

**MINUTES****REGULAR MEETING**

Honorable Bernard C. "Jack" Young, President  
Honorable Catherine E. Pugh, Mayor - **ABSENT**  
Honorable Joan M. Pratt, Comptroller and Secretary  
Rudolph S. Chow, Director of Public Works  
Andre M. Davis, City Solicitor  
S. Dale Thompson, Deputy Director of Public Works  
Dana P. Moore, Deputy City Solicitor  
Bernice H. Taylor, Deputy Comptroller and Clerk  
Peter Hammen, Chief of Operations

Mr. Glen Armstrong: "Good morning. Because Baltimore City offices were closed on Monday, the Board of Estimates has extended the deadline to receive protests. So if anyone has a protest that they would like to submit, please step forward now. Does anyone have a protest? No response being heard."

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Catherine E. Pugh, in her absence during the meeting, designated Mr. Peter Hammen, Chief of Operations for the Mayor's Office to represent the Mayor and exercise her power at this Board meeting.

\* \* \* \* \*

## MINUTES

President: "Good morning. November the 14, 2018 meeting of the Board of Estimates is now called to order. In the interest of promoting order in the efficiencies of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. Failure to comply may result in a charge of trespassing. I would direct the Board Members attention to the Memorandum from my office dated November 13, 2018, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

City Solicitor: "Mr. President, I move approval."

Comptroller: "I Second."

President: "All those in favor say Aye. All opposed, Nay. The Motion carries. The rou -- routine agenda has been adopted."

\* \* \* \* \*

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

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

Interior Specialists, Inc.	\$ 8,000,000.00
Lorton Stone, LLC	\$63,750,000.00

2. Prequalification of Architects and Engineers

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

DACCO SCI, INC.	Engineer
KES Engineering, Inc.	Engineer
P.E.L.A. Design, Inc.	Landscape Architect
Techno Consult, Inc.	Engineer
The Robert B. Balter Company	Engineer

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**Department of Public Works - Memoranda of Understanding

The Board is requested to approve and authorize execution of the various Memoranda of Understanding (MOU). The period of the MOU is effective upon Board approval until the completion of Phase I of the City Headworks Project at the Back River Wastewater Treatment Plant or 15 years, whichever comes first.

- |    |   |                |
|----|---|----------------|
| 1. | <b>MARYLAND INSTITUTE COLLEGE OF ART<br/>(MICA)</b> | <b>\$ 0.00</b> |
| 2. | <b>THE BALTIMORE STREETCAR MUSEUM<br/>(BSM)</b>     | <b>\$ 0.00</b> |

The MOU is necessary in order to provide continual and reliable sewer service to the MICA and the BSM facilities. The MICA and BSM will assume all operations and maintenance responsibilities, and related costs, including electricity consumption costs of the pumps, appurtenances and all elements and components.

The grinder pumps, which will be installed by the City, during the construction phase at MICA and BSM facilities per the MOU, will mitigate sanitary sewer overflows and prevent basement backups in the area. In addition, the Headworks Project at the Back River Wastewater Treatment Plant will eliminate significant hydraulic restriction extending six miles upstream and reduce the recurring manhole overflows in the area.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Memoranda of Understanding.

**MINUTES**

Health Department - Notification of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDoA), for the FY 18 Senior Health Insurance Program (SHIP). The period of the Grant Award is April 1, 2018 through March 31, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$59,691.00 - 4000-433419-3044-761300-404001

**BACKGROUND/EXPLANATION:**

This Grant Award will provide funds to support public education about health insurance plan options to Baltimore City senior residents and their families.

By accepting this grant, the grantee agrees to abide by the terms of the following documents, including amendments thereto: Its approved Area Plan; grant application(s); grant agreements; Aging Program Directives; and all applicable federal and state laws, regulations, policies, and procedures.

This NGA is late because it was recently received from the MDoA.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notification of Grant Award from the Maryland Department of Aging for the FY 18 Senior Health Insurance Program.

## MINUTES

Health Department - Agreements

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

1. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$ 32,000.00**

Account: 5000-569719-3023-273304-603051

AIDS Interfaith Residential Services, Inc., will provide substance abuse support services to assist eligible people living with HIV who are disconnected from substance abuse treatment and continue to use illegal substances.

These services may include, substance abuse assessment and referral for additional treatment, individual substance abuse counseling, substance abuse support groups, and collaboration with treatment providers to facilitate inpatient treatment when deemed medically necessary. The period of the agreement is July 1, 2018 through June 30, 2019.

2. **PROJECT PLASE, INC.** **\$ 48,464.00**

Account: 5000-569719-3023-273357-603051

Project PLASE, Inc. will provide Health Education Risk Reduction (HERR) services for clients living with HIV about HIV transmission and how to reduce the risk of HIV transmission. In addition, HERR will share information about medical and psychosocial support services and counsel clients to improve their health status. The period of the agreement is July 1, 2018 through June 30, 2019.

**MINUTES**Health Department - cont'd

3. **PROJECT PLASE, INC.** **\$ 12,606.00**

Account: 5000-569719-3023-273359-603051

Project PLASE, Inc. will provide non-emergency medical transportation services that enable an eligible client to access or be retained in core medical or support services. Medical transportation may be provided through the use of a company vehicle to provide transportation services, contracts with providers of transportation services, and the purchase and distribution of MTA tokens or monthly bus passes to clients, as needed. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreements are late because the State of Maryland, Department of Health and Mental Hygiene's Prevention and Health Promotion Administration programmatically manages Ryan White Part B HIV/AIDS State Special Services. The Providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. The review is required to comply with the grant requirements.

**MBE/WBE PARTICIPATION:**

N/A

4. **ASSOCIATION OF BALTIMORE AREA GRANTMAKERS, INC. (CONSULTANT)** **\$ 19,992.00**

Account: 4000-433519-3024-268400-603018

The Consultant will assist the Baltimore City Division on Aging and CARE Services (Division), its grantees and contractors in developing a more coordinated and comprehensive system of services for older adults in Baltimore City.

**MINUTES**Health Department - cont'd

The Consultant's duties will include but will not be limited to researching and assessing programs, initiatives, public policy, legislation and regulations and assessing and evaluating current programs managed or funded by the Division. In addition, the Consultant will assist the Division in developing partnerships with nonprofit entities and providing technical assistance to the Division in implementing program initiatives, including the development of contracts, grant proposals, and public information documents, and additional workflow that will help to move aging initiatives forward. The period of the agreement is October 1, 2018 through September 30, 2019.

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

**MBE/WBE PARTICIPATION:**

N/A

- |    |  |                     |
|----|--|---------------------|
| 5. | <b>GAY, LESBIAN, BISEXUAL, AND TRANSGENDER<br/>COMMUNITY CENTER OF BALTIMORE AND<br/>CENTRAL MARYLAND, LTD (GLCCB)</b> | <b>\$137,933.00</b> |
|----|--|---------------------|

Account: 5000-569719-3023-273393-603051

The GLCCB has been an important community resource for Men Who Have Sex With Men and transgender communities in Baltimore for more than two decades. For the purposes of this project, the GLCCB will serve as a provider to engage HIV-negative clients in HIV prevention services.



## MINUTES

Health Department - cont'd

The GLCCB will hire Peer Navigators to assist patients with accessing pre-exposure prophylaxis, non-occupational post exposure prophylaxis, and screening and referrals to supportive services. The period of the agreement is September 30, 2018 through June 30, 2019.

This agreement is late because of the delay in receiving the required documentation.

**MWBOO GRANTED A WAIVER.**

6.	<b>BALTIMORE HEALTHY START, INC. (BHS)</b>	<b>\$337,600.00</b>
	Accounts: 4000-498819-3080-284000-603051	\$300,534.00
	5000-530019-3080-595800-603051	\$ 37,066.00

The BHS will provide services in the area of Healthy Families America (HFA) Home Visiting Program. The HFA's vision is that all children receive nurturing care to become compassionate and contributing members of their communities. The goal of the HFA is to systematically reach out to parents and caretakers in the community to offer resources and support based on their strengths and individual circumstances, in order to promote healthy childhood growth and development to ultimately build the foundation for strong family functioning.

