

MINUTES**REGULAR MEETING**

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

President: "Good morning. The March 13, 2019 meeting of the Board of Estimates is now called to order. In the interest of promoting order and efficiency of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. Meetings of the Board of Estimates are open to the public for the duration of the meeting. The hearing room must be vacated at the conclusion of the meeting. I will direct the Board members attention to the Memorandum from my office dated March 11, 2019 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Comptroller. I will entertain the Motion to approve all of the items contained on the routine agenda."

MINUTES

City Solicitor: "I move approval Mr. President.

Comptroller: "I Second."

President: "All those in favor say 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 November 21, 2016, the following contractors are recommended:

J.M. Lippha, Electrical Contractor, 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:

A.J. Adam Engineering, LLC	Engineer
A. Morton Thomas and Associates, Inc.	Landscape Architect Engineer Land Survey Property Line Survey
BOTA Consulting Engineers	Engineer
Crabtree, Rohrbaugh & Associates, Inc.	Architect
Dhillon Engineering, Inc.	Architect Engineer

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

PRIME AE Group, Inc.	Engineer Architect Construction Management
ReStl Designers, Inc.	Engineer
RJM Engineering, Inc.	Engineer
Sanders Design, P.A.	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

Department of Real Estate - Tax Sale Certificates

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Tax Sale Certificates to Baltimore Impact Properties II, LLC for an amount that is less than the lien amount for the properties below-listed.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
1042 N. Collington Avenue	\$4,000.00	\$3,592.76	\$11,755.06	\$4,000.00
1743 E. Fayette Street	\$8,100.00	\$3,603.84	\$19,743.74	\$8,100.00
541 W. Lafayette Avenue	\$9,000.00	\$ 896.21	\$ 17,926.04	\$9,000.00
1742 E. Oliver Street	\$8,100.00	\$4,866.35	\$205,675.33	\$8,100.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificates on May 14, 2018.

Baltimore Impact Properties II, LLC has offered to purchase the Tax Sale Certificates, file petitions to foreclose, acquire title

MINUTES

Department of Real Estate - cont'd

to the properties, and return them to productive use. The total recommended purchase assignment amount of \$29,200.00 for the sale of the tax certificates will cover the flat taxes and water bills on the properties.

UPON MOTION duly made and seconded, the Board approved assignment of Tax Sale Certificates to Baltimore Impact Properties II, LLC for an amount that is less than the lien amount for the properties below-listed.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Solomon Weldekirstos, for an amount that is less than the lien amount for the property located at 2407 E. Federal Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Recommended Purchase Price</u>
2407 E. Federal Street	\$4,333.00	\$686.20	\$24,122.29	\$4,333.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certification for 2407 E. Federal Street on May 14, 2018. The purchaser has offered to purchase the Tax Sale Certification for \$4,333.00, file the petition to foreclose, acquire title to the property and return it to productive use. The recommended purchase amount for the Tax Sale Certificate will cover the flat taxes and water bills on that property.

UPON MOTION duly made and seconded, the Board approved the assignment of the Tax Sale Certificate to Solomon Weldekirstos, for an amount that is less than the lien amount for the property located at 2407 E. Federal Street.

MINUTES

Department of Real Estate - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement by and between East Baltimore Enterprise, Inc., Landlord and the Mayor and City Council of Baltimore on behalf of the Juvenile Division of the Circuit Court, (Juvenile Division), Tenant, for the rental of a portion of the building known as Chance Center ("Building") located at 301 N. Gay Street, Baltimore Maryland being on the 1st Floor, and consisting of approximately 850 square feet of office space to be used for training classes and general offices. The period of the Lease Agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

<u>Annually</u>	<u>Monthly Installments</u>
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\$12,325.00	\$1,027.08
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Account - 5000-544419-1100-117001-603052

BACKGROUND/EXPLANATION:

The Juvenile Division is requesting the Board to approve a Lease Agreement for a term of one 1-year commencing on July 1, 2018 to June 30, 2019, with the option to renew for an additional one 1-year term.

The lease is late due to administrative issues with the Landlord.

The Space Utilization Committee approved this Lease Agreement on January 29, 2019.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Real Estate - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement by and between East Baltimore Enterprise, Inc., Landlord and the Mayor and City Council of Baltimore on behalf of the Juvenile Division of the Circuit Court, Tenant, for the rental of a portion of the building known as Chance Center located at 301 N. Gay Street, Baltimore Maryland being on the 1st Floor, and consisting of approximately 850 square feet of office space to be used for training classes and general offices.

MINUTES

Office of the Mayor - Capital Projects Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Capital Projects Grant Agreement between the State of Maryland acting through the Board of Public Works and the Board of Directors of the Waterfront Partnership of Baltimore, Inc.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - State

No City funds are required.

BACKGROUND/EXPLANATION:

The General Assembly has authorized this Grant for the Rash Field Improvement Project. The purpose of this Agreement is for the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of Rash Field located in the Inner Harbor.

Under this agreement, the State may reduce or terminate the authorization to provide the Grant in the event that,

- Grantee fails to provide the required matching fund by June 1, 2019; if applicable,
- if no part of the Project is under contract by June 1, 2024; or,
- the project is abandoned.

The Enabling Act's authorization automatically terminates for any grant funds that are unexpended or unencumbered by June 1, 2024.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Office of the Mayor - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Capital Projects Grant Agreement between the State of Maryland acting through the Board of Public Works and the Board of Directors of the Waterfront Partnership of Baltimore, Inc. The Mayor **ABSTAINED**.

MINUTES

Department of Real Estate - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution to Amendment to Lease Agreement (Amendment) with the Mayor and City Council and Harbel Community Organization, Inc., for the property known as 5807 Harford Road consisting of approximately 8,668 square feet. The Amendment extends the period of the Lease Agreement through June 30, 2035.

AMOUNT OF MONEY AND SOURCE:

\$1.00 per year if demanded.

BACKGROUND/EXPLANATION:

On October 6, 2010, the Board approved a Lease Agreement with a five-year renewal commencing on July 1, 2010 and terminating on June 30, 2015 with one five-year renewal option. On June 24, 2015, the Board approved the renewal provision beginning on July 1, 2015 and terminating June 30, 2020.

The Tenant has requested an extended lease term to accommodate requirements of a \$100,000.00 Bond which will be used for site improvements including the building's lot and parking lot. This Amendment to Lease Agreement provides an additional renewal period of 15 years commencing July 1, 2020 and terminating June 30, 2035, clarifies the leased premises to include the lot and parking lot consisting of approximately 40,100 square feet, and expands the work and services to be performed by the tenant to include maintaining the entirety of the Lease Premises including the lot and parking lot. Further, this Amendment to Lease Agreement removes liability from the landlord for injury or damage to persons or

MINUTES

Department of Real Estate - cont'd

Property resulting from gross negligence of the landlord its agents, servants or employees.

All other terms of the Lease Agreement date October 6, 2010 remain in full force and effect. The Amendment to Lease Agreement was approved by the Space Utilization Committee at its meeting of December 18, 2018.

UPON MOTION duly made and seconded, the Board approved and authorized execution to Amendment the Lease Agreement with the Mayor and City Council and Harbel Community Organization, Inc., for the property known as 5807 Harford Road consisting of approximately 8,668 square feet.

MINUTES

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement by and between Cherry Hill Town Center, Inc., Landlord and the Mayor and City Council, Tenant, for the rental of a portion of the property at 606 Cherry Hill Road, being on the first floor, consisting of approximately 6,100 square feet. The Amendment to the Lease Agreement extends the period of the Lease Agreement through November 30, 2023.

AMOUNT OF MONEY AND SOURCE:

The Annual rent for five (5) years will be as follows:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$131,895.00	\$10,991.25
Year 2	\$ 82,350.00	\$ 6,862.50
Year 3	\$ 94,550.00	\$ 7,879.17
Year 4	\$ 94,550.00	\$ 7,879.17
Year 5	\$ 94,550.00	\$ 7,879.17

Account: 1001-000000-4501-628600-603013

BACKGROUND/EXPLANATION:

On July 2, 2014, the Board approved the original agreement for the period December 1, 2013 through November 30, 2018 with the option to renew for an additional five 5-year term.

This Amendment to Lease Agreement will extend the lease agreement for five years beginning December 1, 2018 through November 30, 2023.

It is agreed by all parties that all other rentals, conditions and provisions and terms of the original Lease Agreement will remain in full force and effect.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this lease at its meeting on January 29, 2019.

UPON MOTION duly made and seconded, the Board approved and authorized execution to the Amendment the Lease Agreement by and between Cherry Hill Town Center, Inc., Landlord and the Mayor and City Council, Tenant, for the rental of a portion of the property at 606 Cherry Hill Road, being on the first floor, consisting of approximately 6,100 square feet.

MINUTES

TRANSFERS OF FUNDS

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UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1081 - 1089

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Parking Authority of Baltimore City</u>		
1. \$512,000.00	9965-917018-9581	9965-920042-9580
Parking Facilities	Marriott Garage	Marina Garage
Funds	Repairs	
This transfer will provide major structural and waterproofing repairs at Mariana Garage located at 402 Key Highway.		
2. \$535,000.00	9965-917018-9581	9965-917040-9580
Parking Facilities	Marriott Garage	Baltimore Street
Funds	Repairs	Garage
This transfer will provide major structural and waterproofing repairs at the Baltimore Street Garage located at 15 Guilford Avenue.		
3. \$590,000.00	9965-917018-9581	9965-915041-9580
Parking Facilities	Marriott Garage	Lexington Street
Funds	Repairs	Garage
This transfer will provide major structural and waterproofing repairs at the Lexington Street Garage located at 510 E. Lexington Street.		
4. \$343,000.00	9965-917018-9581	
Parking Facilities	Marriott Garage	
Funds	Repairs	
264,000.00	9965-913028-9581	
Parking Facilities	Market Center Garage	
Funds	Elevators	
\$607,000.00	-----	9965-910043-9580
		Market Center
		Garage

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Parking Authority of Baltimore City - cont'd</u>		
<p>This transfer will provide major structural and waterproofing repairs at the Market Center Garage located at 221 North Paca Street.</p>		
<u>Department of Housing and Community Development</u>		
5. \$ 23,000.00	9910-902985-9587	9910-905555-9593
UDAG Repayment Funds	Housing Development (Reserve)	Baltimore Arts Realty Corporation
<p>This transfer will provide funding to support Baltimore Arts Realty Corporation efforts to develop vacant properties in distressed communities into arts based community development efforts.</p>		
6. \$ 17,223.75	9910-902985-9587	9910-909124-9588
Other Fund	Housing Development (Reserve)	Loan Administration
<p>This transfer will provide funding to the Loan Administration account for expenses associated with loan origination, underwriting, administration, and servicing of the Office of Rehabilitation Services.</p>		
7. \$350,000.00	9910-9091974-9587	
UDAG Repayment Funds	Baker's View Infrastructure (Reserve)	
300,000.00	" "	
30 th Comm. Dev. Bonds		

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - cont'd</u>		
450,000.00	" "	
31 st Comm. Dev. Bonds		
\$1,100,000.00	-----	9910-908855-9588 Baker Division Homeownership II
 This transfer will provide funding to assist with a portion of the hard construction and new construction costs of a for-sale homeownership.		
8. \$177,026.35	9910-995001-9587	
6 th Housing Dev. Bonds	Unallocated Reserve - 6 th Housing	
122,973.65	9910-995001-9587	
29 th Comm. Dev. Bonds	Unallocated Reserve - 29 th CDB	
53,000.00	9910-923019-9587	
31 st Comm. Dev. Bonds	Baltimore Homeownership	
7,000.00	" "	
2 nd Comm. Dev. Bonds		
\$360,000.00		
\$300,000.00	-----	9910-907109-9588 Booster Program V2V
20,000.00	-----	" "

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development - cont'd</u>		
20,000.00	-----	9910-903292-9588 Baltimore City Employee Prog.
<u>20,000.00</u>	-----	9910-905290-9588 Live Near Your Work Program
\$ 360,000.00		

This transfer will provide funds to the Department's Homeownership Incentive Programs.

Department of Public Works

9.	\$ 9,088,000.00 State Water Quality	9958-903988-9526 Chinquapin Run Stream Rest #1	
	800,000.00 Revenue Bonds	" "	
	<u>112,000.00</u> Stormwater Utility Funds	" "	9958-905709-9525
	\$10,000,000.00		

This transfer will cover the costs of Project ER 4021, Chinquapin Run Stream Restoration.

10.	\$540,000.00 Revenue Bonds	9960-936001-9558 Constr. Res.	9960-933989-9557-3 Design
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This transfer will covers design costs for Project 1305 (WC 1392), 20 Inch Franklinton Rd.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works - cont'd</u>			
11.	\$ 50,000.00	9956-906626-9549	9956-905648-9551-3
	Wastewater	Rehab Prog. -	Design & Study
	Revenue	Jones Falls	
	Bond		
	The transfer will cover costs of advertisement for SC 941, Jones Falls Phase I Sewershed Improvements for five year LOP.		
12.	\$50,000.00	9956-911047-9549	9956-908940-9551-3
	Wastewater	SC 978, Main	Design & Study
	Revenue Bond	Replace Roland	
		Park	
	This transfer will cover costs of advertisement for SC 978, Small Diameter Sewer Main Replacements in Roland Park of the Jones Falls Watershed.		
13.	\$ 25,000.00	9960-924025-9558	
	Water Rev. Bond	Ashburton WFP	
		Washwater	
	25,000.00	" "	
	<u>County Rev.</u>		
	\$50.000.00	-----	9960-902296-9557-3
			Design & Study
	This transfer will cover the costs of advertisement for WC 1354, Ashburton Washwater Lake Dredging.		
<u>Department of General Services</u>			
14.	\$230,000.00	9916-909061-9194	9916-904261-9197
	1 st Parks &	Engine 5 Roof &	Engine 5 Boiler
	Public Facilities	Boiler - Reserve	Replacement -
	Loan		Active

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>			
This transfer will provide funds to the Department for replacement of the roof at Engine 5 and all associated in-house costs.			
15.	\$850,000.00 Other Funds	9916-905001-9194 Constr. Res. - Unallotted	9916-911932-9197 Eastern Health Clinic Relocate (Active)
This transfer will provide funds to the Department for restoration of the curtain wall at the Eastern Health Clinic and all associated costs.			
16.	\$100,000.00 General Funds	9916-913014-9194 401 E. Fayette Mech/Elec/Plumb (Reserve)	
	825,000.00 1 st Parks & Public Facilities Loan	" "	
	2,825,000.00 2 nd Parks & Public Facilities Loan	" "	
	\$3,750,000.00		
	100,000.00 General Funds	-----	9916-912114-9197 401 E. Fayette Mech/Elec/Plumb (Active)

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of General Services - cont'd</u>		
825,000.00	-----	" "
1st Parks & Public Facilities Loan		
<u>2,825,000.00</u>	-----	" "
<u>\$3,750,000.00</u>		

This transfer will provide funds to the Department for HVAC system renovation for the Cummings building at 401 E. Fayette Street and all associated in-house costs.

Department of Transportation

17.	\$40,000.00 FED	9950-908056-9509 Constr. Res. Citywide System Preservation	
	10,000.00 <u>GF (HUR)</u>	" "	
	<u>\$50,000.00</u>	-----	9950-920050-9508-3 Design Clinton St. Slab Rehab

This transfer will cover the deficit and other related cost related to project TR 17302, Clinton St. Slab Rehab.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>		
18. \$55,000.00	9938-909102-9475	9938-910102-9474
2 nd Parks & Facilities	FY18 Park Rehabilitation Program (Reserve)	FY18 Park Rehabilitation Program (Active)

This transfer will provide funds to cover the costs associated with the installation of rubber safety surfacing for McKim Park Playground.

Baltimore Development Corporation

19. \$500,000.00	9910-922009-9600	9910-933009-9601
24 th Eco. Dev. Fund	Constr. Res. (East Monument Street)	East Monument Streetscape Street

This transfer will provide funds to the Department of Transportation for streetscape improvements in the 2100-2400 blocks of East Monument Street, a major commercial corridor in East Baltimore.

Department of Planning

20. \$214,237.00	9905-9186-901009	
General Funds	Planning Dept. Initiatives (Reserve)	
153,925.17	9905-9188-903009	
General Funds	Planning Dept. Initiatives (Active)	

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Planning - cont'd</u>		
97,161.00 22 nd EDF	9905-9186-908011 Zoning Code Rewrite	
50,000.00 General Funds	9905-9186-926008 Area Master Plans (Reserve)	
100,000.00 <u>General Funds</u>	9905-9186-914013 Capital Improvement Program (Reserve)	
\$615,323.17	-----	9905-935019-9188 Baltimore Green Network (Active)

This transfer will allow the Department to continue implementing Baltimore Green Network pilot project to turn vacant lots into parks and greenspace.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Condemnations</u>			
1. Ronald and Darlene Allen	4402 Saint Georges Avenue	F/S	\$7,500.00
2. Reginald L. Camper	4404 Saint Georges Avenue	L/H	\$7,260.00

Funds are available in account no. 9904-922021-9127-900000-704040, Inspire Acquisitions.

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing Condemnations.

MINUTES**CITY COUNCIL BILLS:**

18-0280 - An Ordinance concerning Sale of Property - For the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as the former bed of Dillon Street, extending from the east side of CSX Transportation Inc. Railway easterly 201.24 feet to the west side of South Macon Street and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

18-0284 - An Ordinance concerning Sale of Property - For the purpose of authorizing the Mayor and City Council of Baltimore to sell, at either public or private sale, all its interest in a certain parcel of land known as the former bed of a 10-foot alley bounded by North Howard Street, West 24th Street, Mace Street, and West 23rd Street, and no longer needed for public use; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

19-0330 - An Ordinance concerning Yield Excise Tax - Tax Rates - For the purpose of amending the tax rates used to calculate the Yield Excise Tax imposed on the tax yield from transactions for which recordation taxes and transfer taxes are due under City Code Article 28, Subtitle 16 and Subtitle 17, respectively; and providing for a special effective date.

ALL REPORTS RECEIVED WERE FAVORABLE.

MINUTES**CITY COUNCIL BILLS:** - cont'd

UPON MOTION duly made and seconded, the Board approved Bill No. 18-0280, 18-0284, 19-0330 and directed that the bills be returned to the City Council with the recommendation that they also be approved by that Honorable Body. The President **ABSTAINED.**

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Lease Agreement with MSP Superior Services, Inc. Tenant, for the premises containing 458 total rentable square feet, located at 2901 Druid Park Drive. The period of the Lease Agreement is February 1, 2019 through January 31, 2020 with the option to renew for one additional 1-year that may be exercised by the Tenant.

AMOUNT OF MONEY AND SOURCE:

\$8,016.00

(Base rent for the first year)

BACKGROUND/EXPLANATION:

The base rent is payable to the City for the first year and a 4% increase for the remaining term upon execution of the renewal option. The renewal amount will be equal to four percent from the prior lease year.

MSP Superior Services, Inc. will use the premises for an administrative office and for no other purpose with an additional one 1-year renewal option that may be exercised by the tenant.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with MSP Superior Services, Inc. Tenant, for the premises containing 458 total rentable square feet, located at 2901 Druid Park Drive.

