

BOARD OF ESTIMATES

March 19, 2014

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated March 17, 2014, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda has been adopted. In the interest of promoting better order and efficiency in these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately."

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THE DEPARTMENT OF FINANCE

WILL PRESENT THE

PRELIMINARY BUDGET RECOMMENDATIONS FOR FY 2015

TO THE BOARD OF ESTIMATES

The first item on the non-routine agenda can be found on Page 1. At this time, Andrew Kleine, the City's Budget Director, will present the Preliminary Budget Recommendations for Fiscal Year, uh, 2015 to the Board of Estimates."

Mr. Andrew Kleine: "Good morning Mr. President."

President: "Good morning."

Mr. Kleine: "Madam Mayor, Madam Comptroller, members of the Board of Estimates, I'm here today to present the Board with the Finance Department's Fiscal Year 2015's Preliminary Budget Plan. The Preliminary Plan includes \$2.49 billion for Operating Expenses, an increase of \$83.6 million, or 3.5% above the Fiscal '14 adopted budget; uh, as part of this, the General Fund operating budget is \$1.62 billion, \$51 million or 3.2% above the Fiscal 2014 level; also \$897 million for capital expenses, including \$25.7 million in General Fund Pay/Go capital and \$50

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million in General Obligation bond borrowing. Fiscal 2015 is Year 2 of the Administration's first-ever multi-year budget plan. The Fiscal 2015 Plan is a testament to the City's steadily improving economy and the success of the Mayor's 10-year financial plan. It maintains current service funding levels across City government, lowers the property tax rate, provides new funding for infrastructure investment, raises employee pay, and reduces unfunded liabilities. The Plan also builds the City's reserves, accelerates debt repayment, and shores up Workers' Compensation funding. The General Property tax rate for 2015 will remain at \$2.248 per one hundred dollars of assessed value, however the effective rate for owner-occupied properties will be reduced to an average of \$2.13 per one hundred dollars of assessed value under the Mayor's 20 cents by 2020 Targeted Homeowners' Tax Credit Program. The effective rate is down six percent since Fiscal 2012. The City uses Outcome Budgeting to prioritize spending around the Mayor's six priority outcomes for growing Baltimore: better schools; safer streets; stronger neighborhoods; a growing economy; innovative government, and a cleaner and healthier city. Some highlights

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from the Preliminary Plan: fully funds the maintenance effort contribution to the schools and includes \$38 million for the Better Schools Initiative to modernize school buildings; funds out-of-school time programs that are proven effective and maintains library hours; invests \$5 million in police technology, including field-based reporting, staffing accountability software and crime analysis tools; supports the Mayor's Vacants to Values Program and other blight elimination efforts with funding for whole block demolition and home-buying incentives; promotes economic growth through work-force development, small business assistance and tourism; makes \$1.3 million in innovation funding investments to update crime lab technology and improve business processes; funds agency audits and an expanded Inspector General's Office; assist Baltimore's most vulnerable citizens through maternal and child health, and homeless services; and continues and enhanced funding for pre-natal health literacy; maintains One-Plus-One trash and recycling collection, rat control and graffiti removal; and supports services that are delivering a bigger bang for the buck, including street sweeping, vacant lot mowing and street

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tree pruning; funded full-time permanent positions in the Preliminary Plan total 14,042; General Fund positions are 10,121, 17 fewer than Fiscal 2014. This Plan is only possible because the City has implemented a series of reforms, including health benefits restructuring, pension plan re-design, a new firefighters' schedule, leave reform, fleet streamlining and targeted revenue enhancements. These initiatives are changing the City's fiscal picture for the better, though much remains to be done for the City to achieve a structurally balanced budget, make its tax rates competitive and invest for a future of growth. Key dates in the Board of Estimates budget review are as follows: uh, the Board will hold a budget hearing April 1st at 1 o'clock in the Planning Commission meeting room; taxpayer night is scheduled for April 8th at 6 o'clock in the War Memorial Building; the Board is scheduled to vote on the Ordinance of Estimates on April 23rd; the budget is available online at budget.baltimorecity.gov. That concludes my presentation and I'd be happy to answer any questions."

Mayor: "Just one statement. Thank you very much, and Mr. President, thank you. Mr. Kleine, while recovering from this

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recession, I just want to point out that we've made more pro -- that we've made more progress in our work of cutting property taxes than any time in recent history; provided new funding for much needed infrastructure investment; invested millions in blight elimination and education; raised employees' pay; reduced the structural deficit by more than half, cutting our unfunded liabilities by more than \$300,000.00 and employment of our residents is slightly improving, which is promising. We put more money away into our Rainy Day fund, so if the next recession comes, Baltimore is prepared, more prepared, than we were the last time. I think it's hard to find another city in America that has even managed to accomplish half of these things while recovering from the recession. We should be very proud that we've gotten all of them done and gotten them done at the same time. This budget keeps us moving forward in the right direction so that we will be in the position to make the investments that will help Baltimore grow and I want to thank you and the whole team uh, and um, everyone that's been working and making the tough decisions so we can be in this position.

Thank you very much."

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Mr. Kleine: "Thank you Madam Mayor."

President: "Uh, thank you Mr. Kleine."

Mr. Kleine: "Thank you."

Mayor: "Thank you."

MINUTES

Office of the Labor Commissioner - Side Letter Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a Side Letter Agreement with the Managerial and Professional Society of Baltimore, Inc. (MAPS).

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Side Letter Agreement modifies the language in Article 7, Health and Welfare Benefits, Section G. Specifically, the physical fitness/wellness reimbursement may also include community supported agriculture programs, as approved by the Employee Benefits Division of the Department of Human Resources.

UPON MOTION duly made and seconded, the Board approved the Side Letter Agreement with the Managerial and Professional Society of Baltimore, Inc.

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BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Alason Electrical Contractors, Inc.	\$ 8,000,000.00
American Asphalt Paving Co., LLC	\$ 1,500,000.00
Bulls Group, LLC	\$ 36,000.00
Carroll Tree Service, Inc.	\$ 1,500,000.00
Civil Construction, LLC	\$20,781,000.00
Colt Insulation, Inc.	\$ 1,980,000.00
Daco Construction Corporation	\$ 1,500,000.00
Gerard Chimney Company	\$ 8,000,000.00
M&E Sales, Inc.	\$ 990,000.00
P & H Fencing, LLC	\$ 108,000.00

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:

ATCS, P.L.C.	Land Survey Engineer
CV, Inc.	Landscape Architect Engineer Land Survey
Carroll Engineering, Inc.	Landscape Architect Engineer
Design Collective	Architect Landscape Architect
Jacobs Engineering Group, Inc.	Architect Engineer

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BOARDS AND COMMISSIONS - cont'd

Sabra, Wang & Associates, Inc.	Engineer
Soil and Land Use Technology, Inc.	Engineer
SP Arch, Inc.	Architect
	Landscape Architect
Synterra LTD.	Landscape Architect

There being no objections the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms.

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OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Option</u>			
1. Ronald M. Carr & Marilyn E. Carr	906 N. Broadway	Sub-G/R \$ 90.00	\$ 550.00

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

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

DHCD - Condemnations

2. Jeffrey I. Silberman	1016 N. Stricker St.	G/R \$ 75.00	\$ 625.00
Charles Edward Ervin & Frances Mabel Ervin	1962 N. Patterson Park Ave.	F/S	\$20,000.00

Funds are available in Account No. 9910-905507-9588-900000-704040, AG Demolition Project.

Department of Law - Payment of Settlement

3. Jennell Michele St. John & Pernell Duane Robinson (Previous Owners)	912 N. Bradford St.	L/H	\$15,200.00
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On August 29, 2012, the Board approved the acquisition of the leasehold interest, by condemnation, in 912 N. Bradford St. for the amount of \$7,800.00, based upon an independent appraisal report. However, the previous owners valued the property interest at \$45,000.00 based upon an appraisal valuation that they obtained. The parties agreed to settle the

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OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
DHCD - cont'd			

case for \$23,000.00, which is \$15,200.00 above the City's independent appraisal. Therefore, the Board is requested to approve an additional \$15,200.00 in settlement of this case.

Funds are available in account no. 9910-910634-9588-900000-704040.

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

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Space Utilization Committee - Amended and Restated Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amended and Restated Lease by and through the Department of General Services with Visit Baltimore, Inc., tenant, for the rental of the entire improvement known as the Baltimore Visitor Center, located in the Inner Harbor Park and consisting of approximately 8,000 square feet of space. The period of the Amended and Restated Lease is April 1, 2004 through March 31, 2016 with an option to renew for two additional 12-year terms.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual rent, if demanded.

Annual Maintenance Fee

Monthly Installments

\$24,840.00

\$2,070.00

BACKGROUND/EXPLANATION:

The original Lease Agreement was approved by the Board on February 11, 2004. The Board approved a transfer of jurisdiction to oversee the leased premises from the Department of Recreation and Parks to the Department of General Services on June 13, 2012.

The tenant will pay the landlord a maintenance fee of \$24,840.00 per year, in monthly installments of \$2,070.00 effective upon Board approval. Any costs above and beyond the Annual Maintenance Fee each year will be the responsibility of the tenant.

The tenant and the landlord will meet annually to discuss, if necessary, to revise the Maintenance Fee in conjunction with any documented increase, or decrease in annual maintenance costs. Any modifications will be effective on the anniversary date of this agreement approved by the Board.

MINUTES

Space Utilization Committee - cont'd

The landlord will maintain the entire interior of the leased premises, including but not limited to all partitions, doors, fixtures, equipment (including but not limited to all electrical and plumbing fixtures, heating, air conditioning and other mechanical installations in good order, condition, and repair). The landlord will maintain and repair structural elements (including glass elements) of the leased premises and any and all landscaping located outside of the leased premises. The landlord will be responsible for the removal of snow from the land on which the leased premises are located.

The tenant will be responsible, at its own cost and expense for the replacement of all materially damaged and non-functioning elements of the leased premises (except for structural elements) which were present and in good order inside the leased premises as of the date of this Agreement. The tenant will also maintain the leased premises in a clean, orderly, and sanitary condition free of insects, rodents, vermin, and other pests. In addition, the tenant will not allow undue accumulation of garbage, trash and other refuse, be responsible for janitorial services to the leased premises, be responsible for the cleaning of the exterior of windows of the leased premises, and be responsible for the interior security monitoring system, insurance, and utilities.

The Space Utilization Committee approved this lease on March 11, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amended and Restated Lease with Visit Baltimore, Inc. The Mayor **ABSTAINED**.

