, 2021.

Five fire engine trucks will be purchased from a competitively bid, cooperative agreement. These trucks will replace older units in the City's fleet as part of Fleet Management's planned replacement program. This contract is used by several government agencies including the Baltimore Regional Cooperative Purchasing Committee.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On May 20, 2020, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON MAY 20, 2020.

FILE NO.57845

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

10. MATHENY MOTOR		Cooperative
<u>TRUCK COMPANY</u>	<u>\$659,870.00</u>	<u>Agreement</u>
Houston/Galveston Area Council Contract Number FS12-19 - Fire Service Apparatus (All Types) - Department of General Services - Fleet Division - Req. No.: R853224		

The amount of \$659,870.00 will be financed through the City's Master Lease Program administered by the Bureau of Treasury Management.

The Board is requested to approve and authorize execution of a Cooperative Agreement with Matheny Motor Truck Company. The contract expires on November 30, 2021.

One fire engine truck will be purchased from a competitively bid, cooperative agreement. This truck will replace older units

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

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

in the City's fleet as part of Fleet Management's planned replacement programs. This contract is used by several government agencies including the Baltimore Regional Cooperative Purchasing Committee.

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

MBE/WBE PARTICIPATION:

On May 20, 2020, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is for the purchase of commodities from an authorized heavy equipment dealer who is required to provide associated pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER ON MAY 20, 2020.

FILE NO. 57845

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|---|--------------|-------|
| 11. ARCHSCAN, LLC | \$ 40,800.00 | Award |
| Solicitation No. B50006109 - Historical Document Digitization
- Mayor's Office of Children and Family Success - Home & Energy
- Req. No.: R860275 | | |

Vendors were solicited by posting on CitiBuy. On September 24, 2020, 14 bids were received and opened. Out of 14 bids, archSCAN, LLC is the lowest responsive and responsible bidder. Therefore, award is being recommended to archSCAN, LLC. The period of the award is November 18, 2020 through May 31, 2021. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

- | | | |
|---|---------|--|
| 12. DLT SOLUTIONS,
LLC | \$ 0.00 | Non-competitive/
Procurement/Cooperative
Agreement |
| Maricopa County Cooperative Contract Number 180233-001-Oracle
Products and Services - Departments of Transportation, General
Services, Public Works, etc. - P.O. No.: P550093 | | |

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

STATEMENT OF PURPOSE AND RATIONALE FOR NON-COMPETITIVE PROCUREMENT:

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The Board is requested to approve and authorize execution of a Cooperative Agreement with DLT Solutions, LLC. The contract expires on November 30, 2023.

On May 29, 2019, the Board approved the initial award in the amount of \$449,549.27. On February 5, 2020, the Board approved an increase in the amount of \$5,000,000.00. Execution of this agreement will ensure that various end user agencies can obtain Oracle software products as needed. The above amount is the City's estimated requirement.
expires on November 30, 2023.

On May 29, 2019, the Board approved the initial award in the amount of \$449,549.27. On February 5, 2020, the Board approved an increase in the amount of \$5,000,000.00. Execution of this agreement will ensure that various end user agencies can obtain Oracle software products as needed. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. The Oracle products are exclusively available through authorized partners of the software manufacturer, Oracle Corporation.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement - cont'd

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals and Increases and Extensions to Contracts. UPON MOTION duly made and seconded, the Board further approved and authorized execution of the Cooperative Agreement with Atlantic Emergency Solutions, Inc. (item no. 9), and the Cooperative Agreement with Matheny Motor Truck Company (item no. 10), and the Non-competitive Procurement Cooperative Agreement (item no. 12).

MINUTES

Department of Transportation - Developer's Agreement No. 1607

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1607 with 2001 Aliceanna Street, LLC.

AMOUNT OD MONEY AND SOURCE:

\$993,988.72 - Performance Bond

BACKGROUND/EXPLANATION:

2001 Aliceanna Street, LLC would like to upgrade the utility services for a residential development at 2001 Aliceanna Street. This agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$993,988.72 has been issued to 2001 Aliceanna Street, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1607 with 2001 Aliceanna Street, LLC.

MINUTES

Department of Transportation - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the License Agreement with Maryland Transit Administration (MTA) in connection with the installation of shared mobility corrals and related components. The period of the agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department has requested the MTA's permission to install shared mobility corrals and related components where applicable on MTA property. The Department will be responsible for any work necessary to complete the project.

The MTA is willing to allow the Department to install the corrals and to grant the Department a limited license with the terms of this Agreement.

The Department will construct, install and maintain the corrals in good order and repair and in a condition, which is safe and in conformity with sound industry practices with respect to the construction and maintenance of the corrals, all at the City's sole cost and expense.

MINUTES

Department of Transportation - License Agreement

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement with Maryland Transit Administration in connection with the installation of shared mobility corrals and related components.

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 ZeB2, LLC. The period of the Traffic Mitigation Agreement is effective upon Board approval until termination is deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$6,756.36 - 9950-906082-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, was approved on May 9, 2012. It was determined that a traffic mitigation fee was required for the Development.

ZeB2, LLC proposes to perform the scope of work for SJ2 Apartments at 319 W. Franklin Street, a 5,959 sq. ft. 12-unit Multi-Family Apartment Building.