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

The Board is requested to approve and authorize execution of the Lease Agreement with Watkins Security Agency, Inc. Tenant, for the premises containing 7,635 total rentable square feet, located at 2901 Druid Park Drive. The period of the Lease Agreement is February 1, 2019 through January 31, 2029 with the option to renew for one additional five-year period that may be exercised by the Tenant.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Installments</u>
1	\$ 91,620.00	\$7,635.00
2	\$ 94,368.00	\$7,864.05
3	\$ 97,199.66	\$8,099.97
4	\$100,115.65	\$8,342.97
5	\$103,119.12	\$8,593.26
6	\$106,212.12	\$8,851.06
7	\$109,399.07	\$9,116.59
8	\$112,681.00	\$9,390.09
9	\$116,061.70	\$9,671.79
10	\$119,543.32	\$9,961.94

BACKGROUND/EXPLANATION:

The base rent is payable to the City for the first year and a 3% increase for the remaining term upon execution of the renewal option, the renewal amount will be equate to three percent from the prior lease year.

Watkins Security Agency, Inc. will use the premises for an administrative office and for no other purpose. The lease term is February 1, 2019 through January 31, 2029 with an addition five 5-year renewal option that may be exercised by the tenant.

MINUTES

Baltimore Development Corporation - cont'd

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Watkins Security Agency, Inc. Tenant, for the premises containing 7,635 total rentable square feet, located at 2901 Druid Park Drive.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the leasehold interest in the property located at Block 7095, Lot 086 by gift from Mr. William Tanbusch, 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 Owner has offered to donate to the City, title to the property at Block 7095, Lot 086. With the Board's approval, 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 Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through September 25, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'd

Block 7095 Lot 086

Tax Sale	326751	\$51,909.85
Real Property Tax	2018-2019	405.92
Real Property Tax	2017-2018	Included in Tax Sale
Real Property Tax	2016-2017	Included in Tax Sale
Real Property Tax	2015-2016	Included in Tax Sale
Real Property Tax	2014-2015	Included in Tax Sale
Real Property Tax	2013-2014	Included in Tax Sale
Real Property Tax	2012-2013	Included in Tax Sale
Real Property Tax	2011-2012	Included in Tax Sale
Real Property Tax	2010-2011	Included in Tax Sale
Real Property Tax	2009-2010	Included in Tax Sale
Real Property Tax	2008-2009	Included in Tax Sale
Real Property Tax	2007-2008	Included in Tax Sale
Real Property Tax	2006-2007	Included in Tax Sale
Miscellaneous	7324411	Included in Tax Sale
Miscellaneous	7428139	Included in Tax Sale
Miscellaneous	8336075	475.46
Miscellaneous	8585887	283.67
Environmental	54752357	Included in Tax Sale
Environmental	54752365	Included in Tax Sale
Environmental	54752373	Included in Tax Sale
Environmental	54752381	Included in Tax Sale
Registration	207989	688.50
Total Taxes Owed		\$53,763.40

UPON MOTION duly made and seconded, the Board approved the acquisition of the leasehold interest in the property located at Block 7095, Lot 086 by gift from Mr. William Tanbusch, 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 of the fee simple interest in the property located at Block 2177, Lot 077, by gift from Mason Memorial Church of God in Christ, 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 Owner has offered to donate to the City, title to the property located at Block 2177, Lot 077. With the Board's approval, 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 Owner will pay all current water bills up through the date of settlement. The DHCD will acquire the property subject to all municipal liens, and all interest and penalties that may accrue prior to recording a deed. The water bills must be paid as part of the transaction. A list of open municipal liens accrued through December 10, 2018, other than water bills, are as follows:

MINUTES

DHCD - cont'dBlock 2177, Lot 077

Real Property Tax	2018-2019	\$ 24.52
Miscellaneous	7794514	10.73
Registration	206388	<u>95.00</u>
Total Taxes Owed		\$130.25

UPON MOTION duly made and seconded, the Board approved the acquisition of the fee simple interest in the property located at Block 2177, Lot 077, by gift from Mason Memorial Church of God in Christ, Owner, SUBJECT to municipal liens, interest, and penalties, other than water bills.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a CDBG Agreement with The Family League of Baltimore City, Inc. (League). The period of the CDBG Agreement is July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$600,000.00 - 2089-208919-5930-786930-603051

BACKGROUND/EXPLANATION:

The Family League of Baltimore, Inc. works with various partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth, and families. Under this agreement, the League will provide funding to local community-based organizations, in high-need communities, to implement Out-of-School Time (OST) programs. The OST programs will provide city youth with a safe place after school, academic skills development, healthy meals and extra-curricular activities.

MBE/WBE PARTICIPATION:

FOR FY 2019, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$273,974.00.

MBE: \$73,972.98

WBE: \$27,397.40

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

MINUTES

DHCD - cont'd

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

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the CDBG Agreement with The Family League of Baltimore City, Inc.

MINUTES

Department of Housing and - Community Development
Community Development Bond Fund Deferred Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve the Community Development Bond Fund Deferred Loan in an amount not to exceed \$1,100,000.00 to B & D Phase III LLC, a subsidiary of the Druid Heights Community Development Corporation. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>Sources</u>		<u>Uses</u>	
HCD Bond Funds	\$1,100,000.00	Construction	\$1,487,255.00
State "BRNI Funds"	\$ 400,000.00	Soft Cost/Fees	\$ 166,237.00
Additional State Funds	\$ 250,000.00	Contingency	\$ 96,508.00
	<u>\$1,750,000.00</u>		<u>\$1,750,000.00</u>

Account: 9910-908855-9588

"BRNI" is the the Baltimore Regional Neighborhood Initiative program of the State.

BACKGROUND/EXPLANATION:

Founded in 1974, Druid Heights Community Development Corporation ("DHDCDC") is a resident-driven organization that works to foster community self-empowerment through the development of economic, educational, employment, and affordable housing opportunities. Its mission is to promote and encourage areas of community development and empowerment through various initiatives. The overall goal of the organization is to accelerate the revitalization of the neighborhood by preserving and improving existing housing and developing new affordable housing that will meet the needs of low-

MINUTES

Department of Housing and - cont'd
Community Development

income families. To accomplish this goal, the DHCDC has implemented a number of community development initiatives that have proven to strengthen the fabric of the community all while creating a stable and safe community environment. The DHCDC is credited with developing 35 affordable new townhomes and rehabilitating 83 units of multi-family rental housing.

The Baker and Division Street homeownership project is a multiphase project that will locate-in the 500 block of Baker and Gold Streets, the 2200 and 2300 block of Division Street, 2200 and 2300 block of Etting Street, and the 2200 and 2300 block of Pennsylvania Avenue. The overall concept of the project consists of a development design to reduce the density from 200 units to 95 newly constructed townhouses with green spaces and parking. Phase I of the project included the development and new construction of seventeen townhomes that were completed and sold in the fall of 2011.

Since the completion of Phase I, rising construction costs and interest rates have impacted the development project, so that the current phase, Phase II, must be split into two sub phases, Phase II-A and Phase II-B, in order to be financially feasible. The DHCDC has already acquired the land upon which the Phase II-A project will be constructed.

Phase II has been designed to continue to reduce the housing density from 39 lots to 14 newly constructed townhomes. As proposed, the townhomes will be 3-bedroom units totaling approximately 1,836 square feet. Finishes will be typical builder grade, new construction and include hardwood and ceramic floors of the first floor, central air conditioning and gas forced hot air. All the units will be sold to qualified buyers who earn 80% to 110% of the area median income, adjusted for family size. It is projected that buyers will have first mortgages in the range of approximately \$140,000 to \$150,000, based on the current market conditions.

MINUTES

Department of Housing and - cont'd
Community Development

PARTICIPATING PARTIES:**A. DEVELOPER**

B AND D Phase II LLC, a subsidiary of the Druid Heights Community Development Corporation will be the Developer of record.

B. GENERAL CONTRACTOR/ARCHITECT

A joint venture consisting of Commercial Contractors LLC and C.L. Myles Construction Co. will be the general contractors of record. Commercial Construction will assume the role as managing member of the partnership and will post a 100% Payment and Performance Bond. Architectural services will be provided by Philipsen Architects. Mr. Ernst Valery, co-managing Member of SAA/EVI, will be providing development management/consultant services to Druid Heights. (SAA/EVI is a joint venture between SA+A Development, which has worked in affordable housing since 1976, and Ernst Valery Investments Corp., a private real estate investment firm established in 2001).

C. PARTICIPATING LENDERS:**COMMUNITY DEVELOPMENT BOND FUNDS - 1st construction/permanent**

The Department is requesting approval of a Community Development Bond Fund deferred loan in an amount not to exceed \$1,100,000.00 (the "Bond HO Loan"). Proceeds of Bond HO Loan will be used to support a portion of the hard construction costs of the project. The Bond HO Loan will be structured as a deferred loan that will provide for zero percent interest for a term not to exceed 12 months from loan closing (which term may be extended by consent of the Department). The Bond HO Loan will be evidenced by a note and will be secured by a first lien on the property. The Department's total subsidy

MINUTES

Department of Housing and - cont'd
Community Development

amount for each of the six units will be \$183,000.00 per unit, which will be used for hard costs of the project. Of the total subsidy amount, \$150,000.00 will be a development subsidy (the "Development Subsidy") \$33,000.00 will be a homebuyer subsidy (the "Buyer Subsidy"). The Development Subsidy for each unit will be a permanent write down for the Project and will be forgiven upon the sale of each individual unit.

The Druid Heights community was one of the hardest hit Baltimore City communities throughout the civil unrest from the 1960's through 2015. All subsidies pass through to the buyer. As a result of the subsidy, the buyer is given an opportunity to purchase an affordable quality home and further contribute to the revitalization of the community. All the homes will be sold to first-time home buyers who have low-to-moderate incomes and who would not otherwise have an opportunity to purchase their own home. The size of the total subsidy to each unit is an investment in both a traditionally overlooked and distressed community as well as the people currently living and who will live in the future in the community.

At the time each unit is sold to qualified buyers (individually the "Buyer" and collectively the "Buyers"), an amount equal to the Buyer Subsidy or \$33,000.00 will be assumed by each Buyer (each, a "Buyer Loan"), which amount assists in the financing of the construction of the unit. Simultaneously, the Borrower's obligation under the Bond Fund Homeownership Loan will be released by an amount equal to the Development Subsidy plus the Buyer Subsidy or \$183,000.00.

Each Buyer Loan will be structured as a forgivable loan that will be reduced over time if the Buyer meets all the loan conditions. Upon the sale of a property to each Buyer, the restrictions applicable to such Buyer Loan will be evidenced by a Regulatory Agreement to the Buyer or covenants or deed restrictions that will run with the land and be binding on successors and assigns of the Buyer, which covenants or

MINUTES

Department of Housing and - cont'd
Community Development

restrictions shall restrict their sale of the unit. The Permanent Loan Period for each Buyer Loan will not exceed ten years commencing on the date of purchase of each unit.

MARYLAND REGIONAL NEIGHBORHOOD INITIATIVE PROGRAM FUNDS

The BRNI program of the State of Maryland's Department of Housing and Community Development ("MD DHCD"), aims to demonstrate how strategic investment in local housing and businesses can lead to healthy, sustainable communities with a growing tax base and enhanced quality-of-life. The BRNI program attempts to focus on areas where modest investment and a coordinated strategy will have an appreciable neighborhood revitalization impact. The BRNI program is only open to community development organizations with an approved strategic neighborhood revitalization plan with projects located in Sustainable Community Areas in Baltimore City and the inner beltway of Baltimore and Anne Arundel counties.

In two separate awards, the MD DHCD has granted the DHCD funds from the BRNI program in the amount \$400,000.00 and \$250,000.00 (collectively, the "BRNI Grant") for the Phase II project.

Additional terms and conditions of the disbursement of BRNI Grant funds will be further defined in the Bond HO Loan security instruments and project draw schedule.

PRIVATE LOAN PROCEEDS

The DHCD may obtain loans or other credit from Baltimore Community Lending or SAA/EVI to assist in the financing of Phase II-A. In each case, such loans will be secured by collateral other than the real estate. Any portion of the BRNI Grant not used for Phase II-A will be used for Phase II-B.

MINUTES

Department of Housing and - cont'd
Community Development

MBE/WBE PARTICIPATION:

The Developer will comply with Article 5, Subtitle 28 of the Baltimore City Code for Minority and Women's Business Opportunity is fully applicable and no request for a waiver or exception has been made.

THE DIRECTOR OF FINANCE RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the Community Development Bond Fund Deferred Loan in an amount not to exceed \$1,100,000.00 to B & D Phase III LLC, a subsidiary of the Druid Heights Community Development Corporation. The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review for form and legal sufficiency by the Department of Law.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Superior Apartment Management, Developer, for the sale of the City-owned properties located at 2130, 2132, 2134, 2138, 2140, 2142, and 2144 E. Federal Street.

AMOUNT OF MONEY AND SOURCE:

\$ 4,000.00	2130 E. Federal St.
4,000.00	2132 E. Federal St.
4,000.00	2134 E. Federal St.
1,000.00	2138 E. Federal St.
1,000.00	2140 E. Federal St.
1,000.00	2142 E. Federal St.
1,000.00	2144 E. Federal St.
<u>\$16,000.00</u>	

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation of three vacant buildings into three single-family homes, which will be rented to tenants at a subsidized rate. The four vacant lots will be converted into green space/Children's playground. The properties are located in the Broadway-East neighborhood.

The project will be privately financed.

The City may dispose of the properties by virtue of Article 13, Section 2-7 (h) of the Baltimore City Code.

MINUTES

Department of Housing and - cont'd
Community Development

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

In accordance with the Waiver Valuation policy of Baltimore City, the DHCD has determined the three vacant buildings located at 2130, 2132, 2134 E. Federal Street were valued at \$6,500.00 each and will be sold for \$4,000.00 each.

In accordance with the Appraisal Policy of Baltimore City, unimproved property assessed below \$2,500.00 does not require an appraisal. The four vacant lots located at 2138, 2140, 2142 & 2144 E. Federal Street are assessed at \$1,000.00 each and will be sold for \$1,000.00 each (\$4,000.00 total).

The three vacant buildings located at 2130, 2132, 2134 E. Federal Street were valued at \$6,500.00 each and will be sold for \$4,000.00 each, which is below the price determined by the Waiver Valuation Process because of the following reasons:

- The sale and rehabilitation will help to promote a specific benefit to the community,
- the sale and rehabilitation will help to eliminate blight from the neighborhood, and
- the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

MBE/WBE PARTICIPATION:

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

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Superior Apartment Management, Developer, for the sale of the City-owned properties located at 2130, 2132, 2134, 2138, 2140, 2142, and 2144 E. Federal Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Superior Apartment Management, Developer, for the sale of the City-owned properties located at 2111, 2115, 2117, 2121 E. Chase Street.

AMOUNT OF MONEY AND SOURCE:

\$ 4,150.00	2111 E. Chase St.
2,000.00	2115 E. Chase St.
2,000.00	2117 E. Chase St
<u>2,000.00</u>	2121 E. Chase St.
\$10,150.00	

BACKGROUND/EXPLANATION:

The project will consist of four vacant buildings at 2111, 2115, 2117 and 2121 E. Chase Street, to be rehabbed and once rehabbed, will be sold to homeowners.

The project will be privately financed.

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

The properties have been journalized and were approved for sale on December 22, 2010.

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

The properties will be sold pursuant to the Appraisal Policy of Baltimore City, using the Waiver Valuation Process. The property at 2111 E. Chase was priced at \$4,000.00 and will be sold above the value for \$4,150.00 therefore a rationale is not applicable.

MINUTES

Department of Housing and - cont'd
Community Development

The properties at 2115, 2117 and 2121 E. Chase St., were also valued at \$4,000.00 each and will be sold below the value for \$2,000.00 because of the following reasons:

- The sale and rehabilitation will help to promote a specific benefit to the community,
- the sale and rehabilitation will help to eliminate blight from the neighborhood, and
- the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Superior Apartment Management, Developer, for the sale of the City-owned properties located at 2111, 2115, 2117, 2121 E. Chase Street.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Maritza Serrano, Developer, for the sale of the City-owned property located at 637 N. Belnord Avenue.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00

BACKGROUND/EXPLANATION:

The project will involve the complete rehabilitation of the vacant building into a single family home, which will be rented to a tenant at market rate.

The authority to sell the property is given under Baltimore City Code, Article 13, §2-7(h) of Baltimore City Code.

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

In accordance with the Waiver Valuation Process in the City's Appraisal Policy, the DHCD has determined the property located at 637 N. Belnord Avenue, to be valued at \$5,000.00 and will be sold for \$2,500.00.

The property will be sold below the Waiver Valuation Price for the following reasons:

- the sale and rehabilitation will help to promote a specific benefit to the community,
- the sale and rehabilitation will help to eliminate blight, and

MINUTES

DHCD - cont'd

- the sale and rehabilitation will promote economic development through the placement of the subject properties on the City's tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Maritza Serrano, Developer, for the sale of the City-owned property located at 637 N. Belnord Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Key Realty Group-I, LLC, Developer, for the sale of the City-owned property located at 1117 N. Fulton Avenue.

AMOUNT OF MONEY AND SOURCE:

\$7,000.00

BACKGROUND/EXPLANATION:

The project will involve converting the vacant building into a single family market-rate rental unit.

The property was journalized and approved for sale on July 8, 2009.

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

In accordance with the Waiver Valuation Process in the City's Appraisal Policy, the DHCD has determined the property located at 1117 N. Fulton Avenue, to be valued at \$7,000.00 and will be sold for \$7,000.00. Therefore, this section is not applicable.

MBE/WBE PARTICIPATION:

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

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Key Realty Group-I, LLC, Developer, for the sale of the City-owned property located at 1117 N. Fulton Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with SAA EVI Greenmount Partners, LLC, Developer, for the sale of six City-owned properties located at 1804, 1806, 1808, 1810 and 1812 Greenmount Avenue and 1801 Brentwood Avenue.

AMOUNT OF MONEY AND SOURCE:

\$326,000.00

BACKGROUND/EXPLANATION:

The project will involve the construction of a new five level mixed-use building with parking, commercial space for retail and some space for community activities on the ground floor/level one. The project will consist of a total of 60 affordable rental units consisting of 20 studios, 28 one-bedrooms and 12 two-bedroom units on levels 2 - 5, with 56 parking spaces for cars and 48 bike parking spaces on the ground level. The facility will also include some commercial space for retail and space for community activity and a gym.

The authority to sell the property is given under Baltimore city Code, Article 13, §2-7(h) of the Baltimore City Code.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE PRICE DETERMINED BY THE APPRAISAL POLICY OF BALTIMORE CITY:

In accordance with the Waiver Valuation Process in the City's Appraisal Policy, an Appraisal commissioned by DHCD has determined the complete parcel comprising of five vacant lots and one vacant building located at 1804, 1806, 1808, 1810, 1812 Greenmount Avenue and 1801 Brentwood Avenue is valued at \$370,000.00. The Developer will pay full price less a partial credit of \$44,000.00 for demolition of the existing building to make way for brand new multi-level construction.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The Developer has agreed to comply with the MBE/WBE standards.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with SAA EVI Greenmount Partners, LLC, Developer, for the sale of six City-owned properties located at 1804, 1806, 1808, 1810 and 1812 Greenmount Avenue and 1801 Brentwood Avenue.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Baltimore Green Space: A Land Trust for Community-Managed Open Spaces (Land Trust), Developer, for the sale of the City-owned property located at 623 Homestead Street (Block 4075, Lot 008).