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MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

906

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Bureau of Water and Wastewater</u>		
1. \$213,950.00	9960-907101-9558	
Water Revenue	Constr. Res.	
Bonds	Small Water Mains	
36,050.00	" "	
Counties		
\$250,000.00	-----	9960-908724-9557-9
		Administration

This transfer will provide funds to cover the cost of WC 1294,
Urgent Needs Infrastructure Rehabilitation.

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EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Extra Work Orders

listed on the following pages:

908 - 910

All of the EWOs had been received and approved

by the Department of Audits, CORC, and MWBOO

unless otherwise indicated.

The Mayor **ABSTAINED** on Item Nos. 3 and 7.

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EXTRA WORK ORDERS

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

1. EWO #002, \$97,634.20 - TR 10314, Parcel D Inner Harbor Improvements Phase III	\$4,126,171.10	\$53,990.70	Joseph B. Fay Company	-	-
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2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 85,918.10	9950-904176-9528 FED Constr. Res. Jones Falls Inner Harbor Trail	
21,479.52	9950-902169-9528 MVR Constr. Res. Saratoga Street Streetscape	
<hr/> \$107,397.62	<hr/> -----	9950-904327-9527-2 Contingencies Inner Harbor East - Phase III

This transfer will fund the costs associated with Change Order No. 2 to the Project TR 10314, Parcel D - Inner Harbor Improvements Phase III, with Joseph B. Fay Company in the amount of \$97,634.20.

3. EWO #002, \$0.00 - TR 09037R, National Aquarium Access Improvements		
<hr/> \$2,448,393.00 -	John Brawner	90 -

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EXTRA WORK ORDERS

<u>Contract Awd. Amt.</u>	<u>Prev. Apprvd. Extra Work</u>	<u>Time Ext.</u>	<u>% Compl.</u>
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Department of Transportation - cont'd

4. EWO #007, (\$69,579.69) - TR 01363, Resurfacing North Avenue: Greenmount Avenue to Howard Street

\$1,498,944.18	\$98,283.45	Machado Construction Company	-	-
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This EWO is necessary to pay overrun items, deduct amounts not paid due to underruns or not used items and to balance out the account.

5. EWO #003 (\$109,334.67) - TR 12312, Pratt Street Fringe Parking Facility: 1100 James Street

\$941,474.95	\$32,490.00	Civil Construction, LLC	-	-
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This EWO is necessary to pay overrun items, deduct amounts not paid due to underruns or not used items and to balance out the account.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 4 & 5.

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

Kim A. Trueheart

March 18, 2014

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 11 & 12, Items #4 & #5, EXTRA WORK ORDERS - Department of Transportation - TR 01363 (EWO #007) and TR12312 (EWO #003), if approved:
 - i. Fails to clearly describe this expense which appears to be an intentional obfuscation of the factual details concerning this action;
 - ii. The description serves to mask the true nature of this expenditure from public scrutiny;
 - iii. The description provides four possible options as the reason for this expenditure.
 - b. Please provide the purpose of these actions.
3. How the protestant will be harmed by the proposed Board of Estimates' action: This demonstrates the less than transparent practices of this administration which routinely obfuscates facts from the public. This untenable practice denies citizens the opportunity to clearly observe the workings of our government in a transparent manner. The mismanagement of public funds has been pervasive in this administration and has frequently been financially costly and often socially and morally unacceptable to the average citizen taxpayer. This action glaringly demonstrates this administration's abusive policy which extends maximum benefit to corporations over citizens/residents. The continued mismanagement of major projects by City agencies is disgracefully wasteful and lacking in actual innovative outcomes. A complete top to bottom business process reengineering initiative must be initiated to ensure scarce taxpayer funds are NOT mismanaged and that processes are open and transparent.
4. The remedy I seek and respectfully request is that this action be delayed until a top to bottom business process reengineering initiative is scheduled for DOT.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 19, 2014.

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

Sincerely,
Kim Trueheart, Citizen & Resident

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

MINUTES

EXTRA WORK ORDERS

<u>Contract Awd. Amt.</u>	<u>Prev. Apprvd. Extra Work</u>	<u>Time Contractor</u>	<u>% Ext. Compl.</u>
<u>Bureau of Water and Wastewater</u>			
6. EWO #025, \$51,796.97 - W.C. 1160R, Montebello Plant 2 Finished Water Reservoir Cover	\$36,922,950.00	\$5,660,559.95 Alan A. Myers, 0	97 LP

MWBOO FOUND VENDOR IN COMPLIANCE.

Department of General Services

7. EWO #006, \$0.00 - Energy Performance Contract Phase II - Convention Center	
\$10,142,761.00	\$1,537,671.08 Constellation 122 100 New Energy

This work was needed because during the energy upgrades, it was noted that the existing VFDs that were to remain were failing at an alarming rate. Sufficient funds to replace the VFDs were already in the project contingency. However, the contractor requires additional time to acquire and install the new equipment.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

Mayor's Office - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with The Family League of Baltimore City, Inc. (The Family League). The period of the Agreement is July 1, 2013 through June 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$6,288,682.00 - 1001-000000-4460-692000-607001

BACKGROUND/EXPLANATION:

The first installment to The Family League will be paid in the amount of \$1,572,170.50, after Board of Estimates approval. The amount of \$1,572,170.50 will be paid quarterly for the next three quarters of the term of the Agreement.

The Family League is the City of Baltimore's Local Management Board. It is a quasi-governmental non-profit organization that works with a range of partners to develop and implement initiatives that improve the well-being of Baltimore's children, youth, and families. The Family League's work touches the lives of tens of thousands of Baltimore families each year.

This grant will support the administration of community and school engagement partnerships consisting of out-of-school time (OST) and community schools programs operated by community-based organizations. The OST programs support academic skills development of youth and provide enrichment activities in areas such as athletics and the arts. Community resource schools facilitate a network of partnerships between the school and other community resources that promote student achievement and family and

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Mayor's Office - cont'd

community well-being. The programs are expected to have a positive impact on school attendance and reduce incidences of negative behavior for participants.

In Fiscal Year 14, the funds will support 42 community schools (5 of which are in the planning stage) and 49 out-of-school time programs. The funds will also support the provision of training and technical assistance to ensure that services are delivered with high quality and with consistency, as well as summer programming through the Read to Succeed summer camp initiative. In addition, this grant will provide direct support to the University of Maryland Extension, Teach for America, and Experience Corp.

The Agreement is late because a supplemental appropriation was introduced, resulting in legislative review and approval by the City Council. This delayed the issuance of the award letter to The Family League until December 9, 2013.

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 The Family League of Baltimore City, Inc. The Mayor **ABSTAINED**.

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Mayor's Office of Human Services (MOHS) - Agreements and
Amendment No. 2
to Agreement

The Board is requested to approve and authorize execution of the various Agreements and an Amendment No. 2 to Agreement.

AGREEMENTS

1. ST. VINCENT DE PAUL OF BALTIMORE, \$ 81,600.00
INC.

Account: 6000-685214-3572-333629-603051

Under the terms of this Agreement, the organization will use the funds for rental subsidies for clients of its Front Door Program. The organization will provide Case Management services to clients receiving rental subsidies. The period of the agreement is January 1, 2014 through December 31, 2014.

MWBBO GRANTED A WAIVER.

2. ST. VINCENT DE PAUL OF BALTIMORE, \$363,941.50
INC.

Account: 4000-496213-3573-267829-603051

Under the terms of this Agreement, the organization will use the funds to provide permanent housing and supportive services to 28 homeless individuals (clients). The period of the agreement is January 1, 2014 through December 31, 2014.

MWBBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

3. **ST. VINCENT DE PAUL OF BALTIMORE,
INC.** **\$ 37,582.50**

Account: 4000-496213-3571-591429-603051

Under the terms of this Agreement, the organization will use the funds to provide 27 homeless individuals (clients) with various support services including, case management, client advocacy, counseling, personal identification, and other essential documents. The period of the agreement is December 1, 2013 through November 30, 2014.

4. **ST. VINCENT DE PAUL OF BALTIMORE,
INC.** **\$105,586.00**

Account: 4000-496213-3572-591429-603051

Under the terms of this Agreement, the organization will use the funds to provide 20 homeless individuals with temporary housing assistance and supportive services. The period of the agreement is December 1, 2013 through November 30, 2014.

MWBOO GRANTED A WAIVER.

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MOHS - cont'd

5. **PROJECT PLEASE, INC.** **\$ 88,657.00**

Account: 1001-000000-3650-336400-607001

Under the terms of this Agreement, the organization will use the funds to cover the cost of ten transitional housing beds for 201 nights for clients of the Baltimore City Department of Social Services' Transitional Housing Program. The period of the agreement is December 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

The Agreements are late because of delays at the administrative level.

AMENDMENT NO. 2 TO AGREEMENT

6. **MARIAN HOUSE** **\$ 36,225.00**

Account: 4000-496313-3573-591219-603051

On May 8, 2013, the Board approved the original agreement in the amount of \$225,975.00. On October 30, 2013 the Board approved amendment no 1. to the agreement in the amount of \$4,267.00 to increase administrative costs. This Amendment No. 2 to Agreement in the amount of \$36,225.00 will cover additional rental assistance costs related to providing housing for 15 homeless clients for a total award amount of \$266,467.00. All other terms and conditions of the original agreement remain unchanged.

MBE/WBE PARTICIPATION:

N/A

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MOHS - cont'd**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements and approved an Amendment No. 2 to Agreement. The President **ABSTAINED** on items nos. 1 - 4.

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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:

918 - 942

to the low bidders meeting the specifications,

or rejected bids on those as indicated

for the reasons stated.

The Transfers of Funds was approved

SUBJECT to receipt of favorable a report

from the Planning Commission,

the Director of Finance having reported favorably

thereon, as required by the provisions

of the City Charter.

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RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Water & Wastewater

1.	SC 905, Improvements to Sanitary Sewers in the Northern Region of the High Level Sewershed	Spiniello Companies	\$ 9,863,875.00
MBE:	CCTV Master, LLC Shekinah Group, LLC WCS Hughes, Inc.	\$300,000.00 220,000.00 171,000.00 <hr/> \$691,000.00	3.04% 2.23% 1.73% <hr/> 7.00%
WBE:	R&R Contracting Utilities, Inc.	\$198,000.00	2.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$13,020,315.00	9956-904620-9549	
Wastewater	Construction Reserve	
Revenue Bonds	Sewer System Rehab-High Level	
		9956-905620-9551-2
\$ 986,388.00 -----		Extra Work
986,388.00 -----		9956-905620-9551-3
591,832.00 -----		Design
9,863,875.00 -----		9956-905620-9551-5
591,832.00 -----		Inspection
<hr/> \$13,020,315.00		9956-905620-9551-6
		Construction
		9956-905620-9551-9
		Administrative

The funds are needed to award SC 905, Improvements to the Sanitary Sewers in the Northern Region of the High Level Sewershed.