Under the terms of this Traffic Mitigation Agreement, ZeB2, LLC agrees to make a one-time contribution in the amount of \$6,756.36 to fund the City's multimodal transportation improvements in the development's vicinity to the extent practicable.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Traffic Mitigation Agreement with ZeB2, LLC.

MINUTES

Department of Housing and - Affordable Housing
Community Development (DHCD) Program Bond Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of the Affordable Housing Program Bond Loan with Bethel Outreach Center, Inc.

The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute all legal documents to effectuate this transaction after legal review and sign off by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - Account: 9910-906866-9588

SOURCES

USES

Capital Commitments	\$ 777,125.00	Construction	\$ 1,624,283.00
In-Kind Commitments	660,000.00	Construction	168,890.00
		Contingency	
City AHP Loan	600,000.00	Elevator	157,717.00
Fundraising	283,420.00	Mechanical	340,371.00
Total	\$2,320,545.00	/Plumbing	
		Development Fee	0.00
		Roofing &	
		Waterproofing	29,284.00
		Total	\$2,320,545.00

BACKGROUND/EXPLANATION:

Bethel AME Church acquired 1429 McCulloh Street in 1988 as a space to provide quality community resources for residents of the Historic Upton Neighborhoods. The building was used in this manner

MINUTES

DHCD - cont'd

until deterioration forced its closure in 2010. For the past several years, the Bethel Outreach Center has been working towards creating an even more robust community resource center and becoming a major player in the revitalization of the Historic Upton Neighborhoods.

The Historic Upton Neighborhoods are made up of seven individual neighborhoods and is home to over 10,000 residents, 93% of whom are Black/African American. It has a proud history, but the movement to the suburbs in the second half of the 20th century, coupled with controversial urban renewal projects contributed to a significant decline in quality of life. The area is currently one of the poorest and underserved areas of Baltimore City.

The Bethel Outreach Center, Inc. (the "Borrower"), a 501(c)(3) nonprofit organization, has approached the Department for financial assistance from the City that will allow the organization to commence work on the Bethel Community Empowerment and Wellness Center to be located at 1429 McCulloh Street (the "Project"). Upon completion, the Project will bring vital programs and services to the Historic Upton Neighborhoods. In addition to providing physical spaces that will serve the community, the Borrower will coordinate with existing service providers to provide referrals and access to a variety of comprehensive, quality resources under the broad umbrella of community and family wellness.

The City has agreed to make available a loan to the Borrower in an approximate principal amount of \$600,000.00, funded from the City's Affordable Housing Program Bonds (the "City AHP Loan"). The proceeds of the City AHP Loan will be used solely to finance a portion of the hard construction costs which, will consist of selective demolition of the interior, construction of a new roof,

MINUTES

DHCD - cont'd

a new entrance and the installation of an elevator. Upon completion, the building will provide physical spaces that will coordinate with existing service providers to provide referrals and access to a variety of comprehensive, quality resources under the broad umbrella of community and family wellness.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for waiver or exception has been made.

UPON MOTION duly made and seconded, the Board **DEFERRED** the Affordable Housing Program Bond Loan with Bethel Outreach Center, Inc. until December 2, 2020.

MINUTES

Department of Housing and - Memorandum of Understanding
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Maryland Department of Transportation Maryland Port Administration (MDOT MPA). The period of the MOU is effective upon Board approval until all work included in the MOU is complete.

AMOUNT OF MONEY AND SOURCE:

No funds are involved in this request.

BACKGROUND/EXPLANATION:

The MDOT MPA, owns the Cox Creek Dredged Material Containment Facility where it stores dredged material that has been removed from the Port of Baltimore. The MDOT MPA's mission includes identifying innovative ways to reuse the dredged material.

This MOU establishes the terms by which the dredged material can be used at Ridgely's Cove, a City-owned property, where it will be used as clean fill as part of a larger restoration effort.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the

MINUTES

Department of Housing and - cont'd
Community Development

Maryland Department of Transportation Maryland Port
Administration.

MINUTES

Department of Audits - Audit Report

The Board is requested to **NOTE** receipt of the following Audit Report:

1. Department of Recreation and Parks Biennial Financial Audit Report Fiscal Years Ended June 30, 2019 and 2018.

President: "Ah -- on the non-routine, the first item can be found on page 56 Department of Audits? Audit report Department of Recreation and Parks. We will hear from the City Auditor followed by Director Moore from Recreation and Parks. Mr. Auditor the floor is yours."

Josh Pasch, Baltimore City Auditor: "Good morning Mr. President Mr. Mayor, Madam Comptroller and the members of the Board of Estimates. My name is Josh Pasch. I'm the City Auditor and I'm here to present the Biennial Financial Audit on the Department of Recreation and Parks for Fiscal Years ended June 30, 2019 and June 30, 2018. We have audited the cash basis financial statements of the governmental activities of the agency. In our opinion the financial statements present fairly in all material respects, the revenues collected and expenditures paid for governmental

MINUTES

activities of the agency. In planning and performing our audit of the financial statements we consider the agency's internal control over financial reporting, but not for the purpose of expressing an opinion on the effect of the agency's internal controls. Pursuant to that we have four findings to report. There were no prior year findings to follow up on. Before I present the findings I want to point out footnote 5 and footnote 6 to the financial statements. In previous audits we noted that the grant opening balances were not correct. The agency is describing the correction of those grant opening balances in these two notes. For our findings and recommendations. For Finding One, the City and the agency need to monitor revenues to ensure that all receivables are collected and recorded in the appropriate agency's accounts. We noted that the receipt system and the billing systems are not integrated; making it more difficult for the Bureau of Revenue collections to correctly identify receipts and allocate them to the proper account. When agencies bill for the reimbursement of grant