AMOUNT OF MONEY AND SOURCE:

\$1.00

BACKGROUND/EXPLANATION:

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. In an effort to further the City's Cleaner Greener initiative, as well as the new Sustainability Plan, which calls on the City to "develop and support a land trust to help communities retain control of appropriate open space upon their commitment to maintain the space," the Department is seeking approval for the transfer of the Mayor and City Council owned lots within the community managed open space known as the Homestead Harvest located at 623 Homestead Street, which has been used by the Better Waverly community for the past ten years as a community garden.

The sale of the lot to the Land Trust represents a cost-effective way to provide neighborhoods with amenities such as community gardens and other beautification and recreational spaces. Through their own labor and investments, as well as outside funding, residents increase property values while creating social and environmental benefits.

MINUTES

Department of Housing and - cont'd
Community Development

By virtue of the power conferred upon the Director of the DHCD by Article 13 §2-7 of the Baltimore City Charter, the City is authorized to dispose of the property.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BELOW THE APPRAISED VALUE:

The assessed value of the lot is \$5,700.00. Sale of the property to the Land Trust, which sole purpose is to ensure the preservation of the community managed open space, below the appraised value is reflective of the City's understanding that community managed open spaces serve a specific benefit to the immediate community by elimination of blight and by providing the neighborhoods with amenities such as community gardens and other beautification and recreation spaces.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Baltimore Green Space: A Land Trust for Community-Managed Open Spaces, Developer, for the sale of the City-owned property located at 623 Homestead Street (Block 4075, Lot 008).

MINUTES

Department of Housing and - Second Amendment to Land
Community Development Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to Land Disposition Agreement with TCB Marshall Gardens Limited Partnership, Developer, and assignee of the Community Builders, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On August 19, 2015, the Board approved the Land Disposition Agreement with TCB Marshall Gardens Limited for certain parcels.

On May 10, 2017, the Board approved an Amendment to Land Disposition Agreement to revise the list of the parcels to be conveyed to TCB Marshall Gardens Limited.

This Second Amendment to Land Disposition Agreement revises the parcels being sold. The Second Amendment removes three parcels from the project 512 Laurens St., 514 Laurens St., and 516 Laurens St. Removing these parcels will assist the Developer in adhering to and fulfilling the requirements of the Developer's financing.

MBE/WBE PARTICIPATION:

The Developer will purchase the parcels for a price that is less than the appraised value; therefore MBE/WBE is applicable.

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to Land Disposition Agreement with TCB Marshall Gardens Limited Partnership, Developer, and assignee of the Community Builders, Inc.

MINUTES

Department of Housing and - Side Yard Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement (LDA) with Alexander Pio and Lydia Freeman, Purchasers, for the sale of the City-owned property located at 2333 Linden Avenue.

AMOUNT OF MONEY AND SOURCE:

\$747.50 - Purchase Price

\$400.00 - will be held in escrow

BACKGROUND/EXPLANATION:

The Purchasers will use private funds to pay for the acquisition and maintenance of the property.

The Department's Land Resources Division, on behalf of the Mayor and City Council, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 2333 Linden Avenue to Alexander Pio and Lydia Freeman. As a condition of conveyance, the Purchasers have agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the property by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code.

MINUTES

Department of Housing and - cont'd
Community Development

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

The property is being sold for \$747.50, as the Purchaser holds title on the adjacent property as owner-occupied.

The property will be sold below the Waiver Valuation for the following reasons:

- the sale will serve a specific benefit to the community,
- the sale will eliminate blight, and
- the sale will return of the property to the City's tax rolls.

MBE/WBE PARTICIPATION:

The Developer will purchase this property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation. Therefore, Minority and Women's Business Enterprise participation is not applicable.

UPON MOTION duly made and seconded, the Board approved and authorize execution of the Side Yard Land Disposition Agreement with Alexander Pio and Lydia Freeman, Purchasers, for the sale of the City-owned property located at 2333 Linden Avenue.

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 the property, located at 730 N. Gilmore Street (Block 0098, Lot 029), owned by Crossover Investment Group, LLC, Developer, for a comparable property, located at 716 E. 43rd Street (Block 5200, Lot 095), owned by the Mayor and City Council.

AMOUNT OF MONEY AND SOURCE:

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

Account: 9910-908044-9588-900000-704044

BACKGROUND/EXPLANATION:

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

Crossover Investment Group, LLC received notice of the City's intent to demolish the property known as 730 N. Gilmore Street. Because the entity intended to rehab this property, a property exchange was proposed with a comparable Mayor and City Council-owned property that is located in an area better suited for redevelopment. The Developer will deliver 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.

The City will receive clear and marketable title to the Developer property, subject to any municipal liens, in exchange for a comparable Mayor and City Council property.

MINUTES

Department of Housing and - cont'd
Community Development

The determination of comparability is based on a valuation for both 730 N. Gilmor Street and 716 E 43rd Street, which determined that the properties are each valued at \$8,000.00. The liens on 730 N. Gilmor Street total approximately \$2,561.02, and are itemized as follows:

Tax Sale Certificate #309133 (Sale Date 5/16/16)	\$2,061.55
Real Property 2018-19	369.47
Property Registration #410894	<u>130.00</u>
Total Liens	\$2,561.02

Approval of this exchange will allow the City to more expeditiously demolish the hazardous structure and take title to the property for a redevelopment project. The property exchange is less costly than acquiring the properties through tax sale foreclosure or eminent domain. This action will further the City's effort to eliminate blight and protect the health and safety of its citizens. As such, the City has agreed to pay for all title work and associated settlement costs, on the properties the City is receiving, not to exceed \$600.00 per property.

The rationale behind the exchange of properties was to ensure the severity of blight at 730 N. Gilmor Street could be successfully eliminated while simultaneously ensuring that a willing and able developer could contribute to the revitalization of Baltimore City in an area better suited and poised for rehabilitation.

By virtue of the power conferred upon the Housing Commissioner by Article 13, Section 2-7, of the Baltimore City Code (2009 Edition), all the terms and conditions of this Land Disposition and Acquisition Agreement have been approved.

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition and Acquisition Agreement, which outlines the exchange of the property, located at 730 N. Gilmor Street (Block 0098, Lot 029), owned by Crossover Investment Group, LLC, Developer, for a comparable property, located at 716 E. 43rd Street (Block 5200, Lot 095), owned by the Mayor and City Council.

MINUTES

Department of Housing and - Amended and Restated
Community Development (DHCD) Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amended and Restated Memorandum of Understanding (MOU) with the Housing Authority of Baltimore City (HABC).

AMOUNT OF MONEY AND SOURCE:

No funds are involved in this request.

BACKGROUND/EXPLANATION:

On June 27, 2018, the Board approved the MOU with the HABC to donate 67 City-owned properties to the HABC that are needed as part of the Perkins/Somerset/Oldtown Transformation Initiative (Choice Neighborhoods). This Amended and Restated MOU modifies the requirements of the Status of Title/Reverter/Completion Dates.

The original MOU included a requirement that the Deed for each parcel conveyed by the City to the HABC, would include a right of reverter to be exercised by the City in the event that construction of the first phase of the Project is not commenced by December 31, 2019 and all phases of the Project are not completed by December 31, 2040.

This requirement impeded the Developers' ability to obtain financing. Under this Amended and Restated MOU, each Deed to convey a parcel to the HABC may include, at the sole discretion of the Commissioner of the DHCD, a right of reverter to be exercised by the City in the event that construction on each parcel is not commenced within 24-months of the settlement on such parcel and the Commissioner may terminate any right of reverter in place.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The HABC will be responsible for requiring Developers to sign a Commitment to Comply.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amended and Restated Memorandum of Understanding with the Housing Authority of Baltimore City.

MINUTES

Department of Housing and - Memorandum of Agreement
Community Development

ACTION REQUESTED BY B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement with the Maryland State Historic Preservation Officer (SHPO). The Memorandum of Agreement is effective upon Board approval and remains in effect for three years thereafter.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The St. Francis Neighborhood Center, (Center) located at 2405 Linden Avenue in the historic Reservoir Hill neighborhood, is a community institution committed to ending generational poverty through education, inspiring self-esteem, self-improvement and strengthening connections to the community by utilizing education, art, mentoring and tutoring.

To better serve its community, the Center has embarked on a plan to renovate and expand its facility. The construction is to be financed in part by a Federal Community Development Block Grant, administered by the City's Department of Housing and Community Development. Because of federal funding, and because St. Francis' facility is a contributing resource in a district listed on the National Register of Historic Places, federal law requires the SHPO make a determination as to whether the undertaking will have an adverse effect on the historic resource. The Maryland SHPO did determine that the undertaking would have an adverse effect and negotiated with the City and the Center to arrive at a set of measures designed to mitigate that adverse effect.

MINUTES

Department of Housing and - cont'd
Community Development

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement with the Maryland State Historic Preservation Officer.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the agreement with All State Career, Inc. for professional services. The period of the agreement is July 1, 2018 through June 30, 2019, unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

\$59,913.00 - 4000-807518-6312-467253-603051
4000-806718-6312-467253-603051
2026-000000-6311-734100-603051

BACKGROUND/EXPLANATION:

Under this agreement, All State Career, Inc. will provide training in areas specified on the Department of Labor, Licensing and Regulation's (DLLR) list of approved Training Providers.

The training will consist of the programs described in the Workforce Innovation and Opportunity Act (WIOA); training programs outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards and the total hours of each course in a certification program. The maximum length of time a participant can remain in training is one-year.

The funds will be drawn from two different accounts: FY 18 WIOA Adult and FY18 WIOA Dislocated Worker, Casino Impact Area Funds. The accounts and the amounts cannot be determined until the participants are registered.

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

MINUTES

MOED - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with All State Career, Inc. for professional services.

MINUTES

Office of State's Attorney - No-Cost Time Extension
for Baltimore City

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the No-Cost Time Extension to the Grant Award from the State of Maryland, Governor's Office of Crime Control and Prevention (GOCCP). The No-Cost Time Extension to Grant Award will extend the period of the Grant Award through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-412818-1150-118000-600000

BACKGROUND/EXPLANATION:

On February 4, 2018, the Board approved the original grant award for the period of October 1, 2017 through September 30, 2018.

The GOCCP awarded this grant to reduce the existing gaps in services and stakeholders throughout Maryland. The program improves the ability to analyze, map and target opioid trafficking in the City and prosecute repeat juvenile offenders.

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

UPON MOTION duly made and seconded, the Board approved acceptance of the No-Cost Time Extension to the Grant Award from the State of Maryland, Governor's Office of Crime Control and Prevention.

MINUTES

Office of State's Attorney - No-Cost Time Extension Grant Award
for Baltimore City (SAO)

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the No-Cost Time Extension to Grant Award from the Department of Justice. The No-Cost Time Extension Grant Award will extend the period of the Grant Award through March 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 4000-484216-1150-117900-601001

BACKGROUND/EXPLANATION:

On November 4, 2018, the Board approved the original grant award for the period of October 1, 2015 through September 30, 2017.

The SAO will use the grant funds to develop an automated evidence-based assessment tool to evaluate pre-trial offenders in order to make evidence-based release recommendations to reduce unnecessary incarceration and related costs, identify offenders eligible for diversion and alternatives to incarceration programs and to identify and resolve inefficiencies in current internal SAO processes.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved acceptance of the No-Cost Time Extension to Grant Award from the Department of Justice.

MINUTESDepartment of Planning - Consultant Agreements

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

1. **DESIGN COLLECTIVE, INC.** **\$45,000.00**

Account: 9910-908134-9588-900000-703042

Design Collective, Inc. will work with the residents of Druid Heights to create a conceptual design for Druid Square.

A panel of representatives from the Druid Heights neighborhood, Druid Heights Community Development Corporation, Maryland Department of Housing and Community Development and the Department of Planning chose Design Collective, Inc.

Design Collective, Inc. will engage the Druid Heights community to create a concept plan for Baltimore Green Network's pilot project, Druid Square, that will be located between Gold Street and Baker Street, Division Street and Druid Hill Avenue.

2. **INTREEGUE DESIGN, INC.** **\$44,087.00**

Account: 9910-908134-9588-900000-703042

Intreegue Design, Inc. will work with the residents of Sandtown-Winchester to create a conceptual design for Smithson Street Park.

A panel of representatives from the Sandtown-Winchester neighborhood, Sandtown South Neighborhood Alliance, Maryland Department of Housing and Community Development and the Department chose Intreegue Design, Inc.

MINUTESDepartment of Planning - cont'd

Intreegue Design, Inc. will engage the Sandtown-Winchester community to create a concept plan for Baltimore Green Network's pilot project, Smithson Street Park that will be located between Mosher and Riggs, N. Carey to N. Arlington.

The Consultant Agreements are effective upon Board approval for one year with an option to renew for an additional one-year period with the same terms and conditions at the sole discretion of the City.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Expenditure of Funds and
Approval of Form Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds, by Expenditure Authorization, to pay Resiliency in Communities After Stress and Trauma (ReCAST) Program grant recipients listed below. The period of payments to grant recipients is April 1, 2019 through September 30, 2019.

The Board is further requested to approve the form of the Grant Agreement to be used for the grants and to authorize execution of the Grant Agreements, by the Commissioner of Health, subject to approval for form and legal sufficiency by the Law Department.

AMOUNT OF MONEY AND SOURCE:

\$ 19,955.00	- Fusion Partnerships, Inc.
13,120.00	- Ambitious Minds, LLC
20,000.00	- U Empower of MD
20,000.00	- Baltimore Teacher Network, Inc.
10,000.00	- The Garden Community of Baltimore
20,000.00	- iCARRe Foundation, Inc.
15,000.00	- Imagine Me Ministries, Inc.
20,000.00	- BMore Empowered, Inc.
19,971.00	- Leaders of Tomorrow Youth Center, Inc.
20,000.00	- Strong City Baltimore, Inc.
20,000.00	- MTM Foundation, Inc.
20,000.00	- Muslim Social Services Agency, Inc.
19,422.00	- Youth as Resources, Inc.
<u>3,500.35</u>	- Community Mediation Program, Inc.
\$240,968.35	- 4000-483519-3080-294600-603051

BACKGROUND/EXPLANATION:

On September 2016, the Department was awarded a five-year, \$5,000,000.00 grant by the Substance Abuse and Mental Health Services Administration (SAMHSA) for the ReCAST program.

The goal of ReCAST is to reduce the impact of trauma and build resilience in Central West Baltimore communities adversely impacted by the April 2015 unrest.

MINUTESHealth Department - cont'd

The program empowers community organizations from West Baltimore to implement high-quality, trauma-informed services to promote connectedness and resilience in youth.

On October 5, 2018, the Department advertised a Request for Proposal for community organizations to create and build sustainable, trauma informed, behavioral health solutions for young people in Central West Baltimore. Grant recipients will organize and provide activities for youth (e.g., mentoring, tutoring out of school time programming).

On January 18, 2019, grants were awarded to selected grantees. The City will pay the grant recipients 50% of the grant amount upon Board of Estimates approval and final payments within 30 days of submission of approved invoices setting forth the services provided.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved the expenditure of funds, by Expenditure Authorization, to pay Resiliency in Communities After Stress and Trauma Program grant recipients listed above. The Board further approved the form of the Grant Agreement to be used for the grants and to authorize execution of the Grant Agreements.

MINUTES

Health Department - Correction and Ratification of Second
Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to correct and ratify the Second Amendment to Agreement (Second Amendment) with Heavenly Grace Assistant Living Facility, Inc. The ratification will extend the period through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$22,750.00 - 5000-534018-3254-767800-607001

BACKGROUND/EXPLANATION:

The provider name was previously incorrectly stated as Heavenly Grace Assistant Living Facility. The correct name is Heavenly Grace Assistant Living Facility, Inc.

On November 15, 2017, the Board approved the original agreement with Heavenly Grace Assisted Living Facility for \$31,200.00 for the period July 1, 2017 through June 30, 2018.

On June 6, 2018, the Board approved the first amendment with Heavenly Grace Assisted Living Facility, for an increase of \$8,500.00, which made the total FY 18 total amount \$39,700.00.

On September 5, 2018, the Maryland Department of Aging, Grantor, approved an extension of the grant period through June 30, 2019.

This Second Amendment is for \$22,750.00, making the total amount \$62,450.00. The amendment will also extend the period of the agreement through June 30, 2019.

The Second Amendment will allow the Department to reimburse the Heavenly Grace Assistant Living Facility, Inc. for additional services.

MINUTES

Health Department - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board corrected and ratified the Second Amendment to Agreement with Heavenly Grace Assistant Living Facility, Inc. The Comptroller **ABSTAINED**.

MINUTES

Health Department - Correction and Ratification
of Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve the Correction and Ratify the Amendment to Agreement (Amendment) with The Palms Assisted Living, Inc.

AMOUNT OF MONEY AND SOURCE:

\$23,400.00 - 5000-534018-3254-767800-607001

BACKGROUND/EXPLANATION:

On June 20, 2018, the Board approved the original agreement with The Palms Assisted Living Facility, Inc. for \$7,800.00 for the period of March 1, 2018 through June 30, 2018. The provider name was incorrectly stated as The Palms Assisted Living Facility, Inc. The correct name is The Palms Assisted Living, Inc.

On September 5, 2018 the Maryland Department of Aging approved an extension to the grant through June 30, 2019. This Amendment will increase the Agreement by \$23,400.00, making the total award \$31,200.00.

This Amendment will allow the Department to reimburse The Palms Assisted Living, Inc.

The Amendment to Agreement is late because of administrative delays.

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

UPON MOTION duly made and seconded, the Board corrected and ratified the Amendment to Agreement with The Palms Assisted Living, Inc.

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the Agreement with Johns Hopkins Bayview Medical Center, Inc. The period of the Agreement was January 1, 2018 through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 4000-422518-3030-271500-603051

BACKGROUND/EXPLANATION:

The Johns Hopkins Bayview Medical Center's "Care-A-Van" program targets uninsured individuals and provides free outreach medical services in Southeast Baltimore including comprehensive medical care and health care education.

Since it began in 1999, Care-A-Van has aggressively promoted health care and prevention of diseases, including syphilis, HIV and other sexually transmitted infections (STI's). Free testing is available for syphilis and HIV, and treatment of some STI's is also available aboard the Care-A-Van. Clients testing positive for HIV are either referred to John Hopkins Bayview Medical Center or other health care providers for treatment.

The van serves a large, rapidly growing Hispanic population, and a bilingual representative is always available on the Care-A-Van.

The Agreement is late because of the administrative review process.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the Agreement with Johns Hopkins Bayview Medical Center, Inc. The President **ABSTAINED.**

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the agreement with the University of Maryland, Baltimore. The period of the Agreement was January 1, 2018 through December 31, 2018.