The organization will provide case management services and conduct home visits in the communities of Forest Park/Walbrook, Southern Park Heights, and Morrell Park/Violetville. The case management services will include supporting families by goal setting to improve family functioning and health behaviors. The period of the agreement is July 1, 2018 through June 30, 2019.

This agreement is late because of administration delays.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

7. **INSTITUTES FOR BEHAVIOR RESOURCES, INC. (IBR)** **\$401,339.00**

Account: 5000-505419-3070-268400-603051

The IBR will work with the Department and Behavioral Health System Baltimore to increase access to buprenorphine treatment for Baltimore residents with opioid use disorder. IBR will serve as a "hub" in the City's "hub and spokes" network of buprenorphine treatment. The IBR will offer the following: same or next-day intake for residents with opioid use disorder, buprenorphine induction and stabilization, referrals into spokes for long-term community-based treatment and ongoing consultation with spokes, as needed. Transfers between hubs and spokes are bidirectional and patients may transfer back and forth as needed. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because budget revisions delayed processing.

**MWBOO GRANTED A WAIVER.**

8. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$208,230.00**

Account: 5000-569719-3023-273342-603051

The JHU's Pediatric & Adolescent HIV/AIDS Program provides outpatient comprehensive health and social services to infants, children, adolescents, young men and women through the age of 25 years and their families who are infected and affected by HIV/AIDS. The period of the agreement is July 1, 2018 through June 30, 2019.

This agreement is late because the Department of Health and Mental Hygiene, Office of Prevention and Health Promotion Administration programmatically manages HIV/AIDS State

**MINUTES**

Health Department - cont'd

Special services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review is required to comply with grant requirements.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**ABSTAINED** on item no. 8.

**MINUTES**Mayor's Office of Human Services - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2018 through June 30, 2019, unless otherwise indicated.

PROVIDER AGREEMENTS

1. **HOUSE OF RUTH MARYLAND, INC.** **\$ 245,000.00**

Account: 5000-529119-3572-765600-603051

The House of Ruth Maryland, Inc. will utilize the funds to provide temporary shelter, meals, counseling and/or information and referrals to services to approximately 200 women and their children who are homeless over the course of one year.

**MWBOO GRANTED A WAIVER.**

2. **UNITED MINISTRIES, INC.** **\$ 40,000.00**

Account: 5000-529119-3572-766200-603051

United Ministries, Inc. will utilize the funds to provide shelter and support services to approximately 30 homeless individuals in their Earl's Place Transitional Housing program annually.

3. **THE BALTIMORE STATION, INC.** **\$ 198,000.00**

Account: 5000-529119-3572-766700-603051

The Baltimore Station, Inc. will utilize the funds to provide shelter and support services to approximately 180 homeless men in their Baker Street Station program at 140 W. West Street.

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

4. **PROJECT PLASE, INC.** **\$ 172,448.00**

Account: 5000-502819-3572-764500-603051

Project PLASE, Inc. will utilize the funds to provide emergency shelter bed nights for approximately 10 homeless individuals. The funds will cover personnel costs, shelter operating expenses, and client costs such as transportation and food on a per night basis.

**MWBOO GRANTED A WAIVER.**

The agreements are late because of the delay in receiving the state grant award notice.

5. **QUADEL CONSULTING AND TRAINING, LLC** **\$ 105,530.00**

Account: 4000-490819-3573-763203-603051

Quadel Consulting and Training, LLC will utilize the funds to provide housing inspection services related to rental units that house homeless individuals and families funded through the HOPWA program.

The agreement is late because of the delay in budget negotiations.

**MWBOO GRANTED A WAIVER.**

6. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** **\$ 160,000.00**

Account: 4000-407119-3571-761000-603051

St. Vincent DePaul of Baltimore, Inc. will utilize the funds to provide homelessness prevention and rapid re-housing assistance to 65 clients through their Front Door program.

The agreement is late because of the delay in the receipt of the federal grant award notice.

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

7. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** \$ **96,000.00**

Account: 4000-407119-3571-760100-603051

St. Vincent DePaul of Baltimore, Inc. will utilize the funds to operate a day shelter for homeless individuals. The organization's Beans and Bread program will serve 100 households. The period of the agreement is July 1, 2018 through June 30, 2020.

The agreement is late because of a delay in receiving the federal grant award notice.

**MWBOO GRANTED A WAIVER.**

CONTINUUM OF CARE AGREEMENTS

8. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** \$**1,045,270.00**

Account: 4000-407017-3571-761001-603051

St. Vincent DePaul of Baltimore, Inc. will utilize the funds to provide short and medium-term rental assistance to 110 formerly homeless, low-income families as part of St. Vincent DePaul of Baltimore's rapid rehousing project. Clients serviced in this program will receive supportive services including intensive case management, housing, counseling and/or assistance with locating housing as needed. The period of the agreement is September 1, 2018 through August 31, 2019.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

MOHS - cont'd

9. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** \$ **502,790.00**

Account: 4000-407017-3573-759200-603051

St. Vincent DePaul of Baltimore, Inc. will utilize the funds to provide rental assistance and supportive services to 32 formerly homeless individuals as part of their permanent housing program. Services will include case management, mental health counseling, access to substance abuse and medical care, and connection to community resources as needed. The period of the agreement is October 1, 2018 through September 30, 2019.

The agreement is late because of a delay in budget and contract negotiations.

**MWBOO GRANTED A WAIVER.**

10. **ST. VINCENT DEPAUL OF BALTIMORE, INC.** \$ **119,736.00**

Account: 4000-407017-3573-759200-603051

St. Vincent DePaul of Baltimore, Inc. will utilize the funds to provide supportive services to 60 formerly homeless individuals as part of their permanent supportive housing program. Services will include case management, mental health counseling, substance abuse and medical care, and connection to community resources as needed. The period of the agreement is August 1, 2018 through July 31, 2019.

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

**MWBOO GRANTED A WAIVER.**

**MINUTES**

MOHS - cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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



MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

4784

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>Baltimore City Office of Information and Technology (BCIT)</u>			
1.	<b>\$100,000.00</b>	9903-915036-9117	9903-917036-9116
	General Funds	Upgrade Planimetric Data	Upgrade Planimetric Data

The funds will be used by BCIT to upgrade an outdated 16-year old planimetric data platform. BCIT will work closely with partners and agencies to define the planimetric upgrade process by taking into account what may or may not impact other agencies' GIS or mapping operations during the upgrade process.

2.	<b>\$100,000.00</b>	9903-928020-9117	9903-930020-9116
	General Funds	Implement Virtual Desktop Infra- structure	Implement Virtual Desktop Infrastruc- ture

The funds will be used by BCIT to enhance the end-user desktop computing strategy by designing and implementing a centralized computing platform to effectively access City services.

**MINUTES**

Environmental Control Board - Transfer of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Transfer of Funds to the Baltimore City Foundation.

**AMOUNT OF MONEY AND SOURCE:**

\$20,000.00 - 6000-673319-1170-769300-603050

**BACKGROUND/EXPLANATION:**

The transfer of funds to the Baltimore City Foundation (BCF) is for the BMORE Beautiful Care-A-Lot Grant Program. The BCF will provide grants to Baltimore neighborhoods and youth participants working to maintain identified vacant lots within their community. The funds will be dispersed to participating community organizations and youth participants based on invoiced maintenance, visits, and work completed.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Transfer of Funds to the Baltimore City Foundation.