MINUTES

receivables it is completed outside of the City's accounting system and therefore, no receivable is set up. When the cash is received, the BRC, the Bureau of Revenue Collections, has no way of knowing what is due to the City; whether the cash payment is for the full amount or a partial amount, and often times they are not aware of where it should be deposited to and where the um -- accounting should be recorded. We noted that State and Federal agencies will often wire large sums of money to the City and those sums of money can be for multiple payments. It falls upon BAPS to obtain a breakdown of payment often from an online system, which is only which is often available only for a limited time. BAPS prints out and maintains manual paperwork and -- and -- and um -- for these, which makes it difficult to look up historical information. Finding Two, inconsistent recording information in the systems used for revenue collection and recording might have caused challenges and revenue reconciliation. When we were reviewing and doing the audit to look at all revenues and make sure they were collected by recreation centers, we noted that there were variances and it was

MINUTES

difficult to identify if all revenues were deposited and properly recorded in the City's accounting system. Although there were reconciliations completed, they could not be completed efficiently because there were inconsistencies between the general ledger accounts and the City's accounting system and the agency stand-alone system, called RecPro, and previous Civic Rec. The automated cash deposit system and the general ledger dynamics had variances. Reconciliation of the key financial controls reduce the risk of theft, misappropriation, and errors in recording. For Finding Three, the City needs to improve system controls and the time keeping in payroll systems? We noted that the data in the City's e-time system, the timekeeping system, and the H-R-I-S, the human resource management system, are inconsistent and have variances and that is difficult to verify the time worked and paid. For example, we noted that historical edits, which are corrections to prior pay periods, that there is no link to the pay period in which the time was worked and the pay period in which the time was paid

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for the correction. This made it difficult to validate and verify those payrolls. We also noted that off-cycle checks, when they're issued, they're recorded in the H-R-I-S system and they are not recorded necessarily in the e-time system and also the backup is not recorded in the HRIS system which made it difficult for us to validate the accuracy of those. We also noted that there are payments without time and attendance records in e-time. So when there are adjustments to payroll, we found in our sample that the adjustments are made in the H-R-I-S system but they are not made in the e-time system, which made it difficult for us to validate the accuracy of that. We also noted that for certain employees there was excessive hours recorded in e-time. What we noted was that the hours of the pay period instead of being recorded on a daily basis were all recorded on one day and/or one or two days, and sometimes those hours exceeded the 80 hours during a pay period. When we looked at the excess of 80 hours we're not able to identify that any overtime was paid or attributed to that employee. For Finding Four, the agency needs to retain documentation to

MINUTES

demonstrate it's compliant with the City's payroll policies and also to improve the agency's callback, alarm callback policy. We noted as we were testing payroll that for Fiscal Years 19 and 18 that not all the payroll activities that were recorded and paid were supported with documentation that we could validate their accuracy. Additionally, the agency was unable to substantiate that alarm callbacks occurred and that alarm callback procedures were properly followed for in our sample 52 hours of overtime, totaling \$1,881.00 for a callback. What a callback is -- is if an alarm goes off, an employee goes to verify that everything is okay and also turn off the alarm and according to the union agreement and uh timekeeping policy procedures that for those events the employee gets a minimum of four hours and we noted a number of seven of those instances, but we weren't able to validate and verify that the alarm actually went off during that period to validate that those times were proper. That concludes my presentation."

President: "Thank you, Mr. Auditor. Uh, any questions before we go to Rec. and Parks from any members of the Board? Director Moore, the floor is yours."

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Director Reginald Moore, Recreation and Parks: "Good morning um -
- Mayor Young, Council President Scott, Madam Comptroller and Board
members. Uh -- today I think I'm not sure if Henry is on here but
the -- the first two findings are more so for the Department of
Finance, but I might have Kenn King in my office kind of respond
to each of those findings, but there again, I'm not sure if Henry
or someone from his agency is going to respond to those first two."

President: "Uh, Director Raymond is on. I'm going to go to Finance
and see if they have a comment after you."

Director Reginald Moore: "Okay, alright. Kenn King. Kenn, I think
you're on mute."

Mr. Kenn King, Chief of Fiscal Services, Department of Recreation
and Parks: "Thank you, Sir. Good morning Mr. Chairman of members
of the Board. Thank you for the opportunity for responding into
the financial audit. What we have realized we have agreed with
most of the findings, with all of the findings and most of it are

MINUTES

basically uh -- systematic in a sense that our system does not integrate well or did not integrate well with the City's financial system and we're happy to know that Workday is coming along and it will help alleviate most of these problems. With regards to - to callbacks we have finally um -- we have made some changes. We have made some changes already whereby we have upgraded all of our -- our security systems and we have also we will be having access to data from the security system that who is the vendor. So in general so in conclusion we have agreed and we have made changes and we will definitely upgrade our system so that the next audit will be much better than better than this one. Thank you very much."

President: "Uh -- Mr. King before you go, just a foll-- a follow up uh -- so we believe that Workday and the upgrades to the security system will remedy all the issues that they that the auditor found? You're on mute, Mr. King."