AMOUNT OF MONEY AND SOURCE:

\$90,500.00 - 4000-499018-3023-513200-603051

BACKGROUND/EXPLANATION:

The University of Maryland, Baltimore's JACQUES Initiative will provide HIV counseling, linkage to care for newly diagnosed and people living with HIV and referrals for Partner Services as well as prevention services including pre-exposure prophylaxis. University of Maryland, Baltimore will also provide testing for other sexually transmitted disease including but not limited to: gonorrhea, chlamydia and syphilis as well as Hepatitis C.

This ratification will allow the Department to reimburse the University of Maryland, Baltimore.

The Agreement is late because budget negotiations delayed processing.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the agreement with the University of Maryland, Baltimore.

MINUTES

Health Department - Notice of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Notice of Grant Award from the United States Department of Health and Human Services, Health Resources and Services Administration (HRSA). The period of the NOA is March 1, 2019 through February 29, 2020.

The Board is also requested to approve a two-month advance of funds to the Associated Black Charities, Inc. (ABC). The period of the advanced is March 1, 2019 through April 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$15,107,187.00	-	4000-427710-3023-606100-404001
<u>1,580,857.00</u>	-	4000-498719-3023-606100-404001
\$16,688,044.00		

The total amount of the two-month advance to ABC is listed below:

\$ 95,282.00	-	4000-427719-3023-273302-603051
2,140,184.00	-	4000-427719-3023-273303-603051
13,174.00	-	4000-498719-3023-606101-603051
<u>223,954.00</u>	-	4000-498719-3023-606102-603051
\$ 2,472,594.00		

BACKGROUND/EXPLANATION:

Acceptance of this grant award will allow the Department to provide funds for essential HIV/AIDS health care and other services to those who lack or are partially covered by health insurance. Covered services include primary medical care, case management, and assistance in obtaining medications hospice care, substance abuse treatment, mental health services and other limited services in the area of housing, transportation, food, legal childcare, outreach services and other supportive services to persons infected by HIV/AIDS.

MINUTES

Health Department - cont'd

The advance of funds will allow for continuity of Ryan White Part A formula and Minority AIDS Initiative services while scopes of services and budgets are being reviewed and approved for the current program year. Any funds advanced to ABC, prior to execution of an agreement are subject to the terms and conditions of said agreement. The Subgrantee agrees that all expenditures are to be made in accordance with the terms and conditions of the funding source.

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 Notice of Grant Award from the United States Department of Health and Human Services, Health Resources and Services Administration. The Board further approved a two-month advance of funds to the Associated Black Charities, Inc. The Comptroller **ABSTAINED**.

MINUTES

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notice of Award (NoA) for the project titled "Integrated HIV Surveillance and Prevention Programs for Health Departments." The period of the NoA is January 1, 2019 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$4,237,790.00 - 4000-499019-3023-513200-404001

BACKGROUND/EXPLANATION:

The NoA will provide funding to implement a comprehensive HIV surveillance and prevention program to prevent HIV infections and achieve viral suppression among persons living with HIV.

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

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notice of Award for the project titled Integrated HIV Surveillance and Prevention Programs for Health Departments.

MINUTES

Health Department - Second No-Cost Time Extension of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the Second No-Cost Time Extension of Grant Award from the France-Merrick Foundation. This No-Cost Time Extension will extend the Grant Award through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 26, 2017, the Board approved the Grant Award from the France-Merrick Foundation for funding in the amount of \$465,000.00 to support renovations at the new 1200 East Street Health Clinic. The period of the grant award was June 30, 2017 through June 30, 2018.

On March 21, 2018, the Board approved a No-Cost Time Extension of the Grant Award through June 30, 2019.

Because of continued delays in the completion of renovations, the France-Merrick Foundation granted a Second No-Cost Time Extension through December 31, 2019.

This time extension will allow for completion of renovations and for the building to be fully occupied and serving patients.

The No-Cost Time Extension is late because it was recently approved by the France-Merrick Foundation.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE NO-COST TIME EXTENSION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the Second No-Cost Time Extension of Grant Award from the France-Merrick Foundation.

MINUTES

Health Department - Focus Award Letter of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Focus Award Letter of Agreement with Gilead Sciences, Inc. The period of the Focus Award Letter of Agreement is December 1, 2018 through November 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$313,823.00 - 6000-617919-3150-736900-406001

BACKGROUND/EXPLANATION:

Gilead Sciences, Inc. is a biopharmaceutical company that researches, develops, manufactures, and markets human pharmaceuticals for certain diseases, including Hepatitis C virus and is providing this award to Health Department.

The funding will expand the Department's capacity for HIV and/or HCV testing to include the Needle Exchange Program. The Department will also test clients for HCV on the Syphilis Elimination Van and offer linkage to services for any self-reported positive not in care.

This Focus Award Letter is late because of a delay in the administrative review process.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Focus Award Letter of Agreement with Gilead Sciences, Inc.

MINUTES

Health Department - Agreements

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

1. **THE JOHNS HOPKINS UNIVERSITY** **\$ 129,120.00**

Account: 5000-569719-3023-273391-603051

The organization will provide services to engage HIV negative clients in HIV prevention services; conduct peer navigation to assist HIV negative clients with accessing HIV prevention services, including PrEP, Npep and screening and referral to supportive services.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$ 162,186.00**

Account: 4000-404019-718000-603051

The Johns Hopkins University CCHR will provide surveillance and data management for the design, evaluation development and implementation of a study to understand the increase of syphilis among black men who have sex with men. The period of the agreement is May 1, 2018 through April 30, 2019.

3. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC.** **\$1,063,927.00**
(BHSB)

Accounts: 1001-000000-3070-286400-603051	\$ 988,927.00
1001-000000-6331-799715-603051	\$ 75,000.00

The organization will provide public funding for substance use disorder treatment and prevention for youth and young adults at targeted community sites and/or Baltimore City Public Schools, and mental health services for youth at the Westside Youth Opportunity ("YO") Center. Also in collaboration with the Health Department Field Health Services Division, BHSB will provide home delivery of methadone treatment to individuals that have been identified by their home clinics as being medically fragile, or in need of residential treatment.

MINUTES

Health Department - cont'd

4. **THE HEARING AND SPEECH AGENCY OF METROPOLITAN BALTIMORE, INC.** **\$ 80,557.00**

Accounts: 4000-427119-3080-294300-603051	\$ 17,510.00
4000-427119-3080-294301-603051	\$ 63,047.00

The Hearing and Speech Agency of Metropolitan Baltimore, Inc. will utilize the funds to provide a speech-language pathologist to staff the Baltimore Infants and Toddlers program's eligibility center, and provide occupational therapy evaluations, speech/language evaluations, audio logical evaluations and speech/language or occupational therapy as needed.

5. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$120,909.00**

Accounts: 4000-498819-3080-284000-603051	\$ 87,262.00
4000-499619-3080-294213-6-3051	\$ 33,647.00

The BMS will partner with the Department's Bureau of Maternal and Child Health to implement the Nurse Family Partnership (NFP) Home Visiting Model. The BMS will provide the services of a full-time bilingual nurse to work with the Department's Maternal and Infant Care nursing staff. The BMS nurse will conduct home visits and maintain a caseload of predominately 25 Spanish-speaking clients according to the NFP model. The Maternal and Infant Care NFP supervisor will provide clinical oversight for the BMS nurse.

The BMS will also provide the services of a bilingual Site Coordinator for the B'more Fit for Healthy Babies program. The BMS Site Coordinator will report directly to the BMS Director of Maternal and Child Health and communicate regularly with the Department's Maternal and Infant Care program regarding program needs. The Site Coordinator will conduct a minimum of three weekly group sessions in Spanish, per month and will serve residents of southeast Baltimore.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

6. **AMY'S COMPASSIONATE CARE, LLC** **\$ 23,400.00**

Account: 5000-534019-3254-767806-607001

Under this agreement, the Baltimore City Health Department will disburse State Subsidized Assisted Housing Funds to low income residents at Amy's Compassionate Care, LLC. This facility is enrolled in the Senior Assisted Living Group Home Subsidy program, and provides subsidized senior and assisted housing services for individuals age 62 and over who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted residents receive shelter, meals, housekeeping, personal care services and 24-hour on-site supervision.

7. **GARRISON ESTATES ASSISTED LIVING II, LLC** **\$ 15,600.00**

Account: 5000-534019-3254-767800-607001

The Organization will provide subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living. The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

The agreements are late because of delays in the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements. The President **ABSTAINED** on items nos. 1 and 2.

MINUTES

Mayor's Office of Emergency Management - Employee Expense
Statements

The Board is requested to approve the Employee Expense Statements to reimburse the below-listed employees.

1. **RACHELLE WOOD** **\$182.64**

Mileage	\$156.96
Tolls	\$ 4.00
Meals	\$ 21.68

Account: 1001-000000-2131-228200-603001

Ms. Wood incurred the expenses to attend the Maryland Emergency Management Association Symposium from May 29, 2018 through June 1, 2018.

2. **CHAYA DEITSCH** **\$582.74**

Mileage	\$156.96
Lodging	\$425.78

Account: 1001-000000-2131-228200-603001

Ms. Deitsch incurred the expenses to attend the Maryland Emergency Management Association Symposium from May 29, 2018 through June 1, 2018.

No Travel Request form was submitted as per Administrative Manual, Section 240-3 since all requirements were not met.

3. **MARK FOX** **\$269.95**

Mileage	\$100.39
Tolls	\$109.89
Meals	\$ 59.67

Account: 1001-000000-2131-228200-603001

MINUTES

Mayor's Office of Emergency Management - cont'd

Mr. Fox incurred the expenses to attend the Delmarva Hurricane Evacuation Workshop from April 3, 2018 through April 4, 2018.

4. **TIARA GOODE** **\$ 46.00**

Account: 1001-000000-2131-228200-603001

Ms. Goode incurred the expenses for local mileage expenses incurred during the month of August 2018.

5. **RACHELLE WOOD** **\$ 95.27**

Account: 1001-000000-2131-228200-603001

Ms. Wood incurred the expenses for local mileage expenses incurred during the month of August 2018.

6. **EDWARD STROUSE** **\$ 23.54**

Account: 1001-000000-2131-228200-603001

Mr. Strouse incurred the expenses for local mileage expenses incurred during the month of August 2018.

7. **NEAL GARITH** **\$ 57.87**

Account: 1001-000000-2131-228200-603001

Mr. Garith incurred the expenses for local mileage and parking expenses incurred during the month of August 2018.

8. **CHAYA DEITSCH** **\$105.29**

Account: 1001-000000-2131-228200-603001

Ms. Deitsch incurred the expenses for local mileage expenses incurred during the month of August 2018.

MINUTES

Mayor's Office of Emergency Management - cont'd

9. **CRYSTAL BRIGHT** **\$122.41**
 Account: 1001-000000-2131-228200-603001
 Ms. Bright incurred the expenses for local mileage expenses incurred during the month of August 2018.
10. **EDMUND GOODE** **\$ 5.89**
 Account: 1001-000000-2131-228200-603001
 Mr. Goode incurred the expenses for local mileage expenses incurred during the month of August 2018.
11. **CHRISTOPHER HILES** **\$239.12**
 Account: 1001-000000-2131-228200-603001
 Mr. Hiles incurred the expenses for local mileage and parking expenses incurred during the month of August 2018.
12. **MARK FOX** **\$ 67.14**
 Account: 1001-000000-2131-228200-603001
 Mr. Fox incurred the expenses for local mileage expenses incurred during the month of August 2018.
13. **ELISE WHITEFORD** **\$ 28.67**
 Account: 1001-000000-2131-228200-603001
 Ms. Whiteford incurred the expenses for local mileage and toll expenses incurred during the month of August 2018.

MINUTES

Mayor's Office of Emergency Management - cont'd

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

The above-listed employees submitted their statements with appropriate back up documents on time, but they was inadvertently lost. The Department apologizes for the lateness.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the above-listed Employee Expense Statements to reimburse the employees.

MINUTES

Baltimore City Fire Department - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Grant Agreement from the Maryland Institute for Emergency Medical Services Systems. The period of the Grant Agreement is January 24, 2019 through June 15, 2019.

AMOUNT OF MONEY AND SOURCE:

\$24,849.06 - 5000-558319-3191-309500-405001

BACKGROUND/EXPLANATION:

This grant will enable the Department to complete the Fiscal Year 2019 Advanced Life Support training courses.

There are no future obligations for the Department or the City because of this grant.

The Grant Agreement is late because of administrative delays.

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 Maryland Institute for Emergency Medical Services Systems.

MINUTES

Baltimore City Fire Department - No-Cost Time Extension

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the No-Cost Time Extension to the Grant Agreement from the University of Maryland Medical Center (UMMC) for the Mobile Integrated Healthcare Program (Community Paramedicine) with the Department's Emergency Medical Services (EMS). The No-Cost Time Extension will extend the period of the Grant Agreement through June 30, 2020.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 18, 2018, the Board approved the original agreement for the period of January 15, 2018 through January 15, 2019.

This grant will provide funds to the Department to support the Mobile Integrated Healthcare Program (Community Paramedicine) that will involve the Department's EMS paramedics and nurses working outside their traditional emergency response and transport roles to support patients through prevention efforts.

MBE/WBE PARTICIPATION:

N/A

The request is late because of the administrative delays.

AUDITS NOTED THE NO COST TIME EXTENSION

UPON MOTION duly made and seconded, the Board approved and authorized the No-Cost Time Extension to the Grant Agreement from

MINUTES

Baltimore City Fire Department - cont'd

the University of Maryland Medical Center for the Mobile Integrated Healthcare Program with the Department's Emergency Medical Services. The Mayor **ABSTAINED**.

MINUTES

Baltimore Police Department - Professional Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Professional Services Agreement with Strategic Focus, LLC, Contractor. The period of the agreement is effective upon Board approval for one year, unless the Department terminates the agreement earlier for any reason with prior written notice to Contractor.

AMOUNT OF MONEY AND SOURCE:

\$635,054.00 - 1001-000000-2023-800600-603018

BACKGROUND/EXPLANATION:

In June 2018, the Strategic Decision Support Centers (SDSC) became operational in both the Western and Eastern Districts. Since implementation of the SDSC's both districts have seen an overall reduction in crime, specifically in homicides and non-fatal shootings.

The Contractor will continue to provide technical assistance for Strategic Decision Support Centers located in the both districts.

The Contractor will also provide daily, weekly and monthly crime briefings, anti-crime mission dissemination protocols, patrol deployment strategies, crime reduction performance benchmarks, an SDSC user manual, technology recommendations, methods to increase operational efficiency, operations plan to maintain sustainability of the protocols and processes.

The SDSC's are rooms in which district leadership, police analysts and suite technology work together to develop localized, community-based crime reduction strategies to help police commanders target resources and be more responsive to communities needs and through this process improve public safety and promote community trust in policing.

MINUTES

Baltimore Police Department - cont'd

It is the mission of the Department to continue this work of providing technical assistance, training, technology, subject matter research expertise to assist in crime-fighting strategies aimed at reducing gun violence.

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 Professional Services Agreement with Strategic Focus, LLC, Contractor.

MINUTES

Baltimore Police Department - Funding Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Funding Agreement with the Behavioral Health System Baltimore, Inc. The Funding Agreement is effective upon Board approval through December 31, 2019

AMOUNT OF MONEY AND SOURCE:

\$195,000.00 - 1001-000000-2003-195500-603026

BACKGROUND/EXPLANATION:

On January 12, 2017, the City, the Department, and the United States Department of Justice entered a Consent Decree that requires the Department to adopt a number of specific reforms aimed at ensuring effective, safe and constitutional policing.

Article VI titled "Responding To and Interacting With People With Behavioral Health Disabilities or in Crisis", the Department responded with the commitment to respond to individuals with Behavioral Health Disabilities and those in crisis in a manner that respects individuals' civil rights and contributes to their overall health and welfare.

The Consent Decree includes specific requirements to complete a comprehensive assessment (a "Gap Analysis") of the behavioral health service system in Baltimore to analyze existing public behavior health service systems to identify unmet need, service gaps, and barriers to accessing care, opportunities for better collaboration and other recommended system improvements.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Baltimore Police Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Funding Agreement with the Behavioral Health System Baltimore, Inc.

MINUTES

Baltimore Police Department - Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Consultant Agreement with Michael Streed from SketchCop Solutions, Inc. (SketchCop) The period of the Consultant Agreement is November 1, 2018 through October 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$24,750.00 - 1001-000000-2024-212600-603026

BACKGROUND/EXPLANATION:

Mr. Streed from SketchCop is a forensic facial imaging expert whose services are essential and necessary in the production of forensic composite sketches and facial approximations related to violent crimes occurring in the City.

Mr. Streed is a former employee of the Department and is familiar with the community and how to relate to the community when it comes to witness interviewing which is a key component to composite sketching. He has performed this service for the Department for approximately five years.

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 Michael Streed from SketchCop Solutions, Inc.

MINUTES

Bureau of the Budget and - Grant Award and Supplemental
Management Research (BBMR) Adjustment Order (AAO) No. 46

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Award from the Center for Drug Policy and Enforcement at the University of Baltimore. The period of the award is December 1, 2018 through November 30, 2019.

The Board is further requested to approve the AAO No. 46 unallocated State funds transfer within the Health Department from Service 715: Administration to Service 316: Youth Violence Prevention.

AMOUNT OF MONEY AND SOURCE:

\$262,500.00 - From: 4000-400019 (Service 715)
Administration - Health Department

To: 4000-429519 (Service 316)
Youth Violence Prevention - Health
Department

BACKGROUND/EXPLANATION:

Acceptance of this grant and approval of AAO No. 46 will allow the Health Department to serve children and youth (12-17) impacted by the opioid epidemic. The Department will work with referral agencies, including law enforcement to identify children and youth at-risk of developing an opioid disorder or engaging in violence due to traumatic experiences related the opioid epidemic.

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

APPROVED FOR FUNDS BY FINANCE

MINUTES

BBMR - cont'd

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 a Grant Award from the Center for Drug Policy and Enforcement at the University of Baltimore. The Board further approved the AAO No. 46 unallocated State funds transfer within the Health Department from Service 715: Administration to Service 316: Youth Violence Prevention.

MINUTES

Mayor's Office of Human Services - Agreements

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

1. **THE FAMILY LEAGUE OF BALTIMORE CITY, INC. \$520,000.00**

Account: 2025-000000-3574-782800-603051

The Family League of Baltimore City, Inc. will utilize the funds designated to the Park Heights Master Plan area, through legislation that authorizes the operation of Video Lottery Terminals, or slots, to help fund, monitor and support innovative programs to serve youth in the Park Heights Community. The Family League of Baltimore City, Inc. will be responsible for identifying the programs through a competitive Request for Proposal process. The period of the agreement is July 1, 2018 through September 30, 2019.

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

MWBOO GRANTED A WAIVER.

2. **WESTERN KENTUCKY UNIVERSITY TRAINING & TECHNICAL ASSISTANCE \$ 53,840.00**

Account: 4000-486319-1772-516000-603051

Western Kentucky University Training & Technical Assistance will utilize the funds to provide an evaluation on fiscal policies pertaining to Head Start Program operations. The organization will perform a federal fiscal review, nonfederal share evaluation, review of standard federal forms and report/present findings and recommendations. The period of the agreement is January 1, 2019 through June 30, 2019.

