

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room. I would direct the Board members attention to the memorandum from my office dated December 16, 2013, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

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

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

Advanced Fire Protection Systems, LLC	\$ 8,000,000.00
Ecological Restoration & Management, Inc.	\$ 8,000,000.00
Fallsway Construction Company	\$ 2,412,000.00
L&L Enterprises, Inc.	\$ 1,500,000.00
Retro Environmental, Inc.	\$ 8,000,000.00
Total Environmental Concepts, Inc.	\$ 8,000,000.00
Walter-Higgins Contracting, Inc.	\$ 1,500,000.00

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:

Arora Engineers, Inc.	Engineer
David H. Gleason Associates, Inc.	Architect
Land Collective, LLC	Landscape Architect

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

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Sonia L. Gann, ½ interest, Personal Reps. of the Estate of Calman A. Levin & Sonia L. Gann, Individually	910 N. Broadway	G/R \$45.00	\$ 150.00
Funds are available in account 9910-908044-9588-900000-704040, Undesignated Project.			
2. Amsale Gessesse, Michael Tesfaye & Emebet Tesfaye	916 N. Bradford St.	F/S	\$10,000.00
Funds are available in account 9910-908044-9588-900000-704040, Milton-Montford Project.			
3. Joseph Ferebee	1919 N. Collington Avenue	F/S	\$18,700.00
Funds are available in account 9910-908044-9588-900000- 704040, AG Demolition Project.			
4. Jerry Haygood	1400 Holbrook St.	F/S	\$44,000.00
Funds are available in account 9910-908044-9588-900000-704040, AG Demolition Project.			
5. Camay C. Murphy	559 Laurens St.	F/S	\$50,600.00
Funds are available in account 9910-908044-9588-900000-704040, AG Demolition Project.			

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
6. Ground Rents, LLC	1639 E. North Ave.	G/R \$ 90.00	\$ 825.00
Funds are available in account 9910-904403-9588-900000-704040, Great Blacks in Wax Project.			
7. Jerald S. Sachs	1808 N. Rosedale St.	G/R \$120.00	\$ 800.00
Funds are available in account 9910-908044-9588-900000-704040, AG Demolition Project.			

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

DHCD - Condemnations

8. Anita D. Resnick ¼ interest	910 N. Broadway	G/R \$ 45.00	\$ 75.00
9. Lucille S. Alter ¼ interest	910 N. Broadway	G/R \$ 45.00	\$ 75.00
10. M-A Funding, Inc.	912 N. Broadway	G/R \$120.00	\$ 800.00

Funds are available in account 9910-908044-9588-900000-704040, Broadway Rehab RFP Project.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u>			
11. The Estates of Charles Henry Fuller & Doris Fuller	1830 Etting St.	L/H	\$5,020.00

Funds are available in account 9910-908044-9588-900000-704040, AG Demolition Project.

12. Unknown	906 N. Broadway	G/R \$30.00	\$ 200.00
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Funds are available in account 9910-908044-9588-900000-704040, Undesignated Project.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative the Department may, SUBJECT to the prior approval of the Board, make application to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this property.

UPON MOTION duly made and seconded, the Board approved the aforementioned options, condemnations, and quick-takes.

MINUTES

EXTRA WORK ORDER

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UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

5067

The EWO have been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDER

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

Department of Transportation

1. EWO #001, (\$300.00) - TR 13006, Resurfacing Highways at
Various Locations Citywide Emergency JOC IV

\$ 1,841,000.00	-	M. Luis Construction	-	-
		Co., Inc.		

MINUTES

Circuit Court for Baltimore - Cooperative Reimbursement
City (CCBC) Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the cooperative reimbursement agreement with the State of Maryland, Department of Human Resources (DHR), Child Support Enforcement Administration. The grant is for the period October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$204,292.00 - 4000-401513-1100-116800-404001

The program cost total is \$328,328.00 of which \$216,696.00 represents Federal participation at 66% and \$111,632.00 is the local share at 34%. An administrative fee of \$12,404.00 is retained by the DHR. The amount of the reimbursement for program expenditures is \$204,292.00.

BACKGROUND/EXPLANATION:

The Domestic Relations Cooperative Reimbursement Agreement will continue to provide funds for operational costs and salary/OPC expenditures for the Domestic Relations Masters Program on a 34% to 66% basis. Prior to Fiscal Year 1998, Baltimore City provided all funding for child support and custody enforcement, as required under spousal support obligations under this program.

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 cooperative reimbursement agreement with the State of Maryland, Department of Human Resources, Child Support Enforcement Administration.

MINUTESHealth Department - Agreements and Amendment to Agreements

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

AGREEMENTS

1. **FAMILY LEAGUE OF BALTIMORE** **\$855,000.00**
CITY INC. (FLBC)

Account: 6000-626314-3080-513200-603051

The FLBC will provide project implementation, including supervision and training of project staff, coordination of project activities and committees. The FLBC will also perform outreach with all partner agencies and committees, complete programmatic and budget reports, and systems change work.

MWBOO GRANTED A WAIVER.

The agreement is late because of a delay in the completion of the required documentation.

2. **HEALTH CARE FOR THE HOMELESS, INC./** **\$159,423.00**
RYAN WHITE PART B PROGRAM

Account: 4000-424514-3023-599614-603051

The organization will provide adherence interventions to at least 45 HIV+ homeless persons that have a history of erratic clinic attendance, have had difficulty following care plans and/or have exhibited difficulty in following prescribed medication schedules.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd**3. UNIVERSITY OF MARYLAND, BALTIMORE \$ 36,375.00**

Account: 4000-499013-3023-513200-603051

The University of Maryland, Baltimore, School of Medicine will provide HIV testing, early identification and linkage to care services through the Special Teens at Risk Together Reaching Access, Care and Knowledge (STAR TRACK) Adolescent HIV Program. To achieve this goal, STAR TRACK will 1) provide HIV testing to youth at risk for HIV, 2) identify and link newly diagnosed or out of care youth to HIV primary and specialty care services, 3) provide HIV risk reduction services to youth at risk for and living with HIV and 4) provide targeted outreach services to youth in Baltimore to engage them in HIV prevention services. The period of the agreement is July 1, 2013 through December 31, 2013.

4. JOHNS HOPKINS UNIVERSITY \$ 82,733.00

Account: 4000-424514-3023-599630-603051

The Johns Hopkins University School of Medicine AIDS Service (JHUAS) is a multi-disciplinary program for over 180 practitioners dedicated to the treatment and prevention of HIV infection. The substance abuse program provides integrated behavioral care for HIV positive patients with co-occurring substance abuse and mental health disorders who also receive medical care from JHUAS.

MWBOO GRANTED A WAIVER.

The agreements are late because of a delay in receiving an acceptable scope of work and budget.

MINUTES

Health Department - cont'd

5. **JOHNS HOPKINS UNIVERSITY (JHU),** **\$ 9,648.00**
SCHOOL OF MEDICINE (SOM)

Account: 6000-630713-3030-295900-406001

The JHU's SOM will perform a Gen-Probe research study. The purpose of the study is to examine the accuracy of two new tests in the diagnosis of sexually transmitted diseases (STDs): Trichomonas vaginalis, Chlamydia, and Gonorrhea.

Women age 18 and older will be recruited at the Department's Family Planning Clinic located at 1515 W. North Avenue. The women will be asked to allow the clinician to collect four vaginal swabs, one cervical swab, one endocervical swab to be tested in the PreservCyt Solution during their routine examination on the day of visit.

Participants will receive a \$20.00 gift card as an incentive for participating in the study.

The sub-award agreement is late because it was received from the JHU's SOM on October 25, 2013, and was further delayed due to revisions and the Department's administrative review process.

6. **CHEMICAL PEOPLE TASK FORCE OF** **\$76,261.00**
CHERRY HILL, INC.

Account: 4000-423014-3100-297100-603051

The organization provides services to children of low-income families who are at risk of having poor outcomes related to behavioral and adjustment problems, health problems, substance abuse, and poor academic achievement at the Arnett J. Brown School #180/Southside Academy #181. Services will include an after-school cultural arts program, academic enrichment program, martial arts/karate, crafts, and access to health services, as needed.

MINUTES

Health Department - cont'd

The agreement is late because it was just completed.

MWBOO GRANTED A WAIVER.

7. **BALTIMORE MEDICAL SYSTEM, INC.** **\$82,490.00**
(BMS)

Account: 4000-498814-3080-284000-603051

The BMS will partner with the Health Department's Office of Maternal and Infant Care (M&I) to implement the Nurse Family Partnership (NFP) Home Visiting Model. The organization will employ one full-time bilingual nurse to work with three full-time M&I nurses. The BMS nurse will conduct home visits and maintain a caseload of 25 Spanish-speaking clients according to the NFP model and complete all required NFP trainings.

The M&I Care NFP nurse supervisor will provide clinical oversight for the BMS nurse. The Health Department's Director of Maternal and Infant Care and the BMS Director of Maternal & Child Health will provide administrative oversight of the BMS nurse.

The agreement is late because of a delay in the completion of required documentation.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

8. **LIGHT HEALTH AND WELLNESS** **\$43,917.00**
COMPREHENSIVE SERVICES, INC.

Account: 4000-425614-3023-599608-603051

The organization will coordinate youth initiative meetings, engage in local outreach activities, and partner with agencies within the network that provide services to youth in Maryland. They will focus on providing coordinated, comprehensive, culturally competent support services that will help youth obtain the care they need.

This agreement is being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part D 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 of Estimates. These budgets are often revised because of inadequate information from the providers. This review process is required to confirm the grant requirements.

AMENDMENT TO AGREEMENTS

9. **AIDS ACTION BALTIMORE, INC.** **(\$2,250.00)**

Account: 4000-499013-513200-603051

On May 1, 2013, the Board approved the original agreement with the provider in the amount of \$75,000.00, for the period January 1, 2013 through December 31, 2013. The agreement is for the Project Transpeople Empowerment in Action Time.

MINUTES

Health Department - cont'd

The Department reduced its award to the sub-grantees due to Federal budget reductions to the Comprehensive HIV Prevention grants. This amendment will reduce the agreement by \$2,250.00; making the revised amount \$72,750.00 for FY 013.

10. **LIGHT HEALTH AND WELLNESS** **(\$2,820.00}**
COMPREHENSIVE SERVICES, INC.

Account: 4000-499013-3023-513200-603051

On April 24, 2013, the Board approved the original agreement in the amount of \$94,000.00, for the period January 1, 2013 through December 31, 2013. The agreement is for the HIV Prevention - Project SELF.

The Department reduced its award to the sub-grantees due to Federal budget reductions to the Comprehensive HIV Prevention grants. This amendment will reduce the agreement by \$2,820.00; making the revised amount \$91,180.00 for FY 2013.

The amendment to the agreements are late because the Department recently received an acceptable budget and scope of services from the service providers.

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 various aforementioned agreements and approved the amendments to agreements. The President **ABSTAINED** on item nos. 4 and 5.

MINUTES

Health Department - Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the notice of grant (NGA) award from the Maryland State Department of Education (MSDE), under the School-Based Health Center Program. The grant is for the period July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$505,021.00 - 5000-525714-3100-295900-405001

BACKGROUND/EXPLANATION:

This grant will provide funds to support the Department's School-Based Health Center Program.

The NGA is late because it was recently received 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 acceptance of the notice of grant award from the Maryland State Department of Education, under the School-Based Health Center Program.

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

5077 - 5090

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Mayor **ABSTAINED** on item nos. 21 and 22.

The President **ABSTAINED** on item no. 24.

MINUTES

PERSONNELPolice Department

	<u>Hourly Rate</u>	<u>Amount</u>
1. CAROLYN C. SMITH	\$14.42	\$30,000.00
2. CLEMENTINE RUSSUM	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mses. Smith and Russum, retirees will each continue to work as a Contract Services Specialist I in the Human Resources Section. They will be responsible for conducting pre-employment investigations of sworn and civilian applicants, conducting local, state, and national record and warrant checks, investigating references, and performing neighborhood canvasses. In addition, they will interview applicants, gather all vital information, and summarize the investigation into a pre-employment file. The period of the agreement is December 22, 2013 through December 21, 2014.

3. JUANITA P. DEBELLOTTE	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Debelleotte, retiree, will continue to work as a Contract Services Specialists I in the Human Resources Section. She will be responsible for conducting pre-employment investigations of civilian and sworn applicants, conducting local, state, and national record and warrant checks, investigating references, and performing neighborhood canvasses. In addition, she will interview applicants, gather all vital information, and summarize the investigation into a pre-employment file. The period of the agreement is January 25, 2014 through January 24, 2015.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
4. TERRY WILLIAMS	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Ms. Williams, retiree, will continue work as a Contract Services Specialist I in the Evidence Control Unit. She will be responsible for receiving property/evidence submissions from police officers and lab personnel. Ms. Williams will ensure accuracy and completeness of all associated paperwork, release property for examination/evidence for court, and record the chain of custody for all property released. The period of the agreement is January 25, 2014 through January 24, 2015.

5. RODERICK O. DOTSON, JR.	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Dotson, retiree, will continue to work as a Contract Services Specialist I in the Applicant Investigation Section. He will be responsible for conducting pre-employment investigations of sworn and civilian applicants, conducting local, state, and national record and warrant checks, investigating references, and conducting neighborhood canvasses. In addition, he will interview applicants, gather all vital information, and summarize the investigation into a pre-employment file. The period of the agreement is January 23, 2014 through January 22, 2015.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
6. ELETHIA PHILLIPS	\$14.42	\$30,000.00
7. KEVIN M. BROWN	\$14.42	\$30,000.00
8. CYNTHIA L. McCREA	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

The above retirees will each work as a Contract Services Specialist I in the Applicant Investigation Section. They will be responsible for conducting pre-employment investigations of sworn and civilian applicants, conducting local, state, and national record and warrant checks, investigating references, and performing neighborhood canvasses. In addition, they will interview applicants, gather all vital information, and summarize the investigation into a pre-employment file. The period of the agreement is December 18, 2013 through December 17, 2014.

9. GARY P. HARTSOCK	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Hartsock, retiree, will work as a Contract Services Specialist I in the Asset Forfeiture Unit. He will be responsible for identifying and seizing assets derived from major drug violators/traffickers and possible hidden assets and completing extensive administrative reports for vehicles and capital gains. In addition, Mr. Hartsock will perform data entry to assist in tracking all assets and serving as the liaison to the Office of the State's Attorney for Baltimore City. The period of the agreement is December 18, 2013 through December 17, 2014.

MINUTES

PERSONNELPolice Department - cont'd

	<u>Hourly Rate</u>	<u>Amount</u>
10. GERALD K. LOCKLEAR	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Locklear, retiree, will work as a Contract Services Specialist I in the Records Management Section. He will be responsible for conducting weekly reconciliation meetings with various units, conducting Records Management System Audits, and conducting police reports. In addition, Mr. Locklear will maintain the return for correction and report correction database, enter reports into the report correction database, and maintain the delinquent lists. The period of the agreement is December 18, 2013 through December 17, 2014.

11. ATTLAY S. WILLIAMS	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Ms. Williams, retiree, will continue to work as a Contract Services Specialist I in the Education and Training Section. She will be responsible for performing the duties of an Academic Instructor and providing entrance level training instructions in the area of report writing and domestic violence. The period of the agreement is January 25, 2014 through January 24, 2015.

ON JANUARY 3, 1996, THE BOARD APPROVED A WAIVER TO THE ADMINISTRATIVE MANUAL POLICY 212-1, PART I, WHICH ALLOWED THE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>		
12. AMANDA BERTSCH	\$32.00	\$ 6,400.00

Account: 6000-680514-4711-363400-601009

Ms. Bertsch will serve as a Contract Services II (Ice Skate Instructor). Her duties will include but are not limited to providing instruction in figure skating skills for participants in the Learn to Skate and summer camp programs including skills that are the basis for the U.S. Figure Skating National Proficiency Tests; evaluating student performance to determine mastery of specific skills and advancement to the next level; assisting students in planning an individual presentation program set to music; providing skating instructions to members of the Youth and Adult Performance Troupe; and, providing skating instructions to all levels of the Adult Skating Seminar. The period of the agreement is effective upon Board approval for one year.