Mr. Kenn King: "Yes Mr. Chairman. Um -- to some extent because really truly most of our issues are documentation and um -not -- not necessarily because of our internal control but lack of

MINUTES

documents and the and the inability of the system that some of the systems that we work with -- with Rec and Parks to communicate directly with the City system. For example, we have Civic Rec where we record all of our receipts for revenues and this has to also transfer over into another system for the City and then another system so basically three movements and -- and in that sense information can be lost. With regards to our payroll, the issue here is basically paperwork, timesheet, leave slip, all these documents and we have had to make some changes physical changes where -- where information has been moved from one place to the next and that really create -- created issue with lots of documentation. Hopefully with Workday everything will be in one place. The systems will -- will be um -- communicating together and our internal control has improved so therefore we should be able to alleviate most of these issues."

President: "Thank you. Uh, Director Moore? You on mute, Mr. Director."

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Director Reginald Moore: "That that concludes our report for uh -
- the audit findings."

President: "Uh - questions from any other -- other members? Uh --
Director Raymond do you want to chime in at all?"

Director Henry Raymond, Department of Finance: "Uh yes, Sir. Good
morning uh -- President Scott, Mayor Young, Honorable members of
the Board. I'm Henry Raymond, Director of Finance. Um -- I will
address uh -- the first three findings that the City Auditor
discussed. The Finance Department uh -- concurs with the findings.
As the Department of Recreation and Parks indicated, we believe
that the implementation of Workday, in terms of the uh -- personnel
system, payroll system, and the new accounting system associated
with Workday, will properly address these audit findings. Workday
is scheduled to go live for the uh -- personnel and payroll system
in January of 21, so that's right around the corner. The accounting
uh -- module will be deployed in April of 21. Uh -- so yes we
believe that the implementation of Workday, which is a fully
integrated system for both personnel and accounting will alleviate
these types of audit findings."

MINUTES

President: "Thank you -- thank you very much. Any other questions from any of other members of the Board? Seeing none, uh the audit report has been -- has been **NOTED.**"

* * * * *

The Board **NOTED** receipt of the aforementioned Audit Report.

MINUTES

Department of Communication Services - Service Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Service Agreement with Verizon Business Network Services Inc. (Verizon). The period of the agreement is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

\$1,452.00 - 2039-000000-1330-158400-603084 - monthly reoccurring

BACKGROUND/EXPLANATION:

This Agreement provides a technology and bandwidth upgrade of a single point-to-point TDM based 1.5MB circuit to 10MB Ethernet via Ethernet virtual private line (EVPL) for the Department of Public Works (DPW). The 10MB upgrade between 200 Holiday Street and 5685 Oakland Road provides increased bandwidth for Voice Over Internet Protocol (VoIP) and Data services. All transport components, including equipment orders, engineering, fiber constructions, and installation of Central office equipment, will be conducted by Verizon.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Communication Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Service Agreement with Verizon Business Network Services Inc.

MINUTES

Baltimore City Fire Department - Emergency Triage, Treat &
Transport Model Participation
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Emergency Triage Treat & Transport Model Participation Agreement with the Centers for Medicare and Medicaid Services.

AMOUNT OF MONEY AND SOURCE:

To be determined - 6000-612121-3191-308700-406001

BACKGROUND/EXPLANATION:

The Centers for Medicare and Medicaid Innovation's (Innovation Center) Emergency Triage, Treat, and Transport (ET3) Model is a voluntary, five-year payment model that will provide greater flexibility to ambulance care teams to address emergency health care needs of Medicare beneficiaries following a 911 call. Under the ET3 model, the Centers for Medicare and Medicaid Services (CMS) will pay participating ambulance suppliers and providers to:

- 1) transport to an individual to a Hospital Emergency Department or other destination covered under the regulations,
- 2) transport to an alternative destination (such as primary care doctor's office or an urgent care clinic), or
- 3) provide treatment in place with a qualified health care practitioner, either on the scene, or connected using telehealth.

MINUTES

Baltimore City Fire Department - cont'd

The model will allow beneficiaries to access the most appropriate emergency services at the right time and place. The model will also encourage local governments, their designees, or other entities that operate or have authority over one or more 911 dispatches to promote successful model implementation by establishing a medical triage line for low-acuity 911 calls. As a result, the ET3 model aims to improve quality and lower costs by reducing avoidable transports to the ED and unnecessary hospitalizations following those transports.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Emergency Triage Treat & Transport Model Participation Agreement with the Centers for Medicare and Medicaid Services.

MINUTES

Department of Public Works - Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Funding Agreement with the United States Geological Survey (USGS). The period of the agreement is October 1, 2020 through September 30, 2021.

AMOUNT OF MONEY AND SOURCE:

\$140,100.00	-	2071-000000-5181-399800-603026	-	Water Utility
65,535.00	-	2072-000000-5181-613200-603026	-	Storm Water Utility
<u>3,200.00</u>	-	2071-000000-5521-632620-603026	-	Water Utility
\$208,835.00	-	TOTAL		

BACKGROUND/EXPLANATION:

This agreement is for the continued operation and maintenance of continuous record streamflow-gaging operations for 13 flow gaging stations. The stations are located within Prettyboy, Loch Raven and Liberty Reservoir Watersheds and Herring Run and Moores Run in Baltimore City. The USGS also operates and maintains continuous water quality probes at six stations. Because the USGS's fiscal year does not align with the City's Fiscal year, payment will need to be made over two fiscal years.