The agreement is late because of a delay in announcement of federal grant awards.

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

3. **QUADEL CONSULTING AND TRAINING,
LLC** **\$212,535.00**

Account: 4000-407018-3572-760000-603051

The organization will provide housing inspection services related to rental units that house homeless individuals and families funded through the Continuum of Care Programs. The period of the agreement is July 1, 2018 through June 30, 2019.

The agreement is late because of budget negotiations.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of Human Services - Non-Retiree Contractual Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Non-Retiree Contractual Agreement (Agreement) with Ms. Chanel Tate. The Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$72,000.00 - 5000-585919-1191-719000-601009

BACKGROUND/EXPLANATION:

Ms. Tate will serve as a consultant (classified as Non-Retiree Contractual Employment) for the Mayor's Office of Human Services to assist the Community Action Partnership to establish and maintain a coordinated approach to the delivery of comprehensive energy assistance benefits.

Ms. Tate will also support internal collaboration between the Office of Home Energy Programs and the Office of Home Energy to ensure that low-income participants are provided the resources needed to become self-sufficient per the mission of the organization.

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 Non-Retiree Contractual Agreement with Ms. Chanel Tate.

MINUTES

Mayor's Office of Human Services - Ratification of Amendment
No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify Amendment No. 1 to Agreement with Bridge Haven, Inc. The ratification extends the period of the amendment through July 1, 2018 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$171,916.35 - 1001-000000-3572-781900-603051

BACKGROUND/EXPLANATION:

On June 27, 2018 the Board approved the original agreement with Bridge Haven, Inc. for \$376,947.65 for the period of July 1, 2018 through January 31, 2019.

This Amendment will increase the funds by \$171,916.35 making the total amount \$548,891.00 and will extend the period through June 30, 2019.

This Amendment will cover five additional months of operating expenses.

The Amendment is late because of budget negotiations.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified Amendment No. 1 to Agreement with Bridge Haven, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

(\$593,511.86) - 1001-000000-5311-391600-603087

BACKGROUND/EXPLANATION:

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

On May 31, 1995, the Board approved a Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center by and between the City, the MSA, the Poole and Kent Company, and District Chilled Water Partnership, whereby the City leased space in the expanded Convention Center to construct a chilled water cooling facility to supply the air cooling needs of the Convention Center and other customers. According to Article 4.1(b)(iii), District Chilled Water Partnership, was obligated to reimburse the Convention Center for water consumed. District Chilled Water Partnership reimbursed the Convention Center by means of a credit on the monthly invoice. This agreement was for 20 years and took effect on April 1, 1997 until the Second Amendment was approved on September 21, 2016 in the amount of \$6,033,514.

MINUTES

Baltimore Convention Center - cont'd

On November 21, 2007, the Board approved the First Amendment to the Master Agreement. The First Amendment authorized the following:

- 1) A one-time payment of \$236,263.00, which represents the difference between the fuel rate charge per the original agreement and the system's average cost of fuel calculated from the date when the Convention Center was directly connected to the general distribution.
- 2) The payment was made from the General Fund account 1001-531-014-00-387.
- 3) The Amendment also authorized the City to receive an annual rent of \$52,000.00 for the lease of Plant 4 and \$7,520.00 annually for the lease of pipes for the roofing connected to the Hilton Hotel.

In February 2009, Veolia purchased the rights to District Chilled Water Partnership, and began doing business under the name Veolia. From this point forward, Veolia did not provide the Convention Center with the credit on its monthly bill, nor did the Convention Center invoice Veolia for the water consumption. The reimbursement of the water bills is requested in this approval of the aforementioned Third Amendment.

On September 21, 2016, the Board approved the Second Amendment to the Master Agreement for a construction loan for \$6,033,514.00, comprising of the principal for \$4,326,306.00 and interest of \$1,707,208 at a 7.2% interest rate. The Second Amendment authorizes the replacement of chillers and adds an additional component to its monthly charges to the City related to its costs to complete such major replacement per sections 4.1(b)(v) and 4.1(b)(vi) of the Master Agreement. These costs due from the Convention Center to Veolia would be \$51,568.50 per month commencing July 1, 2017 through March 31, 2027.

MINUTESBaltimore Convention Center - cont'd

The Third Amendment is for Veolia to reimburse the City for the money owed for water consumption between the periods of February 2009 to April 30, 2018. The total amount for reimbursement is \$593,511.86 paid to the City via a credit to the aforementioned loan amount. This reduces the monthly bills from \$51,568.50 to \$40,476.82 for the entire 9.75 year period, thus providing a net savings to the City in the amount of \$704,193.33.

The Amendment also states that the City will send Veolia a monthly invoice which must be paid within 45 days of receipt. Section 4 of the Third Amendment states that the Third Amendment will be dated and will be deemed to be effective upon the date which the last signatory has executed and delivered this Third Amendment, (which will not be prior to the date upon which both the Board of Estimates and the Board of the Maryland Stadium Authority have approved the Third Amendment). The last signatory for this document is the Maryland Stadium Authority.

MBE/WBE PARTICIPATION:

N/A

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Third Amendment to Master Agreement for a Chilled Water Facility in the Expansion Building of the Baltimore Convention Center between the City, the Maryland Stadium Authority and Veolia Energy Baltimore Cooling, LLP.

MINUTES

Department of Recreation and Parks - First Amendment to the
Supplemental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to the Supplemental Agreement with Greenman-Pedersen, Inc. for Project No. 1167, On-Call Engineering Design Services. This First Amendment to Agreement will extend the period of the agreement through April 26, 2020.

AMOUNT OF MONEY AND SOURCE:

\$1,500,000.00 - Upset limit

To be determined with each individual task.

BACKGROUND/EXPLANATION:

On October 5, 2011, the Board approved the original three year Agreement, which was amended and approved by the Board on September 24, 2014, Amendment No. 1, for an additional 1-year period with an upset dollar amount of \$1,000,000.00 (collectively, the "Original Agreement").

On April 26, 2017, the Board approved a Supplemental Agreement for 2-years with an option for an additional 1-year extension which allowed Greenman-Pedersen, Inc. to continue to provide services for ongoing tasks as needed by the Department of Recreation and Parks.

MBE/WBE PARTICIPATION:

Greenman-Pedersen, Inc., with comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE/WBE goals established in the original agreement.

MBE: 27.00%

WBE: 10.00%

MINUTES

Department of Recreation and Parks - cont'd

The Consultant has exceeded the MBE/WBE goals established in the original agreement. The Consultant has exceeded the original goals, MBE 28.39% of the 27% goal and WBE 10.06% of the 10% goal. On February 11, 2019, MWBOO determined the prime contractor is in compliance.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to the Supplemental Agreement with Greenman-Pedersen, Inc. for Project No. 1167, On-Call Engineering Design Services.

MINUTESDepartment of Transportation - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 555 President Street	Avalon Harbor East, LLC	One canopy 7' 5 $\frac{3}{4}$ " x 30' 4 $\frac{3}{4}$ "

\$592.79 - Flat Charge

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

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

MINUTES

Department of Transportation - Lease Agreement for Alley Gating

The Board is requested to approve and authorize execution of the various Lease Agreements for Alley Gating. The lease agreements are effective upon Board approval for a term of 25 years.

<u>LESSEE</u>	<u>AGREEMENT NO.</u>
1. SOUTHWEST PARTNERSHIP, INC.	174
<p>The Southwest Partnership, Inc. wishes to gate two 3-foot Alleys in Block 215, in the vicinity of S. Carey Street and Booth Street.</p>	
2. SOUTHWEST PARTNERSHIP, INC.	175
<p>Southwest Partnership, Inc. wishes to gate a certain alley in Block 214, in the vicinity of S. Calhoun Street and Booth Street.</p>	
3. SOUTHWEST PARTNERSHIP, INC.	176
<p>Southwest Partnership, Inc. wishes to gate a certain alley in Block 217, in the vicinity of Hollins Street and S. Carrollton Avenue.</p>	
4. SOUTHWEST PARTNERSHIP, INC.	178
<p>The Southwest Partnership, Inc. wishes to gate a 10 foot and 3 foot alley in Block 197, in the vicinity of N. Calhoun Street and W. Fayette Street.</p>	
5. SOUTHWEST PARTNERSHIP, INC.	180
<p>The Southwest Partnership, Inc. wishes to gate 3 Alleys in Block 196, in the vicinity of W. Fairmount Avenue and N. Stricker Street.</p>	

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various Lease Agreements for Alley Gating.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve a Memorandum of Understanding (MOU) with the Department of Transportation and the South Baltimore Neighborhood Association, Inc. (Organization). The period of the Agreement will remain in effect for five years, with a renewal option for an additional five years unless terminated earlier in accordance with this Agreement.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The attached MOU establishes the framework for the Organization to maintain the Community sign in the right-of-way and associated landscaping for the South Baltimore Neighborhood Association, Inc. at 1845 South Hanover Street, all at its sole cost and subsequently for the Organization to perform ongoing maintenance of all aspects of the Project during the term of the Agreement.

MBE/WBE/DBE PARTICIPATION:

Not a competitive procurement item. The Developer is paying for all costs.

UPON MOTION duly made and seconded, the Board approved the Memorandum of Understanding with the Department of Transportation and the South Baltimore Neighborhood Association, Inc.

MINUTES

Department of Transportation - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve the payment to Monumental Paving & Excavating, Inc.

AMOUNT OF MONEY AND SOURCE:

\$ 29,631.26 - 9950-905023-9508-900010-702064
113,429.32 - 9950-902256-9508-900020-702064
\$143,060.58

BACKGROUND/EXPLANATION:

On March 21, 2012, the Board awarded TR 08310, Rehabilitation of Central Avenue & Storm Drain from Eastern Avenue to Madison Avenue. The project was expected to be completed in 1,960 consecutive calendar days, resulting in an ending period of August 28, 2017.

Prior to final review of the contract, it was discovered that Monumental Paving & Excavating, Inc. should be compensated for the costs accrued during the culvert lining operation.

This work needed to be completed prior to the environmental permit expiration date and prior to the Central Avenue Phase II project where two contractors would be working in the same area.

418A	Lining of Storm Drain - Lump Sum	\$113,429.32
896A	Split Duct - Lump Sum	\$ 9,663.26
831A	Steel "U" Channel Post 444LF @ \$12.00	\$ 5,328.00
844A	21' Mast Arm Pole 2ea. @ \$7,320.00	\$ 14,640.00
		<u>\$143,060.58</u>

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Transportation - cont'd

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the payment to Monumental Paving & Excavating, Inc.

MINUTES

Department of Transportation - License Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the first renewal option of the License Agreement with the Maryland Jockey Club of Baltimore City, Inc. This first renewal is effective April 16, 2019 through April 15, 2024 with one five-year renewal option remaining.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On Wednesday, April 16, 2014, the Board approved the License Agreement with Maryland Jockey Club of Baltimore City, Inc. to secure parking for nearby residents during Phase II and III Snow Emergencies. One thousand (1,000) unmarked parking spaces located at Belvedere Avenue and Park Heights Avenue would be utilized by the residents in the area until the snow emergency has been downgraded to Phase I.

MBE/WBE/DBE PARTICIPATION:

As this request is not associated with the procurement of bids, services or good, minority participation goals do not apply.

UPON MOTION duly made and seconded, the Board approved and authorized the first renewal option of the License Agreement with the Maryland Jockey Club of Baltimore City, Inc.

MINUTES

Department of Transportation - Amendment No. 2 to Pilot Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Pilot Agreement with Neutron Holdings, Inc. d/b/a Limebike and Lime. This Amendment No. 2 to Pilot Agreement extends the duration through April 30, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On Wednesday August 22, 2018, the Board approved the Pilot Agreement between the City and Lime for the deployment of a limited number of dockless, personal use bicycles or motorized scooters within the City of Baltimore and for the temporary permitted use of the public right-of-way for the operation of a dockless vehicle program. The expiration date of the Pilot Agreement is February 28, 2019.

On October 17, 2018, the Board approved Amendment No. 1 Pilot Agreement between the City and Lime to establish the fees to be paid by Lime to the City for Dockless Bikes and Dockless Electric Bikes, as defined in the Original Agreement.

This Amendment No. 2 to Pilot Agreement extends the expiration date to April 30, 2019.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Pilot Agreement with Neutron Holdings, Inc. d/b/a Limebike and Lime.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Merritt Canton BP, LLC. The period of the agreement is effective upon Board approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$152,341.37 - 9950-917089-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Mitigation fee was required for the development. The Developer proposes to perform the Scope of Work for The Merritt Canton Office Tower located at 3401 Boston Street, constructing 186,174 square feet of office building, 22,448 square feet of retail, 233,213 square feet of parking garage, and 15,013 conference center. The total square feet of development is 456,848 square feet.

The Developer agrees to make a one-time contribution in the amount of \$152,341.37 to fund the City's multimodal transportation improvements in the development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Merritt Canton BP, LLC.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 04 to Wallace, Montgomery & Associates, Consultant, for Project No. 1257, On-Call Conduits Infrastructure Design Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$114,486.26 - 9962-906072-9562-900000-703032

BACKGROUND/EXPLANATION:

This task provides for structural engineering analysis and assessment to support the Distributed Antenna System and Small Cell Installation Program.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has exceeded the MBE goal of 27%, they achieved a goal of 49%. Although the Consultant has not met the WBE goal of 10%, there remains enough capacity to meet the goal.

MWBOO APPROVED ON JANUARY 17, 2019.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 04 to Wallace, Montgomery & Associates, Consultant, for Project No. 1257, On-Call Conduits Infrastructure Design Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 07 to Wallace, Montgomery & Associates, Consultant, for Project No. 1225 On-Call Design Consultant Services for Resurfacing and Reconstruction. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$ 77,943.00 - 9950-905023-9508-900020-703032
77,943.00 - 9950-902315-9506-900020-703032
77,941.01 - 9950-901882-9508-900020-703032
\$233,827.01

BACKGROUND/EXPLANATION:

This task provides for the development of the Complete Street Manual for the Department as required by the recently passed Complete Streets Ordinance.

The scope of the project includes establishing complete streets design standards, establishing street typologies, creating a project delivery process, developing community engagement policies, developing an annual report, and establishing performance measures to track the City's progress in establishing Complete Streets.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

MINUTES

Department of Transportation - cont'd

The Consultant has achieved the MBE goal of 33% and 11% of the WBE goal at this time.

MWBOO APPROVED ON JANUARY 17, 2019.

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. 07 to Wallace, Montgomery & Associates, Consultant, for Project No. 1225 On-Call Design Consultant Services for Resurfacing and Reconstruction.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 019 to STV/PB Construction Managers JV under Project 1217, On-Call Construction Project Management Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$ 90,509.10 - 9962-909075-9562-900000-705032
90,509.10 - 9962-906072-9562-900000-705032
\$181,018.20

BACKGROUND/EXPLANATION:

This task provides for continuation of Construction Management/Inspection Support for the Department's Conduit Maintenance Construction Contracts.

MBE/WBE PARTICIPATION:

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

The Consultant has achieved the MBE goal of 26.00% and the WBE goal of 19.00% at this time.

MBE: 27%

WBE: 10%

MWBOO APPROVED ON JANUARY 10, 2019.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Transportation - cont'd

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. 019 to STV/PB Construction Managers JV under Project 1217, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 029 to Johnson, Mirmiram & Thompson, Inc., Consultant, under Project No. 1217, On-Call Construction Project Management Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$246,293.81 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

This task provides for a Project Engineer to oversee a team of inspectors performing construction management inspection services to the Conduit Section for Citywide DAS (Distributed Antenna System) Installations.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has not met to the MBE goal of 27%, however, they achieved a goal of 21% and there remains enough capacity to meet the goal. The Consultant has not met the WBE goal of 10%, however, they achieved a WBE goal of 9% and there remains enough capacity to meet the goal.

MWBOO APPROVED ON JANUARY 25, 2019.

MINUTES

Department of Transportation - cont'd

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. 029 to Johnson, Mirmiram & Thompson, Inc., Consultant, under Project No. 1217, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 030 to Johnson, Mirmiram & Thompson, Inc., Consultant, under Project No. 1217, On-Call Construction Project Management Services. The period of the task assignment is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$404,586.86 - 9950-902315-9506-900010-705032

BACKGROUND/EXPLANATION:

This task provides for a Construction Project Supervisor and Construction Claims Reviewer/scheduler services for the Edmondson Avenue Bridge.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 10%

The Consultant has not met the MBE goal of 27%, however, they achieved a goal of 19% and there remains enough capacity to meet the goal. The Consultant has not met the WBE goal of 10%, however, they achieved a WBE goal of 8% and there remains enough capacity to meet the goal.

MWBOO APPROVED ON JANUARY 25, 2019.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Transportation - cont'd

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. 030 to Johnson, Mirmiram & Thompson, Inc., Consultant, under Project No. 1217, On-Call Construction Project Management Services.

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:

1200 - 1212

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

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

Item No. 15 was been **DEFERRED** for one week.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1. TR 19001, Reconstruction of Footways Citywide J. Villa Construction, Inc. \$ 842,000.00

MWBOO SET GOALS OF 36% FOR MBE AND 13% FOR WBE.

MBE: J. Villa Construction, Inc.* \$421,000.00 50.00%

WBE: Rowen Concrete, Inc. \$110,000.00 13.06%

* Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 469,860.00	Construction Reserve	
Other	9950-904100-9504	
433,346.40	Footway Paving	
State Const. Reserve	9950-903300-9504	
107,193.60	Tree Roots/Footways	
GF (HUR)	9950-904100-9504	
	Footway Paving	
\$1,010,400.00		
\$ 842,000.00	-----	9950-903491-9504-6
126,300.00	-----	Structural & Improvements
42,100.00	-----	9950-903491-9504-5
\$1,010,400.00		Inspection
		9950-903491-9504-2
		Contingencies
		Reconstruction of
		Footways Citywide

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

This transfer will fund the costs associated with Award of project TR 19001, Reconstruction of Footways Citywide with J. Villa Construction, Inc.

- | | | | |
|----|---|-----------------------------|---------------|
| 3. | TR 19002, Reconstruction of Footways Citywide | J. Villa Construction, Inc. | \$ 846,500.00 |
|----|---|-----------------------------|---------------|

MWBOO SET GOALS OF 36% FOR MBE AND 13% FOR WBE.

MBE:	J. Villa Construction, Inc.*	\$423,250.00	50.00%
WBE:	Rowen Concrete, Inc.	\$114,500.00	13.06%

* Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
	Construction Reserve	
\$ 510,716.40	9950-903300-9504	
State Const. Reserve	Tree Roots/Footways Reserve	
353,793.97	9950-904100-9504	
Other	Footway Paving	
96,783.60	9950-904100-9504	
GF(HUR)	Footway Paving	
54,506.03	9950-909200-9504	
Other	Alleys	
<u>\$1,015,800.00</u>		

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 846,500.00	-----	9950-902492-9504-6 Structural & Improvements
126,975.00	-----	9950-902492-9504-5 Inspection
42,325.00	-----	9950-902492-9504-2 Contingencies
<u>\$1,015,800.00</u>		Reconstruction of Footways Citywide

This transfer will fund the costs associated with Award of project TR 19002, Reconstruction of Footways Citywide with J. Villa Construction, Inc.