**MINUTES**

Baltimore City Fire Department (BCFD) - FY 2019 Marine Fire  
Suppression Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the FY 2019 Marine Fire Suppression Agreement with the Maryland Department of Transportation, (MDOT). The period of the agreement is July 1, 2018 through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$1,399,940.00 - 1000-0000000-2120-502000-401590

**BACKGROUND/EXPLANATION:**

This agreement provides for payment by MDOT to the City in the amount of \$1,399,940.00 during FY 2019 as reimbursement for providing waterborne fire protection and related emergency services within the Port of Baltimore.

This Agreement is similar to those executed in previous years dating back to FY 1983. The contract is late because of the delay in receipt of the MDOT signed copies. The BCFD is now attempting to correct the lateness and is forwarding to all parties for approval so that MDOT can pay the City for the services rendered.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded the Board approved and authorized execution of the FY 2019 Marine Fire Suppression Agreement with the Maryland Department of Transportation.

**MINUTES**

Mayor's Office of Criminal Justice (MOCJ) - Memorandum of Understanding

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Morgan State University (MSU). The period of the MOU is effective upon Board approval through June 30, 2019.

**AMOUNT OF MONEY AND SOURCE:**

\$49,500.00 - 5000-510319-2255-667600-405001

**BACKGROUND/EXPLANATION:**

On August 22, 2018, the Board approved and authorized acceptance of a grant award to the Mayor's Office of Criminal Justice from the Governor's Office of Crime Control and Prevention (GOCCP) in the amount of \$49,500.00 through GOCCP's Community Grant Program. The program funds are to be used to secure contractual services to fulfill the purpose of the grant. The MSU was selected as the contractor for program implementation. The MSU will engage Baltimore City residents in participating in the feedback loop as required by the Consent Decree Agreement made between the United States Department of Justice and the City of Baltimore. The MSU will conduct community-based conversations in order to 1) identify best practices to garner community feedback; 2) provide a safe space for the community to share their sentiments regarding community/police relations; and 3) report on community satisfaction of police services.

**MINUTES**

MOCJ - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Department of Housing and - Ratification of Community  
Community Development      Development Block Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify the Community Development Block Grant Agreement with Parks and People Foundation, Inc. The period of the agreement was July 1, 2018 through August 10, 2018.

**AMOUNT OF MONEY AND SOURCE:**

\$22,000.00 - Account: 2089-208919-5930-427838-603051

**BACKGROUND/EXPLANATION:**

Under this Ratification, the agreement with Parks and People Foundation, Inc., provided Community Development Block Grant funding to subsidize the transportation costs of the SuperKids Camp 2018. The SuperKids Camp 2018 served predominately, low-income, rising 1<sup>st</sup> - 5<sup>th</sup> grade students by offering a six week reading enrichment program designed to help students enrolled in the Baltimore City Public School System improve or maintain their reading skills during the summer. The time of performance was five weeks beginning July 1, 2018 and ending August 10, 2018.

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

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

**MINUTES**

DHCD - cont'd

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board ratified the Community Development Block Grant Agreement with Parks and People Foundation, Inc. Acting on behalf of the Honorable Mayor, Catherine Pugh, Mr. Peter Hammen, Chief of Operations, **ABSTAINED.**



## MINUTES

Parking Authority of Baltimore - Sixth Amendment to Parking  
Baltimore City (PABC) Facility Operations and  
Management Agreement

The Board is requested to approve and authorize execution of the Sixth Amendment to the Parking Facility Operations and Management Agreement with Impark/Danas Parking, LLC. (Sixth Amendment) will extend the period of the agreement through May 31, 2019.

<u>Operator</u>	<u>Facility</u>
1. <b>IMPARK/DANAS PARKING, LLC</b>	Baltimore Street Garage
<u>Sixth</u>	<u>Original and</u>
<u>Amendment</u>	<u>Amendments</u>
	<u>Account Number</u>
\$218,932.00	\$2,759,547.00
	2075-000000-2321-407700-603026
19,668.00	291,742.00
	Maintenance and Repair
	2075-000000-2321-407700-603016
	Mgmt. and Incentive
<u>48,000.00</u>	<u>810,812.00</u>
	2075-000000-2321-407700-603038
	Security
<b>\$ 286,600.00</b>	<b>\$3,862,101.00</b>

On August 31, 2011, the Board approved the original agreement for the period July 1, 2011 through November 30, 2012. The first amendment extended the period through November 30, 2014. The second amendment extended the period through November 30, 2015. The third amendment extended the period through November 30, 2016. The fourth amendment extended the period through November 30, 2017. The fifth amendment extended the period through November 30, 2018. This Sixth Amendment will extend the period of the agreement through May 31, 2019 and will make the total amount \$4,148,701.00.

MINUTES

PABC - cont'd

Under the terms of the original agreement, compensation to Impark/Danas Parking, LLC was based on a monthly base management fee and a calculation for the incentive fee, with reimbursement for approved operating expenses at the parking facility. This Sixth Amendment requires additional funding to pay for anticipated operating expenses and to compensate Impark/Danas Parking, LLC during the extended term upon the original compensation structure.

The Bureau of Procurement was delayed in issuing a Request for Proposal (RFP) for the operation of this garage. The RFP has been issued and proposals are due on November 21, 2018. The PABC requires this Sixth Amendment to extend the period of the agreement to allow for proposals to be reviewed and the eventual contract award. Impark/Danas Parking, LLC has provided adequate management services.

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

Dollar amount performed to date: \$113,237.00.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> Coleman Security Services	17%	\$63,914.00	56.4%
<b>WBE:</b> AJ Stationers Commercial	9%	2,549.00	
Maintenance Solution		6,825.00	
RLB		4,764.00	
		<u>\$14,138.00</u>	12.5%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

PABC - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Sixth Amendment to the Parking Facility Operations and Management Agreement with Impark/Danas Parking, LLC.

**MINUTES**

Department of Public Works/Office - Full Release of Retainage  
of Engineering and Construction Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Full Release of Retainage Agreement with Inland Water Pollution Control, Inc. for Sanitary Contract No. 907 - Improvements to Sanitary Sewers in East Baltimore Region of High Level.

**AMOUNT OF MONEY AND SOURCE:**

\$265,473.56 - 9956-905620-9551-000000-200001

**BACKGROUND/EXPLANATION:**

As of July 19, 2017, Inland Water Pollution Control., Inc. has completed 100% of all work for Sanitary Contract No. 907. The Contractor has requested a Full Release of Retainage for \$265,473.56. Currently, the City is holding \$265,473.56 in retainage for the referenced project and the contractor is requesting to reduce the amount of Retainage to \$0.00.

**MWBOO APPROVED THE RELEASE OF RETAINAGE.**

**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 Full Release of Retainage Agreement with Inland Water Pollution Control, Inc. for Sanitary Contract No. 907 - Improvements to Sanitary Sewers in East Baltimore Region of High Level.

**MINUTES**

Department of Finance - Capital Projects Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Capital Projects Grant Agreement (Agreement) between the State of Maryland acting through the Board of Public Works, the Board of Trustees of the Baltimore Curriculum Project Inc. (Grantee), the Baltimore City Board of School Commissioners (Beneficiary), and the Mayor and City Council of Baltimore (Beneficiary).

**AMOUNT OF MONEY AND SOURCE:**

\$55,000.00 - State  
(not-to-exceed)

No City funds are required.

**BACKGROUND/EXPLANATION:**

The General Assembly has authorized this Grant for the Baltimore Curriculum Project.

The purpose of this Agreement is to provide matching funds for the planning, design, construction, and capital equipping of the City Springs Community Athletic complex.

The Board is required to approve this Agreement because the City is identified as a Beneficiary. Under the terms of the Agreement, the State may reduce or terminate the authorization to provide the Grant in the event, if no part of the project is under contract by June 1, 2020 or the project is abandoned. The Enabling Act's authorization automatically terminates for any grant funds that are unexpended or unencumbered by June 1, 2020.