The USGS has been under contract to operate the City's Reservoir Stream Gauging Network since 1982. The data collected is used to estimate pollutant loadings and flow to the reservoirs and is vital to the City's Reservoir Management Program. The Moores Run Station is required under the National Pollution Discharge Elimination System Permit Program and has been in service since 1995.

MINUTES

Department of Public Works - cont'd

For this agreement there will be a shared cost. The total operating cost is \$254,840.00. The City's cost is \$208,835.00, and USGS cost is \$46,005.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of a Funding Agreement with the United States Geological Survey.

MINUTES

Office of the Mayor - FY'21 First Quarter Report for South
Baltimore Gateway Partnership

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Quarterly Report for the First Quarter FY 2021 of the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Following a study led by the Mayor's Office and the Baltimore Casino Local Development Council (LDC), the Maryland General Assembly and the Mayor and City Council passed legislation in 2016, creating the South Baltimore Gateway Community Impact District and Management Authority, later branded as South Baltimore Gateway Partnership (SBGP). City Council Bill 16-0694 was the enabling ordinance that established the SBGP.

Consistent with the State Law, CB16-0694 requires that the SBGP receive "no less than 50%" of Casino Local Impact Grant (LIG) funds starting in FY'18. The purpose of these funds is to provide enhanced services and community development activities benefitting the specified neighborhoods of the South Baltimore Gateway, consistent with the South Baltimore Gateway Master Plan. CB16-0694 also requires that the Board review and approve the SBGP's Bylaws, Strategic Plan, and Annual Financial Plan.

MINUTES

Office of the Mayor - cont'd

In developing, procedures for the City to transfer FY'18 LIG funds intended for the authority, the Director of Finance requested that SBGP submit quarterly updates detailing progress on the Annual Financial Plan to the Board.

MBE/WBE PARTICIPATION:

No contracting for goods or services is contemplated at this time. It should be noted that, under the enabling Ordinance establishing the Authority, the SBG is subject to the City's MBE/WBE policy.

The Board **NOTED** receipt of the Quarterly Report for the First Quarter FY 2021 of the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership. The Mayor **ABSTAINED**.

MINUTES

Office of the Mayor - FY'20 Fourth Quarter Report for South
Baltimore Gateway Partnership

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** receipt of the Quarterly Report for the Fourth Quarter FY2020 for the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Following a study led by the Mayor's Office and the Baltimore Casino Local Development Council (LDC), the Maryland General Assembly and the Mayor and City Council passed legislation in 2016 creating the South Baltimore Gateway Community Impact District, (CID) Management Authority, later rebranded as South Baltimore Gateway Partnership (SBGP). City Council Bill 16-0694 was the enabling ordinance that established the SBGP.

Consistent with State Law, CB16-0694 requires that the SBGP receive "no less than 50%" of Casino Local Impact Grant (LIG) funds starting in FY'18. The purpose of these funds is to provide enhanced services and community development activities, benefitting the specified neighborhoods of the South Baltimore Gateway, consistent with the South Baltimore Gateway Master Plan. CB16-0694 also requires that the Board review and approve the SBGP's Bylaws, Strategic Plan, and Annual Financial Plan.

MINUTES

Office of the Mayor - cont'd

In developing, procedures for the City to transfer FY'18 LIG funds intended for the authority, the Director of Finance requested that SBGP submit quarterly updates detailing progress on the Annual Financial Plan to the Board.

MBE/WBE PARTICIPATION:

No contracting for goods or services is contemplated at this time. It should be noted that, under the enabling Ordinance establishing the authority, the SBG is subject to the City's MBE/WBE policy.

The Board **NOTED** receipt of the Quarterly Report for the Fourth Quarter FY2020 for the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership. The Mayor **ABSTAINED**.

MINUTES

Office of the Mayor - Amendments to South Baltimore Gateway Partnership Bylaws

ACTION REQUESTED OF B/E:

The Board is requested to approve amendments to the Bylaws of the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Following a study led by the Mayor's Office and the Baltimore Casino Local Development Council (LDC), the Maryland General Assembly and the Mayor and City Council passed legislation in 2016 creating the South Baltimore Gateway Community Impact District, (CID) and Management Authority, later branded as South Baltimore Gateway Partnership (SBGP). These laws enabled the SBGP to receive 50% of Casino Local Impact Grant funds effective FY'18. The purpose is for SBGP to provide enhanced services and community development activities in the CID, consistent with the State's Law that established Local Impact Grants in 2012.

City Council Bill 16-0694 requires the Board to review the Authority's Bylaws, Strategic Plan, and Annual Financial Plan.

The Department convened the Authority's Board of Directors in 2016, and provided support for launching SBGP, now completing its fourth year of operations. Activities include grants to community-based organizations and strategic initiatives described in quarterly

MINUTES

Office of the Mayor - cont'd

reports submitted to the Board.

SBGP's Board of Directors adopted changes to the Authority's Bylaws to clarify when Board member's terms begin in the cases of mid-term appointments and add provisions related to limits on Board member's service, breaks in service, and reappointments. These amended bylaws were adopted by the SBGP Board of Directors on July 15, 2020.