13. JEFFREY NOLT	\$40.00	\$11,000.00
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Account: 6000-680513-4713-363400-601009

Mr. Nolt will continue to serve as an Ice Skating Instructor. His duties will include but are not limited to providing instructions in figure skating skills for participants in the Learn to Skate, summer camp programs and spring vacation camp, including skills that are the basis for the U.S. Figure Skating National Proficiency Tests; evaluating student performance to determine mastery of specific skills and advancement to the next level; serving as Artistic Director of the Youth and Adult Performance Troupe; providing skating instructions to members of the Youth and Adult Performance Troupe and providing skating instructions to all levels of the Adult Skating Seminar. The period of the agreement is December 22, 2013 through December 21, 2014.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>		
14. JENNIFER KNIGHTON	\$32.00	\$ 6,400.00

Account: 6000-680513-4713-363400-601009

Ms. Knighton will continue to serve as an Ice Skating Instructor. She will provide instruction in the "Learn to Skate" group skating program for the youngest participants, ages 4-6, including summer recreation center campers; preparing costumes and setting designs for the Youth Performance Troupe productions; assisting with rehearsals and supervising youth activities in conjunction with Performance Troupe; and supervising parent volunteers who assist in costume production. The period of the agreement is December 22, 2013 through December 21, 2014.

15. RACHAEL COX	\$32.00	\$ 6,400.00
16. BRIENNE FISKE	\$32.00	\$ 6,400.00
17. MARGARET GOLDSBOROUGH	\$32.00	\$ 6,400.00
18. BRIDGET CARRIG	\$32.00	\$ 6,400.00

Account: 6000-680513-4713-363400-601009

The above-listed individuals (items 15-18) will continue to serve as Ice Skating Instructors. Their duties will include, but are not limited to providing instructions in figure skating skills for participants in the Learn to Skate and summer camp programs, including skills that are the basis for the U.S. Figure Skating National Proficiency Tests; evaluating student performance to determine mastery of specific skills and advancement to the next level; assisting students in planning all individual presentation programs set to music; providing skating instructions to members of the Youth and Adult Performance Troupe; and providing instructions to all level

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>		

of the Adult Skating Seminar. The period of the agreement is December 22, 2013 through December 21, 2014.

19.	TIM ALMAGUER	\$23.61	\$45,000.00
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Account: 1001-000000-4803-371400-601009

Mr. Almaguer will work as a Contract Specialist II (Contract Compliance Manager). Mr. Almaguer will be responsible for overseeing private operations of public recreation centers, working with private operators to promote and further develop their organizations, and establishing plans to focus on the organization's capabilities. The agreement is effective upon Board approval for one year.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 13-19.

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

State's Attorney's Office

20.	CAROLYN SALLEY	\$26.40	\$45,684.00
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Account: 1001-000000-1150-118000-601009

Ms. Salley will continue to work as a Contract Services Specialist I (Investigator). She will be responsible for researching and locating parties relevant to the prosecution of cases.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>State's Attorney's Office</u>		

Her duties include providing location information to attorneys and forwarding it to the Warrant Apprehension Task Force so that arrests can be made; and communicating with witnesses and victims to provide case status and trial date information. She will also be responsible for preparing subpoenas; ascertaining and verifying respondents' legal identity through fingerprint identification documents and investigative findings; and researching the prosecution database and daily news to gain information about persons being sought in prosecution cases, etc. The period of the agreement is effective upon Board approval for one year.

Mayor's Office

21. MARY PAT FANNON	\$70.00	\$87,500.00
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Account: 1001-000000-1250-152900-603018

Ms. Fannon will work as a Contract Services Specialist II (Senior Advisor) for the Mayor's Office on fiscal policy and legislative matters. She will provide advice to the Mayor's Office of Governmental Relations in reference to the Maryland General Assembly's consideration and adoption of legislation impacting the interests of Baltimore City. The period of the agreement is effective upon Board approval for one year.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

MINUTES

PERSONNELBoard of Liquor License Commission

22. **WENDELL WRIGHT** \$15.00 \$ 3,600.00

Account: 1001-000000-2501-259500-601063

Mr. Wright, a retiree, will work as a Liquor Board Inspector. His duties will include, but are not limited to visiting locations that have been issued special or one-day licenses; monitoring the sale and service of alcohol at the one-day licensed events or extensions of licenses; participating in undercover investigations and completing inspection reports for licensed premises in Baltimore. The period of the agreement is effective upon Board approval for one year.

Law Department

23. **THOMAS P.G. WEBB** \$39.00 \$72,150.00

Account: 2036-000000-1752-175200-601009

Mr. Thomas will work as a Contract Services Specialist II (Special Assistant Solicitor). He will be responsible for assisting the Chief Solicitor in defending City departments and agencies and representing the City. The agreement is for the period January 15, 2014 through January 14, 2015.

24. **JOHN T. WILLIS** \$60.00 \$54,000.00

Account: 1001-000000-8620-175200-601009

Mr. Willis will work as a Contract Specialist II (Special Assistant City Solicitor). Mr. Willis will be responsible for advising and assisting the City Council Land Use and Transportation Committee in its review of the proposed new Zoning Code and any amendments to the Zoning Code and provide legal assistance. The period of the agreement is effective upon Board approval for one year.

MINUTES**PERSONNEL**Law Department25. Reclassify Job Numbers 15537 and 15490:

From: Assistant Solicitor
 Class: 10198
 Grade: 937 (\$45,100.00 - \$86,300.00)

To: Chief Solicitor
 Class 10199
 Grade: 958 (\$78,744.00 - \$123,828.00)

Costs: \$14,140.00 - 1001-000000-8620-175200-601001

Department of Human Resources

	<u>Hourly Rate</u>	<u>Amount</u>
26. CHARLES E. HOPWOOD	\$34.35	\$32,203.00

Account: 1001-000000-1603-172500-603018

Mr. Hopwood will work as a Contract Services Specialist I (Classification and Compensation Analyst). He will be responsible for providing technical assistance in the implementation of the MAPS Study recommendations. His duties will include reviewing materials generated during the previous study; identifying positions and classifications that are still applicable per the recommendations made at the conclusion of the previous study; identifying the positions and classifications that were not included in previous study; assisting with the training of new staff concerning the history and recommendations of the previous study and the Decision Band Methodology. The Department is requesting a waiver on the hourly portion of the Administrative Manual 212-1, Part I.

MINUTES

PERSONNEL

27. a. Create the following positions:

31313 - Operations Research Assistant
Grade: 081 (\$30,827.00 - \$36,522.00)

00142 - Executive Level I
Grade: 948 (\$56,300.00 - \$101,200.00)
Job Nos. to be assigned by BBMR

b. Reclassify position number 1601-10024 as follows:

From: 00142 - Executive Level I
Grade: 948 (\$56,300.00 - \$101,200.00)

To: 00143 - Executive Level II
Grade: 959 (\$78,700.00 - \$135,000.00)

Cost: \$172,551.00 - 1001-000000-1601-172500-601001

Health Department

28. Create the following position:

81172 - Senior Social Services Coordinator
Grade: 086 (\$36,666.00 - \$44,228.00)
Job No.: to be assigned by BBMR

Costs: \$56,321.00 - 5000-532814-3044-273300-601001

Mayor's Office of Human Services (MOHS)

29. Create the following five positions:

81171 - Social Services Coordinator
Grade: 084 (\$34,180.00 - \$40,794.00)
Job Nos. to be assigned by BBMR
Three positions

MINUTES**PERSONNEL**MOHS - cont'd

07356 - Accountant I
 Grade: 088 (\$39,718.00 - \$48,120.00)
 Job Nos. to be assigned by BBMR
 Two positions

Costs: \$291,455.00 - 6000-685214-3573-267800-601001

30. Create the following two positions:

10247 - Program Analyst
 Grade: 113 (\$46,700.00)
 Job No. to be assigned by BBMR

Account: 6000-600014-3573-674200-601001

10247 - Program Analyst
 Grade: 113 (\$46,700.00)
 Job No. to be assigned by BBMR

Account: 6000-685214-3573-591400-601001

Enoch Pratt Free Library31. Reclassify Job No. 4501-15696 as follows:

From: 00657 - Librarian II
 Grade: 090 (\$43,112.00 - \$52,398.00)

To: 00658 - Library Supervisor I
 Grade: 113 (\$47,600.00 - \$66,800.00)

Costs: \$4,900.00 - 1001-000000-4501-622500-601001

MINUTES**PERSONNEL**Baltimore City Fire Department (BCFD)32. Abolish the following 14 positions:

- a. 41210 - Firefighter/Paramedic Suppression
 Grade: 312 (\$35,851.00 - \$57,216.00)
 Job Nos. 3191-13513, 13545, 13599, 13600,
 13657, 13685, 13713, 13822,
 13836, 13856, 13870, 32770,
 45299 and 46182

Create the following 12 positions:

- b. 62712 - Paramedic EMT-P
 Grade: 368 (\$48,832.00 - \$65,005.00)
 Job Nos. to be assigned by BBMR

Costs: (\$33,124.00) - 1001-000000-3191-308700-601001

These actions are necessary to assist the Fire Department in providing adequate staff to the Emergency Medical Services Division. These positions will be providing Advanced Life Support Services to the citizens of Baltimore. Effective January 1, 2014, Emergency Medical Services and Fire Suppression will be working different shifts and reliefs. The Emergency Medical Services Division requires 192 paramedics to sustain sufficient coverage.

33. Reclassify the following positions as follows:

Job Nos. 2133-13931, 13932, 13933 and 13936

- a. From: 41238 - Fire Captain
 Grade: 342 (\$58,640.00 - \$73,329.00)
- To: 41213 - Fire Captain Suppression
 Grade: 341 (\$58,640.00 - \$72,329.00)

MINUTES

PERSONNELBCFD - cont'dJob No. 2101-12614

b. From: 41236 - Battalion Fire Chief
 Grade: 343 (\$66,755.00 - \$83,402.00)

To: 41214 - Battalion Fire Chief Suppression
 Grade: 344 (\$66,755.00 - \$83,402.00)

There are no costs associated with this action.

These positions were initially reclassified by the Board of Estimates on November 27, 2013. However, the Fire Department submitted these previous actions in error and now need to correct that action in order to implement the new Memorandum of Understanding between the City and the Fire Unions, which provides for a new schedule and salary increases for Suppression personnel. The above positions are entitled to receive compensation as other Suppression personnel. This particular action will place these positions in the proper classifications for such Suppression personnel, which were approved by the Board of Estimates on September 25, 2013.

	<u>Hourly Rate</u>	<u>Amount</u>
34. MARC DESIMONE	\$38.94	\$40,500.00

Account: 1001-000000-2131-228200-601009

Mr. DeSimone will work as a Contract Services Specialist II (Director of Training and Education). His duties will include but are not limited to providing oversight and assistance in the implementation of the City's homeland security and emergency management training and exercise strategy. He will develop, design and implement training plans and programs for the Baltimore City Fire and Policy Academies and collaborate with stakeholders to plan and execute learning/development activities to support academy growth initiatives and strategic goals. The period of the agreement is effective upon Board approval for six-months.

Kim A. Trueheart

December 17, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the Department of Recreation and Parks.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 20, Items #13-18, Department of Recreation and Parks - Personnel, if approved:
 - i. The hourly rates for the staff listed in items 13 through 18 seem unusually and excessively high;
 - ii. The hourly rates for the staff listed in items 13 through 18 are severely out of range for a poor urban municipal program.
 - b. Please provide access to the documents that describe details about the “Learn to Skate” program and the Youth and Adult Performance Troupe.
 - c. Please provide access to the documents that discloses the numbers of participants and outcomes for participants in the “Learn to Skate” program;
 - d. Please provide access to the documents that discloses the numbers of participants and outcomes for participants in the Youth and Adult Performance Troupe.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed the continued disinvestment in municipal recreation facilities, programs and services. This action services to highlight what I perceive to be disparate policy and practices within the Department of Recreation and Parks which continue to diminish the quality and availability of recreational programs and services available to me and more importantly for our underserved children!

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

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

Sincerely,
Kim Trueheart, Citizen & Resident

ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

Kim A. Trueheart

December 17, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City neighborhoods who have historically been recipients of poor quality services from the Department of Recreation and Parks.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 21, Item #19 - Department of Recreation & Parks, Personnel Action, if approved:
 - i. This agreement fails to state whether this position was competitively offered to the general public;
 - ii. Diminishes already scarce municipal resources, diverting them to pay for a contractor with questionable experience in achieving desired results;
 - iii. Denies the citizens the opportunity to obtain the best value available on the open market for a skilled and highly capable provider;
 - iv. Excludes opportunities for new and innovative solutions to be identified that solve government problems from sources available within both the commercial and non-profit sectors of our economy;
 - v. Will be more costly to the citizens of Baltimore than a selection from a competitively made award;
 - vi. Rewards and promotes ineffective management practices and behaviors.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this wasteful and abusive use of scarce municipal resources which should more appropriately be spent to provide direct services and support to operations and management of recreation centers. These centers have been woefully and intentionally underfunded and are thus incapable of successfully providing opportunity and access to quality recreational services and programs for our most vulnerable residents, children and seniors, myself included.

5519 Belleville Ave
Baltimore, MD 21207

Kim A. Trueheart

December 17, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of the poor outcomes associated with the Office of the Baltimore City Mayor.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 22; Mayor's Office – Agreement, if approved:
 - i. This agreement fails to state who Ms. Fannon will be subordinate to in carrying out her duties;
 - ii. This agreement fails to state whether this position was competitively offered to the general public;
 1. It appears that Ms. Fannon was pre-selected to fill this position?
 - iii. This agreement fails to establish measureable goals and objectives for Ms. Fannon's performance;
 - iv. This agreement fails to disclose the performance outcomes achieved by Ms. Fannon's during her current contract performance period;
 - v. This agreement fails to establish contract deliverables and/or reports to document Ms. Fannon's outcomes;
 - b. Please provide access to the contract deliverables and reports from Ms. Fannon which document outcomes from her current contract performance period.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be wasteful spending by this administration in many critical initiatives. These funds would be more beneficial to all the citizens of Baltimore if they were used to keep one neighborhood recreation center open.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

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

Sincerely,
Kim Trueheart, Citizen & Resident

ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

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

Sincerely,

Kim Trueheart
Citizen

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Mayor's Office of Employment - Amendment to Grant Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to grant agreement with the Maryland Workforce Corporation (MWC).

AMOUNT OF MONEY AND SOURCE:

\$24,442.00 - 4000-805713-6312-456000-404001

BACKGROUND/EXPLANATION:

On March 13, 2013, the Board approved acceptance of the grant from MWC for professional services in the amount of \$314,976.00, for the period of December 1, 2012 through October 31, 2015.

The purpose of the amendment is to add the staff position of Job Developer over the term of the original agreement.

This amendment will increase funding by \$24,442.00; making the total award \$339,418.00. All other terms and conditions of the agreement will remain unchanged.

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 amendment to grant agreement with the Maryland Workforce Corporation.

MINUTES

Department of General Services - Developer's Agreement No. 1333

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1333 with The Committee of the Presbyterian Church in the City of Baltimore, developer.

AMOUNT OF MONEY AND SOURCE:

\$16,000.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service to their renovated church located in the vicinity of 806 Park Avenue. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

A Performance Bond in the amount of \$16,000.00 has been issued to The Committee of the Presbyterian Church in the City of Baltimore which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1333 with The Committee of the Presbyterian Church in the City of Baltimore, Developer.