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RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

3. B50003246, Pavement Restoration for Patterson Park Marcelino Filipi d/b/a M&F Contractor Company \$ 76,730.00

(Department of Recreation & Parks)

MBE: Quality Trucking Company, Inc. \$3,960.00 5.16%
Sparks Quality Fence Company 3,960.00 5.16%
\$7,920.00 10.32%

WBE: Rowen Concrete, Inc. 2.86%

MWBBO FOUND VENDOR IN COMPLIANCE.

4. B50003285, Provide McCormick Taylor, \$ 100,000.00
Consultant Assistance Inc.
for Casino Area Master
Plan

(Department of Planning)

MBE: The Sage Policy Group, Inc. \$14,880.00 14.88%

WBE: Devaney & Associates, Inc. \$ 3,000.00 3.00%

MWBQO FOUND VENDOR IN COMPLIANCE.

5. B50003154, Interactive Microlog Corporation \$ 37,000.00
Voice Recognition System of Maryland

(Department of Transportation)

MWBOO SET MBE AND WBE GOALS AT 0%.

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RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

6. B50003161, Baltimore City Agency and Miscellaneous Audits	CliftonLarsonAllen, LLP SB & Company, LLC McGladrey, LLP Hamilton Enterprises, LLC	\$ 0.00
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Audits will be scheduled on an as-needed basis by selecting either an awarded vendor listed above, or the City Department of Audits. From time to time, the Bureau of Purchases will submit engagement letters for audits that agencies request to be performed under this contract at the fixed hourly rates proposed. Each engagement letter, including price, will be submitted to the Board for final approval before work is started.

(Department of Finance)

MWBOO SET GOALS FOR MBE AT 10% AND WBE AT 5%.CliftonLarsonAllen, LLP

MBE: King, King & Associates, P.A.	10%
WBE: Phillips, LLC	5%

MWBOO FOUND VENDOR IN COMPLIANCE.SB & Company, LLC

MBE: King, King & Associates, P.A.	10%
WBE: Nicole M. Harrell, CPA, LLC	5%

MWBOO FOUND VENDOR IN COMPLIANCE.

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McGladrey, LLP

MBE:	The Allocated Formula Group, Inc.	10%
WBE:	The Lichter Group, LLC	5%

MWBOO FOUND VENDOR IN COMPLIANCE.

Hamilton Enterprises, LLC

MBE:	Rufus Ingram, P.A.	39%
WBE:	The Allocated Formula Group, Inc.	10%

MWBOO FOUND VENDOR IN COMPLIANCE.

President: "The second item on the non-routine agenda can be found on Page 22, Recommendations for Contract Awards/Rejections, Item 6, B50003161, Baltimore City Agency and Miscellaneous Audits. Will the parties please come forward?"

Tim Krus: "Tim Krus, City Purchasing Agent. This is the award of Baltimore City and Miscellaneous Agency Audits to four auditing firms who will be rotated through to provide miscellaneous audits for the City, uh, as they are selected by agencies, who also have the option of using the Department of Audits. We don't have any money on this because as these audits, as these, I just -- as these auditing firms develop engagement letters and quotes, those estimated prices will be brought to the Board of Estimates for approval of each audit."

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Comptroller: "Mr. Krus, I have some serious concerns about this contract, and I'd just like to read into the record, um, and I will reference the Baltimore City Charter, Article V, Section 8 (a) (i), which describes some of the general powers and duties of the Department of Audits, which falls under the purview of the Comptroller. Section 8 (a) (i) states 'In accordance with generally accepted government auditing standards, state and federal law, City Auditor shall at appropriate intervals, conduct an audit of the financial transactions of every municipal agency except the Department of Audits. The recent Charter amendment codified as Article VII, Section 4.5 of the City Charter defining agency audits was unnecessary, duplicative and would cost the City more money.' Prior to this amendment, the City held hearings on auditing best practices to discuss, among other matters, how audits of City agencies can be made more regular, frequent, and effective with -- excuse me, repeatedly I and the City auditor objected and requested additional funding for the Department of Audits. I do not support this award and I do not support the new A.M. policy on page 75, as both are interfering with the independence of the

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audit function. Recently, for Fiscal '15, the Department of Finance denied the Department of Audits the needed funding for three auditor positions. The denial of the request of position hinders the Department of Audits and prevents the agency from performing several additional audits per year, and from effectively and efficiently completing its Charter-mandated duties. If the City allocates \$1 million to the Department of Audits, it could perform audits of City agencies more regularly, frequently and effectively. The City Charter provides the sufficient funds shall, shall be included in the Ordinance of Estimates for the Department of Audits to enable the City Auditor to be able to perform its duties. I have some concerns because this award is going to be more costly to the citizens. We just heard the Preliminary Budget, Budget presentation from the Department of Finance, and I am pleased that the Mayor is taking on initiatives to balance the budget. I appreciate the City is moving to make strides for a better fiscal future on behalf of our citizens. I agree that this is necessary. The Mayor has prepared a 10-year financial plan for Baltimore, and

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in reviewing this item before the Board, I, I have some questions. The first question, and either Mr. Krus or Mr. Black or Mr. Kleine can answer these questions. When will these audits be commenced?"

Mr. Krus: "After approval by the Board of Estimates, we'd be finalizing contracts probably within the next couple of months."

Comptroller: "And how much is being allocated for Fiscal '14?"

Mr. Raymond: "Good morning Madam Mayor, President Young --."

President: "Can you speak in the mic, please?"

Mr. Raymond: "Uh, excuse me, Good morning again Madam Mayor, President Young, Comptroller Pratt, Honorable members of the Board, one million dollars is appropriated --"

Mayor: "Give your name please."

Mr. Henry Raymond: "I'm sorry. Uh, Henry Raymond, Deputy Finance Director for the City. Uh, one million dollars is appropriated in the current year appropriation to begin the audits."

Comptroller: "And how much is being allocated for Fiscal '15?"

Mr. Raymond: "Uh, a similar amount."

Comptroller: "So, how does this award fulfill the goals of the Mayor's 10-year plan?"

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Mr. Raymond: "Uh, we believe that uh, through the performance of the audits and the transparency asso -- associated with the audit process, it will help us improve our financial operations; it will confirm um, how good our internal controls are; it will help us move forward as we attempt to eliminate the structural gap that exists between revenues and expenditures; it will help us operate more efficiently and more effectively, and we are excited to be able to implement uh these audits of the, of the 13 principal agencies. We look forward to this."

Comptroller: "But why --

Mayor: "Clarity."

Comptroller: "But why wasn't the allocation made to the Department of Audits since the Charter mandates that the Audit Department shall be sufficiently funded to perform these duties?"

Mr. Raymond: "In accordance with the Charter amendment, uh, we believe that we are in accordance with the City Charter; we believe that in Article VII 4.5, we're in compliance. The model that we selected to implement the audits, we believe is the most cost-efficient, cost-effective manner for the City to move

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forward with the audits and um, based on the financial resources we had, we believe this is the way to proceed."

Comptroller: "Right, and so you're saying that with the financial resources that you have, that those funds could have been allocated to the Department of Audits, because that is their Charter-mandated function, and I just want to state that on Page 3 of the Mayor's 10-year financial plan, it states that and I quote "The public financial management, also known as PFM report, outlines a set of options to not only close projected budget gaps but to also re-invest in address addressing a broader range of vital issues critical to Baltimore's long-term financial sustainability. These strategies are organized within four cornerstones of the City's fiscal foundation. The first cornerstone as indicated on Page 3 of this plan is 'Structured Budget Balance' identifying ways to bend the curve on the City's expenditures to align with recurring revenues. And then on Page 26 of the Mayor's 10-year financial plan background report, it goes on to explain that to close the City's projected recurring budget shortfalls, a key focus of this plan is to identify viable strategies to bending the cost curves downward.

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This award does not bend the cost curves downward as it does not align expenses with revenue. To the contrary, with this award, the City is prepared to spend one million dollars, which will move the cost curve upward, and I'm just concerned as to why the administration would not allocate the funds that are needed for the Department of Audits as mandated in the City Charter."

President: "Madam Mayor."

Mayor: "Thank you. I appreciate the reference, the reference to the 10-year plan. I think it's an important plan, I think it's a bold plan, I think it's putting us uh on the right path forward, but I'm just curious considering that this Charter provision that now you're saying is duplicative, this is a, this was a City Council-led effort. At the time I had concerns that it was duplicative of the work that you did, but I didn't hear you say anything --."

Comptroller: "That's not true."

Mayor: " -- and, and now to suggest that it's supposed to be some part of my 10-year plan, I think is uh, disingenuous. This is a uh Council-led, uh, initiative that was passed by the

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Council and voted on by the residents and we're trying to implement it in a way that keeps us on track with the 10-year plan, but it has never been a part of my initiative."

Comptroller: "And I totally disagree because for decades the City has failed to provide sufficient funding as required by the City Charter. In, in 1995 when I became the comptroller, the City Department of Audits had 52 auditors and today we have 39. So, if the, if the Audit Department had been funded properly, there wouldn't be a need to allocate a million dollars today for outside audits. I mean we, we outsource the Department of Law; we outsource the Department of Finance; this is, this is a professional service, this is not a product; this is a professional service."

Mayor: "To the point of outsourcing where there, where there is an issue of capacity, and um, there is efforts to be made efficient, we do outsource Department of Law; we talked about outsource of Department of Finance when it was time to do a complete review of uh, the City's uh, you know, the structured deficit, that was outsourced, so we do have a history when there is an issue of performing, of going outside of City agencies to

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do that. I would like the record to reflect that under my administration, we have increased funding for, uh, we have worked with the Comptroller's Office, uh to create positions in the Audit Department, correct Mr. Black?"

Mr. Black: "Uh, Good, good morning Madam Mayor, Mr. President, Madam Comptroller. . , that is correct, Mayor."

President: "State your name."