## MINUTES

Department of Finance - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**(FILE NO. 57694)**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Capital Projects Grant Agreement between the State of Maryland acting through the Board of Public Works, the Board of Trustees of the Baltimore Curriculum Project Inc., the Baltimore City Board of School Commissioners, and the Mayor and City Council of Baltimore.

**MINUTES**

Bureau of the Budget and - Appropriation Adjustment Order No. 23  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve Appropriation Adjustment Order (AAO) No. 23 to transfer Special Funds within the Department of Public Works (DPW) from Service 730: Public and Private Energy Performance to Service 664: Waste Re-Use and Disposal.

**AMOUNT OF MONEY AND SOURCE:**

\$3,383,700.00 - From: 6000-600018 (Service 730)  
Public and Private Energy Performance

To: 6000-608719 (Service 664)  
Waste Re-Use and Disposal

**BACKGROUND/EXPLANATION:**

A balance of \$5,541,998.02 in Special Fund 6855 was identified that dates back to before Fiscal 2008 related to the Sanitation Inspections program and sanitation fine collections when that function was housed within the DPW. Of that balance, \$3,383,700.00 will be transferred to Service 664 to be used for landfill compliance projects.

The remainder of the balance will be transferred to the Capital Budget for landfill compliance projects and to the Landfill Development Fund.

Initially, funding was appropriated within an unallocated Special Fund account in the Fiscal 2018 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated appropriation, in accordance with the planned transfer of the identified Special Fund balance.

**MINUTES**

Bureau of the Budget and - cont'd  
Management Research

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved Appropriation Adjustment Order No. 23 to transfer Special Funds within the Department of Public Works from Service 730: Public and Private Energy Performance to Service 664: Waste Re-Use and Disposal.



**MINUTES**Department of Transportation - Traffic Mitigation Zone Fees**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Traffic Mitigation Zone Fees projects in the five Traffic Mitigation Zones - South Baltimore/Middle Branch, Southeast, East, Downtown/Midtown, and Southwest. The Traffic Mitigation Zone Fees are effective upon Board approval through February 28, 2019, with yearly renewal dates beginning March 1, 2019 through December 2023.

**AMOUNT OF MONEY AND SOURCE:**

The Traffic Mitigation fee increases per the following schedule:

			BOE Approval through 2/28/2019	Year 1 March 1, 2019 to December 31, 2019	Year 2 (2020)	Year 3 (2021)	Year 4 (2022)	Year 5 (2023)
TMA Zone	<i>Current Fee</i>	<b>Proposed Fee</b>	Current Fee applied to all Zones	50%	50%	75%	75%	100%
South Baltimore/ Middle Branch	\$55.51	\$215.00	\$55.51	\$107.50	\$107.50	\$161.25	\$161.25	\$215.00
Southeast	\$0	\$301.00	\$55.51	\$150.50	\$150.50	\$225.75	\$225.75	\$301.00
East	\$0	\$153.00	\$55.51	\$76.50	\$76.50	\$114.75	\$114.75	\$153.00
Downtown/ Midtown	\$0	\$261.00	\$55.51	\$130.50	\$130.50	\$195.75	\$195.75	\$261.00
Southwest	\$0	\$238.00	\$55.51	\$119.00	\$119.00	\$178.50	\$178.50	\$238.00

Each Traffic Mitigation Zone has its own revenue account. Funds for each zone will be deposited to assigned revenue account.

**MINUTES**

Department of Transportation - cont'd

**BACKGROUND/EXPLANATION:**

On November 22, 2011, City Council Bill 11-529 was signed into law, which provided for the establishment of Traffic Mitigation Zones in five areas of the City, replacing the current process of conducting Traffic Impact Studies within those areas. The five Traffic Mitigation Zones are defined as geographic areas designated for heightened review of potential impact of development on the area's transportation network.

On May 1, 2012, the Board approved the establishment of the South/Middle Branch Traffic Mitigation Zone fee in the amount of \$55.51.

The Department developed a comprehensive approach to mitigating traffic congestion from projected growth within each zone.

**South Baltimore Middle Branch:** Growth scenarios project approximately 153,000 potential new single-occupant vehicles trips over the next 5 years. These new trips come from development projects identified in Baltimore City EconView and include small parcel redevelopment projects and major projects within the geographic zone. In order to mitigate traffic congestion the Department developed comprehensive multi-modal mitigation projects, which, if all were implemented, are estimated to cost approximately \$72.5 Million. The Department projects that up to \$41 Million of these projects could be reasonably expected to be constructed over the next 5 years, depending on various growth scenarios and availability of federal and local funds. The Department recommends that the City seek to capture \$32.8 Million from traffic impact fees. Based on the total number of future trips expected, the Department recommends a fee of \$215.00 per trip.

## MINUTES

Department of Transportation - cont'd

**Southeast:** Growth scenarios project approximately 100,000 potential new single-occupant vehicles trips over the next 5 years. These new trips come from development projects identified in Baltimore City EconView and include small parcel redevelopment projects and major projects within the geographic zone. In order to mitigate traffic congestion the Department developed comprehensive multi-modal mitigation projects, which, if all were implemented, are estimated to cost approximately \$78 Million. The Department projects that up to \$37.5 Million of these projects could be reasonably expected to be constructed over the next 5 years, depending on various growth scenarios and availability of federal and local funds. The Department recommends that the City seek to capture \$30 Million from Traffic impact fees. Based on the total number of future trips expected, the Department recommends a fee of \$301.00 per trip.

**East:** Growth scenarios project approximately 41,100 potential new single-occupant vehicles trips over the next 5 years. These new trips come from development projects identified in Baltimore City EconView and include small parcel redevelopment projects and major projects within the geographic zone. In order to mitigate traffic congestion the Department developed comprehensive multi-modal mitigation projects, which, if all were implemented, are estimated to cost approximately \$20 Million. The Department projects that up to \$7.8 Million of these projects could be reasonably expected to be constructed over the next 5 years, depending on various growth scenarios and availability of federal and local funds. The Department recommends that the City seek to capture \$6.2 Million from traffic impact fees. Based on the total number of future trips expected, the Department recommends a fee of \$153.00 per trip.

**Downtown/Midtown:** Growth scenarios project approximately 25,200 potential new single-occupant vehicles trips over the next 5 years. These new trips come from development projects identified in

## MINUTES

Department of Transportation - cont'd

Baltimore City EconView and include small parcel redevelopment projects and major projects within the geographic zone. In order to mitigate traffic congestion the Department developed comprehensive multi-modal mitigation projects, which, if all were implemented, are estimated to cost approximately \$40.6 Million. The Department projects that up to \$8.2 Million of these projects could be reasonably expected to be constructed over the next 5 years, depending on various growth scenarios and availability of federal and local funds. The Department recommends that the City seek to capture \$6.5 Million from traffic impact fees. Based on the total number of future trips expected, the Department recommends a fee of \$261.00 per trip.

**Southwest:** Growth scenarios project approximately 14,300 potential new single-occupant vehicles trips over the next 5 years. These new trips come from development projects identified in Baltimore City EconView and include small parcel redevelopment projects and major projects within the geographic zone. In order to mitigate traffic congestion the Department developed comprehensive multi-modal mitigation projects, which, if all were implemented, are estimated to cost approximately \$13.6 Million. The Department projects that up to \$4.2 Million of these projects could be reasonably expected to be constructed over the next 5 years, depending on various growth scenarios and availability of federal and local funds. The Department recommends that the City seek to capture \$3.4 Million from traffic impact fees. Based on the total number of future trips expected, the Department recommends a fee of \$238.00 per trip.

Pursuant to the Ordinance, the Department announced the proposed traffic mitigation fees for each of the five traffic mitigation zones on the City's website with an open comment period of 45 days beginning July 1, 2018 and ending September 4, 2018.