- | | | | |
|----|--|-----------------------------------|---------------|
| 5. | TR 19008, Reconstruction
of Footways Citywide | J. Villa
Construction,
Inc. | \$ 842,000.00 |
|----|--|-----------------------------------|---------------|

MWBOO SET GOALS OF 36% FOR MBE AND 13% FOR WBE.

MBE:	J. Villa Construction, Inc.*	\$421,000.00	50.00%
WBE:	Rowen Concrete, Inc.	\$110,000.00	13.06%

* Indicates Self-Performance

MWBOO FOUND VENDOR IN COMPLIANCE

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

6. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 801,857.20	9950-903300-9504	
State Const. Reserve	Construction Reserve	
167,520.00	Tree Roots/Footways	
Other	9950-909200-9504	
41,022.80	Alleys	
GF (HUR)	9950-904100-9504	
	Footway Paving	
<u>\$1,010,400.00</u>		
\$ 842,000.00	-----	9950-904498-9504-6
		Structural & Improvements
126,300.00	-----	9950-904498-9504-5
		Inspection
42,100.00	-----	9950-904498-9504-2
<u>\$1,010,400.00</u>		Contingencies
		Reconstruction of
		Footways Citywide

This transfer will fund the costs associated with Award of project TR 19008 "Reconstruction of Footways Citywide" with J. Villa Construction, Inc.

Department of Public Works/Office of Engineering and Construction

7. ER 4130, Environmental Restoration Project 14 **REJECTION** - On Wednesday, August 08, 2018, the Board opened two bids for ER 4130. The bids received ranged from a low of \$2,433,795.00 to a high of \$5,697,843.00. The Department of Public Works, Office of Engineering and Construction recommends the rejection of all bids as being in the best interest of the City.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement

8. B50005481, Aftermarket Parts for Heavy Trucks and Equipment \$ 2,000,000.00
- The Baltimore Auto Supply Company
Items: 1, 3, 5, 7, 13, & 15
- Beltway International, LLC
Items: 9, 10, & 12
- Fleetpride Inc.
Items: 6, & 16
- Waste Equipment Sales and Service, LLC
Items: 2, 4, 8, 11, & 14

(Dept. of General Services, Fleet Mgmt.)

MBE/WBE PARTICIPATION:

On April 12, 2018, it was determined that no goals would be set because there is no opportunity to segment the contract. The authorized dealer will be required to provide pre-delivery inspection and warranty repairs.

MWBOO GRANTED A WAIVER.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement

9. B50005504, Vehicle Tires Cars, Trucks, & Heavy Equipment **\$1,853,394.56**
- Donald B. Rice
Tire Co., Inc.
Item 1: Car Tires \$ 398,489.97
Item 2: Truck Tires \$ 455,389.07
- McCarthy Tire
Service Company of
Maryland, Inc.
Item 3: Heavy Truck Tires \$ 999,515.52

(Dept. of General Services, Fleet Mgmt.)

MBE/WBE PARTICIPATION:

On June 21, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

10. B50005525, Aftermarket Parts and Supplies for Cars and Light Trucks **\$6,000,000.00**
- Parts Authority
Southern LLC
Items: 1, 2, 3, 5,
7, 9, 11, 12, 14,
16, 21, 24, & 29
- Fleetpride, Inc.
Items: 22, 25, 26,
27, & 28
- The Baltimore Auto
Supply Company
Items: 4, 6, 8, 10,
13, 17, 20, 23, 32,
36, & 37

(Dept. of General Services, Fleet Mgmt.)

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement**MBE/WBE PARTICIPATION:**

On April 12, 2018, it was determined that no goals would be set because there is no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

11. B50005599, General Charter Bus Transportation Services \$2,343,000.00

Sivels Transporta-
tion, Inc.
Item: 3

Reliable Transporta-
tion
Item: 1, 2, 3, 4 & 5

D.T.S. Worldwide
Transportation
Item: 1, 2, 4, & 5

(Various Agencies)

MBE/WBE PARTICIPATION:

On April 6, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Procurement

12. B50005627, Chemical Root Application and CCTV Inspection for Sanitary Sewer Systems	Duke's Root Control, Inc.	\$3,500,000.00
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(Dept. of Public Works)

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 15% FOR MBE AND 7% FOR WBE.

MBE: Riviera Enterprises, Inc. 15.0%

WBE: TFE Resources, Ltd 7.0%

On November 22, 2018, MWBOO set goals at 15% MBE and 7% WBE and found Duke's Root Control, Inc. compliant on February 11, 2019.

MWBOO FOUND VENDOR IN COMPLIANCE

13. B50005635, Whirlwind Sweeper	Maryland Industrial Trucks, Incorporated	\$4,108,916.00
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(Dept. of General Services, Fleet Mgmt.)

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Procurement

14. B50005540, Provide F&F and A. Jacobs \$ 419,920.00
 Various Polo Shirts for & Sons, Inc.
 the Fire Department

(Baltimore City Fire Dept.)

MBE/WBE PARTICIPATION:

On August 13, 2018, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

15. B50005617, Maintenance \$6,000,000.00
 & Repair Services for Reliable-Cain Heat-
 H.V.A.C.R. Systems ing and Cooling

J.F. Fischer, Inc.

BMC Services, LLC

(Department of General Services and Others)

MBE/WBE PARTICIPATION:**MWBOO SET GOALS OF 38% FOR MBE AND 5% FOR WBE.**a. RELIABLE-CAIN HEATING AND COOLING

MBE: RCS Plumbing, LLC. 38.0%

WBE: Absolute Supply & Services, 5.0%
 LLC.

MWBOO FOUND VENDOR IN COMPLIANCE

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

b. J.F. FISCHER, INC.

MBE: Horton Mechanical Contractors, 38.0%
Inc.

WBE: Colt Insulation, Inc. 5.0%

MWBOO FOUND VENDOR IN COMPLIANCE

c. BMC SERVICES, LLC

MBE: RSC Plumbing, EEC 6.0%
TRA Preventive Maintenance, LLC 7.0%
NLG Insulation, Inc. 6.0%
BMC Services, LLC 19.0%*

WBE: Miss Electricity, LLC. 5.0%

* Indicates Self-Performance

On November 22, 2018, MWBOO set goals at 38% MBE and 5% WBE and found Reliable-Cain Heating and Cooling, J.F. Fischer, Inc. and BMC Services, LLC compliant on February 4, 2019. Denver-Elek, Inc. and JCM Control System were found non-compliant on February 4, 2019.

MWBOO FOUND VENDOR IN COMPLIANCE

16. B50005620, AMAG ID Communications \$ 63,561.77
Systems Upgrade, Electronics
Updates, Maintenance Systems, LLC
and Repairs

(Baltimore Police Dept.)

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Procurement

MBE/WBE PARTICIPATION:

On December 6, 2018, MWBOO granted a waiver due to no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- 17. B50005566, Services for Communications \$ 604,500.00
 Electronic Security Electronics
 Systems Systems, LLC

(Dept. of General Services, etc.)

The Board is requested to approve an additional award to Communications Electronics Systems LLC. On Jan 16, 2019, the Board approved the initial award with Vision Technologies Incorporated. The recent corporate merger of equipment manufacturers Lenel and S2 reduces the ability of Vision Technologies Incorporated to serve City's existing installed Lenel Systems. Communications Electronics Systems, LLC submitted the second lowest responsive and responsible bid in response to B50005566, and will be able to provide increased capacity to meet the City's requirements for the current installed systems, as an authorized Lenel dealer.

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 16% FOR MBE AND 4% FOR WBE.

- MBE:** Plexus Installations, Inc. 11%
 Entry Control Systems, Inc. 5%
- WBE:** SCD Information Technology 4%

MWBOO FOUND VENDOR IN COMPLIANCE

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Public Works

18. SC 956, Improvements to Sanitary Sewer Collection System in the Herring Run Sewershed Part 1: Sanitary Sewer Spiniello Companies \$7,843,310.00

MBE/WBE PARTICIPATION:

Spiniello Companies has complied with the requirements of the Maryland Department of the Environment's Disadvantage Business Enterprise (DBE) Program. As part of their bid, Spiniello Companies has committed to utilize the following DBE goals according to the State Revolving Loan forms that were submitted in the bid submission.

DBE/MBE: Machado Construction Co.	\$ 810,000.00	10.33%
S & J Service, Inc.	609,000.00	7.76%
TOTAL DBE/MBE:	\$1,419,000.00	18.10%
DBE/WBE: R & R Contracting Utilities, Inc.	\$1,250,000.00	15.94%
Empire Landscape, LLC	24,300.00	4.09%
TOTAL DBE/WBE:	\$1,274,300.00	16.24%

19. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$8,470,774.80	9956-907624-9549	9956-908658-9551-6
Wastewater Revenue Bond	Rehab Program-Herring Run	Construction

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Public Works - cont'd

This transfer will fund the costs of SC 956 Improvements to Sanitary Sewer Collection System in the Herring Run Sewershed Part 1: Sanitary Sewers.

Bureau of Procurement

20. B50005578, Revolution Traffic Cones	National Capital Industries, Inc.	\$ 124,420.00
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(Dept. of Transportation)

MBE/WBE PARTICIPATION:

On August 8, 2018, MWBOO waived the MBE/WBE goals. There is no opportunity to segment contract for this commodity purchase.

MWBOO GRANTED A WAIVER.

MINUTESOffice of Labor Commissioner - Side Letter Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** the Side Letter Agreement with Baltimore Fire Fighters, IAFF, Local 734 (Addendum M: EMT Promotion Grade 309).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This Side Letter Addendum M: EMT Promotion (Grade 309) modifies Addendum B: Salary Schedule FY 2019 for Grade 309. Specifically the Side Letter Addendum M will address the promotion progression for members in the job classification 309, EMT, as shown below:

EMT TO EMT FIREFIGHTER**FROM:****Grade 309**

Hiring: \$33,625.00
 Full Perf.: \$36,988.00
 Experience: \$48,085.00
 Senior: \$49,287.00

TO:**Grade 313**

Hiring: \$38,066.00 = 13% increase
 Full Perf.: \$45,318.00 = 23% increase
 Experience: \$59,348.00 = 23% increase
 Experience: \$59,348.00 = 21% increase

EMT TO PARAMEDIC CRT**FROM:****Grade 309**

Hiring: \$33,625.00
 Full Perf.: \$36,988.00
 Experience: \$48,085.00
 Senior: \$49,287.00

TO:**Grade 366**

Hiring: \$45,080.00 = 34% increase
 Hiring: \$45,080.00 = 21.8% increase
 Experience: \$66,473.00 = 38% increase
 Experience: \$66,473.00 = 34% increase

MINUTES

Office of Labor Commissioner - cont'd

EMT TO PARAMEDIC EMT-P

FROM:

TO:

Hiring:	\$33,625.00	Hiring:	\$46,813.00 = 39% increase
Full Perf.:	\$36,988.00	Hiring:	\$46,813.00 = 26.5% increase
Experience:	\$48,085.00	Experience:	\$69,311.00 = 44.14% increase
Senior	\$49,287.00	Experience:	\$69,311.00 = 40.6% increase

UPON MOTION duly made and seconded, the Board **NOTED** the Side Letter Agreement with Baltimore Fire Fighters, IAFF, Local 734.

MINUTES

Mayor's Office of Criminal Justice - First Amendment to
Recipient Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify the First Agreement to Recipient Agreement with TurnAround, Inc. The First Amendment to Recipient Agreement (First Amendment) extends the period of the agreement through September 30, 2019.

AMOUNT OF MONEY AND SOURCE:

\$71,203.50 - 4000-484317-2252-688000-600000

BACKGROUND/EXPLANATION:

On January 11, 2017, the Board approved the Recipient Agreement to fund TurnAround, Inc., through the VOCA grant award for \$92,000.00. The grant original term was October 1, 2016 through September 30, 2018 and included service providers. One such provider is Turn-Around Inc. The grant requires a match from the City and the partners.

TurnAround, Inc. is a sub-grantee on the VOCA grant and will continue to provide services to victims of sexual assault through an advocate/mentor. The grant will also provide funding for training and supplies for the advocate/mentor. An extended grant term will provide an additional year of funding in order to implement the grant terms.

The First Amendment is late because of the administrative process.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Mayor's Office of Criminal Justice - cont'd

UPON MOTION duly made and seconded, the Board ratified the First Agreement to Recipient Agreement with TurnAround, Inc.

MINUTESMayor's Office of Criminal Justice (MOCJ) - Agreements

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

1. **COMMUNITY MEDIATION PROGRAM, INC. \$271,253.00**
d/b/a BALTIMORE COMMUNITY MEDIATION CENTER

Account: 5000-511019-2255-702300-603051

On December 12, 2018, the Board of Estimates approved and authorized acceptance of a grant award from the Governor's Office of Crime Control and Prevention to fund one year of the Safe Streets Baltimore program expansion from four communities to ten. The Community Mediation Program, Inc. d/b/a Baltimore Community Mediation Center was selected as a vendor to operate one of the six new expansion areas in the Woodbourne community. The funds will be utilized to support the hiring of seven personal to eradicate violence by focusing on the following approach: identifying and detecting potential shooting events, identifying and detecting individuals and groups at the highest risk of involvement of shootings or killing, interrupting potential violence by mediating conflicts and preventing retaliation, changing behaviors and norms of those at highest risk of involvement of shooting or killing, using data to inform daily efforts and make necessary changes to interruption strategies. Additionally, funds will be utilized for community outreach and education, and costs associated with operating the program. The agreement is effective upon Board approval through June 30, 2019.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

MOCJ - cont'd

2. **WASHINGTON/BALTIMORE HIDTA (WB HIDTA)** **\$ 48,924.00**
MERCYHURST UNIVERSITY

Account: 4000-468919-2255-785700-600000

On February 4, 2019, the MOCJ was informed that the Executive Board of the Washington/Baltimore HIDTA-Mercyhurst University under the authority of a federal grant from the Office of National Drug Control Policy authorized grant funds in the amount of \$48,924.00. The funds will be utilized to pay a portion of the salary for the MOCJ Prevention Coordinator who is responsible for 1) educating communities, city agencies, service providers, and other stakeholders on the City's strategy to reduce gun violence; 2) expanding the City's response to gun violence through strategic partnerships with providers equipped to support the "whole" person with an emphasis on workforce development, physical and behavioral health, and housing; 3) supporting ongoing assessment and evaluation of violence reduction process and impact, and developing recommendations for improvement and 4) supporting the city-wide prevention initiatives. The period of the agreement is January 1, 2019 through June 30, 2020.

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 foregoing agreements.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No 003 with Johnson, Mirmiran & Thompson, Inc. under Project No. 1802, On-Call Mechanical Engineering Services. The period the Task Assignment is approximately 24 months.

AMOUNT OF MONEY AND SOURCE:

\$323,198.48 - 9960-925100-9557-900020-705032

BACKGROUND/EXPLANATION:

The office of Engineering and Construction is requesting Johnson, Mirmiran & Thompson, Inc. to provide Construction Management Assistance and Inspection Services for the ongoing work on W.C. 1339.

The scope of the original agreement includes: Assisting Construction Management section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support.

The scope of construction project includes: Design of approximately 6 mi of water main rehabilitation and replacement of various small diameter water mains. The scope of work includes preparation of contract documents including plans, specifications, cost estimate, & permit applications.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, subtitle 28 of the Baltimore City Code and the MBE goals of 29% and WBE goals of 10% assigned to the original agreement.

MINUTES

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

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Public Works (DPW)</u>		
1. \$349,054.36	9960-915063-9558	9960-925100-9557-5
Revenue Bonds	WC 1339 Upton WM Rehabilitation	Inspection

This transfer will cover the costs associated with services for Task No. 003, under Project No. 1802, On-Call Construction Management Assistance and Inspection Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No 003 with Johnson, Mirmiran & Thompson, Inc. under Project No. 1802, On-Call Mechanical Engineering 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 Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 001 with AECOM Technical Services, Inc. under Project No. 1266A, On-Call Wastewater Engineering Services. The period of the Task Assignment is three years.

AMOUNT OF MONEY AND SOURCE:

\$250,000.00 - 9956-905343-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is requested approval of Task 001, Wastewater Engineering Services. The request is for AECOM Technical Services, Inc. to provide field and technical engineering support managed by the Office of Engineering and Construction.

The scope of the original agreement includes: The purpose of this project is to provide On-Call wastewater engineering services related to evaluation assessment and design of rehabilitation, repairs, maintenance and new construction to improve the City sanitary system.

The scope of work includes project and construction management services, immediate response, investigation and inspection of sanitary system emergencies and providing recommended corrective measures, geotechnical engineering, subsurface exploration services and various field inspection.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goals of 27% and WBE goals of 10% assigned to the original agreement.

MINUTES

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

MWBOO FOUND VENDOR IN COMPLIANCE.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$270,000.00	9956-903569-9549	9956-905343-9551-5
Wastewater	Sanitary Sewer	Inspection
Revenue	Replace/Rehab	
Bonds		

This transfer will cover the costs associated with design services for Task No. 001, under Project No. 1266A, On-Call Wastewater Engineering Services Task 1.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 with AECOM Technical Services, Inc. under Project No. 1266A, On-Call Wastewater Engineering 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 Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to Hazen & Sawyer under Project No. 1804, On-Call Project and Construction Management Assistance and Inspection Services. The original contract will expire on October 24, 2022. The duration of this task is twenty-four months.

AMOUNT OF MONEY AND SOURCE:

\$400,907.40 - 9956-908661-9551-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction was in need of Inspection Services for the ongoing work on S.C. 921-Gwynns Falls System Improvements- Area B. This task was requested by the Agency.

The Scope of the Original Agreement includes: Assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, request for information (RFI) reviews and responses, and construction contract administrative support.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement MBE: 29% and WBE: 10%. Currently, the Consultant is not in compliance because the Consultant has not completed 100% of its billing. Current goals are MBE: 21.01% and WBE: 0%.

MINUTES

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

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. 002 to Hazen & Sawyer under Project No. 1804, On-Call Project and Construction Management Assistance and Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004 to Whitman, Requardt & Associates, LLP under Project No. 1805, On-Call Construction Management Assistance, and Inspection Services. The period of the task is 18 months.

AMOUNT OF MONEY AND SOURCE:

\$642,949.10 - 9956-901577-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of inspection services for SC 976, Sewer Collection System Improvements in the Greenmount, Hampden, and Bolton Hill Areas of the Jones Falls Sewershed for the Office of Engineering & Construction.

Under the scope of the original agreement, Whitman, Requardt & Associates, LLP will assist the Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supporting documents, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information (RFI) reviews and responses, and construction contract administrative support on an as needed basis.

The scope of the construction project includes Closed Circuit Television (CCTV)/Cleaning, 470 Linear Feet (LF) Replacement, 28,000 LF Cured-In-Place Piping (CIPP) lining, 14,000 LF

MINUTES

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

CCTV/Cleaning, 470 LF Replacement, 2,000 Sewer House Connection (SHC) trenchless rehab, 112 SHC Point Repairs, 202 Manhole (MH) Rehabilitation, 70 Vertical Liner Feet (VLF) MH replacement.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 29% and WBE: 10%. Currently, the Consultant does not have any invoices billed so MBE/WBE utilization cannot be reported.