MINUTES

Department of General Services - Minor Privilege Permit Applications

The Board is requested to approve the following application for Minor Privilege Permits. 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. 1118 S. Charles St.	1018 South Charles Street, LLC	Single face electric sign 13.75' x 2.58'
Annual Charge: \$140.60		
2. 2400 Boston St.	The Can Company, LLC	Bracket sign 26' x 40"
Annual Charge: \$ 52.70		
3. 25 Light St.	United Properties, LLC	Handicap ramp 11'8" x 3'4"
Annual Charge: \$ 70.30		
4. 600 S. Broadway	600 Broadway Apartments, LLC	One single face electric sign 23'6" x 4'7"
Annual Charge: \$288.18		
5. 900 S. Kenwood Ave.	Sabtino Tiburzi	Dumpster 3' x 4'
Annual Charge: \$168.00		

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

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

MINUTES

Department of General Services - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consultant agreement with the Castlebridge Group, LLC. The period of the agreement is September 15, 2013 through March 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$49,000.00 - 2051-000000-1981-718200-603018

BACKGROUND/EXPLANATION:

This is a professional services contract for financial analysis of energy and energy purchasing. The firm was previously engaged with the Department's Energy Office for financial analysis for the City's energy efforts relating to low income families and alternative sources of vehicle fuel, electricity, and heat.

The Castlebridge Group, LLC was originally selected based on the principal's, H. Bertram Wilson, expertise. He is a Chartered Financial Analyst and a member of the Association for Investment Management, and has specialized experience in fuel and power purchasing. Mr. Wilson is also a consultant to the Baltimore Regional Council Purchasing Committee, the cooperative of local municipalities in which Baltimore City negotiates purchases for power. These experiences allow Mr. Wilson to provide specialized advice to Baltimore to make the best decisions for fuel and power purchasing.

The most recent contract with the Castlebridge Group, LLC and the Department's Energy Office expired September 15, 2013. An

MINUTES

Department of General Services - cont'd

amendment was not completed in time; therefore, the Department seeks a new contract with a date beginning at the point the previous contract expired, September 15, 2013.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consultant agreement with the Castlebridge Group, LLC.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 7** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on November 27, 2013.

The Board **NOTED** receipt of the 7 favorable reports.

MINUTES

Department of Planning - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement with The Baltimore Community Foundation, Inc. The period of the agreement is effective upon Board approval for 42 months.

AMOUNT OF MONEY AND SOURCE:

\$13,684,163.00 - 5000-594014-1875-263200-405001

BACKGROUND/EXPLANATION:

The Maryland Public Service Commission ordered a \$113,000,000.00 Customer Investment Fund as a condition of Constellation Energy Group's merger with Exelon Corporation.

The City under the Maryland Public Service Commission Order No. 85187 was awarded \$52,876,304.00 for four City agencies over the next three years for the Coordinating Resources to Effectively Align and Transform Energy Services program (CREATES).

Since 2009, the Planning Department's Office of Sustainability has partnered with the Baltimore Community Foundation, Inc. and Civic Works to administer the extremely successful Baltimore Energy Challenge program. The Baltimore Energy Challenge is a nationally recognized program, and is Baltimore's trusted resource center for energy efficiency education and programming.

The Baltimore Energy Challenge is woven into the CREATES program at every level, and is an integral part of the program and the Public Service Commission award to the City.

The Planning Department, Office of Sustainability will be using their appropriated funds to accomplish the following, among other things:

1. fifteen thousand families will learn to save energy with the aid of low-cost programmable thermostats and in-home energy education,

MINUTES

Department of Planning - cont'd

2. over 12,000 residents and businesses will receive free energy saving kits and educational resources,
3. energy assistance clients will receive energy efficiency education and the Baltimore Energy Challenge kits,
4. white reflective roofing will be installed, and promoted throughout the City, and
5. over 3,000 weatherization clients will receive in-home education and additional energy saving items.

The Baltimore Community Foundation, Inc. has been, from the launch of this program in 2009, providing fiscal agency services, fund raising capabilities, fund management, programmatic and communications support, as well as staffing, contracting, and purchasing support. These activities would stay consistent under this contract. The scope of the contract with The Baltimore Community Foundation will include but not be limited to:

1. act as Fiscal Agent for the Baltimore Energy Challenge,
2. process invoices from Civic Works and other vendors and partners as needed,
3. execute contracts as needed for independent contractors and firms needed to implement the Baltimore Energy Challenge and the CREATES program - to include but not limited to strategic planning, data management, evaluation measurement and verification,
4. maintain a fund specifically for the Baltimore Energy Challenge CREATES programming,
5. provide fund accounting reports, and
6. provide direct purchasing assistance when needed.

The BCF will receive a fee of One Hundred Thousand Dollars (\$100,000.00) per year for every year during the term of the

MINUTES

Department of Planning -cont'd

agreement, not to exceed a total of Three Hundred Thousand Dollars (\$300,000.00).

MWBOO GRANTED A WAIVER

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with The Baltimore Community Foundation, Inc.

MINUTES

Department of Finance - Assumption of PILOT Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Assumption of PILOT Agreement with Hanover Square Affordable, LLC, an affiliate of the National Foundation for Affordable Housing Solutions, Inc. (NFAHS). The PILOT agreement will expire April 30, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Hanover Square Apartments located at 1 West Conway Street is currently operating as an affordable senior housing building. It is part of the Inner Harbor Urban Renewal efforts from the 1970s.

The property is currently subject to a sales contract between the current owner, One West Conway Associates Limited Partnership and Hanover Square Affordable, LLC, the contract purchaser, an entity controlled by the National Foundation for Affordable Housing Solutions (NFAHS).

100% of the units in the building are subject to a Section 8 Housing Assistance Payment Contract administered by the U.S. Department of Housing and Urban Development. The elderly housing project has been maintained as affordable housing since its original development.

Because of the urban renewal history and affordable housing provided by the site, the property is currently subject to a PILOT dating from the original sale of the property by the City to the developer in 1978. The PILOT is scheduled to terminate on April 30, 2020. The PILOT is assumable by a qualified purchaser of the property, provided that the purchaser agrees to continue to provide affordable housing on site in accordance with the PILOT Agreement.

MINUTES

Department of Finance - cont'd

The NFAHS is a not-for-profit entity that has agreed to assume all the terms, conditions, and obligations of the current PILOT. The approval of the Assumption of PILOT Agreement is contingent upon the current owner making all payments due under the PILOT Agreement as of the date of settlement which must occur prior to December 31, 2013.

The Department of Housing and Community Development has reviewed the rehabilitation budget and the projected operating income and expenses. This request was reviewed and approved by the PILOT Committee. The assumption of the PILOT is necessary for the preservation of the property as affordable housing for the foreseeable future.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Assumption of PILOT Agreement with Hanover Square Affordable, LLC, an affiliate of the National Foundation for Affordable Housing Solutions, Inc.

MINUTES

Mayor's Office of Human Services - Continuum of Care
Program Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a continuum of care program agreement with Associated Catholic Charities, Inc. (ACC). The period of the agreement is December 1, 2013 through November 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$96,963.50 - 4000-496213-3573-591406-603051

BACKGROUND/EXPLANATION:

The ACC will provide permanent housing and supportive services to five homeless families (clients).

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 continuum of care program agreement with Associated Catholic Charities, Inc.

MINUTES

Department of Housing and - Community Development Block
Community Development Grant Agreements and Supplemental
and a Amendatory Agreement No. 1

The Board is requested to approve and authorize execution of the various Community Development Block Grant (CDBG) agreements and a supplemental and amendatory agreement no. 1. The period of the agreement is July 1, 2013 through June 30, 2014, unless otherwise indicated.

CDBG AGREEMENTS

1.	BELAIR EDISON NEIGHBORHOODS, INC.	\$ 94,650.00
	(BENI)	
	Accounts: 2089-208914-5930-436881-603051	\$ 10,000.00
	2089-208914-5930-436891-603051	\$ 54,150.00
	2089-208914-5930-436872-603051	\$ 25,650.00
	2089-208914-5930-436883-603051	\$ 4,850.00

Under the terms of this agreement, the CDBG funds will be used to subsidize BENI's operating expenses. The BENI will continue to provide homeownership counseling services to low and moderate-income persons and work to facilitate economic development in the Belair-Edison Commercial Business District.

FOR FY 2014, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$26,575.00, AS FOLLOWS:

MBE: \$7,175.00

WBE: \$2,657.00

2.	CREATIVE ALLIANCE, INC.	\$ 62,250.00
	Accounts: 2089-208914-5930-531126-603051	\$ 22,410.00
	2089-208914-5930-531130-603051	\$ 39,840.00

Under the terms of this agreement, the funds will be used to provide after-school educational activities, a summer

MINUTES

DHCD - cont'd

arts program for youth, and a New Resident Program for immigrant and refugee groups residing in Southeast Baltimore. The period of the agreement is September 1, 2013 through August 31, 2014.

FOR FY 2014, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$322,152.00, AS FOLLOWS:

MBE: \$8,400.00

WBE: \$3,100.00

3. **HABITAT FOR HUMANITY OF THE** **\$237,947.07**
CHESAPEAKE, INC.

Account: 2089-208914-5930-431662-603051

Under the terms of this agreement, the CDBG funds will be used to subsidize the organization's operating expenses. The organization will complete the rehabilitation and sale of 14 vacant properties for first-time owner-occupancy by low-and moderate-income households within the Washington Village, Glenham-Bedford, Brooklyn/Curtis Bay, and Woodbourne-McCabe areas of Baltimore City.

MWBOO GRANTED A WAIVER.

On June 26, 2013, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2013 Annual Action Plan for the following formula programs:

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

MINUTES

DHCD - cont'd

Upon approval of the resolution, the DHCD's Contract Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2013 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

SUPPLEMENTAL AND AMENDATORY AGREEMENT NO. 1

4. **WYMAN PARK CENTER COUNCIL** **\$ 0.00**

Account: 2089-208914-5930-426030-603051

On July 17, 2013, the Board approved the original one-year agreement with the Wyman Park Center Council to provide educational services to low and moderate-income youth in Baltimore City. Under the terms of the original agreement, the organization was to conduct a summer program during the month of July 2013. Due to a program schedule conflict, the summer program was not carried out. Therefore, the Wyman Park Center Council has requested to amend the original agreement by implementing a no-cost time extension through August 31, 2014 to allow the organization the opportunity to carry out a summer program. This supplemental and amendatory agreement no. 1 extends the period of the agreement through August 31, 2014.

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 aforementioned Community Development Block Grant agreements and the supplemental and amendatory agreement no. 1.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 6 Smallwood Street from Ms. Helen Staton, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Ms. Staton has offered to donate title to her property located at 6 Smallwood Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 6 Smallwood Street are itemized as follows:

Cumulative Real Property Taxes 2012-2013

Total Tax	\$	214.80
Interest/Penalties		208.84
Other		102.99
Tax Sale Interest		170.03

MINUTES

DHCD - cont'd

Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	<u>350.00</u>
Total Municipal Liens	\$ 1,046.66

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 6 Smallwood Street from Ms. Helen Staton, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 1716 Abbotston Street from Mr. Herbert Baeurle, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Baeurle has offered to donate the title to his property located at 1716 Abbotston Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1716 Abbotston Street are itemized as follows:

Cumulative Real Property Taxes 2012-2013

Total Tax	\$	118.00
Interest/Penalties		0.00
Other		0.00
Tax Sale Interest		0.00

MINUTES

DHCD - cont'd

Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
Total Municipal Liens	\$ 118.00

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 1716 Abbotston Street from Mr. Herbert Baeurle, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 1834 N. Dallas Street from Mr. Sherman Barksdale, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

Mr. Barksdale has offered to donate the title to his property located at 1834 N. Dallas Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 1834 N. Dallas Street are itemized as follows:

Cumulative Real Property Taxes 2012-2013

Total Tax	\$	165.20
Interest/Penalties		6.46
Other		0.00
Tax Sale Interest		0.00
Miscellaneous Bills		162.40

MINUTES

DHCD - cont'd

Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	135.20
Total Municipal Liens	\$ 469.26

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 1834 N. Dallas Street from Mr. Sherman Barksdale, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 2208 Booth Street from Baltimore Real Estate Investment Corporation, Inc., owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

AMOUNT OF MONEY AND SOURCE:

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 total. Therefore, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD, Land Resources Division strategically acquires and manages vacant or abandoned properties, which enables these properties to be returned to productive use and improve neighborhoods in Baltimore City.

The Baltimore Real Estate Investment Corporation, Inc. has offered to donate title to their property located at 2208 Booth Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2208 Booth Street are itemized as follows:

Cumulative Real Property Taxes 2012-2013

Total Tax	\$	70.80
Interest/Penalties		0.00
Other		0.00
Tax Sale Interest		0.00

MINUTES

DHCD - cont'd

Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	<u>135.20</u>
Total Municipal Liens	\$ 206.00

The listed municipal liens, other than current water bills, will be administratively abated after settlement.

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 2208 Booth Street from Baltimore Real Estate Investment Corporation, Inc., owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

MINUTES

Department of Housing and - Land Disposition and
Community Development Acquisition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition and acquisition agreement which outlines the exchange of 1508 N. Regester Street owned by Mr. Abu Badru, developer, **SUBJECT** to any municipal liens, for 2505 Jefferson Street, a comparable property owned by the Mayor and City Council (M&CC).

AMOUNT OF MONEY AND SOURCE:

The City agrees to pay for all settlement costs, related to the property acquired by the City, not to exceed \$600.00.

Account: 9910-9588-908087-900000-704044

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The developer received notice of the City's intent to demolish the property known as 1508 N. Regester Street. Because the developer intended to rehabilitate the property, a "swap" was proposed for the property with a comparable City-owned property that was located in an area better suited for redevelopment. The developer will deliver a good and marketable title and as a condition of the exchange, has agreed to rehab the property it is receiving within 12 months from the date of settlement.

With the approval of this land disposition and acquisition agreement, the City will receive clear and marketable title to the developer's property, subject to any municipal liens, in exchange for the comparable City-owned property.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a local government resolution in support of the AIDS Interfaith Residential Services, Inc. (AIRS), as part of a Community Investment Tax Credit (CITC) application to the State of Maryland, Department of Housing and Community Development. A local government resolution of support is required by the State for all applications to this program for funding.

AMOUNT OF MONEY AND SOURCE:

\$30,000.00 - CITC

BACKGROUND/EXPLANATION:

The mission of AIRS is to provide comprehensive supportive housing services to enhance quality of life and emphasize self-sufficiency for low-income and homeless individuals and families living with or at-risk of HIV/AIDS or other disabilities. These tax credits will assist AIRS to generate needed funds to support the City Steps Project.

The Project targets "transition-age" youth and young adults engaged in street behavior that place them at risk of STDs, HIV, drug use, and crime. The Project also provides support that consists of a comprehensive array of housing and resources for homeless youth ages 14-24, including a resource center, transitional housing, and permanent supportive housing throughout Baltimore City.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the local government resolution in support of the AIDS Interfaith Residential Services, Inc.

MINUTESBaltimore Development Corporation - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a lease agreement with Sarah's House, Inc., located at The Business Center @ Park Circle, 2901 Druid Park Drive in Suites A208, B208, C202, C204 and C206. The agreement is for the period January 1, 2014 through December 31, 2015, with one additional 2-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
1	\$15,301.00	\$1,275.08
2	\$15,913.04	\$1,326.09

BACKGROUND/EXPLANATION:

Sarah's House, Inc. is a community based non-profit organization that provides housing, counseling, and developmental opportunities for youth. Sarah's House, Inc. also operates youth group homes and has been a tenant in the building since 2005. The organization is expanding its program and needs larger space.

The initial term of two years will commence immediately upon execution of the lease and readiness of the premises for occupancy.

The space is leased on an "As-Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any improvements or build-out of the premises.

All other landlord services such as utilities, limited janitorial services, maintenance, and repairs to the premises are included in the initial base rent.

MINUTES

BDC - cont'd

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under the insurance policies.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Sarah's House, Inc., located at The Business Center @ Park Circle, 2901 Druid Park Drive in Suites A208, B208, C202, C204 and C206.