**MINUTES**Department of Transportation - cont'd

On August 7, 2018, the Department held a public meeting to discuss the proposed Traffic Mitigation per trip fees for each of the Traffic Mitigation Zones. The meeting was held at the War Memorial located at 101 North Gay Street.

Pursuant to the Ordinance, these fees are to be deposited into a separate Revenue Account of the General Fund. Subject to appropriation, revenue derived from the traffic mitigation fees may be used for eligible projects as identified by the Department and approved by the Director of Transportation.

On an annual basis, the Department, in consultation with the Director of Finance, is required to report on the total fees collected, appropriated, and expended within the zone.

**(FILE NO. 52978)**

UPON MOTION duly made and seconded, the Board approved the Traffic Mitigation Zone Fees projects in the five Traffic Mitigation Zones - South Baltimore/Middle Branch, Southeast, East, Downtown/Midtown, and Southwest.

**MINUTES**

Department of Transportation - Phase I Energy Performance  
and Department of Public Works Agreement

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Phase I Energy Performance Agreement (Agreement) with Energy Constellation New Energy, Inc. (CNE). The Agreement is effective upon Board approval and will continue until acceptance or rejection of the CNE Phase II Proposal by the City.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City and Constellation New Energy, Inc. wish to enter into an agreement for Energy Performance Contracting in which CNE will provide "Phase I" for the purpose of proposing a recommended comprehensive energy efficiency program. The CNE is an Energy Savings Company (ESCO).

The work will be done for the following locations:

- St. Paul St. from W. University Pkwy. to 39<sup>th</sup> St.;
- Calvert St. from North Ave. to 29<sup>th</sup> St.;
- Guilford Ave. from 25th St. to 29<sup>th</sup> St.;
- North Ave. from Aisquith St. to Greenmount Ave.;
- Washington Blvd. from Cross St. to Bayard St.;
- Argonne Dr. from Harford Rd. to Loch Raven Blvd.;
- Cold Spring Ln. from Hillen Rd. to Loch Raven Blvd.;
- MLK Blvd. from Pratt St. to Washington Blvd.

In addition to the above sections of roadway, CNE proposes to complete an additional 42 sections of roadway for a total of 50 roadway sections. For purposes of this Scope of Work, a roadway

## MINUTES

Department of Transportation - cont'd  
and Department of Public Works

section is approximately four blocks long, and may contain up to 20 poles. The CNE will also incorporate smart poles into the installation. The smart poles will parallel the gap analysis effort. Smart poles will be selected based on an RFP/RFQ process and priced for installation in parallel with the gap analysis work.

At the conclusion of Phase I, and after the City's determination that the CNE has complied with the requirements of Phase I of the agreement, the City and the CNE may enter into a Phase II agreement to construct and implement the Phase I recommendations in order to achieve comprehensive energy efficiency and a guaranteed savings program.

The State of Maryland RFP page 50, Section 3.2.37.1, defines the scope of payment for Phase I.

- 3.2.37.1.1 Should the recommendations contained in the Phase I fail to meet the State's objectives for the project (as outlined in Scope of Work within the RFP), or is deemed unreasonable, unworkable, or cost excessive by the State, the State will have no obligation to pay the Contractor the fee associated with the Phase I.
- 3.2.37.1.2 Should the recommendations, including capital cost, yearly maintenance cost, and guaranteed savings, meet or exceed the State's objectives (as outlined in the Scope of Work within this RFP) as determined by the State, and the State elects to proceed with Phase II of the project, the cost of the study will be included in the Contractor's ECM capital cost, within the financial Phase II Proposal, and financed by the State, either through the Contractor or privately. In either case, the payment to the Contractor shall be the same as noted above.

**MINUTES**

Department of Transportation - cont'd  
and Department of Public Works

3.2.37.1.3 Should the recommendations contained in Phase I meet or exceed the State's objectives and all contract requirements as determined by the State and the State, for any reason, does not proceed with Phase II, then the ESCO will be paid the previously agreed upon cost of the Phase I based on the Phase I proposal.

If the Contractor's report and proposal for Phase II, which will include the installation of Energy Conservation Measures (ECMS), is acceptable to the City, the cost of this study, \$250,000.00 will be rolled into the Phase II cost and a Phase II Agreement will be presented to the Board for approval.

The project costs will be financed by the City and paid for by energy savings guaranteed by the contractor. If the Phase I report and Phase II proposal do not meet the expected guaranteed energy savings and the report is not accepted by the Department of Transportation, the City will not be obligated to pay the cost of this study.

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Phase I Energy Performance Agreement with Energy Constellation New Energy, Inc.



**MINUTES**

Department of Transportation - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Amendment No. 2 to Agreement (Amendment No. 2) under Project 1217, On-Call Construction Project Management Services with Johnson, Mirmiran & Thompson, Inc. This Amendment No. 2 will extend the period through May 12, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$2,000,000.00 - increase in upset fee

**BACKGROUND/EXPLANATION:**

On May 13, 2015, the Board approved the original agreement in the amount of \$2,000,000.00 with Johnson, Mirmiran & Thompson, Inc., which provided for engineering design services in connection with projects included in the Capital Improvement Plan and other transportation infrastructure related projects.

On November 22, 2017, the Board approved Amendment No. 1 for a one-year time extension and an increase to the upset limit by \$1,000,000.00 to fully complete extra work and efficiently staff these projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines.

This Amendment No. 2 will extend the agreement for another year and increase the upset limit by \$2,000,000.00 to continue to efficiently staffing these projects to meet Federal Highway Administration, State Highway Administration and Baltimore City standards and guidelines. This Amendment No. 2 will result in a total upset limit of \$5,000,000.00 and a revised expiration date of May 12, 2020.

**MINUTES**

Department of Transportation - cont'd

**MBE/WBE PARTICIPATION:**

The Consultant will comply with Article 5, subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement.

**MBE:** 29%

**WBE:** 10%

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement under Project 1217, On-Call Construction Project Management Services with Johnson, Mirmiran & Thompson, Inc.

**MINUTES**

Department of Transportation - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with STV Incorporated (Amendment No. 2), under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction project. The Amendment No. 2 will extend the period of the agreement through December 23, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - increase in Upset limit

**BACKGROUND/EXPLANATION:**

On December 24, 2014, the Board approved the original three year Agreement in the amount of \$3,000,000.00 with STV Incorporated which provided for engineering design services that would include reconstruction, resurfacing, streetscapes developing roadway alignment, Americans with Disabilities Act (ADA) pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments, National Environmental Policy Act (NEPA) clearance and other engineering related tasks with the project.

On January 10, 2018, the City approved Amendment No 1 to continue design services for various projects. The Department is now requesting the Board to approve Amendment No. 2 to allow for a two-year time extension and an increase to the upset limit by \$1,000,000.00 to provide design and construction phase services for Transportation, Engineering and Construction projects. Amendment No. 2 will result in a total upset limit of \$4,000,000.00 and a revised expiration date of December 23, 2020.

**MINUTES**

Department of Transportation - cont'd

**DBE PARTICIPATION:**

STV Incorporated will comply with Title 49 Code of Federal Regulations part 26 and the DBE goals established in the original agreement.

DBE 25.00%

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with STV Incorporated, under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction project.

**MINUTES**

Department of Transportation - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Rummel, Klepper & Kahl, LLP., under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Increase in upset limit

**BACKGROUND/EXPLANATION:**

On November 19, 2014, the Board approved the original three year agreement in the amount of \$3,000,000.00 with Rummel, Klepper & Kahl, LLP, which provided for engineering design services that would include reconstruction, resurfacing, streetscapes, developing roadway alignment, Americans with Disabilities Act (ADA) pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal designs, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments, National Environmental Policy Act (NEPA) clearance and other engineering related tasks with the project.