MWBOO APPROVED THE EAR ON 01/11/2019.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$694,385.03	9956-903 569-9549	9956-901577-9551-5
Wastewater Revenue Bond	Sanitary Sewer Replace/Rehab	Inspection

The transfer of funds will cover costs of Project 1805 - (SC-976) O/C Construction Management Assistance and Inspection Services, Task 004.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004 to Whitman, Requardt & Associates, LLP under Project No. 1805, On-Call Construction Management Assistance, and Inspection 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 Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 005 to Whitman, Requardt & Associates, LLP under Project No. 1805, On-Call Construction Management Assistance, and Inspection Services. The period of the task is 12 months.

AMOUNT OF MONEY AND SOURCE:

\$297,857.37 - 9956-908340-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction is in need of Inspection Services for the ongoing work on SC 930R, Clinton Street Sewage System Improvements. The work requested is within the original scope of the agreement.

Under the scope of the original agreement, Whitman, Requardt & Associates, LLP will provide services to include, but not limited to assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supporting documents, estimating, scheduling, project engineering, constructability reviews, submittal reviews and responses, Request for Information (RFI) reviews and responses, and construction contract administrative support on an as needed basis.

The Scope of the construction project includes construction of 1,620 LF of 8" Ductile Iron Pipe (DIP) sanitary sewers; 915 LF of 6" DIP sanitary force main; 1500 LF of bore-jack casing pipe; a 360 gallon per minute (GPM) pumping station.

MINUTES

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 27% and WBE: 10%. Currently, the Consultant is not in compliance because there are no approved tasks on this agreement to date and the consultant has done no billing.

MWBOO APPROVED THE EAR ON 01/25/2019.

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. 005 to Whitman, Requardt & Associates, LLP under Project No. 1805, On-Call Construction Management Assistance, and Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project No. 1227W, On-Call Stormwater Study and Engineering Design Services. The duration of this task is 10 months.

AMOUNT OF MONEY AND SOURCE:

\$149,841.15 - 9958-911104-9520-900020-703032

BACKGROUND/EXPLANATION:

The Office of Engineering and Construction request Whitman, Requardt & Associates, LLP continue to provide the City with engineering services for immediate response and investigation of various to-be-determined, storm drain locations.

These engineering services is to improve the storm drain system includes hydrologic and hydraulic analysis, inspection for structural integrity and assessment of the storm drains, design service including preparation of sketches, plans, specification and cost estimates in accordance with all applicable city Standard. This task will also provide some construction services including reviewing of Request for Information (RFI's), change orders, submittals, site visits, inspections and progress meetings etc.

Whitman, Requardt & Associates, LLP will perform hydrology and hydraulic analysis of storm drain and open channel systems utilizing computer models including but not limited to XP-SWMM (Visual Hydro), HEC-RAS, HSPF, TR-20 and Info Works CS.

MINUTES

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

Whitman, Requardt & Associates, LLP will develop, calibrate and maintain hydraulic models for storm drain and open channel systems, design or perform: Stormwater drainage systems and stormwater management facilities, including structural design for culvert rehabilitation, retaining walls, slope stabilization, outfall stabilization, urban best management practices and environmental site design; innovative in-line, off-line, in-stream and off-stream stormwater pollution control; measures including but not limited to wetlands, wet ponds, plate separators, pump-and-treat systems and debris collector systems; innovative non-point source stormwater pollution control measures, including but not limited to structural design for various trash collection technologies in addition to structural assessment of existing infrastructure; hydrogeomorphological stream assessments, fluvial geomorphology, river and stream restoration using natural channel design approach and bioengineering techniques; urban best management practices and environmental site design.

Whitman, Requardt & Associates, LLP will provide geotechnical services including conducting and evaluating subsurface investigations, such as soil characterization and utility location, perform video inspection of underground utility pipes, soil studies, unsuitable material removal, and disposal estimates.

Whitman, Requardt & Associates, LLP will respond to stormwater system and open channel emergencies by rapidly assessing situation and recommending corrective measures, provide structural engineering services including evaluation and design of concrete, stormwater infrastructure including but not limited to stone/brick arch structures, steel structures and mechanical and electrical elements of stormwater quantity management facilities (pump stations), prepare design reports and contract documents including plans and specification, permit applications, easements, and related items necessary for procurement of construction.

MINUTES

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

Whitman, Requardt & Associates, LLP will also, provide project management, post award services, and contract administration services, perform inspection, evaluations, and assessments of structural conditions of stormwater infrastructure under confined space conditions. Whitman, Requardt & Associates, LLP will provide construction management services including, but not limited to, construction inspection, review and response to requests for information. Whitman, Requardt & Associates, LLP will review and track shop drawings, submittals and change orders, review substitutions and technical consultations, prepare national Pollution Discharge Elimination System Permits for stormwater, perform forest stand delineation and prepare forest conservation plan and invasive species control plans.

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement: MBE: 27% and WBE: 10%.

MWBOO APPROVED THE EAR ON 01/07/2019.

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$161,828.44	9958-908109-9522	9958-911104-9520-3
Revenue Bonds	Small Storm Drain/ Inlet Repair	Design

MINUTES

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

The transfer of funds will cover costs of Project 1227W - (SDC-7777) O/C Stormwater Study and Engineering Design Services, Task 007.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007 to Whitman, Requardt & Associates, LLP under Project No. 1227W, On-Call Stormwater Study and Engineering Design 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 Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 012 to Whitman, Requardt & Associates, LLP under Project No. 1505, On-Call Project and Construction Management Assistance Services. The contract will expire on February 24, 2020.

AMOUNT OF MONEY AND SOURCE:

(\$151,715.96) - 9960-910301-9557-900020-705032 WC 1230
 (282,138.41) - 9960-904594-9557-900020-705032 WC 1352
(\$433,854.37)

BACKGROUND/EXPLANATION:

This is a credit for Task 005 and Task 006 for Inspection and Construction Management Services that were designated for WC 1230, Prettyboy Reservoir Dam Gatehouse Facility Improvements and WC 1352, Automated Meter Infrastructure/Reading (AMI/R) Urgent Need Metering Infrastructure Repair & Replacement, Various Locations for the Department of Public Works. The project did not require the extent of funding originally anticipated.

MBE/WBE PARTICIPATION:

The vendor will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals assigned to the original agreement; MBE: 27% and WBE: 10%. Currently, the Consultant is in compliance with the goals set by MWBOO. Current goals are MBE 27.85% and WBE: 14.58%.

MINUTES

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 012 to Whitman, Requardt & Associates, LLP under Project No. 1505, On-Call Project and Construction Management Assistance Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 002 to ARM Group, Inc. (Consultant), under Project No. 1272A, On-Call Solid Waste Engineering Services. The duration of this task is 1.5 years. The agreement will expire on September 12, 2022.

AMOUNT OF MONEY AND SOURCE:

\$154,276.66 - 9948-922014-9517-900020-703032

BACKGROUND/EXPLANATION:

The Consultant will perform services for Project 1272A-2019 Semi-Annual Groundwater Reports for Quarantine Road Landfill.

The Consultant will perform the required groundwater and leachate sampling, laboratory analysis, and reporting for two 2019 semi-annual environmental monitoring reports, as required by the landfill's Refuse Disposal Permit No. 2014-WMF-0235, issued by the Maryland Department of Environment.

The scope of the agreement includes, measuring groundwater monitoring wells on a monthly basis, collecting semi-annual groundwater and leachate samples, providing a laboratory analysis for the groundwater and leachate samples, and preparing semi-annual environmental monitoring reports that document the results of the groundwater and leachate sampling events. Any samples with an outlying data value will be resampled to validate the data within 30 days of issuance of the associated final laboratory report.

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 27.2% and WBE goal of 10.2% assigned to the original agreement.

MINUTES

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

APPROVED FOR FUNDS BY FINANCE

APPROVED BY MWBOO ON 12/11/2018.

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$154,276.66	9948-938013-9516	9948-922014-9517-3
2 nd Parks and Public Facilities	LF Grdwater, Well & Compliance	Design

This transfer will cover the costs of Project 1272A, On-Call Solid Waste Engineering Services Task 2.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 002 to ARM Group, Inc., under Project No. 1272A, On-Call Solid Waste Engineering 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 Public Works/Office - Task Assignment
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004 to Johnson, Mirmiran & Thompson, Inc. (Consultant), under Project No. 1802, On-Call Project and Construction Management Assistance. The duration of this task is one-year. The agreement will expire on July 11, 2022.

AMOUNT OF MONEY AND SOURCE:

\$588,492.74 - 9956-903580-9551-900020-705032

BACKGROUND/EXPLANATION:

The Consultant will provide Construction Management Assistance and Inspection Services for the ongoing work on SC 968-Urgent needs Improvements to Baltimore City Sanitary Sewers in Various Locations-Part B.

The scope of the agreement includes, assisting Construction Management Section with construction monitoring and inspection, preparation of daily reports, maintenance of project records and documentation, review of contractor's application for payment, attendance at progress meetings, preparation of record drawings, review of contract claims and supports, estimating, scheduling, project engineering, constructability reviews and construction contract administrative support.

The scope of the construction project includes, conducting improvements to the sanitary sewer system throughout the City of Baltimore. Those improvements include manhole inspection and rehabilitation, cured-in-place lining, lateral rehabilitation, and pipe replacement.

MINUTES

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

MBE/WBE PARTICIPATION:

The Consultant will comply with Article 5, Subtitle 28 of the Baltimore City Code and the MBE goal of 29% and WBE goal of 10% assigned to the original agreement. Currently, the Consultant is in non-compliance because the Consultant has three tasks written and none have been approved by the Board of Estimates to date.

APPROVED FOR FUNDS BY FINANCE

APPROVED BY MWBOO ON 12/11/2018.

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

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$635,572.16	9956-903569-9549	9956-903580-9551-5
Wastewater Revenue	Sanitary Sewer	Inspection
Bond	Replace/Rehab.	

This transfer will cover the costs of Project 1802 - (SC-968), On-Call Project and Construction Management Assistance, Task 4.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 004 to Johnson, Mirmiran & Thompson, Inc. under Project No. 1802, On-Call Project and Construction Management Assistance. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the

MINUTES

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

Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Public Works - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Agreement with Transviron, Inc. The Agreement is effective upon Board approval for 24 months or until the upset limit is reached whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$748,090.89 - 9956-908340-9551-900020-703032

BACKGROUND/EXPLANATION:

Transviron, Inc. will provide post award services for the construction of SC 930R, Clinton Street Sewerage System Improvements.

Transviron, Inc. will provide various engineering services during construction of new Clinton Wastewater Pumping Station, including review of shop drawings, schedule of value, test sample results, all submittals review and evaluate Proposed Change Order's (PCO's) and will review and approve construction schedules.

In addition, Transviron will respond to Request for Information, maintain a log listing all submittals and the status of the review and approval, attend construction progress meetings, and provide other construction services.

MBE/WBE PARTICIPATION:

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

MBE: 3%

WBE: 0%

MINUTES

Department of Public Works - cont'd

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,129,948.26	9956-908757-9549	
Wastewater Utility	Clinton St. Pump	
Funds	Station F Main	
808,262.30	-----	9956-908340-9551-3
		PAS
<u>321,685.96</u>	-----	9956-908340-9551-5
		Inspection
\$1,129,948.26		

This transfer will cover cost of SC 930R, Clinton Street Sewerage System Improvements.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Transviron, Inc. 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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|---|----------------|---------|
| 1. KUEHNE CHEMICAL
COMPANY, INC. | \$3,000,000.00 | Renewal |
| Contract No. B50004933 - Sodium HypoChlorite - Wastewater
Treatment Plants - Department of Public Works - Bureau of Water
and Wastewater - P.O. No. P539406 | | |

On May 3, 2017, the Board approved the initial award in the amount of \$3,000,000.00. The award contained four 1-year renewal options. On April 4, 2018, the Board approved the first renewal in the amount of \$3,000,000.00. This second renewal is for the procurement of Sodium Hypochlorite - 15% is intended to use for treatment of public drinking water supply, wastewater treatment and the City's public swimming pools. This second renewal in the amount of \$3,000,000.00 is for the period May 4, 2019 through May 3, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On March 9, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|---------------|---------|
| 2. CHEMRITE, INC. | \$ 100,000.00 | Renewal |
| Contract No. B50004849 - Phosphoric Acid-15% - Department of
Public Works - Bureau of Water and Wastewater - P.O. No.
P539310 | | |

On March 29, 2017, the Board approved the initial award in the amount of \$100,000.00. The award contained four 1-year renewal options. On March 7, 2018, the Board approved the first renewal in the amount of \$0.00. This second renewal is for

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

the procurement of Phosphoric Acid-15% which is intended to use at wastewater treatment plants as a nutrient source for nitrification and denitrification systems. This second renewal in the amount of \$100,000.00 is for the period of April 15, 2019 through April 14, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 21, 2016, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|---|--------------|---------|
| 3. WITMER PUBLIC SAFETY GROUP, INC. | \$ 90,000.00 | Renewal |
| Contract No. B50003897 - Supply of Fire Hose - Fire Department - P.O. No. P530180 | | |

On February 11, 2015, the Board approved the initial award in the amount of \$114,676.00. The award contained three 2-year renewal options. On January 25, 2017, the Board approved the first renewal in the amount of \$110,000.00. This second renewal in the amount of \$90,000.00 is for the period February 16, 2019 through February 15, 2021, with one 2-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 3, 2014, MWBOO granted a waiver due to no opportunity to segment the contract. No services are being provided under this contract. Therefore, there is no opportunity for subcontracting.

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 Procurement - cont'd

- | | | |
|---|---------|---------|
| 4. SKY RESOURCES, LLC | \$ 0.00 | Renewal |
| Contract No. B50003315 - Smoke Alarms - Baltimore City Fire Department - P.O. No. P526583 | | |

On March 12, 2014, the Board approved the initial award in the amount of \$360,000.00. The award contained five renewal options. An increase and four renewal options have been approved. This final renewal in the amount of \$0.00 is for the period March 19, 2019 through March 18, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 19, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------|---------|
| 5. MUNICIPAL EMERGENCY SERVICES, INC. | \$ 0.00 | Renewal |
| Contract No. B50003162 - 4" Fire Hose - Fire Department - P.O. No. P526529 | | |

On February 26, 2014, the Board approved the initial award in the amount of \$150,000.00. The award contained five renewal options. Subsequent actions have been approved and four renewals have been exercised. This final renewal in the amount of \$0.00 is for the period February 26, 2019 through February 25, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 18, 2013, MWBOO determined that no goals would be set because of no opportunity to segment the contract.

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 Procurement - cont'd

- | | | |
|--|---------------|---------|
| 6. PRO-FIX MEDICAL REPAIR
& SALES, LLC | \$ 100,000.00 | Renewal |
| Contract No. 08000 - Stretcher Repairs - Baltimore City Fire Department - P.O. No. P538919 | | |

On March 15, 2017, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. On April 11, 2018, the Board approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$100,000.00 is for the period March 15, 2019 through March 14, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable. This is a sole source procurement. These services are only available from the vendor and are not available from subcontractors.

- | | | |
|---|---------|---------|
| 7. UWS, INC. | \$ 0.00 | Renewal |
| Contract No. B50004450 - Large Water Meter Testing, Repair, and Replacement Services - Department of Public Works - Bureau of Water and Wastewater - P.O. No. P543917 | | |

On March 16, 2016, the Board approved the initial award in the amount of \$292,138.50. The award contained four 1-year renewal options. Two renewal options have been exercised. This third renewal in the amount of \$0.00 provides for testing, repairing,

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

and replacing large water meters through the City. The period of the renewal is March 31, 2019 through March 30, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On December 7, 2015, MWBOO granted a waiver as segmentation was not considered practicable.

MWBOO GRANTED A WAIVER.

8. PRAXAIR, INC.	\$ 0.00	Renewal
Contract No. B50005301 - Liquid Oxygen - Department of Public Works - Wastewater Facilities - P.O. No. P543112		

On March 21, 2018, the Board approved the initial award in the amount of \$60,000.00. The award contained four 1-year renewal options. This first renewal in the amount of \$0.00 provides for liquid oxygen for use at the Patapsco Wastewater Treatment Plant. The period of the renewal is March 21, 2019 through March 20, 2020 with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On January 9, 2018, MWBOO granted a waiver due to no opportunity to segment the contract.

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 Procurement - cont'd

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| 9. AUSTON TRANSFER &
PROCESSING LLC | \$ 60,000.00 | Renewal |
| Contract No. B50004534 - Scrap Tire Collection, Disposal and Recycling Service - Department of Public Works - Solid Waste - P.O. No. P535433 | | |

On May 4, 2016, the Board approved the initial award in the amount of \$67,500.00. The award contained four 1-year renewal options. Two renewal options have been exercised. This third renewal in the amount of \$60,000.00 is for the period May 6, 2019 through May 5, 2020, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MWBOO GRANTED A WAIVER.

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|---|---------------|---------|
| 10. EVERGREEN LANDSCAPE &
DESIGN CORPORATION | \$ 100,000.00 | Renewal |
| Contract No. B50004833 - Mowing & Debris Removal for Vacant Lots & Abandoned Properties I - Department of Public Works - Bureau of Solid Waste - P.O. No. P539346 | | |

On April 26, 2017, the Board approved the initial award in the amount of \$87,080.00. The award contained four 1-year renewal options. This first renewal in the amount of \$100,000.00 is for the period April 26, 2019 through April 25, 2020, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On October 20, 2016, MWBOO set goals of 27% MBE and 9% WBE. On January 23, 2019, Evergreen Landscape & Design Corporation was found in compliance.

MBE: Grass Roots Landscaping Company, LLC	27%	\$20,120.00	26.03%
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WBE: Upper Management, LLC	9%	\$ 7,700.00	9.96%
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MWBOO FOUND VENDOR IN COMPLIANCE.

11. FOODSERVICE CONTRACTING, LLC. \$ 60,000.00 Increase
 Contract No. 06000 - Concession Shake and Bake - Department of Recreation and Parks - P.O. No. P543012

On March 20, 2018, the City Purchasing Agent approved the initial award in the amount of \$24,999.00. On July 26, 2019, the City Purchasing Agent approved an increase in the amount of \$12,499.50. This increase in the amount of \$60,000.00 is necessary to continue concession services for the Shake and Bake Family Fun Center. This increase will make the total contract amount \$97,498.50. The contract expires on March 19, 2020. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

12. <u>PHYSIO-CONTROL, INC.</u>	<u>\$350,000.00</u>	<u>Increase</u>
State of Maryland Contract No. 001B8400047 - Defibrillators (AED) and Accessories - Fire Department - P.O. No. P541476		

MBE/WBE PARTICIPATION:

On October 18, 2017, the Board approved the initial award in the amount of \$300,000.00. The award contained two 1-year renewal options. Defibrillators and accessories such as batteries, cases and cables are purchased from a contract competitively bid by the State of Maryland. An increase in the amount of \$350,000.00 is necessary to cover the costs for unanticipated additional repairs to Life-Pak equipment. This increase will make the total contract \$650,000.00. The contract expires on July 1, 2020, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On October 5, 2017, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This is a commodity purchase from the manufacturer.

MWBOO GRANTED A WAIVER.