MINUTES

Baltimore Development Corporation (BDC) - Fourth Amendment
to Ground Lease
and Purchase Option

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the fourth amendment to the ground lease and purchase option with Emergent Commercial Operations Baltimore, LLC (Emergent), for the purchase of the City-owned property located at 6001 East Lombard Street.

AMOUNT OF MONEY AND SOURCE:

\$220,691.00

BACKGROUND/EXPLANATION:

Emergent Biosolutions, headquartered in Rockville, Maryland, is a biopharmaceutical company developing and manufacturing vaccines and antibody therapeutics that are supplied to healthcare providers and purchasers for use in preventing and treating disease. The company has approximately 875 employees worldwide, with facilities in Maryland, Michigan, Canada, and Germany.

In 2009, Emergent acquired a bio-manufacturing building at 5901 East Lombard Street (initial parcel) from MDBio Foundation, Inc. and at the same time acquired fee title to the ground lease. In addition, the second amendment to the original ground lease, approved by the Board in November 2009, re-established the purchase option for MDBio Foundation, Inc. and its assigns, Emergent, for the City-owned property located at 6001 East Lombard Street (expansion parcel). In 2012, Emergent was awarded a \$220,000,000.00 contract by the U.S. Department of Health and Human Services (HHS) to establish a Center for Innovation in Advanced Development and Manufacturing for pandemic influenza vaccine production.

MINUTES

BDC - cont'd

As a result of the Federal contract award from the HHS, Emergent needs to expand its facility and has exercised its purchase option on the expansion parcel. The current purchase price per the purchase option is \$715,691.00 minus a credit of up to \$245,000.00 in certified environmental analysis and remediation costs. In exercising its purchase option, Emergent has requested a \$250,000.00 purchase price credit tied to the creation of an additional 100 jobs by December 31, 2020 at the initial parcel, for a total of 200 jobs. At 200 employees, Emergent would become Baltimore City's largest biotech company. Furthermore, 150 temporary construction jobs will be created due to the expansion.

MBE/WBE PARTICIPATION:

The developer has executed the Commitment to Comply with the Minority and Women's Business Enterprise Program of the City of Baltimore.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the fourth amendment to the ground lease and purchase option with Emergent Commercial Operations Baltimore, LLC, for the purchase of the City-owned property located at 6001 East Lombard Street.

MINUTES

Baltimore Development Corporation (BDC) - Local Government
Resolution

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a local government resolution in support of the application of Jubilee Baltimore, Inc. (Jubilee) to the State of Maryland's Department of Housing and Community Development for the Neighborhood Business Works Program (NBWP). A local government resolution of support is required by the State for all applications to this program for funding.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00
(NBWP)

No City funds are required.

BACKGROUND/EXPLANATION:

Jubilee, located at 1228 North Calvert Street, is a not-for-profit entity whose mission is to revitalize communities throughout Baltimore City. Its funding is derived from a number of sources, including the State of Maryland and private philanthropic organizations.

Jubilee proposes to redevelop a 65,000 square foot, vacant building it owns, located at 10 East North Avenue, into The Center for Neighborhoods and other programmed office and restaurant space.

The Center for Neighborhoods is a collaborative effort between similar organizations, including the Neighborhood Housing Services of Baltimore, the Neighborhood Design Center, Live Baltimore Marketing Center, Central Baltimore Partnership, and Jubilee.

MINUTES

BDC - cont'd

The Center for Neighborhoods will utilize nearly 12,000 square feet of the 65,000 square foot building. Other programmed space includes a joint film program between the Maryland Institute College of Art and Johns Hopkins University, a restaurant and performance venue, architectural offices, and artisan workspace.

The total cost of the project is \$16,900,000.00. The Center for Neighborhoods' office project cost is \$2,600,000.00, of which Jubilee is requesting a \$500,000.00 grant from the Neighborhood Business Works Program.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board **DEFERRED** this item until January 8, 2014.

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

The Board is requested to approve and authorize execution of a lease agreement with East Baltimore Development Inc., tenant, for the rental of a portion of the property known as 1731 E. Chase Street, consisting of approximately 12,505 sq. ft. The period of the agreement is November 1, 2013 through October 31, 2018 with an option to renew for one additional 5-year term.

AMOUNT OF MONEY AND SOURCE:

\$1.00, if demanded

BACKGROUND/EXPLANATION:

The leased premises are used as office space and a community resource center for the East Baltimore Development Inc.

The landlord has no responsibilities.

The tenant will be responsible for repair of the central heating and ventilation when needed; snow removal; debris in the common areas outside the building; maintaining the roof, walls, and HVAC systems. The tenant will also be responsible for maintaining the water, electrical, and plumbing supply lines, keeping the leased premises free of trash and obstructions; paying for utilities, telephone service, power, heat, sewer, and water to the leased premises. The tenant will also maintain commercial general liability insurance and, name the City as additional insured.

The Space Utilization Committee approved this lease at its meeting on December 10, 2013.

MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with East Baltimore Development Inc., tenant, for the rental of a portion of the property known as 1731 E. Chase Street, consisting of approximately 12,505 sq. ft.

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:

5126 - 5127

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

The Comptroller **ABSTAINED** on item no. 3.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | |
|--|--------------------------------------|------------------------------|
| 1. B50003260, Snow Removal
Services V | American Heritage
Excavating, LLC | \$100,000.00
\$ 50,000.00 |
| | Manuel Landscaping,
Inc. | \$ 50,000.00 |

(Dept. of Transportation)

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------------------------|--------------|
| 2. B50003196, Computer
Aided Design Programmers
for Ryan White Part A | SOBO Productions,
Inc. | \$ 63,690.00 |
|---|---------------------------|--------------|

(Health Dept.)

MWBOO GRANTED A WAIVER.

- | | | |
|---------------------------------------|--|--------------|
| 3. B50003213, Tandem Axle
Tractors | Harbor Truck Sales
and Services, Inc. t/a
Baltimore Freightliner | \$214,282.00 |
|---------------------------------------|--|--------------|

(Dept. of General Services, Fleet Mgmt.)

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

4. B50003132, Baltimore
Citizens Planning Survey
- REJECTION:** On October 30, 2013, the Board opened the sole proposal. The sole proposal submitted by the Schaefer Center for Public Policy was deemed to be non-responsive. The solicitation specifically stated that the annual budgeted funds were \$60,000.00 and the Schaefer Center for Public Policy submitted a proposal for \$189,363.00. Therefore, it is recommended to be in the best interest of the City to reject the sole proposer and re-solicit with revised specifications.

MINUTESDepartment of Human Resources**PERSONNEL**Mayor's Office of Minority and Women-Owned Business Development

	<u>Rate of Pay</u>	<u>Amount</u>
1. DAVID MOSLEY	\$33.00	\$60,500.00

Account: 4000-439614-1250-701000-601009

Mr. Mosley will work as a Contract Services Specialist II (Business Analyst). He will counsel minority firms on securing large contracts and financial transactions and assist clients in negotiations with purchasing organizations and financial institutions. In addition, Mr. Mosley will actively promote the brand of the Minority Business Development Agency's Business Center, (Center) and participate in status calls and meetings with strategic partner organizations. He will support the Center's operations by ensuring the achievement of performance goals, and preparing reports. The period of the agreement is effective upon Board approval for one year.

2. VERNON J. MARROW	\$51.00	\$93,500.00
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Account: 4000-439614-1250-701000-601009

Mr. Marrow will work as a Contract Services Specialist II (Special Director of the Minority Business Development Agency's Business Center). He will manage the daily operations of the MBDA Business Center, which includes the development and achievement of performance goals, supervising staff and preparing reports for management reviews. He will actively promote the brand of the Center Business Center, coordinate and collaborate on client service efforts, advise Minority Business Enterprises on accessing global markets, serve as an instructor for business training classes, and engage in public speaking and networking on behalf of the MBDA Business Center. The period of the agreement is effective upon Board approval.

MINUTES

PERSONNEL - cont'd

THE EXPENDITURE CONTROL COMMITTEE APPROVED THE ABOVE AGREEMENTS.

UPON MOTION duly made and seconded, the Board approved of the Personnel matters and authorized execution of the agreements.

MINUTES

Department of Law - Settlement and Release Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement and Release Agreement with the Brekford Corporation to mutually terminate for convenience and resolve all outstanding disputes relating to Baltimore City Contract B50002246, Automatic Traffic Violation Enforcement System, between the City and Brekford Corporation.

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - 1001-000000-6971-701800-603026

BACKGROUND/EXPLANATION:

On November 07, 2012, the Board approved the initial award of contract B50002246, Automatic Traffic Violation Enforcement System. On April 10, 2013, the Board approved the first amendment to make needed clarifications and modifications to the original solicitation that were required due to changed circumstances from those at the time of award.

The Brekford Corporation and the City now desire to mutually terminate Contract B50002246. The termination will enable the City to re-evaluate the scope of its Automatic Traffic Violation Enforcement System, alter the method by which any vendor associated with the system is compensated, and to better execute the public safety mission of automated traffic enforcement. The total projected revenue over the entire term of contract approved by the Board was \$93,000,000.00. The Brekford Corporation has agreed to accept \$600,000.00 to carry out this mutually-agreed termination, and to resolve any outstanding disputes relating to the matter between the parties.

The Law Department's Settlement Committee has reviewed this matter, and recommends to the Board of Estimates that settlement of this matter be approved in the amount requested.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Presidents: The first item on the non-routine agenda can be found on Page 64, Department of Law Settlement and Release Agreement. Will the parties please come forward?"

Michael Schrock, Law Department: "Good morning Board of Estimates. I'm Michael Schrock, Baltimore City Law Department. Uh, first I'd like to say I wish you wonderful holidays here and a Happy New Year. And uh -- the matter at hand here, the Department of Law respectfully requests authorization to mutually terminate for convenience and resolve all outstanding disputes with the Baltimore City contract B50002246, related to Automatic Traffic Violation Enforcement System between the City and Brekford Corporation, also known as the Speed Light and Red Light Program. Uh, the amount of the proposed settlement is \$600,000.00. Just as some background on this, on November 7, 2002, the Board of Estimates, -- 2012, the Board of Estimates approved the initial award of the contract the revenue contract and on April 10, 2013, the Board approved the amendment for \$2.2 million uh, to make the needed clarifications and modifications to the original solicitation, which include the purchase of the portable red light cameras and the number 72 cameras, which has been paid, and we're right now before you to ask that we mutually terminate the contract. The termination will enable

MINUTES

the City to re-evaluate the scope of its Automatic Traffic Violation Enforcement System; alter the method by which any vendor associated with the system is compensated; and three, to better execute the public safety mission of the automated traffic enforcement. The total projected revenue of the entire term of the contract that was approved at first was \$93 million dollars and Brekford has agreed to accept \$600,000.00 today to carry out this mutually agreed termination and resolve any outstanding disputes related to the matter between the parties. This has gone through the Law Department's Settlement Committee, it's been reviewed and it's been approved and recommended to you for your approval today."

President: "Comptroller."

Comptroller: "Um, I have some questions. Um, why didn't the City put them in default, because they did not deliver the service that they said they would and the City has spent a tremendous amount of time and resources with this contract, um, and it just -- and what is the basis for the \$600,000.00, because I don't believe that the City should be paying Brekford for the fact that they did not deliver the service and we, as you said, \$93 million, we have lost mega millions of dollars to, because of this contract, and what is the basis, what is your

MINUTES

rationale for the \$600,000.00? And another question I have is how much money has the City spent, because I know that we spent a lot of time and money, and, but I wasn't told the amount."

Mr. Schrock: "Uh, on the first question, the um, the City, it may appear on the surface that, that this is a simple matter. The City has never defaulted Brekford, we've come to a negotiated settlement agreement, a mutual termination agreement, and so on the surface it may seem simple, um, but when you look at the competing interests; legal interests and the complex matters that have been analyzed by the agency and the Law Department, there's uh, we've weighed the risks, there's risks of protracted litigation; there's anticipated costs of litigation; there's the delay, uh, if this went into litigation, that uh, we could not start the Red Light Speed Light Program in 2014 here and uh, the delay on the public safety would have, could impact that mission. Um -- so we've weighed these risks and we've looked at it that this is the settlement that's satisfactory to both the parties, um, -- And this allows the City to move forward in 2014 with a Red Light speed camera program. Um, by re-evaluating the scope of the program, altered the method of the payment to the vendor, and better execute the public safety mission. So, it allows us to move forward in a

MINUTES

different direction. Um -- So, we've looked at that, we've weighed the interests and this was a reasonable, this was a, you know, this was satisfactory to the parties, this amount of \$600,000.00. Um, I'm not going to get into the particulars of that, how that was discussed or analyzed or no regrets on issues legally with non-disclosure confidentiality on this, but that's what we looked at and, and, and that's what where we are today. As far as the costs to the City to date, I can't really address that myself. The full costs, I mean, the program would have, operators would have um, a better understanding of that, but you definitely had City personnel working on this; uh, you had many things going on I don't --"

City Solicitor: "Mr. Krus, can you speak to the cost issue on this? Mr. Krus?"

Mr. Krus: "Well, the City has paid Brekford \$2.2 million dollars to date. This um, this is an additional \$600,000.00, which would take it to \$2.8 million. We don't have a breakdown of exact staff costs, if that's what you were asking about."

Comptroller: "Um, you said that you can't tell me how you came up with the \$600,000.00, the basis? I mean, you said it was reasonable, but what was your rationale?"

Mr. Schrock: "They, the parties, I mean, we looked up, we

MINUTES

weighed the interests, the legal interests we looked at each parties, what uh, they had, as what the risks are, the protracted costs of litigation, the costs possible litigation if we had to go to forward with the ter--, with any kind of possible termination other than this, which we agreed to, um, and at this point, there's nothing really further I can well say on that."

Comptroller: "Well, what was your rationale? Why wasn't it \$500,000.00 or why wasn't it \$700,000.00; why wasn't it a million or three? I mean, you must have had some idea of why you selected \$600,000.00 as opposed to 50 or --"

Mr. Schrock: "I, I can just say you get in negotiations with parties, when you have negotiations with parties, you have parties at different points, and. . ."

President: "Excuse me ma'am, we cannot hear up here. I'm going to have to ask you leave if you keep it up. Thank you."

City Solicitor: "Mr. Schrock, Mr. Schrock, did Brekford ask for more money?"

Mr. Schrock: "Yes."

City Solicitor: "Did you offer less money?"

Mr. Schrock: "Yes."

MINUTES

City Solicitor: "Did the parties end up agreeing on \$600,000.00?"

Mr. Schrock: "Yes."

Comptroller: "But that still doesn't answer my question, but keep going."

Mr. Schrock: "So that's what I was explaining. You have parties at different points, and that's where we ended up."

President: "I'll entertain a Motion."

City Solicitor: "Uh, I MOVE acceptance of an agreement to the settlement recommended by the Settlement Committee and put before the Board for its approval."

Director of Public Works: "Second."

President: "All those in favor say aye. **AYE**. All opposed nay."

Comptroller: "**NAY**."

President: "The Motion carries. The Comptroller voted **NO**."

MINUTES

Police Department - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the grant agreement from the Governor's Office of Crime Control and Prevention (GOCCP). The grant is for the period November 1, 2013 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$25,000.00 - 4000-474614-2021-213300-600000

BACKGROUND/EXPLANATION:

On November 22, 2013, the GOCCP released a Letter of Intent to the Department for the "Warrant Service Expansion Project." The project provides support to the Department for the service of warrants and/or any court order violation that involves domestic violence. The grant funds will provide overtime for the Department's members of the Warrant Apprehension Task Force to conduct the initiative.

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 grant agreement from the Governor's Office of Crime Control and Prevention.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a master services agreement with Amgraf, Inc. The period of the agreement is effective upon Board approval for five (5) years.