On December 13, 2017, the City approved Amendment No. 1 to continue design services for various projects. The Department is now requesting the Board to approve Amendment No. 2 to allow for a two-year time extension and an increase to the upset limit by \$1,000,000.00 to provide design and construction phase services for Transportation, Engineering and Construction projects. Amendment No. 2 will result in a total upset limit of \$4,000,000.00 and a revised expiration date of November 18, 2020.

**MINUTES**

Department of Transportation - cont'd

**DBE PARTICIPATION:**

Rummel, Klepper & Kahl, LLP, will comply with Title 49, Code of Federal Regulations Part 26 and the DBE goals established in the original agreement.

DBE 25.00%

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.**

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

**MINUTES**

Department of Transportation - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Whitman Requardt & Associates, LLP., under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects. The Amendment No. 2 to Agreement extends the period of the agreement through November 18, 2020.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - Increase in upset limit

**BACKGROUND/EXPLANATION:**

On November 19 2014, the Board approved the original three year agreement with Whitman Requardt & Associates, LLP in the amount of \$3,000,000.00 which provided for engineering design services that would include reconstruction, resurfacing, streetscapes, developing roadway alignment, Americans with Disabilities Act (ADA) pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control, surveys, landscaping, planning, project scope development, environmental site assessments. National Environmental Policy Act (NEPA) clearance and other engineering related tasks with the project. On December 13, 2017, the Board approved Amendment No. 1 for a one-year time extension to continue design services for various projects. The Department is now requesting Amendment No. 2 for a two-year time extension and an increase to the upset limit by \$1,000,000.00 to continue design services and construction phase build construction management and other various construction projects. This Amendment No. 2 will result in a total upset limit of \$4,000,000.00 and a revised expiration date of November 18, 2020.

**MINUTES**

Department of Transportation - cont'd

**DBE PARTICIPATION:**

The Consultant will comply with Title 49, Code of Federal Regulations Part 26 and the DBE goals established in the original agreement.

DBE 27.00%

**AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreement with Whitman Requardt & Associates, LLP., under Project No. 1191, On-Call Consultant Services for Federal Aid Resurfacing and Reconstruction Projects.



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |   |              |         |
|---|--------------|---------|
| 1. FERGUSON ENTERPRISES,<br>INC. d/b/a WOLSELEY<br>INDUSTRIAL GROUP   | \$100,000.00 | Renewal |
| Contract No. B50003757 - Mechanical Joint Ductile Iron Pipe -<br>Department of Public Works - Bureau of Water and Wastewater -<br>P.O. No.: P529270 |              |         |

On November 5, 2014, the Board approved the initial award in the amount of \$350,000.00. The award contained three renewal options. Subsequent actions have been approved. This final renewal in the amount of \$100,000.00 is for period November 12, 2018 through November 11, 2019. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On September 15, 2014, it was determined that no goals would be set because there is no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 2. RHINEHART RAILROAD<br>CONSTRUCTION, INC.  | \$ 85,000.00 | Renewal |
| Contract No. 08000 - Railroad Inspections, Maintenance and<br>Emergency Response - Department of Transportation - P.O. No.:<br>P537526 |              |         |

On November 9, 2016, the Board approved the initial award in the amount of \$85,976.00. The award contained two 2-year renewal options. This first renewal in the amount of \$85,000.00 will enable the Department of Transportation to utilize Rhinehart Railroad Construction, Inc. for the City's monthly safety inspections and maintenance, emergency response, and

## 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

repairs on an as needed basis. The period of the renewal is November 9, 2018 through November 8, 2020 with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

Not applicable. This is a sole source.

3. EAZY DOES IT  
 CLEANING SERVICE, LLC                      \$ 11,100.00                      Renewal  
 Contract No. B50004811 - Janitorial Service for Enoch Pratt  
 Branches 5 & 42 - Enoch Pratt Free Library - P.O. No.: P537606

On November 18, 2016, the City Purchasing Agent approved the initial award in the amount of \$11,100.00. The award contained three 1-year renewal options. On November 13, 2017, the City Purchasing Agent approved the first renewal in the amount of \$11,100.00. This second renewal in the amount of \$11,100.00 is for the period December 1, 2018 through November 30, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

4. FIRST CALL

MILLENIUM 2 INC.	\$ 50,000.00	
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SECOND CALL

SMITH AUTO SERVICE, INC.	0.00	
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	<u>\$ 50,000.00</u>	
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Renewal

Contract No. B50004167 - Vehicle Glass Repair and Installation Service - Department of General Services - Fleet Management - P.O. Nos.: P533675 and P533676

On October 28, 2015, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. On June 7, 2017, the Board approved an increase in the amount of \$100,000.00. This first renewal in the amount of \$50,000.00 is for the period December 1, 2018 through November 30, 2019, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On May 12, 2015, it was determined that no goals would be set because of no opportunity to segment the contract.

**MWBOO GRANTED A WAIVER.**

- 5. a. K & K ADAMS, INC.
- b. P & J CONTRACTING, CO.,  
        INC.

	\$6,000,000.00	
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Renewal

Contract No. B50004150 - Building Demolition - Departments of Housing and Community Development and Department of General Services - P.O. Nos.: P533596 and P533597



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

\*Indicates self-performance, thus 50% of the total work performed is credited towards the MBE goal.

\*\* The subcontractor was not approved for utilization on this contract; therefore, the work performed does not count towards the MBE or WBE goal.

The Prime did not meet the MBE/WBE goals for this contract.

**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

b. P & J CONTRACTING COMPANY, INC.

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> P & J Contracting Company, Inc.*	27%	\$1,560,088.00	44.8%
<b>WBE:</b> Hopkins Fuel Oil Co.	10%	\$ 214,461.32	6.2%
The Donne Group, LLC		\$ 133,678.00	3.8%
Falls Way Construction, LLC.		\$ 13,965.00	0.4%

\*Indicates self-performance - 50% of work performed is credited to the overall MBE goal.

**MWBOO FOUND VENDOR IN COMPLIANCE.**



## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |   |                |          |
|---|----------------|----------|
| 7. BALTIMORE GAS AND<br>ELECTRIC COMPANY (BGE)  | \$1,000,000.00 | Increase |
| Contract No. 08000 - Requirements for Street Lights<br>Rehabilitation - Department of Transportation - P.O. No.:<br>P536375 |                |          |

On July 27, 2016, the Board approved the initial award in the amount of \$2,100,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$1,000,000.00 will enable the Department of Transportation to utilize BGE for the removal of deteriorated, damaged, and vandalized poles and for the installation of poles and fixtures. This increase will make the award amount \$6,600,000.00. The contract expires on July 31, 2019 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

Not applicable. This is a sole source procurement.

- |  |              |          |
|--|--------------|----------|
| 8. MOHAWK CRYO, LLC  | \$300,000.00 | Increase |
| Contract No. B50004560 - Technical Services for Liquid Oxygen<br>Plants at PWWTP (Patapsco Wastewater Treatment Plant) -<br>Department of Public Works - Bureau of Water and Wastewater -<br>P.O. No.: P535853 |              |          |

On June 1, 2016, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. This increase in the amount of \$300,000.00 will enable the Department of Public Works, Bureau of Water and Wastewater to utilize Lox Plant technical services at the Patapsco Wastewater Treatment Plant. It is critical that the Plants have adequate technical coverage to keep both Lox Plants running and supplying oxygen to the reactor deck for NPDES

## 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

Permit. This increase will make the award amount \$1,300,000.00. The contract expires on May 31, 2019 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

On March 18, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

## 9. GEIGER PUMP &amp; EQUIPMENT

COMPANY	\$600,000.00	Sole Source
Contract No. 08000 - Polychem Pumps and Parts - Department of Public Works - Wastewater Facilities - Req. No.: R809088		

The Vendor is the manufacturer's sole authorized distributor of these products, which must be compatible with currently installed equipment at the wastewater treatment plants. The period of the award is November 15, 2018 through November 14, 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>
---------------	------------------------	--------------------

Bureau of Procurement

10. <u>BALTIMORE HYDRAULICS, INC.</u>	<u>\$ 38,023.52</u>	<u>Award</u>
Solicitation No. B50005568 - Service Sidewalk Freight Lift - Department of Public Works - Wastewater Facilities Maintenance - Req. No.: R803147		

Vendors were solicited by posting on CitiBuy. On October 25, 2018, the sole bid received was opened and was found to be fair and reasonable. Award is recommended to be made to the sole responsive and responsible bidder. This is a one-time procurement. The above amount is the City's estimated requirement.