13. <u>DIGICON CORPORATION</u>	<u>\$ 62,000.00</u>	<u>Increase</u>
Contract No. 06000 - YouthWorks System Software Enhancement and Hosting Agreement - Mayor's Office of Employment Development - P.O. No. P527034		

On August 13, 2014, the Board approved the initial award in the amount of \$41,214.10. The award contained four 2-year renewal options. Subsequent actions have been approved. This increase in the amount of \$62,000.00 is necessary to ensure the Mayor's Office of Employment Development is able to cover host training, development environment, and system enhancements for the Youthworks program. This increase will

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

make the total contract \$177,375.89. The contract expires on November 30, 2019, with two 2-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

14. WEAR PARTS & EQUIPMENT

CO.	\$ 20,000.00	Increase
Contract No. B50005448 - Milling Machine Teeth - Department of Transportation - P.O. No. P544200		

On May 29, 2018, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$20,000.00 is necessary to cover additional materials needed for the Milling Machine. This increase will make the award amount \$45,000.00. The contract expires on May 31, 2019, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

No goals were set because this commodity procurement is below the subcontracting threshold.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

15. <u>MARINE TECHNOLOGIES, INC.</u>	<u>\$ 51,000.00</u>	<u>Increase</u>
Contract No. B50005395 - Inner Harbor Water Safety Improvement - Department of Transportation - P.O. No. P534766		

On May 9, 2018, the Board approved the initial award in the amount of \$116,400.00. This increase in the amount of \$51,000.00 is necessary to allow for the installation of additional rings and ladders around the Inner Harbor for safety purposes. This increase will make the total contract amount \$181,200.00. The contract expires on April 30, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

On June 9, 2017, it was determined that no goals would be set because of no opportunity to segment the contract.

16. <u>COMMERCIAL PRO SERVICES GROUP, LLC</u>	<u>\$ 9,000.00</u>	<u>Increase</u>
Contract No. 06000 - BMC Footprints Professional Services Engagement - Baltimore City Office of Information Technology/Mayor's Office of Information Technology - P.O. No. P545535		

On October 11, 2018, the Board approved the initial award in the amount of \$18,000.00. This increase in the amount of \$9,000.00 will provide remote end-user training of BCIT Administrator personnel for the upgraded version of BMC Footprints, which is used to coordinate the IT Service Desk. This increase will make the total contract amount \$27,000.00. The contract expires on October 10, 2019. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

17. MISSION MEDIA, LLC	\$ 12,385.00	Increase
Contract No. 06000 - CharmTV Website Hosting Service Level Agreement - Mayor's Office of Cable and Communications - P.O. No. P539936		

On June 7, 2017, the Board approved the initial award in the amount of \$33,600.00. The award contained four 1-year renewal options. On February 13, 2018, the City Purchasing Agent approved an increase in the amount of \$5,625.00. This second increase in the amount of \$12,385.00 is necessary for data migration to the new hosting platform, which will reduce the annual hosting fee moving forward. This increase will make the award amount \$51,610.00. The contract expires on June 8, 2019, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

18. MARCON ENGINEERING SERVICES, INC.	\$1,000,000.00	Increase
Contract No. B50003483 - Marine Skimmers Maintenance, Service and Repair Parts - Department of General Services - P.O. No. P527694		

On June 18, 2014, the Board approved the initial award in the amount of \$1,500,000.00. The award contained two renewal options. Both renewals have been exercised. This increase in the amount of \$1,000,000.00 is necessary to provide sufficient funding for Fleet Management to source parts and services covered by this contract for the remainder of the contract. This increase will make the total contract amount \$3,800,000.00. The contract expires on June 30, 2019 with no options remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

On March 26, 2014, MWBOO determined that no goals would be set because of no opportunity to segment the contract. This contract is for Original Equipment Manufacturer parts for maintenance and repair of boats within the City's fleet with exception of the Fire Department.

MWBOO GRANTED A WAIVER.

19. SEAGRAVE FIRE APPARATUS,
 LLC \$1,500,000.00 Agreement
 Contract No. 08000 - O.E.M. Aftermarket Parts and Repair
 Services for Fire Apparatus - Department of General Services
 - Fleet Management - Req. No. R802941

The Board is requested to approve and authorize execution of an Agreement with Seagrave Fire Apparatus, LLC. The period of the agreement is January 30, 2019 through January 29, 2022.

The vendor is the sole provider of OEM aftermarket parts and repair services needed for the City's fire apparatus. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the requirement for certification as a sole source procurement as these parts and service are only available from the authorized dealer/manufacturer and are not available from subcontractors.

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| 20. MARYLAND INDUSTRIAL TRUCKS, INCORPORATED | \$284,455.00 | Low Bid |
| Solicitation No. B50005637 - Broom Bear Sweeper - Department of General Services - Fleet Management - Req. No. R811838 | | |

Vendors were solicited on CitiBuy, eMaryland Marketplace and in local newspapers. Two bids were received and opened on January 23, 2019. Award is recommended to the lowest responsive and responsible bidder. Valley Supply & Equipment was found non-responsive due to failure to submit a bid bond. The period of the award is March 13, 2019 through March 20, 2020, with no renewal options. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

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

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 Procurement - cont'd

21. XYLEM DEWATERING SOLUTIONS, INC. d/b/a/ GODWIN PUMPS OF <u>AMERICA, INC.</u>	\$ 0.00	Ratification and Extension
Contract No. 08000 - Service/Labor/Repair Parts for Godwin Pumps - Department of Public Works, Bureau of Solid Waste - P.O. No. P527885		

On June 25, 2014, the Board approved the initial award in the amount of \$240,000.00. The award contained three renewal options. All renewal options have been exercised. Services and parts that are only available under this contract are required to maintain pumps necessary to ensure sewage does not contaminate water sources. An extension is necessary to allow time to negotiate a new sole source contract. The contract expired on June 24, 2018. The period of the ratification is June 25, 2018 through March 12, 2019. The period of the extension is March 13, 2019 through December 31, 2019.

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

MBE/WBE PARTICIPATION:

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

22. <u>ALL ABOUT DOORS, INC.</u>	<u>\$ 250,000.00</u>	<u>Ratification</u>
Contract No. 06000 - Urgent Overhead Door Repairs - Citywide, Departments of General Services, Fire Department, Public Works, Transportation, etc. - P.O. No. P543467		

On April 18, 2018, the Board approved the ratification of award in the amount of \$274,856.20. This second ratification period is to cover completed urgent repairs to the various overhead door systems for all City agencies that were completed prior to the award of Solicitation B50005414. Sufficient funding is requested to pay the remaining outstanding invoices. The period of the ratification is August 1, 2018 through February 7, 2019.

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

MBE/WBE PARTICIPATION:

Not applicable. This is a request for ratification of payments for urgent/emergency services rendered.

23. <u>SYTECH CORPORATION</u>	<u>\$ 36,141.60</u>	<u>Ratification and Award</u>
Contract No. 08000 - SyTech Annual Maintenance for ADAC4-PRI Recording Server - Baltimore Police Department - Req. No. R811129		

The ratification of the award of the annual maintenance for the existing legacy Advanced Digital Audio Collection System server which has been in operation since 2002 and used for evidence data collection. The vendor is the sole provider of

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

the legacy software and maintenance. The period of the ratification is September 1, 2018 through March 13, 2019. The period of the award is March 14, 2019 through August 31, 2019.

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

MBE/WBE PARTICIPATION:

Not applicable. Software and maintenance is exclusively available from the vendor.

24. ACME AUTO LEASING, LLC	\$200,000.00 <u>500,000.00</u> \$700,000.00	Ratification and Extension
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Contract No. B50001886 - Vehicle Leasing - Baltimore Police Department - P.O. P519341

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. Subsequent increases and two renewals were approved. This ratification is to pay invoices for vehicle leasing services rendered before and after the expiration of the contract. An extension is requested to continue vehicle leasing services for various City agencies while a new solicitation (B50005715) is awarded. Bids are due May 1, 2019. The period of the ratification is January 25, 2019 through February 28, 2019. The period of the extension is March 01, 2019 through August 31, 2019.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

MBE/WBE PARTICIPATION:

On March 25, 2011 it was determined that no goals would be set because of no opportunity to segment the contract. The contract requires that vehicles are services under current fleet maintenance/repair contracts.

MWBOO GRANTED A WAIVER.

25. AIRBUS HELICOPTERS, INC., f/k/a AMERICAN EUROCOPTER CORPORATION	\$100,000.00	Ratification and Extension
Contract No. 08000 - Helicopters Parts & Maintenance - Baltimore Police Department - P.O. No. P520254		

On May 23, 2012, the Board approved the initial award in the amount of \$950,000.00. The award contained five renewal options, which have been exercised. An extension in the amount of \$100,000.00 is needed to continue providing helicopter maintenance and supply parts for the Department while a new sole source contract is negotiated. The Bids are due May 1, 2019. The period of the ratification is May 23, 2018 through March 12, 2019. The period of the extension is March 13, 2019 through July 31, 2019.

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

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INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

MBE/WBE PARTICIPATION:

Not applicable. This meets the certification as sole source procurement. These proprietary commodities and specialized services are only available from the vendor, and are not available from subcontractors.

26. HEYWARD INCORPORATED OF

VIRGINIA	\$ 0.00	Extension
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Contract No. 08000 - Restock Vaughn Pump and Parts - Department of Public Works - Bureau of Water and Wastewater - P.O. No. P538755

On November 30, 2016, the Board approved the initial award in the amount of \$78,294.00. On March 1, 2017, the Board approved an increase in the amount of \$200,000.00. An extension is necessary to continue services for the Wastewater Facilities Maintenance Division with the Vaughn Pumps and Parts for replacement and repair of existing installed equipment on a regular basis. The contract expires on February 28, 2019. The extension is for the period March 1, 2019 through September 30, 2019. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

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

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| 27. ENVIRONMENTAL SYSTEMS | | Amendment No. 1 |
| <u>RESEARCH INSTITUTE, INC.</u> | \$ 0.00 | to Agreement |
| Contract No. 08000 - ESRI Geographic Information System Products Master Purchase Agreement (MPA) - Fire Department, General Services, Transportation, Public Works, MOIT, etc. | | |

The Board is requested to approve and authorize execution of Amendment No. 1 to Agreement with Environmental Systems Research Institute, Inc. The Amendment to Agreement is for the period January 25, 2019 through June 24, 2019.

On January 25, 2017, the Board approved the initial award in the amount of \$5,000,000.00. This extension will provide the time required to negotiate a new Enterprise Agreement with the vendor and continuation of the City's existing ESRI ArcGIS mapping system for the City's utilities and network infrastructure. The Amendment provides an updated price list, content definition and online services. The vendor is the owner and sole provider of ESRI proprietary software licenses, maintenance and technical support. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

Not applicable. Proprietary software.

UPON MOTION duly made and seconded, the Board approved the foregoing Informal Awards, Increases, Extensions to Contracts. The Board further approved and authorized execution of the Agreement with Seagrave Fire Apparatus, LLC (Item No. 19) and Amendment No. 1 to Agreement with Environmental Systems Research Institute, Inc. (Item No. 27).

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Lara Kay Webster	Preparedness Summit The Evolving Threat Environment St. Louis, MO Mar. 25 - 29, 2019 (Reg. Fee \$625.00)	Public Health Emergency Preparedness Grant	\$1,945.55

The airfare in the amount of \$361.96, and registration fee of \$625.00 were prepaid on a City-issued procurement card assigned to Malcolm Green-Haynes. Therefore the disbursement to Ms. Webster is \$958.59.

2. Nicole D. Bradbury	Preparedness Summit The Evolving Threat Environment St. Louis, MO Mar. 25 - 29, 2019 (Reg. Fee \$625.00)	Public Health Emergency Preparedness Grant	\$1,938.35
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The airfare in the amount of \$361.96, and registration fee of \$625.00 were prepaid on a City-issued procurement card assigned to Malcolm Green-Haynes. Therefore the disbursement to Ms. Bradbury is \$951.39.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>			
3. Tanya Myers	2019 National HIV Prevention Conference Atlanta, GA Mar. 17 - 21, 2019 (Reg. Fee \$325.00)	Compre- hensive STD Pre- vention Project	\$1,713.71

The airfare in the amount of \$333.96, the hotel cost in the amount of \$152.00 per night, plus hotel taxes of \$30.68 per night and registration fee of \$325.00 were prepaid on a City-issued procurement card assigned to Malcolm Green-Haynes. Therefore the disbursement to Ms. Myers is 324.00.

4. Kevin Coger	2019 National HIV Prevention Conference Atlanta, GA Mar. 17 - 21, 2019 (Reg. Fee \$325.00)	Compre- hensive STD Pre- vention Project	\$1,785.35
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The airfare in the amount of \$405.60, the hotel cost in the amount of \$152.00 per night, plus hotel taxes of \$30.68 per night and registration fee of \$325.00 were prepaid on a City-issued procurement card assigned to Malcolm Green-Haynes. Therefore the disbursement to Mr. Coger is 324.00.

Pursuant to AM 240-3, the Board of Estimates must take action on a Travel Request if the City representative's absence involves one or both weekend days. The source or type of funds used to pay for the travel has no bearing upon the requirement of approval.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department</u>			
5. James Potteiger John Cashion Shontee Hart	Central Square Users Educational Event San Antonio, TX March 17 - 20, 2019 (Reg. Fee \$699.00 ea.)	General Funds	\$7,544.88

The subsistence rate for this location is \$187.00 per night. The cost of the hotel for each attendee is \$201.00 per night, plus occupancy tax cost of \$34.09 per night. The Department is requesting additional subsistence of \$14.00 per day for the hotel and \$40.00 per day for meals and incidentals for each attendee.

The airfare cost of \$367.96 for each attendee was prepaid using a City-issued credit card assigned to James Potteiger. The registration fee of \$699.00 for each attendee was prepaid using a City-issued credit card assigned to Mr. James Fischer.

Therefore, the disbursement to each attendee is \$1,448.00.

Police Department

6. Triston Ferguson Mark Spila Nicolas Sauerwald	Cellebrite Training and Cellebrite Certified Operator Harrisburg, PA March 24 - 29, 2019 (Reg. Fee \$3,850.00 ea.)	MCIN Grant	\$14,415.54
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The registration costs of \$3,850.00 and total hotel cost of \$708.17 for each attendee was prepaid using a City-issued credit card assigned to Tribhuban Thacker. Therefore, the disbursement to each attendee is \$247.01.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Office of the Inspector General</u>			
7. Renata Fields Michelle Philips Theo Sebekos Fleet Bowman Marguerite Bellamy Gerald D'Angelo	Association of Certified Fraud Examiners - Exam Exam Review Course Washington, DC March 18 - 21, 2019 (Reg. Fee \$2,128.00 ea.)	General Funds	\$13,906.56

The organization will invoice the Office of the Inspector General upon completion of registration. Therefore, the disbursement to each attendee is \$189.76 for mileage to and from the training on March 18-21, 2019.

Department of General Services,
Fleet Management Division

8. Phillip Locklear Robert Schley Angela DelCostello Steven Shifflett	2019 Annual Faster Conference Virginia Beach, VA March 17 - 20, 2019	Internal Service Fund	\$2,077.92
9. Renee Johnson Abogan Apetoh Keith Davis Francine Kane	2019 Annual Faster Conference Virginia Beach, VA March 17 - 20, 2019	Internal Service Fund	\$2,770.56

MINUTES

RETROACTIVE TRAVEL APPROVAL/TRAVEL REIMBURSEMENTHealth Department

10.	Lauren Wagner	2018 National Ryan White Conference on HIV Care and Treatment National Harbor, MD Dec. 10 - 14, 2019 (Reg. Fee \$0.00)	Ryan White Part A Admin.	\$1,060.99
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On December 10, 2018 Ms. Wagner traveled to National Harbor, MD, to attend the 2018 National Ryan White Conference on HIV Care and Treatment. The subsistence rate for this location was \$257.00 per day. The hotel rate was \$181.00 per night, plus hotel taxes of \$32.58 per day. The hotel cost of \$724.00, hotel tax of \$130.32 were prepaid using a City-issued procurement card assigned to Ms. Jennifer Martin. Therefore the reimbursement to Ms. Wagner is \$206.67.

The request is late because of a delay in the administrative review process.

TRAVEL REIMBURSEMENT

\$ 49.16	- Mileage (90.2 miles x 0.545)
20.00	- Parking
<u>137.51</u>	- Meals/Incidentals
\$206.67	- Reimbursement

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES**RETROACTIVE TRAVEL APPROVAL/REIMBURSEMENT**Department of General Services

11.	Carole Young	Winter ADA Coordinator Training Conference Orlando, FL Jan. 27 - 29, 2019 (Reg. Fee \$310.00)	General Funds	\$1,430.23
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On January 27 - 29, 2019, Ms. Young traveled to Orlando, Florida to attend the ADA Coordinators Training Conference. The allowed subsistence rate for this location is \$218.00 per day. The hotel rate was \$159.00 per night. The hotel taxes were \$33.94 per night.

The registration cost of \$310.00, the airfare cost of \$714.43, the hotel cost of \$318.00 and hotel taxes of \$67.88 were prepaid using a City-issued credit card assigned to Mr. Steve Stricklin. Therefore, the reimbursement to Ms. Young is \$141.14.

This request is late because of administrative delays. The Department requests retroactive travel approval. The requested travel reimbursement is as follows:

TRAVEL REIMBURSEMENT

\$105.88	- Food
<u>35.26</u>	- Ground Transportation
\$141.14	

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Audits - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds and authorize payment by Expenditure Authorization for licenses of staff members to have an American Institute of CPAs (AICPA) Annual Webcast Unlimited Pass access for continued professional education (CPE) training.

AMOUNT OF MONEY AND SOURCE:

\$17,568.00 - 1001-000000-1310-157800-603020

AICPA Audit Training for 40 Auditors
Annual Webcast Pass \$439.20 per person

BACKGROUND/EXPLANATION:

Government Audit Standards require that each auditor obtain 80 hours of CPE every two years. The foregoing program is part of the Department's schedule training for this year. The AICPA has provided the Department of Audits with a group discount and the member registration rate for the AICPA Webcast training. The license will allow each Auditor to participate in as many webcast scheduled by AICPA for the year, as it relates to Auditing.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved an expenditure of funds and authorized payment by Expenditure Authorization for licenses of staff members to have an American Institute of CPAs Annual Webcast Unlimited Pass access for continued professional education training.

MINUTES

President: "There being no more business before the Board we will recess to bid opening at 12:00 noon. Thank you."

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MINUTES

Clerk: "Good Afternoon the Board of Estimates is now in session for the receipts 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 **THERE WERE NO ADDENDA RECEIVED** extending the dates for receipt and opening of bids. There were no objections.

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

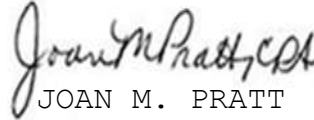
Bureau of Procurement - B50005689, Vehicle, Motorcycle,
and Lawn & Garden Batteries

Parts Authority Southern LLC
The Best Battery Co, Inc.
Pasco Holdings Inc.
Standard Auto Parts Corp.

MINUTES

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There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, March 20, 2019.



JOAN M. PRATT

Secretary