AMOUNT OF MONEY AND SOURCE:

\$249,999.00 (Not-to-Exceed)

No general fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The purpose of this agreement is for Amgraf, Inc. to provide pension benefits automation consulting services for the F&P. Amgraf, Inc. markets a comprehensive suite of packaged electronic forms software and solutions and custom development services for software customers. Amgraf, Inc. has demonstrated its expertise by successfully developing and placing into the F&P IT network, a complex "proof-of-concept" F&P pension benefits calculator. The Board of Trustees (F&P Board) wishes to engage Amgraf, Inc. on a broader scale to develop complex F&P pension and benefits calculations for the entire F&P pension benefits work flow and approval processing.

All consulting services fees and charges will be expended from F&P trust funds not to exceed \$249,999.00 over five (5) years.

APPROVED FOR FUNDS BY FINANCE

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the master services agreement with Amgraf, Inc. The Comptroller **ABSTAINED**.

MINUTES

Employees' Retirement System - Disability Hearings
Services Agreements

The Board is requested to approve and authorize execution of the Disability Hearings Services Agreements. The period of the agreement is January 1, 2014 through December 31, 2014.

1. EDWARD G. DANIELS	\$20,000.00
2. DEVEREAUX E. STERRETTE	\$20,000.00
3. DORENE M. ROTHMANN	\$20,000.00
4. DEBRA A. THOMAS	\$20,000.00

Account: 1001-000000-1220-147500-603026

The above-listed individuals will each continue to work as Hearing Examiners for the ERS, the Fire & Police Employees' Retirement System (F&P), or the Elected Officials' Retirement System (EOS). Each of the Hearing Examiners will be responsible for adjudicating Retirement System disability and death benefit cases.

Each of the Hearing Examiners will be paid at the rate as follows:

- \$100.00 per hour for time spent in meetings with other Hearing Examiners and associated administrative duties,
- a \$500.00 flat rate for all the ERS, the F&P, or the EOS disability and death claims for which a written decision is rendered by the Hearing Examiner, if a hearing is held,
- if no hearing is held to adjudicate the claim, a \$200.00 flat rate for all ERS, F&P, or EOS disability and death claims for which a written decision is rendered by the Hearing Officer,

MINUTES

ERS - cont'd

- a \$200.00 flat rate for each ERS, F&P, or EOS disability or death claim, if the Hearing Examiner attends the hearing and the case is postponed on the day of the hearing because the applicant or the applicant's legal counsel fails to appear, and
- a \$70.00 flat rate for the execution of (i) forms approving the ERS, the F&P, or the EOS disability and death claims application withdrawals, and (ii) forms ordering the continuance or discontinuance of reexamination of ERS, F&P, or the EOS disability retirees.

Under the provisions of Baltimore City Code Article 22§ 9(p), there is a panel of hearing examiners to hear and adjudicate ERS disability and death benefit cases. (Under Article, 22§ 21 (b) and 33(l), the panel also hears disability and death benefits cases under the Elected Officials' Retirement System and the Fire and Police Employees' Retirement System). The panel is appointed on a contract basis by the Board, and is to be paid under terms established by the Board. Under § 9(p)(2)(iii) the ERS Board of Trustees may submit to the Board recommended candidates for the panel. Within the discretion, the ERS Board respectfully recommends that the examiners be reappointed as hearing examiners, under the terms of the agreement, on the basis of experience and expertise in adjudicating disability and death benefit claims.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned Disability Hearings Services Agreements. The Comptroller **ABSTAINED**.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

5142 - 5144

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.

UPON MOTION duly made and seconded, the Board

DEFERRED Item No. 4 until January 8, 2014.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development (DHCD)</u>		
1. \$ 219,359.46	9988-904651-9593	
CDBG XXXIII	2800 E. Lanvale St.	
182,514.00	9988-906904-9587	
CDBG XXXIII	Afford. Housing	
295,000.00	Program - Reserve	
CDBG XXXI	9990-906940-9593	
100,442.49	Oliver Redevel.	
CDBG XXXII	9987-907730-9593	
349,035.07	Uplands Redevel.	
CDBG XXXIII	9988-908730-9593	
278,695.00	Uplands Redevel.	
<u>CDBG XXVII</u>	9983-904106-9593	
\$1,425,046.02	Park Heights	
	Sports Complex	
	-----	9991-945002-9587
		Unallocated Reserve
		HCD - CDBG XXXV
		Reserve

This transfer will move appropriations to the Reserve account for future needs from projects that will no longer need these CDBG funds.

2. \$2,413,105.00	9990-902953-9593	
CDBG XXXV	Preston St. Acq. &	
	Demo.	
\$1,242,364.00	-----	9990-917050-9593
CDBG XXXV		Citywide Stabilization
1,170,741.00	-----	9991-945002-9587
<u>CDBG XXXV</u>		Unallocated Reserve
\$2,413,105.00		DHCD

This transfer will move appropriations to the Citywide Stabilization account for current and immediate needs and the balance to the DHCD's Reserve account for future needs.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD - cont'd</u>		
3. \$ 750,000.00	9910-904984-9587	9910-907109-9588
State Fund	Homeownership	Booster Program
Appropriations	Incentive Program	VTV
	Reserve	
2,405,000.00	9910-918016-9587	9910-910505-9588
State Fund	Blight Elimination	MSS - Demolition
Appropriations	Mortgage Services	
	Settlement (MSS)	
	Reserve	
1,295,000.00	" "	9910-905507-9588
State Fund		MSS - Acquisition
Appropriations		
100,000.00	" "	9910-905509-9588
State Fund		MSS - MHT
<u>Appropriations</u>		Compliance
\$4,550,000.00		

This transfer will provide appropriations for demolition, acquisition, homeownership incentive, and Maryland Historical Trust service as approved in the Mortgage Services Settlement agreement with the State.

4. \$ 250,000.00	9910-901969-9587	9910-912135-9588
29 th Community	Westport - Reserve	Planned Demo
Development		Special Projects
Bonds		

This transfer will move appropriations to the Citywide Demolition account for current and immediate needs.

MINUTES**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>DHCD</u>		
5. \$1,350,000.00 State Revenue	9910-904979-9587 East Baltimore Redevelopment	9910-906409-9588 East Baltimore Bio-Tech

This transfer will move appropriations for a State Grant.

Department of Recreation and Parks

6. \$ 5,000.00 Rec. & Parks 25 th Series	9938-901744-9475 Reserve - Clifton Park Recreation Center	9938-904744-9474 Active - Clifton Park Recreation Center
--	--	---

This transfer will provide funds to cover the costs associated with the construction administration services and Change Order No. 21 for Clifton Park Recreation Center, Contract No. RP 10811.

Department of Transportation

7. \$ 160,000.00 General HUR	9950-911202-9528 Constr. Reserve - Westside Strategic Infrastructure	9950-913202-9527-2 Contingency - Westside Strategic Infrastructure
--	---	---

This transfer will cover the deficit in the account and fund the costs of Project "Artistic Crosswalk Bromo Arts & Entertainment District," by Baltimore Promotion of the Arts, Inc.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 15 to Sabra, Wang & Associates, Inc. under Project No. 1134, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$ 51,146.03	-	1001-000000-2301-248900-603026
51,146.03	-	1001-000000-5011-382400-603026
51,146.03	-	1001-000000-2391-252200-603026
<u>51,146.04</u>	-	<u>1001-000000-2303-605100-603026</u>
\$204,584.13		

BACKGROUND/EXPLANATION:

Sabra, Wang & Associates, Inc. will provide on-site staff support to conduct Traffic Impact Studies, administer bike initiatives, and assist with other Planning Division efforts for six months.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 15 to Sabra, Wang & Associates, Inc. under Project No. 1134, On-Call Traffic Engineering Studies.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007, to Sabra Wang & Associates, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$89,740.85 - 9960-904648-9557-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for additional engineering design services, which includes the addition of 1.8 miles of roadway mill and resurfacing to the contract documents for Contract No. TR 11013. This task also provides for revisions to the design and computation for LR-5 and LR-8, modification of design plans to minimize possible permanent impact to wetlands and/or buffers, and inclusions of the Hoover Lane culvert and Mark Downs culvert at Beaver Run.

MBE/WBE PARTICIPATION:

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

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Bureau of Water and Wastewater - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 86,412.90	9960-906068-9558	
Revenue Bonds	Construction Res.	
63,587.10	Watershed Road &	
<u>Counties</u>	Bridge Repairs	
\$150,000.00	-----	9960-904648-9557-3 Engineering

This transfer will provide funds to cover costs associated with Project 1162, Task 007, On-Call Consultant Services - Loch Raven Watershed.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007, to Sabra Wang & Associates, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 17, to STV, Inc./PB Americas (Joint Venture), under Project 1161, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$62,622.41 - 9950-902378-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for Document Control Management Services. The scope of work includes scanning existing and new as-built contract plans of capital construction projects for record keeping purposes.

MBE/WBE PARTICIPATION:

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

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 71,272.57	9950-903378-9509	9950-902378-9508
MVR	Construction Res. Transportation Archive Inventory	Design and Study Department of Transportation Archive Inventory

This transfer will cover the deficit and fund the costs associated with expenses related to Project 1161, Task No. 17, On-Call Construction Management Services, with STV, Inc. PB Americas (Joint Venture).

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 17, to STV, Inc./PB Americas (Joint Venture), under Project 1161, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Relocation Contract

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a relocation contract with Baltimore Gas & Electric co. (BGE) for the purpose of relocating the distribution facilities located on Reisterstown Road and Northern Parkway and Reisterstown Road from Fallstaff Road to Primrose Avenue.

AMOUNT OF MONEY AND SOURCE:

\$82,159.00 - 9950-902454-9508-900010-707072

BACKGROUND/EXPLANATION:

This agreement is for the estimated costs for the relocation of BGE's distribution facilities for project TR 05309 - Reisterstown Road Streetscape from Northern Parkway to the City line. A survey has been made and plans were formulated to relocate the facilities in order to provide clearance for highway improvements. The subject agreement and funds are for (BGE Project numbers WMS #1921845 & WMS #1970827). The BGE estimates the total cost of the project to be \$410,796.00, of which Baltimore City is responsible for 20% of the total actual cost.

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 relocation contract with Baltimore Gas & Electric Co. for the purpose of relocating the distribution facilities located on Reisterstown Road and Northern Parkway and Reisterstown Road from Fallstaff Road to Primrose Avenue.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task no. 18, to Louis Berger Water Services, Inc., under Project 1161, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$15,897.79 - 9950-909608-9508-900010-705032 FED/MVR
15,897.79 - 9950-902071-9512-900010-705032 FED/GF (HUR)
15,897.80 - 9950-902335-9527-900010-705032 FED/MVR
\$47,693.38

BACKGROUND/EXPLANATION:

This authorization provides for constructability review of construction contract documents, change order/claim analysis, staff augmentation for field inspections and other project management services that pertain to the Department's roadway reconstruction and streetscape projects.

MBE/WBE PARTICIPATION:

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

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$15,897.79	9950-903293-9528	9950-902335-9527-3
MVR	Constr. Res. East Baltimore Development, Inc.	Design and Study EBDI Life Sciences

This transfer will cover the costs associated with Project No. 1161, Task no. 18, On-Call Construction Project Management Services, with Louis Berger Water Services, Inc.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task no. 18, to Louis Berger Water Services, Inc., under Project 1161, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - Amendment No. 1 to Agreements

The Board is requested to approve and authorize execution of amendment no. 1 to agreements with the listed Consultants, for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects Department of Transportation Projects.

CONSULTANTAMOUNT

1. **CENTURY ENGINEERING, INC.** **\$0.00**

On December 7, 2011, the Board approved the original agreement in the amount of \$1,000,000.00. This amendment no. 1 to agreement will extend the agreement through December 6, 2014.

2. **SABRA, WANG & ASSOCIATES, INC.** **\$0.00**

On December 7, 2011, the Board approved the original agreement in the amount of \$1,000,000.00. This amendment no. 1 to agreement will extend the agreement through December 6, 2014.

3. **WALLACE, MONTGOMERY & ASSOCIATES, LLP** **\$0.00**

On November 23, 2011, the Board approved the original agreement in the amount of \$1,000,000.00. This amendment no. 1 to agreement will extend the agreement through November 22, 2014.

Under the original agreements, the above-listed consultants were approved to assist the Transportation, Engineering & Construction Division in engineering design services to include, but not limited to site project support, GIS support and tasks for various Capital Improvement Projects for Project No. 1162, for a two-year period.

MINUTES

Department of Transportation - cont'd

The amendment no. 1 to agreement extends the agreement for one year and is necessary to fully complete the extra work. All other terms and conditions of the agreement will remain unchanged.

MBE/WBE PARTICIPATION:

The consultants will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 27% and WBE goal of 9% established in the original agreements.

AUDITS REVIEWED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of amendment no. 1 to agreements with the aforementioned Consultants, for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects Department of Transportation Projects.

MINUTES

Department of Transportation - Consent of Assignment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a consent of assignment agreement with Stantec Consulting Services, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On August 11, 2010, the Board approved consultant services with Greenhorne & O'Mara, Inc. to provide design services for the replacing of the Edmondson Bridge over Gwynns Falls and CSX Rail Road. The Department is requesting approval of the consent of assignment agreement that provides for the change of ownership from Greenhorne & O'Mara, Inc. to Stantec Consulting Services, Inc. in connection the subject property. All its rights, titles and interest in City Contract dated August 11, 2010, between the City and Greenhorne & O'Mara, Inc., for Project 889, Replacement of the Edmondson Avenue, Bridge over Gwynns Falls and CSX Rail Road Consultant Services will be transferred to Stantec Consulting Services, Inc.

DBE PARTICIPATION:

Stantec Consulting Services, Inc. will comply with Title 49 Code of Federal Regulations part 26 and the Disadvantage Business Enterprise goals established in the original agreement.

DBE: 24.66%

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the consent of assignment agreement with Stantec Consulting Services, Inc.

MINUTES

Bureau of Solid Waste - Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve a one-year renewal of the agreement between the Department of Public Works and the Housing Authority of Baltimore City (HABC). The period of the third renewal is January 12, 2014 through January 11, 2015.

AMOUNT OF MONEY AND SOURCE:

\$393,928.00

BACKGROUND/EXPLANATION:

On January 12, 2011, the Board approved a Memorandum of Understanding with the inter-agencies for the collection and disposal of residential and commercial waste from certain housing developments owned and operated by the HABC. The agreement was for a period of one year and contained the option to renew the agreement for four additional one-year periods under the same terms and conditions.

The DPW will receive \$393,928.00 as compensation from the HABC upon execution of the renewal.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the one-year renewal of the agreement between the Department of Public Works and the Housing Authority of Baltimore City.

MINUTES

Bureau of Water and Wastewater (BW&WW) - Ratification and Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify the agreement with the College of Southern Maryland and approve an expenditure of funds to pay the College of Southern Maryland for services rendered. The period of the agreement was September 10, 2012 through October 19, 2012.

AMOUNT OF MONEY AND SOURCE:

\$11,100.00 - 2071-000000-5521-632322-603020

BACKGROUND/EXPLANATION:

The Baltimore City Joint Apprenticeship Program requires that apprentices assigned to the Treatment plants of Baltimore City be provided with 144 hours of classroom instruction per year for each of the three years that they are employed to successfully complete the Water Treatment Technician Apprenticeship Program.

The College of Southern Maryland has an extensive background in Water Treatment Training and has provided a custom curriculum that enables apprentices to be exposed to the technical requirements of the program as it relates to the actual work environment of a Water and Wastewater Treatment plant.

The College of Southern Maryland had a previous three year agreement with the City which expired and the Bureau is requesting that the Board ratify this first year of a new three year cycle of training for Water Treatment Operators.

MINUTES

BW&WW - cont'd

This request is for the first year instruction for the class of trainees hired as Water Treatment Apprentices. The training took place on-site using existing equipment and materials.

This request is late because of delays in the administrative review process.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board ratified the agreement with the College of Southern Maryland and approved the expenditure of funds to pay the College of Southern Maryland for services rendered.