**MBE/WBE PARTICIPATION:**

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

11. <u>POINT DEFIANCE AIDS</u>		
<u>PROJECT/NASEN</u>	<u>\$933,263.80</u>	<u>Low Bid</u>
Contract No. 06000 - Needles for Needle Exchange - Department of Health - Req. No.: R809254		

This contract is for the Needle Exchange Program for the Department of Health. The non-profit is able to provide needles at a very steep discount. After several competitive bids, all other bidders submitted pricing at least 195% over the recommended vendor's price. The period of the award is November 14, 2018 through November 13, 2019, with two 1-year renewal options.

## 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

MBE/WBE PARTICIPATION:

On November 5, 2018, MWBOO approved a waiver. Purchase of single commodity from a non-profit organization.

12. ZAYO GROUP, LLC	\$367,200.00	Master Service Agreement
Contract No. 06000 - Ethernet and Internet Protocol Master Service Agreement - Baltimore City Office of Information Technology - Req. No.: R799715		

The Board is requested to approve and authorize execution of the Master Service Agreement with Zayo Group, LLC. The period of the agreement is effective upon Board approval for three years.

Execution of this agreement will provide expansion of internet services with additional redundancy, speed and access to Equinix in Ashburn, VA. This additional connection to Equinix includes express routes to several cloud environments (Microsoft Azure and AWS). The Vendor is one of two Internet Service Providers (ISP) used for internet access for the City of Baltimore due to their integration with the City's fiber network. These two ISPs are setup as critical redundant failover connections.

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.

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 57691)**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Procurement

13. TOTE-IT, INCORPORATED	\$ 0.00	Extension
Contract No. B50003464 - Snow & Ice Removal for Pratt Libraries - Enoch Pratt Free Library - P.O. No.: P528593		

On September 9, 2014, the City Purchasing Agent approved the initial award in the amount of \$10,000.00. The award contained three renewal options. Subsequent actions have been approved and all renewals have been exercised. An extension is necessary to continue snow and ice removal services for various Enoch Pratt Libraries through the winter season while a new Solicitation B50005572 is awarded. Bids are due on November 27, 2018. The contract expired on October 31, 2018. The period of the extension is November 1, 2018 through February 28, 2019.

**MBE/WBE PARTICIPATION:**

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

14. CLEAN HARBORS ENVIRONMENTAL SERVICES, INC.	\$ 0.00	Correction
Cooperative Contract No. PCR-15-020 - Household Hazardous Waste: Collection and Disposal Services - Department of Public Works - P.O. No.: P541002		

On September 20, 2017, the Board approved the initial award in the amount of \$310,000.00. The award contained three 1-year renewal options. The period covered in the previously approved action was July 1, 2017 through June 30, 2018, with two 1-year renewal options remaining. The correct period of the award is July 1, 2018 through June 30, 2019, with two 1-year renewal options remaining.

## 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

MBE/WBE PARTICIPATION:

On June 20, 2017, the MWBOO set goals of 2% MBE and 1% WBE. On August 17, 2018, Clean Harbors Environmental Services, Inc. was found in non-compliance, due to the Vendor not obtaining approval from MWBOO prior to substituting one registered MBE for another.

It is recommended the Vendor will be given the opportunity to come into compliance with MWBOO goals within ten days of the contract renewal.

- |   |              |                          |
|---|--------------|--------------------------|
| 15. A.J. STATIONERS,<br>INC.  | \$500,000.00 | Toner Pilot<br>Agreement |
| Contract No. 06000 - Toner Pilot - Citywide - Req. No.: To be determined. |              |                          |

The Board is requested to approve and authorize execution of a Toner Pilot Agreement with A.J. Stationers, Inc. The period of the agreement is December 1, 2018 through November 31, 2021. This three year pilot agreement for toner with A.J. Stationers, Inc. is supported by Amazon Business. The purpose of this agreement is to establish an easy-to-use, efficient and cost effective method for City users to procure toner, while achieving real-time transparency into what is purchased and current market pricing. By aggregating procurement data for this product category, the City will be able to make an informed decision about how to buy toner in the future while gaining visibility and control into the entire City's spending practices.

## 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

City agencies are buying toner from multiple sources without a centrally managed contract. Through this proposed pilot, the City will receive negotiated pricing and free next day delivery for all types of toner from a local Baltimore supplier, A.J. Stationers, Inc. A.J. Stationers, Inc. is a City certified MBE/WBE and Maryland DOT certified local supplier that has previously worked with the City of Baltimore. 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 November 5, 2018, MWBOO approved a waiver as all orders are supplied by a City-certified MBE/WBE.

**MWBOO GRANTED A WAIVER.**

**(FILE NO. 57693)**

## 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

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Renewals, Increases to Contracts and Extensions. The Board further approved and authorized execution of the Master Service Agreement with Zayo Group, LLC (item no. 12) and the Toner Pilot Agreement with A.J. Stationers, Inc. (item no. 15).

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

\* \* \* \* \*

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

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

4830 - 4836

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds were approved

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

**MINUTES**

**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

Department of Public Works/  
Department of Recreation and Parks

1. RP 17823, Catherine/ DSM Properties, \$1,277,114.00  
 ABC Park Improvements Inc.

**MWBOO SET GOALS OF 23% FOR MBE AND 8% FOR WBE.**

<b>MBE:</b> Spears Mechanical Contractors, Inc.	\$117,000.00	9.16%
Best Fence, LLC	99,050.00	7.75%
Priority Construction Corporation	<u>77,711.00</u>	6.08%
<b>Total</b>	<b>\$293,761.00</b>	
 <b>WBE:</b> S&L Trucking, LLC	 \$ 24,400.00	 1.91%
Empire Landscape, LLC	26,810.00	2.09%
DSM Properties, LLC dba DSM Contracting*	<u>51,000.00</u>	<u>3.99%</u>
<b>Total</b>	<b>\$102,210.00</b>	<b>7.99%</b>

\*Baltimore Apprenticeship Training Program submitted.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Department of Recreation and Parks

2. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 53,000.00	9938-909036-9475	
Rec. & Parks	Program Open Space	
27 <sup>th</sup> Series	FY15 Park Building	
	Program	
	(Reserve)	



MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
159,000.00	" "	
State		
<u>\$212,000.00</u>	-----	9938-911036-9474 FY15 Park Building Program (Active)

The transfer will provide funds to cover the costs associated with the award of Catherine/ABC Park, RP 17823 to DSM Properties, LLC

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 86,000.00	9938-909040-9475	
Rec. & Parks	Program Open Space	
27 <sup>th</sup> Series	FY15 Court Resur-	
	facing	
	(Reserve)	
231,000.00	" "	
State		
<u>\$317,000.00</u>	-----	9938-910040-9474 FY15 Court Resur- facing (Active)

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSDepartment of Recreation and Parks - cont'd

The transfer will provide funds to cover the costs associated with the award of Catherine/ABC Park, RP 17823 to DSM Properties, LLC.