Mr. Harry Black: "Uh, Harry Black, Director of Finance for the City. Uh, Mr. Kleine could probably be more specific, but uh, we have uh, added additional positions on several occasions, uh, to the City Comptroller's Office; uh, we've attempted to work with the Comptroller's Office in terms of the existing vacancies, uh, you know, our view is if you've got vacancies, you know, let's work with doing what we need to do to reclassify them or do whatever we might need to do before we start adding more resources to the pot. What I wanted to do is provide additional clarification. We budgeted about \$1.1 million dollars for this exercise; the Comptroller's original proposal is requesting \$2.3 million and 28 additional FTEs. Uh, the Comptroller is correct in terms of what the original citing of

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the Charter uh, language, but this particular Charter change, which is Article VII Section 4.5 is very explicit, when it states that these 13 principal agency heads have a choice - they can either utilize the Comptroller's City Auditor's Office to conduct these audits or they can go outside to an outside CPA firm, so what these contract awards do today is it sets it up so that agency heads will have that option, and we believe that, as Mr. uh Raymond has stated, this will be a much more cost-effective and efficient way in that we've got to conduct 13 audits within a four-year window, which is now really a three-year window, so in order to be able to scale up to do that and to meet that deadline in the Charter, we believe that having this option of the outside CPA firms would give us the flexibility uh, and the nimbleness to be able to meet this requirement without adversely impacting the City's budget, in terms of legacy costs, that would be associated with hiring people in terms of being able to provide, or having to provide health benefits, retirement benefits, etc., and not have the flexibility that we need from a scheduling perspective. We're going to have to do anywhere from three to four concurrent

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audits in order to meet this deadline, this Charter-mandated deadline, and agency heads, the 13 principal agency heads will have an option, and the AM policy, which is, which is what the Board has just approved, lays out the process by which an agency will go about identifying whether it wants to use a City Auditor or whether it wants to use uh, one of these outside firms."

Comptroller: "Would you like to respond?"

Mr. Bob McCarty: "On the matter of creating --"

Comptroller: "State your name."

Robert McCarty: "Oh, I'm sorry, excuse me. Uh, Bob McCarty, City Auditor. Good morning. Um, in regard to having additional um, auditing positions created, I'm not aware of that since I've been here in 2005 as City Auditor."

Mayor: "What positions have been created, Mr. Kleine, if I may Mr. President?"

President: "Yes."

Mr. Kleine: "Over the last three years, we have provided three additional positions to the Comptroller's Office, one in Real Estate, two in the administrative function, one of those was in

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Information Technology, one was a Special Assistant, but we have increased the pay for auditors because the Comptroller's Office said that that was preventing them from filling vacancies. I believe they have seven vacancies today; um, and they've had at least five vacancies I think, every year since I've been with the City, which has been six years."

Comptroller: "Respond to that."

Mr. McCarty: "There are no audit positions created, is that true?"

Mayor: "I made a mistake be, because --"

Mr. McCarty: "Okay."

Mayor: "I know that we work with you to help fill the vacancies because we talked about the fact that there were, the Comptroller talked about the fact that there were once many more auditors and now there are fewer. I, I know that that you carry vacancies in your auditing department; I knew there were a number of vacancies, and because of the fact that you, the Mayor and the Comptroller's Office, you came to us and said it was because the salaries were too low, I know that we worked with you, I thought it was additional positions, but I was mistaken,

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it was an increase in salaries to help you fill the vacancies because you can't get to the amount that you want if you continue to carry vacancies year after year after year."

President: "So how many vacancies do you have, Mr. McCarty?"

Mr. McCarty: "The answer is seven vacancies. Um, on the auditing side currently, we just hired three new people; um, we had one person leave us a few weeks ago, so we have one auditing vacancy."

Comptroller: "We don't have seven vacancies?"

Mr. McCarty: "No. We have a vacancies that are in um, an IT person, two IT people actually, and --."

Comptroller: "How many vacancies do we have for auditors?"

Mr. McCarty: "Just one."

Comptroller: "Not seven?"

Mr. McCarty: "Not seven. We do have other vacancies other than auditors, there are two other vacancies other than auditors and one person who just left."

Mr. Black: "If I may again, Mr. President, I just want to emphasize that this Charter change is, is where we are today. Yes, as Madam Comptroller stated originally in her opening statement, that the original language in the Charter, you know,

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total authority for audits resided, resides with the City Auditor and the Comptroller's Office; this Charter change basically de facto, amends that as it relates to these 13 agencies and as it relates to the mandate to conduct financial and performance audits of these agencies. So, in order to effectuate that operation-wise, so that we can be in compliance, uh, there's really no way around setting up a contract "vehicle" whereby these agencies can access these outside CPA firms. In addition, to being the access to the City Auditor's Office, if that's their desire, but they have the choice per this language change."

Comptroller: "The concern that I do have is that it is going to be more costly. You stated that the City would save on health care and pension, but as we know, that profit-making firms such as these outside auditing firms, they already incorporate that in their hourly rate, and the concern I have is, just recently with their statement of a single audit, it was budgeted for \$300 to \$400,000.00 and we spent well over a million dollars, and I just know that it's going to cost more by using outside, by using an outside auditing firm as opposed to, you know, sufficiently funding the Audit Department."

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Mr. Black: "In response to that and thank you for the input that you and your office have provided in helping us get to this point, and as you have pointed out, and have emphasized, we would issue task orders for each audit and each one of those task orders would be coming before the Board of Estimates, and prior to it coming before the Board of Estimates, we would put them all through a very rigorous uh, when the CPA firms send an engagement letter draft, obviously we have negotiated base labor hourly rates, we will further negotiate the overall total cost for each audit. And you will be able to see that, per your request as they come before the Board of Estimates for approval. But, I'm confident that uh, that -- and that with our knowledge, skills, and abilities, we would be able to uh, to maximize, uh, pricing for the City, in the City's best interest."

President: "Okay. Um, "

Mr. McCarty: "At least one last thing on the salary-saved positions. Is there any possibility of us giving those back now since we are basically full? We've filled all of our auditing --"

Mr. Raymond: "That's a budget issue that should be decided during the budget process."

City Solicitor: "MOVE approval of the item . . ."

President: "Wait a minute."

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City Solicitor: "I'm sorry. I thought he called for--"

President: "Um, um, no. He said he wanted to say something."

Mr. McCarty: "Excuse me, I'm sorry. Okay, um, I just want to add to all this that back in 1964 when the Charter was amended, the Department of Audits was established then as an independent audit function under the Comptroller, and we were supposed, based on the Charter, to have sufficient funding to do our duties, and we have been struggling with that for many years, decades probably. Uh, now that we've got our salary upgrades, thanks to the Board, um, in 2011, and we had a, a salary adjustment on MAPS position, 900 series in 2013, we are finally starting to be able to compete and retain staff, and we are hoping that we could get additional staff to, implement, um, as the other CPA firms are doing, implement our part of the rules of the Charter amendment requirements for the principal agencies."

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Comptroller: "I would just--"

Mr. Black: "I can explain that. What we have done is, uh, you know, is set aside \$1.1 million dollars to get started with doing these audits. The way that the AM policy is structured, and you've just approved that, one of the principal, a principal agency will in essence make a decision as to whether or not they want to utilize the services of the City Auditor or one of the firms on the approved list. The City Auditor, just like one of the CPA firms, will submit an engagement letter, will go through the engagement letter process in which a price would be determined, and in essence, those funds would be transferred from that \$1.1 million dollars to the Comptroller's Office just as we would pay one of the CPA firms, but the difference is that, now the City Auditor would have to go through a pricing process just like those CPA firms as it relates to the engagement letter component of this thing, and whatever the number is, they will be made whole, just like we would pay either of the firms that we would solicit the services from to conduct an audit from the list, the pre-approved list. So, it's not going to require any existing funds from the Comptroller's Office because we've -- setup aside, we've set aside this central pool of funding for all of the agencies."

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Comptroller: "Doesn't the, the AM manual state that the Department of Finance, in consultation with the Office of the Mayor, will determine which three to four principal agencies will undergo an audit during the fiscal year, and after consultation with the Office of the Mayor, the Department of Finance, will inform the principal agency head in writing that his or her agency will be audited that year? Where's the independence?"

Mr. Black: "Independence in terms of?"

Comptroller: "The Mayor is going to decide what agencies are going to be audited and the invoices are going to be paid by the Department of Finance."

Mr. Black: "That's correct."

Mayor: "Two different things."

Mr. Black: "That, that's correct. We're talking about two different things, Madam Comptroller. Uh, in essence, we've got 13 agencies, we've got less in this first round, we've got less than three years to conduct 13 audits; two different types of audits per agency. So, therefore, uh, the, uh, Department of Finance in consultation with the Mayor's Office would basically prioritize those 13 agencies from one year to the next, and uh for this first phase, we've identified uh, what we believe would

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be the first three or four agencies that are of the highest interest based on communications that we've had through the years with President Young, with uh, with uh Chairman Stokes and others; uh, --"

Comptroller: "What are those three or four agencies? Could you name them?"

Mr. Black: "Uh, uh, Department of Finance is on the first phase; the Department of Public Works, the Police Department and Recreation and Parks."

Mayor: "Do you point to the language in the AM manual that speaks to the director's ability to choose the uh, Auditor?"

Comptroller: "And while you're looking for that, could you answer, why did the Charter amendment shift Audits from the Mayor's Office?"

Mr. Black: "Excuse me."

Comptroller: "Why did the Charter, in your opinion, why would the Charter amendment shift the Comptroller's Office, the Department of Audits from the Mayor's Office? Because independence could be --"

Mr. Black: "Uh --"

Comptroller: "...impaired."

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Mr. Black: "I'm sorry, if I understand your question Madam Comptroller, it's not shifted audit authority from the Comptroller's Office to the Mayor's Office, what it is done is shifted, on this limited basis, audit authority from the Comptroller's Office to these 13 principal agencies, because the agency head is going to make the determination as to how it will have its audits done, either by the City Auditor or by one of these pre-approved CPA firms."

Comptroller: "But now the, the, the administration, as stated in the audit policy, that the Mayor, in consultation with the Finance Department, and my question is, why would the Department of Audits be shifted from the Mayor's Office, to, out of the Mayor's Office to the Comptroller's Office? Because, the answer is because of independence."

Mr. Black: "Well, all I can say Madam Comptroller, is that what we have proposed and, and as you know, what we have attempted to involve your office every step of the way, uh, this is how we are proposing to implement this new Charter requirement. Uh, and as you are also aware, we, you know, it's not about power, it is not about authority, as you know uh I have formally invited your office to basically oversee this function, and for obvious reasons, your office declined. Uh, it's not a matter of the

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administration or the Finance Department wanting to expand from an empire-building perspective. We just want to get this work done, and come into compliance with this new City Charter requirement uh, and, hopefully it will all lead to further enhance good government, effective government efficiency."