MINUTES

Bureau of Water and Wastewater - Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an agreement for the final release of retainage to Spiniello Companies for Sanitary Contract No. 867, Southwest Diversion Pressure Sewer Phase II.

AMOUNT OF MONEY AND SOURCE:

\$333,700.00 - 9956-907612-9551-000000-200001

BACKGROUND/EXPLANATION:

All work on Sanitary Contract No. 867 was completed on May 11, 2012. The contractor has accordingly requested a final release of retainage in the amount of \$333,700.00.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement for the final release of retainage to Spiniello Companies for Sanitary Contract No. 867, Southwest Diversion Pressure Sewer Phase II.

MINUTES

Bureau of Water and Wastewater - On-Call Task Assignments**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Tasks to the consultants, under Project No. 1301, On-Call Project and Construction Management Inspection Services.

	<u>Consultant</u>	<u>Task No.</u>	<u>Amount</u>
1.	RUMMEL, KLEPPER & KAHL, LLP	028	\$549,962.53

Account: 9956-905620-9551-900020-705032

Under Task No. 028, the consultant will provide instrumentation and control inspection services for SC 907, Improvements to Sanitary Sewers in East Baltimore Region of the High Level in accordance with their proposal dated August 28, 2013. The original agreement will expire April 13, 2016. The duration of this task is 550 calendar days.

2.	RUMMEL, KLEPPER & KAHL, LLP	029	\$285,503.42
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Under Task No. 029, the consultant will provide continued inspection services for SC 870, Scum/Grease System Improvements at Back River Wastewater Treatment Plant in accordance with their proposal dated October 2, 2013. The original agreement will expire April 13, 2016. The duration of this task is 14 months.

MWBOO GRANTED APPROVAL.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Tasks to the consultants, under Project No. 1301, On-Call Project and Construction Management Inspection Services.

MINUTES

Department of General Services - Developer's Agreement No. 1312

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1312 with Hollander Ridge Distribution Center, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$228,492.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service at their facility located in the vicinity of 2001 62nd Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$228,492.00 has been issued to Hollander Ridge Distribution Center, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of developer's agreement no. 1312 with Hollander Ridge Distribution Center, LLC, developer.

MINUTES

Department of General Services - Developer's Agreement No. 1344

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of developer's agreement no. 1344 with 2600 N. Howard Street, LLC, developer.

AMOUNT OF MONEY AND SOURCE:

\$17,685.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service at their building located in the vicinity of 2600 North Howard Street. This developer's agreement will allow the organization to do its own installation, in accordance with Baltimore City standards.

An Irrevocable Letter of Credit in the amount of \$17,685.00 has been issued to 2600 N. Howard Street, LLC which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the developer's agreement no. 1344 with 2600 N. Howard Street, LLC, developer.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 9, to Whitney, Bailey, Cox & Magnani, LLC, under Project 1126W, Design and Construction Services for the Building Renovation at 4601 East Monument Street.

AMOUNT OF MONEY AND SOURCE:

\$153,577.01 - 1001-000000-3572-327200-603051

BACKGROUND/EXPLANATION:

The Department desires to utilize Whitney, Bailey, Cox & Magnani, LLC for professional Architectural and Engineering Design Services related to the design of the building renovations at 4601 Monument Street, formerly known as the Nu Motel.

MBE: MIN Engineering, Inc. \$26,925.31 17.53%

WBE: K. Lechleiter \$21,351.00 13.90%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 9, to Whitney, Bailey, Cox & Magnani, LLC, under Project 1126W, Design and Construction Services for the Building Renovation at 4601 East Monument Street.

MINUTES

Department of General Services - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 7, to Murphy & Dittenhafer, Inc., under Project 1125M, Circuit Courtrooms at the Mitchell Courthouse.

AMOUNT OF MONEY AND SOURCE:

\$151,223.15 - 9916-905942-9197-900000-703032

BACKGROUND/EXPLANATION:

The Circuit Court for Baltimore City has requested the Department to use one of its on-call Architectural Design Services to provide the design and construction documents for two courtrooms, one on the third floor and the other on the fourth floor of the Mitchell Courthouse. A Jury Deliberation Room and Judge's Chambers will be included for each courtroom.

MBE: Sidhu Associates, Inc. \$45,172.36 29.87%

WBE: None

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 7, to Murphy & Dittenhafer, Inc., under Project 1125M, Circuit Courtrooms at the Mitchell Courthouse.

MINUTES

Department of Public Works - Adjustment/Increase to Interim
Bureau of Water and Wastewater Agreement Renewal

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$235,833.33 - 2070-000000-5501-630040-603026

BACKGROUND/EXPLANATION:

On January 23, 2013, the Board approved the initial interim agreement for \$908,666.67. This agreement was for the acceptance and discharge of treated effluent from the Back River Wastewater Treatment Plant. Section 8 of the agreement provided for the automatic renewal of the agreement for one year terms unless terminated by the parties.

On September 4, 2013, the Board approved the first one-year renewal for \$960,000.00. The interim agreement requires the City to pay the Sparrows Point, LLC \$80,000.00/month for costs incurred by them to manage the Back River effluent. The Sparrows Point, LLC has not been satisfied with the amount of monthly payments due to high electricity costs and other considerations.

The Sparrows Point LLC claims that they terminated the interim agreement. The City disputes this claim and asserts that it automatically renewed for another year. Pending litigation on this matter is before the federal court. To stay costly litigation and to allow time for the City and Sparrows Point LLC to negotiate a more amenable and workable agreement for handling Back River effluent, it is recommended that authority be granted to increase the monthly payments to \$105,000.00/month during the current renewal period effective December 1, 2013 through September 13, 2014.

MINUTES

Department of Public Works - cont'd
Bureau of Water and Wastewater

This request would represent a \$235,833.33 increase to the interim agreement payments to Sparrows Point LLC, making the total agreement value \$2,104,500.00.

UPON MOTION duly made and seconded, the Board approved and authorized the adjustment/increase to the interim agreement renewal with Sparrows Point LLC.

MINUTES

TRAVEL APPROVALS/REIMBURSEMENTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Barbara Zektick	Maryland Association of Counties (MACo) 2013 Summer Conference Ocean City, MD Aug. 14 - 17, 2013	General	\$ 762.47

Ms. Zektick attended the MACO 2013 Summer Conference without Board approval because she was not given prior notification of the event in sufficient time to process the travel request.

The subsistence rate for this location is \$266.00 per day. The hotel cost is \$175.00 per night, not including hotel taxes of \$24.54 per night. The Department is requesting that Ms. Zektick be reimbursed as follows:

Hotel	\$525.00
Hotel Taxes	73.62
Mileage:	<u>163.85</u>
	\$762.47

Dept. of Housing & Community Development

2. Julia A. Day	Reclaiming Vacant Properties Conference Philadelphia, PA Sept. 9 - 11, 2013 (Reg. Fee \$165.00)	Gen. Fund	\$ 885.68
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On September 09 - 11, 2013, Ms. Day traveled to Philadelphia, PA to attend the Reclaiming Vacant Properties Conference. The travel request was not submitted to the Board of Estimates

MINUTES**TRAVEL APPROVAL/REIMBURSEMENTS**DHCD - cont'd

prior to travel because the original cost of the travel was estimated at \$656.54, which is below the threshold amount for travel request that would require Board approval. However, on the date of Ms. Day's return, the Amtrak experienced an electrical outage requiring the rail to terminate transportation services to Baltimore.

As a result of the suspended services, Ms. Day rented an automobile to return to Baltimore. The cost of the automobile was \$248.54. Consequently, the travel request exceeded the \$800.00 threshold amount and therefore required Board of Estimates approval. The Board is requested to approve reimbursement for these travel expenses.

Amtrak	\$ 59.40
Hertz	248.54
Gasoline	18.00
Tolls	4.00
Hotel	390.74
Conference Reg.	<u>165.00</u>
	\$885.68

Mayor's Office of Minority & Women-Owned Business Development

3. Sharon Pinder	MBDA Annual Global Business Conference San Antonio, TX Sept. 22 - 27, 2013 (Reg. Fee \$475.00)	General	\$2,138.49
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TRAVEL REIMBURSEMENT

Ms. Pinder attended the above-mentioned conference. The conference was mandatory for all Minority Business Development Agency Business Center grant recipients. The travel request is late because the Mayor's Office of Minority and Women-Owned Business Development was notified of the mandatory conference on September 18, 2013, which did not allow sufficient time to request the Board's approval, prior to travel.

MINUTES

TRAVEL APPROVAL/REIMBURSEMENTS - cont'dMayor's Office - Minority & Women-Owned Business Development

The subsistence rate for this location is \$172.00 per night for a total of \$860.00. The hotel cost is \$106.00 per night, not including hotel tax of \$17.76 per day. The representative had costs for ground transportation of \$60.00 and \$120.89 for meals. The Department paid the cost of air transportation in the amount of \$863.80, the hotel cost in the amount of \$618.80, the registration fee of \$475.00, and \$39.35 for meals. The amount to be reimbursed to Ms. Pinder is \$141.54, as follows:

Ground Transportation	\$ 60.00
Meals	<u>81.54</u>
	\$141.54

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the travel approvals and reimbursements.

Kim A. Trueheart

December 17, 2013

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration by the Mayor of Baltimore City and the various Departments and Agencies.

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

1. Whom you represent: Self.
2. What the issues are:
 - a. Page 95, Item #3, Mayor's Office of Minority & Women-Owned Business Development – "Travel Request" if approved:
 - i. Ms. Pinder's travel for this "mandatory" training was deemed so by the external funders of this new initiative for the City;
 - ii. This travel expense should not be borne by the general fund;
 - iii. This travel expense should be charged directly to the \$900,000.00 grant received for this purpose.

Mayor's Office of Minority & Women-Owned Business Development

3. Sharon Pinder	MBDA Annual Global Business Conference San Antonio, TX Sept. 22 - 27, 2013 (Reg. Fee \$475.00)	General	\$2,138.49
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3. The remedy I seek is that this action be disapproved and that the funding for this action be re-assigned to the federal grant funding instead of the general fund.
4. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed questionable management and stewardship of municipal funds by this Mayoral administration. I seek a reasonable amount of results-oriented stewardship of scarce tax-payers funds which currently does not appear to exist. Smart money management seems to elude this Mayoral administration and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Department of Transportation - Acceptance of Reimbursement

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a reimbursement of funds from the National Association of City Transportation Officials (NACTO) for the airfare that was paid for Mr. William Hwang.

AMOUNT OF MONEY AND SOURCE:

\$391.60 - 1001-000000-2301-248700-600000

BACKGROUND/EXPLANATION:

Mr. William Hwang traveled to Phoenix, AZ on October 27, 2013 through October 29, 2013, to attend the 2013 Designing Cities Conference sponsored by NACTO. The airfare for this trip was prepaid on a City-issued credit card assigned to Ms. Dhirendra Sinha in the amount of \$391.60. NACTO has issued a check to reimburse the City and the Department of Transportation is requesting the Board to grant permission to accept these funds.

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

UPON MOTION duly made and seconded, the Board approved acceptance of the reimbursement of funds from the National Association of City Transportation Officials for the airfare that was paid for Mr. William Hwang.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--|-------------|---------|
| 1. SMOKE ALERT | \$49,998.51 | Low Bid |
| Solicitation No. 07000 - Sealed Smoke Alarms - Fire Department
- Req. No. R650334 | | |

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

- | | | |
|--|-------------|---------|
| 2. ELECTRONICS FOR IMAGING | | |
| DBA EFI, INC. | \$ 8,866.80 | Renewal |
| Solicitation No. 08000 - Software License Renewal, Maintenance and Support - Bureau of Purchases (Digital Documents Division) - Req. No. R649478 | | |

On April 8, 2011, the City Purchasing Agent approved the initial award in the amount of \$8,866.80. The award contained four 1-year renewal options. On November 22, 2011, the City Purchasing Agent approved the first renewal in the amount of \$8,866.80. On October 31, 2012, the City Purchasing Agent approved the second renewal in the amount of \$9,132.48. This third renewal in the amount of \$8,866.80 is for the period January 1, 2014 through December 31, 2014, with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 3. POWERBILT STEEL | | |
| BUILDINGS, INC. | \$33,842.16 | Low Bid |
| Solicitation No. B50003257 - Steel Building for Street Lighting Facility at 6210 Pulaski Highway - Department of Transportation - Req. No. R643007 | | |

Kim A. Trueheart

December 17, 2013

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and a complete failure to provide transparent communications about priorities and outcomes by the Mayor of Baltimore City and the various Departments and Agencies.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 97, item #1 – Purchasing - Fire Department – Sealed Smoke Alarms, if awarded:
 - i. The National Fire Protection Association recommends that for best protection, use both types of smoke alarm technologies (ionization and photoelectric) technologies be in homes.
 - ii. This action does not state which type of smoke alarm technology is being purchased;
 - iii. Please provide access to the documents that delineates the type of smoke technology being purchased:
 1. ionization; photoelectric or combination
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this procurement if it does not acquire the best technology available.
4. The remedy I seek and respectfully request is that this action NOT be approved until the data requested in paragraph 2, above is provided to the public.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

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

Sincerely,

Kim Trueheart, Citizen & Resident

ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

4. I GIVE QUALITY NOT
QUANTITY FLOOR
CLEANING SERVICE \$ 9,600.00 Renewal
Solicitation No. B50001740 - Janitorial Service - Enoch Pratt
Free Library - Branch 7 & 13 - Req. No. R563587

On January 26, 2011, the Board approved the initial award in the amount of \$9,600.00. The award contained three 1-year renewal options. On December 23, 2011, the City Purchasing Agent approved the first renewal in the amount of \$9,600.00.

On December 5, 2012, the Board approved the second renewal in the amount of \$9,600.00. This third renewal in the amount of \$9,600.00 is for the period February 1, 2014, through January 31, 2015.

5. PREFERRED CLEANING, LLC \$ 8,400.00 Renewal
Solicitation No. B50001697 - Janitorial Services - Department
of Housing and Community Development - 2700 Charles Street -
Req. No. P515564

On December 8, 2010, the Board approved the initial award in the amount of \$8,700.00. The award contained three 1-year renewal options. On January 3, 2012, the City Purchasing Agent approved the first renewal in the amount of \$8,700.00. On December 12, 2012, the Board approved the second renewal in the amount of \$8,400.00. This final renewal in the amount of \$8,400.00 is for the period January 3, 2014 through January 2, 2015.

6. DAZSER-BAL CORP.
DBA JANI-KING OF BALTIMORE \$ 7,092.00 Renewal
Solicitation No. B50001743 - Janitorial Service - Enoch Pratt
Free Library - Branch #4- Req. No. R563586

On January 26, 2011, the City Purchasing Agent approved the initial award in the amount of \$7,092.00. The award contained three 1-year renewal options. On December 23, 2011, the City

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Purchasing Agent approved the first renewal in the amount of \$7,092.00. On November 19, 2012, the City Purchasing Agent approved the second renewal in the amount of \$7,092.00. This final renewal in the amount of \$7,092.00 is for the period February 1, 2014 through January 31, 2015.

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|--|-------------|---------|
| 7. EXCEL STAFFING AND
PERSONNEL SERVICES | \$26,750.00 | Low Bid |
| Solicitation No. 07000 - Health Curriculum Implementer -
Health Department - Req. No. R644541 | | |
| 8. PREFERRED CLEANING, LLC | \$16,024.80 | Renewal |
| Solicitation No. B50001717 - Janitorial Services at Dukeland
Childcare Center - Department of Housing and Community
Development - Req. No. P515900 | | |

On January 6, 2011, the Board approved the initial award in the amount of \$16,024.00. The award contained three 1-year renewal options. Subsequent renewals have been approved. This final renewal in the amount of \$16,024.80 is for the period February 1, 2014 through January 31, 2015.