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$250,000.00 1 <sup>st</sup> Parks & Public Faci- lities	9938-905077-9475 Catherine St./ABC Park (Reserve)	
300,000.00 2 <sup>nd</sup> Parks & Public Faci- lities	" "	
59,000.00 Rec. & Parks 27 <sup>th</sup> Series	9938-917014-9475 FY15 Balto. Play- ground Program (Reserve)	
58,000.00 Rec. & Parks 27 <sup>th</sup> Series	9938-919014-9474 FY15 Balto. Play- ground Program (Active)	

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks - cont'd

142,000.00	9938-910061-9475	
1 <sup>st</sup> Parks &	FY16 Balto. Play-	
Public Faci-	ground Program	
ilities	(Reserve)	
<b>\$809,000.00</b>	-----	9938-908077-9474
		Catherine St./ABC
		Park
		(Active)

This transfer will provide funds to cover the costs associated with the award of Catherine/ABC Park, RP 17823 to DSM Properties, LLC.

Department of Public Works/  
Department of Recreation and Parks

5. RP 17822, Renova-	Bob Andrews	\$ 723,549.00
tions to Bocek	Construction,	
Park Field House	Inc.	

**MWBOO SET GOALS OF 19% FOR MBE AND 6% FOR WBE.**

<b>MBE:</b> BMC Service, LLC	\$138,000.00	19%
<b>WBE:</b> USA Energy Co., Inc.	\$ 44,000.00	6%

Baltimore Apprenticeship Training Program submitted.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$230,000.00	9938-911079-9475	
1 <sup>st</sup> Parks & Public Faci- lities	Program Open Space Bocek Park Athletic Center (Reserve)	
195,000.00	"	"
State		
300,000.00	"	"
<u>State Bond</u>		
<b>\$725,000.00</b>	-----	9938-912079-9474 Bocek Park Athletic Center (Active)

The transfer will provide funds to cover the costs associated with the award of Bocek Park Field House, RP 17822 to Bob Andrews Construction, Inc.

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

7. B50005217, Synthetic  
Rubber Flooring

Abacus Sports Installations, Ltd (Farring Baybrook)	\$35,289.00
Dynamic Sports Construction, Inc. (Coldstream)	29,712.00
	33,671.00
	<u>(Medfield)</u>
	<b><u>\$98,672.00</u></b>

On May 9, 2018, three bids were received and opened for three locations. Award is recommended to Abacus Sports Installations, Ltd, as the low bidder for Farring Baybrook, and Dynamic Sports Construction, Inc. the low bidder for Coldstream and Medfield. Both contractors could not meet the MWBOO set goals due to the specialized nature of the proprietary product, and were granted a waiver.

**MBE/WBE PARTICIPATION:**

On November 16, 2017, MWBOO set goals of 15% MBE and 3% WBE. Both responsive and responsible contractors listed above were unable to meet the goals.

It has been determined through no fault of their own Dynamic Sports Construction, Inc. and Abacus Sports Installations Ltd will not meet the MBE and WBE participation goals.

**MWBOO GRANTED A WAIVER.**

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

8. B50005541, Zero Turn Riding Lawn Mowers with Accessories	Holabird Development Corporation t/a Port City Equipment	\$54,600.00
---	--	-------------

**MBE/WBE PARTICIPATION:**

On April 12, 2018, MWBOO determined no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from an authorized dealer who is required to provide associated pre-delivery inspection and warranty repairs.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Department of Audits - Audit Report

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

1. Mayor's Office of Employment Development Biennial Performance Audit Fiscal Years Ended June 30, 2017 and 2016.

President: "Um -- the first item on the non-routine agenda can be found on page 60, Department of Audits, Mayor's Office of Employment Development Biennial Performance Audit Fiscal Years Ending June 30, 2017 and 2016. Will the parties please come forward?"

City Auditor: "Good morning."

President: "Good morning."

City Auditor: "Good morning, members of the Board -- Board. Audrey Askew, City Auditor. Um -- for Ma -- Mayor's Office of Employment Development, we were engaged to audit um -- five areas for Performance and/or Targets. Number 1. Number of Baltimore City residents that obtained job placements through the Career Center Network. Number 2. Number of City residents who received employment assistance services through the Career Center Network. Number 3. Percentage of job seekers who um -- commenced service

## MINUTES

delivery from One Stop Centers and also employed one year later.  
Number 4. Number of Baltimore City ex-offenders receiving  
employment assistance through the Re-entry Center and Number 5.  
Number of Baltimore City ju -- youth ages 14-21 placed um -- in  
paid summer work experiences. Uh -- we would like to repl -- im  
-- im -- we are pleased to announce that um -- the Mayor's Office  
of Employment Development met all of the their performance targets  
um -- for 2017 and 2016."

President: "Right."

Comptroller: "Good."

President: "Congratulations."

Ms. Mary Sloat: "Thank you."

President: "Keep up the good work."

Ms. Sloat: "Yes. Thank you."

City Auditor: "That's it."

President: "That's it?"

City Auditor: "Yep."

President: "Okay. Thank you. The Audits have been **NOTED.**"

\* \* \* \* \*



**MINUTES**Employees' Retirement System**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
1. Corey Robey	NAGDCA Annual Conference 2018 Philadelphia, PA Sept. 23 - 26, 2018 (Reg. Fee \$550.00)	Retirement Savings Plan	\$938.84

On September 23 - 26, 2018, Mr. Robey traveled to Philadelphia, Pennsylvania to attend the NAGDCA Annual Conference 2018. The allowed subsistence rate for this location is \$249.00 per day. The hotel cost was \$229.00 per night. The hotel taxes were \$35.50 per night. The registration fee of \$550.00 was prepaid by the Retirement Savings Plan. Therefore, the reimbursement to Mr. Robey is \$938.84.

The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

**TRAVEL REIMBURSEMENT**

\$119.65 - Transportation
793.50 - Hotel
25.69 - Meals and Incidentals
<b><u>\$938.84</u></b>

The Board, UPON MOTION duly made and seconded, approved the Retroactive Travel Approval and the Retroactive Travel Reimbursement. The Comptroller **ABSTAINED**.

## MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Transportation - TR 19001, Reconstruction of Footways Citywide  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
2. Department of Transportation - TR 19002, Reconstruction of Footways Citywide  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
3. Department of Transportation - TR 19003, Inspire Schools Sidewalk Reconstruction  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
4. Department of Transportation - TR 19004, Reconstruction of Alleys Citywide  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
5. Department of Transportation - TR 19008, Reconstruction of Footways Citywide  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
6. Department of Transportation - TR 16302, W. North Avenue & Pennsylvania Avenue Intersection Improvements  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**
7. Department of General Services - GS 16824, Hampden Library Renovation  
**BIDS TO BE RECV'D: 12/19/2018**  
**BIDS TO BE OPENED: 12/19/2018**

**MINUTES****PROPOSALS AND SPECIFICATIONS** - cont'd

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

**MINUTES**

Department of Human Resources - Personnel Matter

The Board is requested to approve the Personnel matter below:

Office of the Comptroller

1. Reclassify the following vacant position:

Position No.: 10151

From: Auditor II  
Job Code: 34111  
Grade: 927 (\$64,505.00 - \$103,208.00)

To: Deputy City Auditor  
Job Code: 10243  
Grade: 969 (\$113,196.00 - \$186,856.00)

Cost: \$65,875.00 - 1001-000000-1310-157800-601001

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

UPON MOTION duly made and seconded, the Board approved the above-listed Personnel matter.

MINUTES

President: "There being no more business before this Board, recess until 12 noon, bid opening."

\* \* \* \* \*

## MINUTES

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

**BIDS, PROPOSALS AND CONTRACT AWARDS**

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

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 General Services - GS 17812, Southern District,  
Police Station Roof Replacement

Autumn Contracting, Inc.  
Detwiler Roofing  
Bensky Construction Co., LLC  
Simpson of Maryland, Inc.


Department of General Services - GS 18801, Fire Equipment  
Training Academy Repairs

Trionfo Builders, Inc.

MINUTES

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, November 21, 2018.

  
JOAN M. PRATT  
Secretary