Mr. McCarty: "Um, just to um, follow-up further on Madam Comptroller's question, back in 1964, as I mentioned, when we were created as an independent audit agency, uh, during that Charter amendment, the Department of Audits was switched from the Mayor's Office to the Comptroller's Office, to make it independent."

City Solicitor: "What? I don't, I don't doubt that, but the fact of the matter is that the Council, on the Council's initiative has chosen to further amend the Charter, create the process that we're here today trying to implement, so the Charter does change from time to time. This one changed as a result of a very strong initiative from the Council. We're simply trying to comply with it."

Mayor: "The policy has, is clear that each principal agency must go, undergo audit at least once during every four-year term, and the principal agency must engage and approve a vendor or -- the Department of Audits. That's the first thing that it

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says."

President: "Well, I'm going to call for the Motion, but before I make a Motion, um, I just want to have it on the record that even though I did not support the um, um, the Charter amendment, and I did not support the um, what was in the Council, because I felt that um, it could have um, done a lot better than what we, um, than what I intended, Chairman um, Stokes, um, but because of the need to get these audits done, um, I am going to support this, um, with um, wide open eye because I believe in independence, and in order to have that independence, um, I felt that it should have been in the Department of Audits. But, for the sake of getting these audits done, um, I'm calling for the Motion um, on this, um, um, item on the Board of Estimates, and I will be voting YES."

City Solicitor: "I MOVE approval of the item, item 6 on page 22 uh, put forward by the Bureau of Purchases, um, involving the quadrennial audit process."

Director Public Works: "Second."

President: "All those in favor say AYE. All those opposed, NAY."

Comptroller: "**NAY.**"

President: "Please note that the Comptroller votes NAY. The Motion carries."

MINUTES

Parking Authority for Baltimore City (PABC) - Ratification of Second Amendment to Agreements

The Board is requested to ratify the Second Amendment to the Parking Facility Operations and Management Agreements (Second Amendment). The ratification will extend the agreements through June 30, 2014.

<u>VENDOR</u>	<u>FACILITY</u>
1. REPUBLIC PARKING SYSTEM, INC.	MARKET CENTER GARAGE 221 N. PACA STREET
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$155,953.00	\$ 637,563.00 - 2075-000000-2321-407100-603016 Maint. & Repair
30,000.00	165,000.00 - 2075-000000-2321-407100-603026 Mgmt. & Incentive
44,000.00	376,000.00 - 2075-000000-2321-407100-603038 Security
\$229,953.00	\$1,178,563.00

This amendment in the amount of \$229,953.00 makes the total agreement amount \$1,408,516.00.

MBE: Grady Environmental Services, Inc. 17%

WBE: Sign Solutions, Inc. d/b/a
Sign-A-Rama
AJ Stationers
Total WBE 9%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

PABC - cont'd

<u>VENDOR</u>	<u>FACILITY</u>
2. PMS PARKING, INC.	CAROLINE STREET GARAGE 805 S. CAROLINE STREET
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$104,330.00	\$515,368.00 - 2075-000000-5800-408200-603016 Maint. & Repair
25,946.00	158,109.00 - 2075-000000-5800-408200-603026 Mgmt. & Incent.
724.00	16,810.00 - 2075-000000-5800-408200-603038 Security
<u>\$131,000.00</u>	<u>\$690,287.00</u>

This amendment in the amount of \$131,000.00 makes the total agreement amount \$821,287.00.

MBE: Admiral Elevator Co., Inc.	\$ 0.00	0%
Shantech Electric, Inc.	\$1,413.00	16.14%
WBE: Sue-Ann's Office Supply, Inc.	\$2,001.00	22.86%
Sign Solutions, Inc. d/b/a Sign-A-Rama	468.00	5.35%
B&B Lighting Supply, Inc.	<u>664.00</u>	<u>7.59%</u>
	<u>\$3,133.00</u>	<u>35.80%</u>

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

PABC - cont'd

<u>VENDOR</u>	<u>FACILITY</u>
3. PMS PARKING, INC.	LITTLE ITALY GARAGE 400 S. CENTRAL AVENUE
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$107,634.00	\$564,183.00 - 2075-000000-2321-407900-603016 Maint. & Repair
26,232.00	144,271.00 - 2075-000000-2321-407900-603026 Mgmt. & Incent.
1,363.00	25,815.00 - 2075-000000-2321-407900-603038 Security
\$135,229.00	\$734,269.00

This amendment in the amount of \$135,229.00, makes the total agreement amount \$869,498.00.

MBE: Admiral Elevator Co., Inc.	\$ 5,850.00	34.28%
WBE: Sue-Ann's Office Supply, Inc.	\$ 1,227.00	7.19%
Sign Solutions, Inc. d/b/a Sign-A-Rama	3,749.00	21.97%
B&B Lighting, Supply	<u>200.00</u>	<u>1.17%</u>
	\$ 5,176.00	30.33%

MWBOO FOUND VENDOR IN COMPLIANCE.

BOARD OF ESTIMATES

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MINUTES

PABC -cont'd

<u>VENDOR</u>	<u>FACILITY</u>
4. LANDMARK PARKING, INC.	FLEET AND EDEN GARAGE 501 EDEN STREET
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$154,217.00	\$734,431.00 - 2075-000000-2321-408300-603016 Maint. & Repair
36,000.00	198,000.00 - 2075-000000-2321-408300-603026 Mgmt. & Incent.
1,500.00	17,000.00 - 2075-000000-2321-408300-603038 Security
\$191,717.00	\$949,431.00

This amendment in the amount of \$191,717.00, makes the total agreement amount \$1,141,148.00.

MBE:	TGM, Inc.*	\$ 988.00	
	Eastwood Painting &	3,000.00	
	Contracting, Inc.	\$3,988.00	18.00%
WBE:	Sue-Ann's Office	\$1,124.00	
	Supply, Inc.		
	Sign Solutions, Inc. d/b/a	1,077.00	
	Sign-A-Rama	\$2,201.00	9.9%

The Minority and Women's Business Opportunity Office has reviewed MBE/WBE participation. As of this date, MWBOO has determined that the prime contractor is in compliance. The contractor did less than \$50,000.00 during this period.

*TGM certification has expired.

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

PABC - cont'd

<u>VENDOR</u>	<u>FACILITY</u>
5. PMS PARKING, INC. AND LAZ PARKING MID-ATLANTIC, LLC	ST. PAUL PLACE GARAGE 210 ST. PAUL PLACE
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$ 139,029.00	\$684,972.00 - 2075-000000-2321-408100-603016 Maint. & Repair
42,102.00	231,561.00 - 2075-000000-2321-408100-603026 Mgmt. & Incent.
5,000.00	76,501.00 - 2075-000000-2321-408100-603038 Security
\$186,131.00	\$993,034.00

This amendment in the amount of \$186,131.00, makes the total agreement amount \$1,179,165.00.

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

MBE:	Unique Pressure Washing, LLC*	\$5,400.00
	T.E. Jeff	1,050.00
		\$6,450.00
		12.29%

WBE:	Sue-Ann's Office Supply, Inc.	\$ 720.00
	Sign Solutions, Inc. d/b/a Sign-A-Rama	245.00
	Shantech Electric, Inc.	365.00
		\$1,330.00
		2.53%

*Unique Pressure Washing, LLC's certification expired February 3, 2014.

The PABC recommends approval of the amendment and to allow the vendor 60 days to come into compliance during the extension.

MWBOO FOUND THE VENDOR IN NON-COMPLIANCE.

BOARD OF ESTIMATES

03/19/2014

MINUTES

PABC - cont'd

<u>VENDOR</u>	<u>FACILITY</u>
6. PMS PARKING INC. AND LAZ PARKING MID-ATLANTIC, LLC	FRANKLIN STREET GARAGE 15 W. FRANKLIN STREET
<u>2nd Amendment</u>	Original & <u>1st Amendment</u>
\$107,396.00	\$518,653.00 - 2075-000000-2321-407900-603016 Maint. & Repair
18,000.00	99,000.00 - 2075-000000-2321-407900-603026 Mgmt. & Incent.
<u>1,000.00</u>	<u>12,500.00</u> - 2075-000000-2321-407900-603038 Security
<u>\$126,396.00</u>	<u>\$630,153.00</u>

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

MBE:	Admiral Elevator Co., Inc.	\$ 6,432.00	7.35%
	Unique Pressure Washing,	4,200.00	4.80%
	TE Jeff, Inc.	1,050.00	1.20%
		\$11,682.00	13.35%

WBE:	Sue-Ann's Office Supply, Inc.	\$ 694.00	.79%
	Sign Solutions, Inc. d/b/a Sign-A-Rama	583.00	.67%
	Shantech Electric, Inc.	509.00	.58%
		\$ 1,786.00	2.04%

MWBOO FOUND THE VENDOR IN NON-COMPLIANCE.

The PABC recommends approval of the amendment and to allow the vendor 60 days to come into compliance during the extension.

MINUTES

PABC - cont'd

BACKGROUND/EXPLANATION:

On May 11, 2011 the Board approved the original agreements for the period April 1, 2011 through June 30, 2012. On June 27, 2012, the Board approved the first amendment to the original Agreements which extended the terms for 18 months through December 2013.

The Second Amendments will extend the term through June 30, 2014. This will allow the Parking Authority to finalize the process of awarding a longer term agreement for the operation of the garages. The Second Amendment will provide additional funding to pay for anticipated operating expenses and compensate the vendors during the extended term upon the original compensation structures.

The Parking Authority has been working toward the award of longer-term agreements for the groups of facilities to management firms. These efforts have been delayed due to the Parking Authority experiencing significant disruption in the personnel charged with oversight and administration of this and other management agreements and procurement of new management agreements. The Parking Authority has made the requisite personnel changes and is prepared to move forward with seeking award of new agreements for the parking facilities during the term of the extensions. This procurement is currently underway.

The PABC has been satisfied with the operation of the garages and believes the continued operation by the vendors during the completion of the process will be beneficial to the City and the PABC.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the aforementioned Second Amendments to Parking Facility Operations and Management Agreements.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Local Government Resolution in support of the Alcott Place Apartments. A local resolution of support is required for all borrowers to participate in any State-funded programs.

AMOUNT OF MONEY AND SOURCE:

No new City funds are being requested at this time.