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| 9. STEVE'S CLEANING SERVICES,
INC. | \$ 3,000.00 | Extension |
| Contract No. B50001261 - Janitorial Services for Animal
Control Division - Health Department - P.O. No. P516091 | | |

On December 23, 2009, the Board approved the initial award in the amount of \$18,000.00. The award contained three 1-year renewal options. The final renewal was approved on December 19, 2012. Subsequent actions have been approved. Authority is requested to extend the contract for two months to allow the bid process to be completed and an award be made. This extension in the amount of \$3,000.00 is for the period January 4, 2014 through March 3, 2014.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 10. TATE ENGINEERING SERVICES,
INC. | \$150,000.00 | Increase |
| Contract No. 08000 - Cleaver Brooks Boilers Maintenance -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. Various | | |

On January 26, 2011, the Board approved the initial award in the amount of \$70,000.00. On April 3, 2013, the Board approved an increase in the amount of \$80,000.00. This increase in the amount of \$150,000.00 is for the continuity of required maintenance services and unexpected boiler repairs.

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

- | | | |
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| 11. ANSI-ASQ NATIONAL ACCREDITATION
BOARD, LLC | \$ 50,900.00 | Selected Source |
| Solicitation No. 06000 - Crime Lab Accreditation - Police
Department - Req. No. R649632 | | |

The ANSI-ASQ National Accreditation Board, LLC is the State certified organization that best meets the Baltimore City Police Department's Crime Lab accreditation requirements in terms of overall cost, flexibility, time-line, minimal technician downtime, and ISO-17020 accreditation independent of the inside laboratory accreditation, as required by the Baltimore City Police Department.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

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| 12. <u>INNOVYZE, INC.</u> | <u>\$ 65,000.00</u> | <u>Renewal</u> |
| Contract No. 08000 - Software Maintenance and Support -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. R592101 | | |

On August 15, 2012, the Board approved the initial award in the amount of \$142,938.00. The award contained four 1-year renewal options. On January 9, 2013, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$65,000.00 is for the period January 16, 2014 through January 15, 2015, with two 1-year renewal options remaining.

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

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| 13. <u>GEIGER PUMP AND EQUIPMENT</u> | <u>\$ 50,000.00</u> | <u>Sole Source</u> |
| <u>CO.</u>
Solicitation No. 08000 - OEM Pulsafeeder Eclipse Metering
Pumps and Parts - Department of Public Works, Bureau of Water
and Wastewater - Req. No. R648540 | | |

An intent to waive competition was advertised (B50003277) with no responses received. Geiger Pump and Equipment Co. is the authorized representative in the State of Maryland for the OEM Pulsafeeder pumps and parts manufacturer, Pulsafeeder, Inc.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

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| 14. ENVIRONMENTAL SERVICES &
EQUIPMENT COMPANY, INC. | \$250,000.00 | Renewal |
| Contract No. 08000 - Wallace & Tiernan Water Technologies'
Parts - Department of Public Works, Bureau of Water and
Wastewater - P.O. No. P519196 | | |

On January 25, 2012, the Board approved the initial award in the amount of \$50,000.00. The award contained one 1-year renewal option. Subsequent increases have been approved. This renewal in the amount of \$100,000.00 is for the period January 25, 2014 through January 24, 2016.

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

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| 15. NATIONAL CAPITAL INDUSTRIES,
INC. | \$ 20,000.00 | Renewal |
| Contract No. B50002752 - QuadGuard and Barriers - Department
of Transportation - P.O. P522400 | | |

On January 9, 2013, the Board approved the initial award in the amount of \$44,869.08. The award contained two 1-year renewal options. This renewal in the amount of \$20,000.00 is for the period January 1, 2014 through December 31, 2014, with one 1-year renewal option 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 Purchases

MBE/WBE PARTICIPATION:

Not applicable. The initial award was below the MWBOO goals threshold. Therefore, no goals or waiver was requested.

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| 16. BELAIR ROAD SUPPLY COMPANY,
INCORPORATED | \$ 60,000.00 | Renewal |
| Contract No. B50002242 - Inlet Head with Galvanized Facebar -
Department of Public Works, Bureau of Water and Wastewater -
P.O. No. P519117 | | |

On January 25, 2012, the Board approved the initial award in the amount of \$40,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$60,000.00 is for the period January 17, 2014 through January 16, 2015.

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| 17. HD SUPPLY WATERWORKS,
LIMITED PARTNERSHIP a/k/a
HD SUPPLY WATERWORKS | \$150,000.00 | Increase |
| Contract No. B50002341 - Multi Sizes Fire Hydrants & Replacement Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P520646 | | |

On May 23, 2012, the Board approved the initial award in the amount of \$740,000.00. The award contained three 1-year renewal options. Due to increased usage, an increase in the amount of \$150,000.00 is necessary. This increase in the amount of \$150,000.00 will make the award amount \$890,000.00.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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| 18. NULINX INTERNATIONAL,
INC. | \$ 36,000.00 | Renewal |
| Contract No. 08000 - COPA-Web-based Software Package -
Department of Housing and Community Development - Req. No.
R650395 | | |

On January 12, 2011, the Board approved the initial award in the amount of \$36,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$36,000.00 is for the period January 12, 2014 through January 15, 2015, with one 1-year renewal option remaining.

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

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| 19. MOTOROLA SOLUTIONS, INC. | \$710,000.00 | Renewal |
| Contract No. 08000 - Furnish and Deliver Add-on Subscriber
Radios, Mobile Data Subscribers, Parts Accessories and
Services - Agencies - Various - Req. Nos. - Various | | |

On January 23, 2008, the Board approved the initial award in the amount of \$500,000.00. The award contained one 1-year renewal option. Subsequent actions have been approved. This renewal in the amount of \$710,000.00 is for the period February 2, 2014 through February 1, 2015, with one 1-year renewal option 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 Purchases

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

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|---|--------------|---------------------------|
| 20. COGENT COMMUNICATIONS,
INC. | \$133,200.00 | Amendment to
Agreement |
| Solicitation No. 06000 - Optical Internet Agreement - Mayor's
Office of Information Technology - Req. Nos. - Various | | |

The Board is requested to approve and authorize execution of an amendment to agreement with Cogent Communications, Inc. The period of the amendment to agreement is effective upon Board approval through December 20, 2017, with two 3-year renewal options.

On December 21, 2011, the Board approved the initial award in the amount of \$103,300.00. The award contained two 3-year renewal options. This amendment to agreement will upgrade the City's internet service connectivity from 200 Mbps to 1000 Mbps (1 Gigabyte).

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

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 Purchases

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|---|--------------|-----------|
| 21. HOLABIRD ENTERPRISES OF
MARYLAND, INC. | \$ 75,000.00 | Extension |
| Contract No. B50000753 - Heavy Duty Manual Transmissions and
Differentials - Department of General Services, P.O. No.
P507501 | | |

On February 11, 2009, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This extension will allow time to complete the solicitation process for a new contract.

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

MWBOO SET GOALS OF 5% MBE AND 0% WBE.Holabird Enterprises of Maryland, Inc.

MBE: Millennium Auto Parts & Towing Service Repair	\$ 19,004.30	3%
Grady Wright & Associates, Inc.	2,615.50	2%
	<u>\$ 21,619.80</u>	

WBE: N/A**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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Bureau of Purchases**MWBOO FOUND VENDOR IN NON-COMPLIANCE.**

The Bureau of Purchases recommends the increase and to give the vendor 60 days to come into compliance, or be automatically terminated for default.

Coalition to End Childhood Lead Poisoning, Inc.

MBE: Adapt Home Improvement Co., LLC	\$ 15,600.00	6.58%
TL & T Management, LLC	26,112.50	11.00%
BMC Services	800.00	0.34%
	<u>\$ 42,512.50</u>	
WBE: Baltimore Window Factory, Inc.	\$ 25,700.00	11.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

23. a. AMERICAN DESIGN ASSOCIATES, INC.
 b. AMERICAN OFFICE EQUIPMENT COMPANY, INC.
 c. EXEMPLIS CORPORATION d/b/a SIT ON IT SEATING, INC.
 d. GLOVER EQUIPMENT SALES GROUP LLC

\$215,000.00

Renewal

BRCPC Solicitation No. 2008-01 - Office Furniture and Equipment
 - Agencies - City-Wide - P.O. Nos. Various

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On February 27, 2008, the Board approved the initial award in the amount of \$4,000,000.00. The award contained four 1-year renewal options. On December 21, 2011, the Board approved the first renewal in the amount of \$1,000,000.00. On December 11, 2013, the Board approved the second renewal for 12 vendors in the amount of \$1,000,000.00. At that time MWBOO compliance reports were pending with the additional four vendors that are subject to this Board action request. This second renewal in the amount of \$215,000.00 is for the period January 1, 2013 through December 31, 2014, with two 1-year renewal options remaining.

MWBOO SET GOALS OF 5% MBE AND 0% WBE.American Design Associates, Inc.

MBE: Walter's Relocations, Inc.	\$	0.00	0%
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WBE: N/A

Vendor has performed less than \$50,000.00 worth of work for the period.

MWBOO FOUND VENDOR IN COMPLIANCE.American Office Equipment Company, Inc.

MBE: Elite Office Installations	\$	44,320.00	7%
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WBE: N/A**MWBOO FOUND VENDOR IN COMPLIANCE.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Glover Equipment Sales Group

MBE: Priority Couriers, Inc. 0%

WBE: N/A

The Bureau of Purchases recommends the renewal and to give the vendor 60 days to come into compliance or risk termination of its contract.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

Sit On It Seating

MBE: Sebree & Associates, Inc. \$ 0.00 0%

WBE: N/A

The Bureau of Purchases recommends the renewal and to give the vendor 60 days to come into compliance or risk termination of its contract.

MWBOO FOUND VENDOR IN COMPLIANCE.

24. a.	FRANKFORD TOWING, INC.	\$	500,000.00	
b.	FRANKFORD TOWING, LLC		500,000.00	
c.	FRANKFORD TOWING ASSOCIATES LLC		500,000.00	
d.	GREENWOOD TOWING		0.00	
e.	LILITH, INC. d/b/a JIM ELLIOTT'S TOWING		0.00	
f.	MCDEL ENTERPRISES, INC.		0.00	
			<u>\$1,500,000.00</u>	Increase

Contract No. B50002251 - Citywide Police Requested Towing Services - Department of Transportation, Police Department - P.O. Nos. Various

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On August 15, 2012, the Board approved the initial award in the amount of \$1,800,000.00. On April 10, 2013, the Board approved termination and substitution of vendors in the amount of \$1,200,000.00. On April 17, 2013, the Board approved an increase in the amount of \$1,200,000.00. Due to increased usage, an increase in the amount of \$1,500,000.00 is necessary. The contract expires on August 31, 2015, with two 1-year renewal options.

MWBOO SET GOALS OF 10% MBE AND 3% WBE.Frankford Towing, Inc.

MBE: Chaudry Towing Co., Inc.	\$12,470.00	11.26%
JJ Adams Fuel Oil Co., LLC	2,950.00	2.66%
	<u>\$15,420.00</u>	<u>13.92%</u>
WBE: The Baltimore Auto Supply Company	\$ 1,036.93	0.94%
CC Press Net, Inc.	176.93	0.16%
	<u>\$1,213.86</u>	<u>1.10%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.Frankford Towing Associates, LLC

MBE: Chaudry Towing Co. Inc.	\$3,504.50	13.92%
JJ Adams Fuel Oil Co. LLC	0.00	0.00%
	<u>\$3,504.50</u>	<u>13.92%</u>
WBE: The Baltimore Auto Supply Co.	\$ 182.12	0.00%
	<u>\$ 182.12</u>	<u>.72%</u>

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

The vendor performed less than the \$50,000.00 worth of work for the reporting period.

MWBOO FOUND VENDOR IN COMPLIANCE.Frankford Towing, LLC

MBE: Chaudry Towing, Co. Inc.	\$4,317.50	8.78%
JJ Adams Fuel Oil, LLC	770.00	1.56%
	<u>\$5,087.50</u>	<u>10.34%</u>
WBE: The Baltimore Auto Supply Company	\$ 954.81	1.94%
CC Press Net, Inc.	0.00	0.00%
	<u>\$ 954.81</u>	<u>1.94%</u>

The vendor performed less than \$50,000.00 of the work for the reporting period.

25. a. BMC SERVICES, LLC	\$1,000,000.00	
b. HAWKEYE CONSTRUCTION, LLC	0.00	
c. COLDSRING COMPANY INC.	<u>1,000,000.00</u>	
	<u>\$2,000,000.00</u>	Increase

Contract No. B50002237 - Weatherization Assistance Program - HVAC - Department of Housing and Community Development - P.O. Nos. P519838, P519839 and P519840

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On March 28, 2012, the Board approved the initial award in the amount of \$1,300,000.00. The award contained two 1-year renewal options. On May 1, 2013, the Board approved an increase in the amount of \$2,000,000.00. Due to increased usage, an increase in the amount of \$2,000,000.00 is necessary. This increase in the amount of \$2,000,000.00 will make the award amount \$5,300,000.00. The contract will expire on April 14, 2015 with two 1-year renewal options remaining.

MWBOO SET GOALS OF 27% MBE AND 4% WBE.BMC Services, LLC

MBE: TRA Preventive Maintenance	\$175,892.26	12.41%
King Mechanical Co.	<u>84,082.28</u>	<u>5.93%</u>
	\$259,974.64	18.34%

WBE: Absolute Supply & Services, LLC*	\$ 0.00	4.00%
--	---------	-------

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

*Absolute Supply & Services, LLC was approved to replace Colt Insulation because the City had not required any lead abatement work.

Approval is recommended and the Vendor has 60 days to come into 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 PurchasesHawkeye Construction, LLC

MBE: TRA Preventive Maintenance	\$36,607.49	27.1%
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WBE: Fleet Electric	\$ 0.00	0.00%
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At this time no increase of the award is required.

MWBOO FOUND VENDOR IN COMPLIANCE ON MARCH 7, 2013.

Coldspring Company, Inc.

MBE: DW Plumbing*	\$ 0.00	0.00%
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WBE: Absolute Supply & Service, LLC	\$ 0.00	0.00%
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*DW Plumbing certification expired on December 7, 2012.

Vendor will be given 60 days to come into compliance.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MWBOO found BMC Services, LLC, and Coldspring Company, Inc. in non-compliance. The increase is recommended, subject to both vendors being required to come in compliance within 60 days or automatically be found in default and terminated.

- | | | |
|------------------------------------|--------------|---------------------------|
| 26. FULL CIRCLE SOLUTIONS,
INC. | \$176,812.50 | Amendment to
Agreement |
|------------------------------------|--------------|---------------------------|
- Contract No. 08000 - Integrated Collection Systems (ICS)
Upgrades, Licenses and Support Services - Department of
Finance - Req. No. P650894

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

The Board is requested to approve and authorize execution of an amendment to agreement with Full Circle Solutions, Inc. The period of the amendment to agreement is January 1, 2014 through March 31, 2014, with no renewal options.

On December 5, 2007, the Board approved the initial award in the amount of \$1,229,282.00. The vendor is the sole provider of proprietary software and the only authorized vendor providing the continued upgrades, licenses, and support. The request is for an extension of the contract at the same pricing, specifications, terms and conditions for three months to allow for the necessary time to negotiate a new agreement.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e)(1) of the City Charter, the procurement of the equipment and/or service is recommended.

MBE/WBE PARTICIPATION:

Not applicable, see above certification.

- | | | |
|-----|---|---------|
| 27. | a. TOTAL CONTRACTING, INC. \$150,000.00 | Renewal |
| | b. CB FLOORING, LLC <u>350,000.00</u> | |
| | <u>\$500,000.00</u> | |

Solicitation No. B50001765, Furnish and Install Carpet - Agencies: Various - Req. No. P516836 & P516837

On March 09, 2011, the Board approved the initial award for the amount of \$500,000.00. On April 04, 2012, the Board approved the renewal for the first year. This renewal in the amount of \$500,000.00 is for the period May 1, 2013 through April 30, 2014, with two 1-year renewal options remaining.