MBE/WBE PARTICIPATION:

Under the enabling Ordinance establishing the Authority, the SBGP is subject to the City's MBE/WBE policy.

UPON MOTION duly made and seconded, the Board approved amendments to the Bylaws of the South Baltimore Gateway Community Impact District Management Authority, a/k/a South Baltimore Gateway Partnership. The Mayor **ABSTAINED**.

MINUTESMayor's Office of Criminal Justice - Grant Agreements

The Board is requested to approve and authorize acceptance of various Grant Agreements.

The Mayor's Office of Criminal Justice (MOCJ) and the State's Attorney's Office wish to collaborate with Northeastern University to initiate the Group Violence Reduction Strategy (GVRS) during a three-year period to help the City reduce homicides and non-fatal shootings while improving life outcomes and reducing recidivism rates for participants and building police-community trust.

Funding to support the GVRS is subject to the availability of funds. The City projected \$1,873,713.00, to fully implement the three-year project in which the City has currently raised \$575,000.00 to support year 1.

1. **ABELL FOUNDATION** **\$200,000.00**

Account: 7000-715721-2255-772500-407001

In support of the Group Violence Reduction Strategy, also known as Focused Deterrence, the Abell Foundation has awarded MOCJ a grant in the amount of \$200,000.00, of which the first payment of \$100,000.00, will be made upon receipt of a signed copy of the grant acceptance letter. The final payment of \$100,000.00, is anticipated to be made on or around May 1, 2021, upon receipt of a satisfactory interim report. The period of the agreement is September 15, 2020 through September 14, 2021.

MINUTES

Mayor's Office of Criminal Justice - cont'd

2. **BALTIMORE COMMUNITY FOUNDATION** **\$100,000.00**

Account: 7000-715821-2255-772500-407001

In support of the Group Violence Reduction Strategy, also known as Focused Deterrence, the Baltimore Community Foundation has awarded MOCJ a grant in the amount of \$100,000.00, over a two-year period, once approved by the Board of Estimates and upon notification by the City to the Baltimore Community Foundation that the City has raised 50% of the annual cost of the two-year grant award. The period of the agreement is September 15, 2020 through September 14, 2022.

3. **THE JOHNS HOPKINS UNIVERSITY** **\$325,000.00**

Account: 7000-715921-2255-772500-407001

In support of the Group Violence Reduction Strategy, also known as Focused Deterrence, the Johns Hopkins University has awarded MOCJ a grant in the amount of \$325,000.00, to contribute towards the cost of the first year of Baltimore City's multi-year Focused Deterrence Program. The period of the award is September 15, 2020 through September 14, 2021.

The grant agreements are late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Mayor's Office of Criminal Justice - cont'd

UPON MOTION duly made and seconded, the Board **DEFERRED** acceptance of Grant Agreements until November 25, 2020.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

4628

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
1. \$30,000.00	9938-907133-9475	9938-908133-9474
General	Skatepark	Skatepark
Funds	Improvements -	Improvements -
	Reserve	Active

The transfer will provide funds to cover the costs associated with survey and Skatepark Design at Easterwood Park.

MINUTES

Department of Planning - Baltimore City Public School System
Capital Improvement Program for
FY 2022-2027

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** the report of the Planning Commission on the Baltimore City Public School System's (BCPSS) Capital Improvement Program (CIP) for FY 2022-2027.

AMOUNT OF MONEY AND SOURCE:

\$634,670,000.00 - FY 2022-2027 in State funding
\$114,000,000.00 - Local General Obligation (GO) bonds for
FY 2022-2027
\$106,700,000.00 - FY 2022 State funding
\$ 19,000,000.00 - Local GO bond for FY22

BACKGROUND/EXPLANATION:

Annually the BCPSS must submit an updated and detailed CIP for the upcoming fiscal year and the following five years to the State of Maryland. This CIP submission receives approval from the Board of School Commissioners, the City of Baltimore Planning Commission, Board of Finance, and the Board of Estimates.

On October 1, 2020, the Planning Commission approved the BCPSS CIP for FY 2022-2027.

The requested funding will complete the much larger 21st Century Schools initiative by providing funding for critical systemic improvements, such as fire alarms, HVAC systems, and other urgent needs in schools that are not currently funded through 21st Century Schools. It will also allow for the renovation and replacement of additional schools to take place. The Board of Estimate's support of this plan will assist the BCPSS' effort to provide enhanced learning environments and improve educational opportunities for the children of Baltimore City.

MINUTES

FY 2022-2027 CAPITAL IMPROVEMENT PROGRAM
BALTIMORE CITY PUBLIC SCHOOLS
BOE RECOMMENDATIONS

BALTIMORE CITY PUBLIC SCHOOLS	FY2022	FY2022	FY2022	FY2023	FY2023	FY2023	FY2024	FY2024	FY2024	FY2025	FY2025	FY2025	FY2026	FY2026	FY2026	FY2027	FY2027	FY2027	Total
PROPOSED FY 2022-2027 CIP	State	Local	Federal	State	Local	Federal	State	Local	Federal	State	Local	Federal	State	Local	Federal	State	Local	Federal	
Systemic Renovations	89,429	16,107	0	90,000	16,250	0	90,000	17,766	0	90,000	18,500	0	100,000	18,500		100,000	18,500		665,052
Armistead Gardens PK-8	5,000	1,250	0	3,775	1,250	0	3,775	734	0	17,155		0							32,939
Maree G. Farring	2,250	1,143		2,250	1,000		2,250												8,893
Furley	5,000			5,841			5,841			5,000									21,682
Northeast	5,000			5,000			7,104												17,104
Programmatic Space Upgrades	0	500	0	0	500	0		500	0		500	0		500				500	3,000
																			0
																			0
Totals	106,679	19,000	0	106,866	19,000	0	108,970	19,000	0	112,155	19,000	0	100,000	19,000	0	100,000	19,000	0	748,670