<u>Amount</u>	<u>Source</u>
\$2,338,318.00 - Approximate	4% Low Income Housing Tax Credit (LIHTC)
\$1,190,000.00 - Approximate	Community Development Administration (CDA) / Tax Exempt Bonds
\$1,425,057.00 - Approximate	CDA/Rental Housing Program Funds (Assumed Debt)
\$1,376,093.00 - Approximate	MD-DHCD/Maryland Housing Rehabilitation Program
\$ 94,236.00 - Approximate	MD-DHCD/Empower

BACKGROUND/EXPLANATION:

The Alcott Place Apartments, located at 2702 and 2705 Keyworth Avenue will consist of the acquisition, rehabilitation and new construction of an existing elderly apartment complex. Upon completion, the project will provide 51 one and two-bedroom units of senior housing restricted to individuals earning 50% to 60% of the Area Median Income.

MINUTES

DHCD - cont'd

The borrower of record will be Pax-Edwards, LLC, an affiliate of the Severn Development Company, LLC.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Local Government Resolution in support of the Alcott Place Apartments. A local resolution of support is required for all borrowers to participate in any State-funded programs.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement (LDA) with Iron Gate Developers, LLC., for the sale of the City-owned property located at 922 N. Caroline Street.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in the property.

The project will involve the rehabilitation of the vacant property into a single-family home which the purchaser plans to use as a single-family rental unit. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City thereby preventing tax abandonment. The property is in the Gay Street neighborhood.

This property was journalized and approved for sale on October 19, 2011.

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

The property located at 922 N. Caroline Street is being sold for \$4,000.00. The DHCD has determined the fair market value of the property to be \$6,250.00 using the Waiver Valuation Process. This property is in far worse condition than many of the comparable properties in the area. Sale of this vacant property at a price below the waiver valuation value will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the property will be reoccupied and returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Iron Gate Developers, LLC., for the sale of the City-owned property located at 922 N. Caroline Street.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement (MOA) among the Mayor and City Council of Baltimore, East Baltimore Development, Inc. (EBDI), and the Maryland State Historic Preservation Officer (MD SHPO) regarding the East Baltimore Northwest Project Site, Part of the East Baltimore Biotechnology Park. Federal law requires this agreement with the MD-SHPO. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this action subject to review and approval for form and legal sufficiency by the Law Department. The period of the MOA is effective upon Board approval for five years.

AMOUNT OF MONEY AND SOURCE:

There are no City funds required for the MOA.

BACKGROUND/EXPLANATION:

In August 2012, the EBDI proposed to use State funds and Community Development Block Grant (CDBG) funds to implement the Northwest Project Site. The project, or undertaking, will entail the acquisition, rehabilitation, demolition, and new construction of properties, and development of a new public park. The project site footprint is defined in the MOA, and is roughly bounded by Broadway, East Chase Street, Chester Street, and the railroad tracks.

In 2013, the DHCD proposed to demolish residential buildings with CDBG Blight Elimination funds in the same Northwest Site Project footprint.

MINUTES

DHCD - cont'd

The MOA is a result of the historic preservation consulting process in compliance with federal laws and state historic review requirements between the public, preservation organizations, DHCD, EBDI, and the MD-SHPO. The documents have been reviewed by the Law Department and all signatories.

The terms of the MOA include:

- EBDI will finalize an "Undertaking Plan" for buildings included in the Undertaking and submit the Undertaking Plan to DHCD and the MD SHPO for comment. A proposed Treatment Plan diagram indicating the proposed treatment for historic resources within the Northwest Project Site will be part of the Undertaking Plan. The Treatment Plan can reduce the properties slated for demolition, but cannot increase them;
- EBDI will submit rehabilitation projects that are part of the Undertaking to the MD SHPO for review and approval;
- EBDI will submit new construction projects that are part of the Undertaking to the MD SHPO for review and approval;
- EBDI will ensure that all property owners within the footprint are provided with information regarding City historic tax credits that are available through CHAP;
- EBDI will salvage historic architectural features from row-house structures that are to be demolished before demolition;
- EBDI will complete certain historical and architectural recordation activities;

MINUTES

DHCD - cont'd

- EBDI will refer private property owners within the boundaries of the Northwest Project Site to the Painted Screen Society of Baltimore to provide information on Baltimore's tradition of painted screens which originated in East Baltimore;
- EBDI will hire a qualified professional to develop architectural elevation drawings of 847 North Collington Avenue and the west façade of the entire block of 800 North Collington Avenue (odd side). These drawings will meet the Secretary of the Interior's Standards for Architectural and Engineering Documentation; Historic American Buildings Survey; and
- EBDI and Forest City-New East Baltimore Partnership LLC will develop a design for the new Public Park located as shown in attachment D, and will include interpretation of the history of East Baltimore, particularly within the project footprint.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of Baltimore City Code Minority and Women's Business Program is not applicable to this agreement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Memorandum of Agreement among the Mayor and City Council of Baltimore, East Baltimore Development, Inc., and the Maryland State Historic Preservation Officer regarding the East Baltimore Northwest Project Site, Part of the East

MINUTES

DHCD - cont'd

Baltimore Biotechnology Park. Federal law requires this agreement with the MD-SHPO. The Board is further approved and authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this action subject to review and approval for form and legal sufficiency by the Law Department.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development (DHCD)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Ms. Cheryl Queen, developer, for the sale of the City-owned property located at 1121 N. Mount Street.

AMOUNT OF MONEY AND SOURCE:

\$3,500.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1121 N. Mount Street to Ms. Queen.

The project will involve the rehabilitation of the vacant property into a single family home which the developer plans to use as an affordable housing rental unit. The developer will be using private funds. Once transferred and redeveloped, the property will be active on the tax rolls of Baltimore City, thereby preventing tax abandonment.

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

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

The property located at 1121 N. Mount Street is being sold to Ms. Queen for \$3,500.00. The DHCD has determined the fair market value of the property to be \$5,300.00 using the Waiver Valuation

MINUTES

DHCD - cont'd

Process. This property is in far worse condition than many of the comparable properties in the area. The sale of this vacant property at a price below the Waiver Valuation will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction, and the property will be reoccupied and returned to the tax rolls.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Ms. Cheryl Queen, developer.

MINUTES

Department of Public Works (DPW) - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with Inland Waters Pollution Controls, Inc. (IWPC). The period of the MOU is effective upon Board approval for one year or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Inland Waters Pollution Control, Inc., approached the City with an offer to rehabilitate approximately 30-feet section of a 9-feet diameter pipe, located along E. Monument Street (the "Subject Pipe"), during a pilot project in order to test if the IPR Ecocast geopolymer coating would restore the subject pipe to its original flow characteristics. The City and the IWPC have agreed to allow the IWPC to provide and install temporary bypass pumping in order to isolate the subject pipe from service to test and evaluate whether the infiltration has been stabilized and any potential conflicts with the City's maintenance operations. The IWPC will conduct this test project at absolutely no cost or expense to the City pursuant to the terms of the Agreement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Inland Waters Pollution Controls, Inc.

MINUTES

Department of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1701 W. North Ave.	Nicholas Samaroo	Retain two cornice signs 8' x 2', four tubes
Annual Charge: \$211.20		
2. 1025 S. Charles St.	Kenneth L. Horsman	Retain two single face electric signs 15' x 4'; 13' x 2'
Annual Charge: \$308.60		
3. 1173 Washington Blvd.	David Lee Carre	Retain one double face electric sign 8' x 2', one flat sign 8' x 3'
Annual Charge: \$105.50		
4. 1500 Bayard St.	Berg Brothers Company	Block fence 366 square feet
Annual Charge: \$640.50		
5. 3100 Fait Ave.	Erc Management, LLC	Retain cornice sign 42' x 1½', awning 42' x 2', stack vent, ten fluorescent tubes
Annual Charge: \$716.30		

BOARD OF ESTIMATES

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MINUTES

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
6. 806 S. Broadway	The Vagabond Players, Inc.	Retain flat sign 15' x 1½', three spot reflectors
	Annual Charge: \$105.60	
7. 250 W. Pratt St.	Behringer Harvard Pratt H, LLC (ETAL)	Double face sign 9' 6" x 2' 6"
	Annual Charge: \$ 70.40	
8. 725 W. 36 th St.	725 West, LLC	Retain double face sign 2' x 2', one bike rack, four gooseneck lights, two spot reflectors
	Annual Charge: \$246.30	
9. 831 W. 36 th St.	Gloria S. Domingo	Retain one double face sign 12' x 2', one flat sign 8' x 3'
	Annual Charge: \$105.60	
10. 118 W. 25 th St.	Steve McMurray	Retain awning w/ signage 26' x 2', four gooseneck lights
	Annual Charge: \$214.80	

MINUTES

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
11. 118 W. 25 th St.	Steve McMurray	Outdoor seating 16' x 5'
	Annual Charge: \$337.50	
12. 5317 Belair Rd.	Braganza Holdings, LLC	One metal canopy 34.20 sq. ft.
	Annual Charge: \$ 71.82	
13. 38 S. Paca St.	36 South Paca Street, LLC	Retain two single face electric signs 36.75 sq. ft. and 44.5 sq. ft.
	Annual Charge: \$562.40	
14. 2113 E. Baltimore St.	Howard Ehrenfeld	Garage extension 25' x 1.5'
	Annual Charge: \$131.25	
15. 239 N. Gay St.	Gay Street, LLC	Three bracket signs 3' x 3', one single face electric sign 5.52 sq. ft.
	Annual Charge: \$228.40	

BOARD OF ESTIMATES

03/19/2014

MINUTES

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
16. 910 S. Fagley St.	Merchants Hill, LLC	One set of steps 11'11" x 1'9"
912 S. Fagley St.	Merchants Hill, LLC	One set of steps 14'5" x 1'9"
914 S. Fagley St.	Merchants Hill, LLC	One set of steps 14'5" x 1'9"
916 S. Fagley St.	Merchants Hill, LLC	One set of steps 10'3" x 1'9"

Flat Charge: \$140.80

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 Permits.

MINUTES

Health Department - Ratification of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to ratify an agreement with Johns Hopkins University (JHU), School of Medicine for the Ryan White Part A - Outreach Services. The period of the ratification is September 1, 2013 through February 28, 2014.

AMOUNT OF MONEY AND SOURCE:

\$43,363.00 - 4000-427713-3023-599621-603051

BACKGROUND/EXPLANATION:

The JHU will identify and link to care HIV-positive residents of the Baltimore Eligible Metropolitan Area who have HIV, but are not in care and will test people engaged in high-risk activities who do not know their HIV status.