MWBOO SET MBE GOALS AT 10% AND WBE GOALS AT 5%.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

Total Contracting, Inc.

MBE: S&S Levy Co.	\$	0.00
WBE: Legacy Builders & Construction Services, Inc.	\$	0.00

Total Contracting Inc. was found non-compliant on November 26, 2013 by MWBOO. However, the contractor will be required to come into compliance within 60 days or be automatically found in default and terminated.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

CB Flooring, LLC

MBE: Carpet for Pennies, Inc.	\$20,790.78	17.25%
WBE: Letke Security Contractor, Inc.	\$ 0.00	

Contractor is requesting to replace Letke Security Contractors, Inc. (due to issues on other contracts) and will use Legacy Builders and Construction Services, Inc. to achieve the WBE participation goal.

MWBOO FOUND VENDOR IN COMPLIANCE.

28. <u>EQUITABLE DEVELOPMENT, LLC</u>	Approval of Payment/ N/A	Assignment
<u>Five Year Lease with Equitable Holdings Trust - Real Estate - PO P522215</u>		

On October 5, 2011, the Board approved a five year lease agreement with RWN 10 Calvert Street for the property located at 10 N. Calvert Street for the amount of \$558,968.04. The

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

premises are used for office space for the Office of Civil Rights and Wage Enforcement. Equitable Development LLC has acquired the lease from Equitable Holdings Trust. Therefore, the Board is requested to approve and authorize the assignment of the five year lease to Equitable Development, LLC and approve payment to Equitable Development, LLC. The lease expires September 30, 2016.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the amendments to the agreement with Cogent Communications, Inc. (item no. 20) and Full Circle Solutions, Inc. (item No. 26) and approved the payment/assignment to Equitable Development, LLC (item no. 28). The Mayor **ABSTAINED** on item no. 25.

Kim A. Trueheart

December 17, 2013

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities in our youth by the Mayor of Baltimore City and the MWBOO staff.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 74, 77 and 79 – Various Agencies - INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS, if approved:
 - i. These actions includes a statement that “MWBOO SET GOALS OF 27% MBE AND 9% WBE”;
 - ii. These actions clearly depict the arbitrary and capricious decision making of the chief of the MWBOO who has failed to impose the maximum goals allowable under the law;
 1. The MWBOO lacks standing policy and procedures in writing;
 - i. The MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
 2. These actions should be corrected to reflect the maximum goal amounts of 27% MBE and 10% WBE;
 - a. This lesser goal amount deprives women owned businesses of potentially 1% of the total contract dollar value, unfairly and capriciously.
 3. Neither of these actions include any written findings to clarify the recommendations;
 - a. In accordance with the MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, § 28-87.(b)(1) the Office and the contracting agency must submit written findings and recommendations to the Board of Estimates;

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this abusive practice which has failed to facilitate contract disbursements to all segments of the minority and women's business market place.
4. The remedy I seek and respectfully request is that these actions be moved to the non-routine agenda and the Board present to the public the reasons the maximum goal amount was NOT set.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on December 18, 2013.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Mayor's Office of Minority and Women - Grant Award
- Owned Business Development (MWBD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a grant award from the U.S. Department of Commerce Minority Business Development Agency (MBDA) - Award number MB13OBD8050016. The period of the agreement is September 1, 2013 through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - 4000-439614-1250-701000-404001

BACKGROUND/EXPLANATION:

The MBDA awarded a grant to the MWBD to operate a MBDA Business Center in Baltimore. The City is the only municipality to receive a MBDA grant to operate a Minority Business Center. This grant facilitates providing minority businesses with access to federal resources. This grant will also assist the City in addressing the gap that exists with the underrepresentation of MBE firms in the overall mainstream business marketplace. The MBDA Business Center will provide services aimed at increasing the probability of significant growth for minority-owned firms.

The grant award is late because of delays in the administrative process and the federal government shutdown.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the grant award from the U.S.

Department of Commerce Minority Business Development Agency (DA)

- Award number MB13OBD8050016.

MINUTES

Bureau of the Budget and - Appropriation Adjustment Order
Management Research

ACTION REQUESTED OF B/E:

The Board is requested to approve an appropriation adjustment order (AAO) to transfer federal grant funds from the Mayoralty-Related, Office of Employment Development, Service 795 (Workforce Services for Baltimore Residents) to Mayoralty, Service 125 (Executive Direction and Control).

AMOUNT OF MONEY AND SOURCE:

\$300,000.00 - From: 4000-400014-6313-677600-404001
Unallocated federal funds

To: 4000-439614-1250-701000-406001
Minority Business Center

The source of funds is a grant from the U.S Department of Commerce.

BACKGROUND/EXPLANATION:

The transfer is necessary to provide funding for the Minority Business Development Agency grant. The funding was initially appropriated within an unallocated federal account in the fiscal 2014 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant award.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Bureau of the Budget and - cont'd
Management Research

UPON MOTION duly made and seconded, the Board approved the appropriation adjustment order to transfer federal grant funds from the Mayoralty-Related, Office of Employment Development, Service 795 (Workforce Services for Baltimore Residents) to Mayoralty, Service 125 (Executive Direction and Control). The Mayor **ABSTAINED**.

MINUTES

Bureau of Water and Wastewater - Partial Release of Retainage Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a partial release of retainage agreement to Spiniello Companies for Water Contract No. 1231 - Meter Setting Installations and Replacements, Southeast Baltimore.

AMOUNT OF MONEY AND SOURCE:

\$127,143.42 - 9960-906653-9557-000000-200001

BACKGROUND/EXPLANATION:

All work on Water Contract No. 1231 was completed on February 5, 2013. The contractor has requested a partial release of retainage in the amount of \$127,143.42. The City holds \$181,633.46 in retainage. The remaining \$54,490.04 is sufficient to protect the interests of the City.

MWBOO HAS APPROVED THE RELEASE.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the partial release of retainage agreement to Spiniello Companies for Water Contract No. 1231 - Meter Setting Installations and Replacements, Southeast Baltimore.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

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

- | | | | | |
|----|--|-------------------------|-----|----------|
| 1. | Worthington Ridge Realty Partnership
(previous owner) | 1108 N. Bradford Street | G/R | \$258.33 |
|----|--|-------------------------|-----|----------|

On October 24, 2012, the Board approved the acquisition of the reversionary interest (i.e. ground rent), by condemnation, in the real property located at 1108 N. Bradford Street for the amount of \$386.67 (a 15% cap rate). The Board's approval was based upon an independent appraisal report. The previous owner argued that the City should pay the statutory redemption value of \$966.67 or a 6% cap rate. The City maintained that that the fair market value previously approved by the Board should be sustained. At a scheduled pre-trial conference, the parties agreed to settle the case for \$645.00 or a 9% cap rate. Therefore, the Board is requested to approve an additional \$258.33.

- | | | | | |
|----|--|-------------------------|-----|----------|
| 2. | Worthington Ridge Realty Partnership
(previous owner) | 1112 N. Bradford Street | G/R | \$258.33 |
|----|--|-------------------------|-----|----------|

On October 24, 2012, the Board approved the acquisition of the reversionary interest (i.e. ground rent), by condemnation, in the real property located at 1112 N. Bradford Street for the amount of \$386.67 (a 15% cap rate). The Board's approval was based upon an independent appraisal report. The previous owner argued that the City should pay the statutory redemption value of \$966.67 or a 6% cap rate. The City maintained that that the fair market value previously approved by the Board should be sustained. At a scheduled pre-trial conference, the parties agreed to settle the case for \$645.00 or a 9% cap rate. Therefore, the Board is requested to approve an additional \$258.33.

MINUTES

PAYMENT OF SETTLEMENT

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - cont'd</u>			
3. Worthington Ridge Realty Partnership (previous owner)	2328 E. Eager Street	G/R \$72.00	\$ 211.00

On March 27, 2013, the Board approved the acquisition, by condemnation, of the reversionary interest in 2328 E. Eager St. for the amount of \$600.00 based upon a independent appraisal report. The former owner argued that the City should pay the statutory redemption value of \$1,200.00 or a 6% cap rate. The City maintained that the fair market previously approved by the Board should be sustained. The parties agreed to settle the case for \$811.00 or a 9% cap rate. Therefore, the Board is requested to approve an additional \$211.00 in settlement of this case.

Funds are available in account no. 9910-908044-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the aforementioned condemnations for payment of settlements.

MINUTES

Department of Housing and - Grant Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant agreement between the East Baltimore Development, Inc. (EBDI) and LSH Gateway, LLC, developer. The period of the agreement is effective upon Board approval for 12 months.

AMOUNT OF MONEY AND SOURCE:

\$1,350,000.00 - 9910-906409-9588-900000-704040

BACKGROUND/EXPLANATION:

The 2013 Maryland General Assembly appropriated \$1,350,000.00 to the City to support planning, design, and the construction of site improvements in the East Baltimore project area. The Board previously approved a grant agreement between the State and the City to allow the City to accept the funds.

LSH Gateway, LLC is the developer of the Gateway Hotel, which will be located at 1800 East Madison Street. Plans for the hotel include up to 200 rooms and up to 40,000 square feet of retail and commercial space. The hotel is anticipated to be complete in summer 2015. The total costs for the design and predevelopment work is estimated to be \$4,510,000.00.

State funds will be used to support the following pre-development costs:

Architecture	\$1,100,000.00
Design Consulting	100,000.00
Project Management	150,000.00
Total Funds	\$1,350,000.00

MINUTES

DHCD - cont'd

The balance of the funds will be provided by the developer.

State capital funds are provided on a reimbursement basis. The developer will be subject to all State requirements to receive funds and will be responsible for all items that the State determines are eligible for reimbursement.

MBE/WBE PARTICIPATION:

The developer has signed the Commitment to Comply with the Minority and Women's Business Enterprise program of the City of Baltimore.

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 grant agreement between the East Baltimore Development, Inc. and LSH Gateway, LLC.

MINUTES

Mayor's Office of Employment - Revised Employ Baltimore
Development (MOED) Executive Order

ACTION REQUESTED OF B/E:

The Board is requested to approve the revised Employ Baltimore Executive Order relating to all City awarded contracts of \$50,000.01 to \$300,000.00, except for professional services and emergency services contracts. This revised executive order supersedes the resolution of the Board for the Employ Baltimore Executive Order that was signed by the Mayor on June 9, 2011.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This revision will align the Employ Baltimore Executive Order with the local hiring law which becomes effective on December 23, 2013, and relates to all City awarded contracts over \$300,000.00 except for professional services and emergency services contracts. The purpose of Employ Baltimore is to expand employment opportunities for Baltimore City residents by encouraging businesses that are awarded municipal contracts to utilize the City's local workforce delivery system to recruit qualified City residents to fill their open jobs. It is designed to maximize the impact of public spending by increasing the labor market participation of Baltimore citizens and stimulating the local economy.

UPON MOTION duly made and seconded, the Board approved the revised Employ Baltimore Executive Order relating to all City awarded contracts of \$50,000.01 to \$300,000.00, except for professional services and emergency services contracts.

MINUTES

Department of Finance - Appropriation Adjustment Order

ACTION REQUESTED OF B/E:

The Board is requested to approve an appropriation adjustment order (AAO) to transfer Federal grant funds from the Baltimore City Fire Department, Service 600 (Administration - Fire) to the Baltimore City Fire Department, Service 602 (Fire Suppression and Emergency Rescue).

AMOUNT OF MONEY AND SOURCE:

\$1,380.00 - From: Fire Department, Service 600
Unallocated Federal funds

To: Fire Department, Service 602
MEMA - HMEP Grant

The source of funds is a grant from the Maryland Emergency Management Agency (MEMA) approved by the Board on November 13, 2013.

BACKGROUND/EXPLANATION:

The AAO will initiate a transfer of appropriations to provide funding for the Hazardous Materials Emergency Preparedness (HMEP) Grant. The grant will cover expenses for hazardous materials planning, community outreach planning and/or training.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the appropriation adjustment order to transfer Federal grant funds from the Baltimore City Fire Department, Service 600 (Administration - Fire) to the Baltimore City Fire Department, Service 602 (Fire Suppression and Emergency Rescue).

MINUTES

PROPOSAL AND SPECIFICATIONS

1. Department of Recreation & Parks - TR 12313, Herring Run
Greenway-Phase I
BIDS TO BE RECV'D: 02/12/2014
BIDS TO BE OPENED: 02/12/2014

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

* * * * *

President: "Uh, Please remember that the Board will be in recess on Wednesday, December 25th and Wednesday, January 1st. I wish everyone a safe and happy holiday. As there is no more business before the Board, the meeting will recess until bid opening at 12 Noon. Thank you."

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Dept. of Transportation - TR 13311R, Traffic Signal
Construction and Rewiring
Citywide (JOC)
BIDS TO BE RECV'D: 01/22/2014
BIDS TO BE OPENED: 01/22/2014

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:

Dept. of Transportation - TR 12314, Roland Avenue and Northern Parkway Improvement and Traffic Calming

P. Flanigan & Sons, Inc.
Machado Construction Co.,
Inc.
Concrete General, Inc.
Civil Construction, LLC
Manuel Luis Construction
Company, Inc.

Bureau of Purchases - B50003211, Transportation Career Development Innovation Program

THERE WERE NO BIDS RECEIVED.

Bureau of Purchases - B50003217, Whole Block Building Demolition

Potts and Callahan, Inc.
K&K Adams, Inc.
GOEL Services, Inc.
JLN Construction Services,
LLC
P & J Contracting Co., Inc

MINUTES

Bureau of Purchases - B50003274, Polyethylene Liners

Superior Supply, Ltd.
All American Poly
Interline Brands, Inc.
Central Poly Corp.
Calico Industries, Inc.
Orly Industry, Inc.
Interboro Packaging Corporation
Office Depot
Fordion Packaging, LTD
Belair Road Supply Co., Inc.

Bureau of Purchases - B50003223, Building Façade
Improvements

Goel Services, Inc.
JLN Construction Services, LLC
Colossal Contractors, Inc.
C & N Associates, LLC

Bureau of Purchases - B50003264, Remove and Replace.
Sealant in Exterior Walls

Simpson Unlimited, Inc.
Boulevard Contractors Corp.
Kem Artifex, LLC
Contracting Specialists, Inc.

Bureau of Purchases - B50003266, Police Uniforms

F&F and A. Jacobs & Sons, Inc.
Howard Uniform Company
Lawmen Supply Company of
New Jersey Inc.

MINUTES

Bureau of Purchases - B50003246, Pavement Restoration
for Patterson Park

P. Flanigan & Sons, Inc.
 Fa`Tone Site Consultants
 M&F Contractor Company
 Bensky Construction Co., LLC
 DSM Properties, LLC
 C&N Associates, LLC
 *Christopher B. Miller Co., Inc.

Bureau of Purchases - B50003161, Baltimore City and
Miscellaneous Audits

CliftonLarsonAllen
 TG Associates CPAs, PLLC
 CR Williams & Associates
 SB & Company, LLC
 McGladrey, LLP
 Hamilton Enterprises, LLC

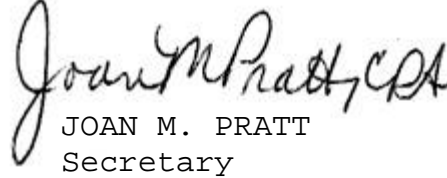
Bureau of Purchases - B50003272, T-Shirts, Caps
Other Active Wear

Riddell Athletic Products - NO BID

*UPON MOTION duly made and seconded, the Board the Board considered the bid of Christopher B. Miller Co., Inc. NON-RESPONSIVE due to the company's failure to proffer a bid guarantee as mandated by the solicitation instructions.

MINUTES

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, January 1,, 2014.



Handwritten signature of Joan M. Pratt, CPA in cursive script.

JOAN M. PRATT
Secretary