Total Local: 114,000
Total State: 634,670
Total Federal: None

Programmatic Space Upgrades: The funds allocated for programmatic space upgrades will provide local funding to support academic initiatives that impact facilities. One example could be if a program were to be relocated to a different space to better support the program and/or to better utilize the facilities in the portfolio, the receiving facility may need some modifications or improvements to support that program. As an additional example, various academic missions to improve the educational programs in the schools, such as expanding the early learning programs, have a facility impact. Types of programs which may be considered for this could be early learning expansions, alternative program expansions, etc.

Note: Numbers are in thousands

The Board **NOTED** receipt of the report of the Planning Commission on the Baltimore City Public School System's (BCPSS) Capital Improvement Program (CIP) for FY 2022-2027.

MINUTES

Board of Finance - Baltimore City Public School System
Capital Improvement Program,
FY 2022 - 2027

ACTION REQUESTED OF B/E:

The Board is requested to approve the Baltimore City Public School System (BCPSS) Fiscal Year 2022-2027 Capital Improvement Program (CIP).

BACKGROUND/EXPLANATION:

Procedures for administration of the school capital program require that the BCPSS submit annually an updated detailed capital program for the upcoming year and ensuing five fiscal years to the State Interagency Committee on School Construction. As a condition of receiving State school construction aid, the BCPSS is required to submit the CIP by the end of November of each year.

This action requires the approval of this program by the appropriate local governing body. As a condition of gaining approval of this local government, a review process has been established that includes the School Board, Planning Commission, Board of Finance, and the Board of Estimates, to serve as the means by which the Mayor will support and endorse the program.

The Board of Finance, at a scheduled meeting on October 26, 2020, considered and endorsed the FY 2022 Capital Budget totaling \$125,679,000.00 and the FY 2022-2027 CIP totaling \$748,670,000.00. The annual program distributions are as follows:

MINUTES

BCPSS Fiscal Year 2022 – 2027
Capital Improvement Plan (\$000)

Source/FY	2022	2023	2024	2025	2026	2027	Total
State	106,679	106,866	108,970	112,155	100,000	100,000	634,670
City	19,000	19,000	19,000	19,000	19,000	19,000	114,000
Total	125,679	125,866	127,970	131,155	119,000	119,000	748,670

UPON MOTION duly made and seconded, the Board approved the Baltimore City Public School System Fiscal Year 2022-2027 Capital Improvement Program.

MINUTES

Department of Law - Settlement Agreements and Releases

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Settlement Agreements and Releases of claims and litigation brought by seven individuals against former members of the Baltimore Police Department's ("BPD") Gun Trace Task Force ("GTTF"). Plaintiffs allege numerous federal claims against the BPD and GTTF officer defendants.

AMOUNT OF MONEY AND SOURCE:

\$10,507,073.30 - 2045-000000-1450-716700-603070

BACKGROUND/EXPLANATION:

The total amount of the proposed settlement is for the resolution of seven claims/lawsuits.

The conduct of former GTTF officers has led to dozens of lawsuits and claims against the officers and BPD itself. These cases and claims allege a variety of misconduct, including theft, excessive use of force, and falsification of evidence resulting in wrongful arrest and/or conviction. The claims and lawsuits typically name as Defendants the individual GTTF officers, BPD, and BPD Command-level staff.

As with all lawsuits, the Law Department analyzes the strengths and weaknesses of each case upon receipt of the Complaint. Among other considerations, the Law Department is cognizant of a recent ruling from the Maryland Court of Appeals (*Baltimore City Police Dep't v. Potts*, No. 51, SEPT. TERM, 2019, 2020 WL 1983209 (Md. Apr. 24, 2020)), finding that the criminal conduct of GTTF officers

MINUTES

Department of Law - cont'd

in two separate cases was within the scope of their employment; and therefore, the City was required to indemnify judgments against those officers. Through mediation and settlement discussions, the Law Department has weighed the attributes of each matter, and has negotiated settlements of several GTTF claims/lawsuits. The settlement values vary based on the factual allegations of each case. And, reflect the strengths and weaknesses each presents.

In the interest of transparency, it is the intention of the Law Department to bring every settlement of a GTTF matter to the Board of Estimates ("BOE"), regardless of settlement value. The BOE should anticipate one or more follow up requests as additional settlements are finalized and prepared for the Board's consideration. We believe these settlements to be in the best interest of both the City and the plaintiffs who may have been harmed by the misconduct of former GTTF members.