On November 1, 2013, the Health Department program manager requested an agreement with the JHU. The agreement was prepared, sent to legal for review, and then mailed to the JHU on November 13, 2013. However, during the routing process the agreement expired on February 28, 2014.

The Department is requesting the Board to ratify the agreement and authorize payment to the JHU.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board ratified the agreement with Johns Hopkins University, School of Medicine for the Ryan White Part A - Outreach Services. The President

ABSTAINED.

MINUTESHealth Department - Expenditure of Funds**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the purchase of gift cards from Subway Restaurants, Inc., McDonald's Corporation, Papa John's USA, Inc., and Burger King Corporation for incentives for the Operation Safe Kids Program.

AMOUNT OF MONEY AND SOURCE:

\$1,250.00 - 125 - Subway Restaurants, Inc. @ \$10.00 each
1,250.00 - 250 - McDonald's Corporation @ \$ 5.00 each
1,250.00 - 125 - Papa John's USA, Inc. @ \$10.00 each
1,250.00 - 125 - Burger King Corporation @ \$10.00 each
\$5,000.00 - 5000-518614-3160-308000-604051

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to youth in the Office of Youth Violence Prevention/Operation Safe Streets program as a way of rewarding them for achievements such as progress in school, compliance with court-ordered mandates, etc.

The Health Department adopted a consolidated policy for the purchase, distribution, and documentation of all incentive cards. The central tenets of this policy account for: 1) a single means of procuring all incentive cards through the Board of Estimates; 2) the documentation of each incentive card and its recipient; 3) a monthly reconciliation for all purchases that account for all distributed and non-distributed cards, and 4) periodic internal reviews of the program activity vis-à-vis' the internal policy, which are to be shared with the Department of Audits. This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent to the

BOARD OF ESTIMATES**03/19/2014****MINUTES**Health Department - cont'd

original Board approval, all requests for payment for the above incentive cards will be subject to the Department of Audits' approval.

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

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of gift cards from Subway Restaurants, Inc., McDonald's Corporation, Papa John's USA, Inc., and Burger King Corporation for incentives for the Operation Safe Kids Program.

BOARD OF ESTIMATES

03/19/2014

MINUTESHealth Department - Employee Expense Statement**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Virginia Walker.

AMOUNT OF MONEY AND SOURCE:

\$80.00 - 1001-000000-3080-288700-603022

BACKGROUND/EXPLANATION:

Ms. Walker did not submit her expense statement until December 2013 because she was waiting for a copy of the cancelled check from her bank. The expense is for the renewal of Ms. Walker's Social Worker license.

In accordance with Article 35: Tuition Reimbursement of the Memorandum of Understanding between the City Union of Baltimore, Local 800, AFT, AFL-CIO, Master CUB Agreement Part A, Unit II (Supervisory) states that all personnel requiring a special license to maintain a position, will be reimbursed for renewal fees, other than vehicle operating licenses, by the employer.

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

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Virginia Walker.

MINUTES

Health Department - Interim FY 14 Notification of
Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Interim FY14 Notification of Grant Award (NGA) from the State of Maryland Department of Aging (MDOA) for Nutrition Service Incentive Program (NSIP). The period of the NGA is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$292,453.00 - 6000-633514-3254-316200-404001

BACKGROUND/EXPLANATION:

Approval of this NGA for FY14 NSIP will allow the Department to provide funding for senior nutrition programs at designated meal sites or home-delivered meals.

The NGA is based on the FY13 NSIP funding and reflects the Department's award based on actual FY13 meal counts and the final FY13 award notification.

This grant is late because it was recently received from grantor.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Interim FY14 Notification of Grant Award from the State of Maryland Department of Aging for Nutrition Service Incentive Program.

MINUTES

Health Department - Notification of Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Notification of Grant Award (NGA) from the Maryland Department of Aging (MDOA) for the FY14 Affordable Care Act-Medicare Improvements for Patients and Providers Act. The period of the NGA is October 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$6,983.00 - 5000-575914-3044-273300-405001

BACKGROUND/EXPLANATION:

This grant will allow the Department to expand outreach, education, and counseling services to Medicare beneficiaries. As a result of outreach services, beneficiaries will obtain help to apply for benefits related to Medicare.

By accepting this grant, the Department agrees to abide by the Older American Act, as amended, and all applicable Federal and State policies, rules and procedures.

This grant is late because it was recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Notification of Grant Award from the Maryland Department of Aging for the FY14 Affordable Care Act-Medicare Improvements for Patients and Providers Act.

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, 2013 through June 30, 2014, unless otherwise indicated.

- | | |
|---|--------------------|
| 1. ALPHA ZETA CHAPTER,
ZETA PHI BETA SORORITY, INC.
MYRTLE TYLER FAITHFUL FUND, INC. | \$ 5,000.00 |
|---|--------------------|

Account: 5000-530314-3041-605800-603051

The organization will educate 200 Baltimore City minority families on the adverse health effects associated with tobacco use, including the harm caused to others by inhalation or secondhand smoke-within the environment of a faith-based initiative.

The agreement is late because the Department of Health and Mental Hygiene did not approve the grant application until October 2013. The tobacco sub-grants went out to bid in mid-November and were submitted to the Health Department in early December. Sub-grantees were selected on December 19, 2013.

- | | |
|------------------------------|--------------------|
| 2. G.S. HOUSING, INC. | \$61,320.00 |
|------------------------------|--------------------|

Account: 4000-432914-3024-268400-604014

The organization will provide a Title III C-1 Congregate Housing Meal Services program. The program will provide to 55 elderly clients weekday and weekend dinner meals at the Belvedere Green Apartments, located at 1651 E. Belvedere Avenue. The meals are being provided at \$4.00 per meal. The period of the agreement is October 1, 2013 through September 30, 2014.

The agreement is late because the Department was waiting for the final budget approval and signatures.

MWBBO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

3. **JOHNS HOPKINS UNIVERSITY** **\$ 40,691.00**

Account: 4000-425614-3023-599609-603051

The organization will provide services under medical case management to include activities and interventions to improve the health outcomes of the mother and her infant during the perinatal period for HIV infected women. The patient will undergo a comprehensive needs assessment at entry into care.

4. **JOHNS HOPKINS UNIVERSITY** **\$ 48,394.00**

Account: 4000-424514-3023-599625-603051

The organization will enroll HIV infected women receiving perinatal services with co-morbidities of HIV and substance into non-medical case management services during the term of their pregnancy to increase adherence to medical care and HIV antiretroviral treatment ultimately to reduce mother to child transmission.

The agreements are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B and D services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MINUTES

Health Department - cont'd

5. **EDWARD A. MYERBERG SENIOR CENTER, INC.** \$ 40,997.00

Account: 4000-433514-3024-295914-603051

The organization operates a senior program that serves as the community focal point for seniors and their caregivers. Services include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness, and transportation. The period of the agreement is October 1, 2013 through September 30, 2014.

The agreement is late because the Health Department was waiting on grant approval, finalization of budget and signatures from the provider.

6. **WOODBOURNE WOODS, INC.** \$ 26,000.00

Account: 4000-432914-3024-268400-604014

The organization will provide a Title III C-1 Congregate Housing Meal Services program. The program will provide 25 elderly residents weekday meals at the Woodbourne Woods Apartments located at 1650 Woodbourne Avenue, Baltimore, Maryland 21239. The meals are being provided at a cost of \$4.00 per meal. The period of the agreement is October 1, 2013 through September 30, 2014.

The agreement is late because the Department was waiting for the final budget approval and signatures from the provider.

7. **HOWARD COUNTY, MARYLAND, HOWARD COUNTY HEALTH DEPARTMENT** \$125,690.00

Account: 5000-568214-3150-271300-405001

Under the terms of this Intergovernmental Agreement, the

MINUTES

Health Department - cont'd

Department's Office of Field Health Services will provide screening and certification services for transportation. The transportation will be provided for non-emergency ambulatory, wheelchair van and ambulance transportation to and from medically necessary Medicaid/HealthChoice covered medical appointments for eligible recipients in Howard County, who have no other means of transportation. The period of the agreement is July 1, 2013 through June 30, 2014.

The agreement is late because it was prepared by Howard County Health Department and was recently completed and returned.

8. **UNIVERSITY OF MARYLAND PEDIATRIC
ASSOCIATES, P.A.** \$252,500.00

Account: 4000-428214-3080-294390-600000

Initial Case Management \$ 75,000.00
(150 visits @ \$500.00 ea.)

Individualized Family Service \$ 27,500.00
Plan review - annual
(100 visits @ \$275.00 ea.)

On-going Case Management \$150,000.00
(1,000 visits @ \$150.00 ea.)

The organization will provide health-related early intervention/case management services for eligible patients in the Baltimore Infants and Toddlers Program. The organization will be reimbursed according to the Department of Health and Mental Hygiene policies for the Maryland Medical Assistance Program. The period of the agreement is July 1, 2013 through June 30, 2014.

MINUTES

Health Department - cont'd

The Agreement is late because revisions delayed processing and additional time was needed to reach a full understanding between the parties.

MWBBO GRANTED A WAIVER.

9. THE ZANVYL AND ISABELLE KRIEGER FUND \$ 45,000.00

Account: 6000-618714-3080-595600-406001

Under the terms of this Grant Agreement, the Department will use the funds to provide training of frontline supervisors in the Department's home visiting programs and the completion of the B'More Fit for Healthy Babies Pilot. The period of the Grant Agreement is March 15, 2014 through June 30, 2015.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 7) AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various agreements. The President **ABSTAINED** on item no. 3 and 4. The Comptroller **ABSTAINED** on item no. 1.

MINUTES

Health Department - Correction to Dollar Amount

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to the dollar amount in the Board memo for an agreement with Baltimore Healthy Start, Inc.

AMOUNT OF MONEY AND SOURCE:

<u>Previously Approved Amount</u>	<u>Correct Amount</u>
\$337,000.00	\$337,600.00

Additional Amount for Approval

\$600.00 - 5000-530014-3080-595800-603051

BACKGROUND/EXPLANATION:

On August 28, 2013, the Board approved the Agreement with Baltimore Healthy Start, Inc. for the period of July 1, 2013 through June 30, 2014 in the amount of \$337,000.00. The amount on the Board memo was incorrect. The Board is requested to approve a correction to the dollar amount to \$337,600.00.

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 correction to the dollar amount in the Board memo for an agreement with Baltimore Healthy Start, Inc.