Thus far, the settlements are as follows:

Devon B. Harrod v. BPD et al.	1:18-cv-02542-SAG	\$ 425,000.00
Umar Burley & Brent Matthews v. BPD, et al.	1:18-cv-01743-SAG	\$ 7,997,073.27
Cardinair Davis v. Thomas Allers, et al.	1:19-cv-02750-SAG	\$ 185,000.00
Bernard Gough v. Officer Jemell Rayam, et al.	1:20-cv-00542	\$ 1,000,000.00
Jawan Richards v. Officer Carmine Vignola, et al.	1:20-cv-00571-ELH	\$ 850,000.00
Jerel Cotton	Claim	\$ 50,000.00

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Law - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreements and Releases of claims and litigation brought by seven individuals against former members of the Baltimore Police Department's Gun Trace Task Force.

MINUTES

President: "Uh -- Madam Comptroller, Mr. Mayor uh -- do you guys have any comments that you'd like to make? Madam Comptroller."

Comptroller: "I would yeah I was trying to um -- comment on our last meeting which was November the 4th because I wanted to highlight the important and much deserved payment some of the City's most important frontline workers. It was on the November 4th agenda and I would just like to commend the administration for the one-time payment of \$500.00 to our solid waste workers, uh -- Lead Solid Waste uh -- Workers and Solid Waste Drivers. The functions performed by these vital workers are challenging and demanding under the best of circumstances and during COVID- 19 our sanitation workers have shown dedication and bravery in continuing to perform, perform their jobs every day despite manpower shortages and operational challenges caused by the coronavirus. As I have mentioned in the past, prompt and efficient trash removal is an essential service at a time when many people are at home all

MINUTES

day every day and it is entirely appropriate that we recognize and reward the loyalty and commitment of the public servants in our Solid Waste Division. So, with sincere thanks to every one of these essential front-line workers, I was proud to vote in favor of this payment to provide that some additional compensation for dedicate for their dedication and sacrifice on behalf of the citizens of Baltimore. Thank you."

President: "I thank and thank you, Madam Comptroller and before we close, I just want to take this time to again, uh -- raise the importance and the in the uh -- the deep sense in all this deep sincerity about how we have to continue to take COVID-19 seriously. Our numbers today are worse than they were in the summer. Uh -- we I've seen some of the things that that in the way people have been acting. We have to be responsible. We are moving into the holiday season and none of us wants to be in a place where we have to not be able to celebrate holidays as we're accustomed to, but that reality is that we couldn't and we shouldn't this year, that you have to limit it because you do not want to lose someone that you

MINUTES

love because we are being irresponsible just to be together and we have to continue to wear a mask -- wear a mask -- wear a mask even if you're only going outside for a few seconds. We need people to take this very seriously. When you look at our hospitals no one wants to be uh putting restrictions and limitations, but it's the right thing to do because people are not taking this seriously. We are still having way too many people contract this virus. The numbers are going in the wrong direction and if we do not want to be operating in the way that we are now or even further restrictions in the near future then people have to start to follow the guidelines. Take it seriously, wash your hand, practice physical distance, don't do things that are irresponsible, don't think that going out or having a house party or having a hotel party is cool. It's not. You're being irresponsible with your life, with your people that you live with, like the folks that you work with, and those who you say that you love. We are not out of this by any shape or form. We have to continue to take it seriously. Uh -- and with that being said as there's no more business before the Board, we will recess until bid opening at 12 noon. We will reconvene November 25, 2020. Thank you."

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MINUTES

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Comptroller: "Good afternoon, the Board of Estimates is now in session for the receiving and opening of bids. As part of the overall effort to limit transmission of the COVID-19 virus, the Board of Estimates is conducting bid openings virtually. Members of the public can call in to listen to bid openings live by calling 443-984-1696 and entering access code 0817325. The Board of Estimates meetings are broadcast live on CHARM-TV, Channel 25 on Comcast cable in Baltimore City. Meetings are also streamed on the Internet at www.charmtvbaltimore.com/watch-live. The Board of Estimates will continue to conduct bid openings virtually while the state of emergency declared by the Mayor of Baltimore and the Governor of Maryland remains in effect."

MINUTES

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Procurement

- B50005985, Weatherization Assistance Program & HVAC Services 2020
- BIDS TO BE RECV'D: 12/16/2020**
BIDS TO BE OPENED: 12/16/2020

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 - TR18016, The Baltimore Convention Center Sharp Street Water Intrusion Repair

Bensky Construction Company, LLC
W. M. Schlosser Company, Inc.

Bureau of Procurement - B50006064, Hauling Hot Patch & Milled Asphalt

AB Trucking & Contracting, LLC*
Manuel Luis Construction Co. Inc.
Timothy M. Parrish dba Unlimited Trucking LLC**

Bureau of Procurement - B50006011, Waster Water Clarifier Cleaning Services for the Back River Wastewater Treatment Plant

Denali Water Solutions LLC
A2Z Environmental Group, LLC
Synagro Central, LLC

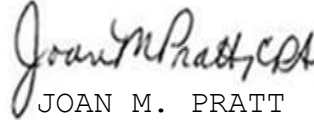
*UPON FURTHER MOTION duly made and seconded, the Board declared the bid of AB Trucking & Contracting, LLC **NON-RESPONSIVE** due to the company's failure to proffer a bid guarantee as mandated by the solicitation instructions and the City Charter.

** UPON FURTHER MOTION duly made and seconded, the Board declared the bid of Timothy M. Parrish dba Unlimited Trucking LLC **NON-RESPONSIVE** due to the company's failure to proffer a bid guarantee as mandated by the solicitation instructions and the City Charter.

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, November 25, 2020.



JOAN M. PRATT

Secretary