MINUTES

Law Department - Opinion - Request for Refund of Real Property Taxes

The Board is requested to approve a refund of real property taxes for Mr. Charles T. James.

It is the opinion of the Law Department that Mr. James has met the qualifications for a real property tax exemption as a disabled veteran, and that Mr. James is eligible to receive a refund of taxes paid because he was honorably discharged from the armed services, declared by the Veteran's Administration to have a permanent 100% service connected disability, and resided in a single family dwelling during the period in question. The dwelling house is owned by the claimant and the claimant continues to reside in the dwelling place. It has been determined that Mr. James is entitled to a refund of real property taxes, which were paid as follows:

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Charles T. James	2706 Cylburn Meadows Court	2012/2013	\$5,115.42

Mr. James filed his application on February 5, 2014.

Pursuant to the Tax Property Article, Section 7-208(h)(2) it is required that interest will be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on February 14, 2014. In order to avoid interest being paid, the refund must be made within 60 days of that date.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Charles T. James.

MINUTES

Law Department - Settlement Agreement & Release
and Settlement Order

The Board is requested to approve the Settlement Agreement and Release and Settlement Order for the following claims:

SETTLEMENT AGREEMENT AND RELEASE

1. Oksana Brown v. Baltimore Police Department, \$228,000.00
et. al.

Funds are available in account no. 1001-000000-2041-195500-
603070.

SETTLEMENT ORDER

2. Milton Kaplan, Trustee v. Mayor & City (\$ 9,523.20)
City Council of Baltimore

The City will pay no money in this settlement. The proposed settlement order is subject to the Board's approval.

The Settlement Agreement and Release and Settlement Order have been reviewed and approved by the Settlement Committee of the Law Department.

UPON MOTION duly made and seconded, the Board approved the Board the Settlement Agreement and Release and Settlement Order for the aforementioned claims.

MINUTES

Baltimore City Fire Department - Memorandum of Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Agreement (MOA) for FY2011 Urban Area Security Initiative Grant Program for Volunteer Centers with the Business Volunteers of Maryland (BVM). The period of the MOA is effective upon Board approval through May 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$10,500.00 - 4000-470912-2023-212614-404001

BACKGROUND/EXPLANATION:

The grant for this MOA is a federal grant administered through the Maryland Emergency Management Agency, with no matching funds. The grant will be used by the BVM to maintain resources for the development and implementation of policies and procedures and for training to develop a region wide network of volunteer management centers.

The grant is late because of details working out the wording of the contract.

MBE/WBE PARTICIPATION:

N/A

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Agreement for FY2011 Urban Area Security Initiative Grant Program for Volunteer Centers with the Business Volunteers of Maryland.

BOARD OF ESTIMATES

03/19/2014

MINUTESBureau of Water and Wastewater - Task Assignment**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 013, to EBA Engineering, Inc. under Project 1174, Materials Testing and Inspection Services. The period of the Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$146,541.33

BACKGROUND/EXPLANATION:

EBA Engineering, Inc. will provide material testing and inspection services for SC 845R, Nitrification Filters and Related Work for the Enhanced Nutrient removal Facilities at the Patapsco Wastewater Treatment Plant.

MWBOO FOUND VENDOR IN COMPLIANCE.**APPROVED FOR FUNDS BY FINANCE****AUDITS REVIEWED AND FOUND THE BASIS FOR COMPENSATION CONSISTENT WITH CITY POLICY.**

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 013, to EBA Engineering, Inc. under Project 1174, Materials Testing and Inspection Services.

MINUTES

Bureau of Water and Wastewater - Amendment No. 2 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Dewberry & Davis, LLC, for Project 1155, Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas. The Amendment No. 2 extends the period of the Agreement for nine months through December 21, 2014 or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 9960-905659-9557-900020-702064

BACKGROUND/EXPLANATION:

On December 21, 2011, the Board approved a two year contract with Dewberry & Davis, LLC on Project 1155, Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas. Amendment No. 1 was approved on February 27, 2013 which extended the period of the Agreement for three months and increased the upset limit. The consultant provided construction phase services for Meter Setting Installation, Small Water Main Replacement, and Rehabilitation Contracts. Under this Amendment No. 2, the consultant will: 1) continue providing engineering services for Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas, and 2) complete construction phase services for Meter Setting Installation, and Water Main Replacement/ Rehabilitation contracts. All other terms and conditions of the original agreement remain unchanged.

MINUTES

Bureau of Water and Wastewater - cont'd

MBE/WBE PARTICIPATION:

The consultant will continue to comply with all terms and conditions of the Minority and Women's Business Enterprise Programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to the Agreement with Dewberry & Davis, LLC, for Project 1155, Replacement and Rehabilitation of Distribution Mains and Appurtenances in Identified Areas.

MINUTES

Bureau of Water and - Amendment No. 2 to Post Award
Wastewater (BW&WW) Services Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Post Award Services Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), Consultant, for SC 855, ENR Modifications to Existing Facilities at the Patapsco Wastewater Treatment Plant. The agreement expires December 15, 2014.

AMOUNT OF MONEY AND SOURCE:

\$ 160,808.25	- 2070-000000-5601-398400-603018
160,808.26	- 2070-000000-5601-613600-603018
160,808.26	- 2070-000000-5601-398500-603018
160,808.26	- 2070-000000-5601-398600-603018
160,808.26	- 2071-000000-5601-613800-603018
160,808.26	- 2071-000000-5601-613900-603018
160,808.26	- 2071-000000-5601-614000-603018
160,808.26	- 2071-000000-5601-398500-603018
<u>449,267.48</u>	<u>9956-903345-9551-900020-703032</u>
\$1,735,733.55	- Wastewater Utility Funds

BACKGROUND/EXPLANATION:

The Consultant will assist the Bureau with monitoring construction schedules, review and update reports and monitor progress during construction of the ENR projects at Back River and Patapsco Wastewater Treatment Plants and other projects under construction. The Consultant will also assist the Bureau in the installation and testing of the Oracle Primavera Products P6, CM14 and B1 Publisher. The Consultant will assist with the implementation of the Primavera P6 and CM14 Scheduling and Reporting tools for use by the Bureau's Contract Administration. The Consultant will coordinate with Project Managers and Field Inspection Personnel to create and update the baseline schedule for all projects in design and construction, migration to tracking all projects using CM14, provide customized hands-on-training for all Divisions in the Bureau to use P6 and CM14 project management tools, and create customized reports for the

MINUTES

BW&WW - cont'd

Bureau and help in better tracking schedules and budgets. The Consultant will also design the new Headworks Bypass Improvements at the Patapsco Wastewater Treatment Plant. During the high wet weather flow conditions, the Plant has to lift the fine screens out of the channels at the Screen Facility. The Bypass is necessary to alleviate this problem which caused the clogging of the new ERN Facilities. The Consultant was approved by the Office of Boards and Commissions and Architectural and Engineering Awards.

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

MBE/WBE PARTICIPATION:

The Consultant will continue to comply with all terms and conditions of the M/WBE programs in accordance with Baltimore City Code, Article 5, Subtitle 28.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$192,000.00	9956-905533-9549	
Revenue Bonds	Constr. Reserve	
	Annual Facilities	
	Improvements	
408,000.00	" " "	
Counties		
\$600,000.00		

MINUTES

BW&WW - cont'd

\$449,267.48	-----	9956-903345-9551-3 Engineering
<u>150,732.52</u>	-----	9956-903345-9551-9
\$600,000.00		Administration

The funds are required to cover the costs of the design of SC 855, Amendment No. 2, Headworks at Patapsco Wastewater Treatment Plant.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Post Award Services Agreement with Johnson, Mirmiran & Thompson, Inc., Consultant, for SC 855, ENR Modifications to Existing Facilities at the Patapsco Wastewater Treatment Plant. The agreement expires December 15, 2014. The transfer of funds was approved SUBJECT to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, 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>
Bureau of Purchases		

1. CHARLES J. BECKER AND
BROTHERS, INC. d/b/a
BECKER'S SCHOOL SUPPLIES \$34,201.00 Low Bid
Solicitation No. B50003390 - Supply and Deliver Backpacks -
Department of Housing and Community Development - Req. No.
R650655

2. NORMAN EVAN HALL d/b/a
SPARKLE & SHINE JANITORIAL
SERVICE \$ 7,200.00 Renewal
Solicitation No. B50001842 - Janitorial Service at 501 N. Athol
Ave. - Department of Housing and Community Development - Req.
No. P516524

On March 15, 2011, the City Purchasing Agent approved the initial award in the amount of \$7,200.00. The award contained two 1-year renewal options. On January 19, 2012, the City Purchasing Agent approved the first renewal in the amount of \$7,200.00. On January 9, 2013, the City Purchasing Agent approved the second renewal in the amount of \$7,200.00. This final renewal in the amount of \$7,200.00 is for the period April 1, 2014 through March 31, 2015.

3. SHERWOOD-LOGAN & ASSOCIATES,
INC. \$45,007.20 Sole Source
Solicitation No. 08000 - Grit Classifier Parts - Department of
Public Works - Req. No. R655514

This request is for parts for installed equipment at the Back River Wastewater Treatment Plant. The vendor is the sole source representative of the manufacturer of OEM parts in our area. Therefore, sole source award is recommended.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

4. EDWIN ELLIOT & COMPANY, INC. \$50,000.00 Increase
 Contract No. 08000 - Rotork Actuator Parts - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P525850

On December 16, 2013, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. An increase is required for purchasing additional parts for the installed Rotork Actuator at the Back River Wastewater Treatment Plant. 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 practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

5. ACCESS IT GROUP, INC. \$54,000.00 Renewal
 Contract No. 08000 - Sourcefire Network Security Agreement - Police Department - Req. Nos. Various

On March 27, 2013, the Board approved the initial award in the amount \$100,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$54,000.00 is for the annual maintenance and support required to maintain continuity of the network security solution for the Baltimore City Police Department.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

6. ALL RECREATION OF VIRGINIA,
INC. \$ 74,083.00 Selected Source
 Solicitation No. 06000 - Benches for Various Parks - Department
 of Recreation and Parks - Req. No. R651656

The benches are required for various parks throughout the City. The requested type of bench is the sole bench approved by the Commission for Historic and Architectural Preservation to replace or supplement existing park benches. The vendor is the only distributor of the approved benches. A notice of intent to waive compensation was posted in Citibuy and three vendors offered alternate benches which did not meet the City's requirements. 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 practical to obtain competitive bids. Therefore, pursuant to Article VI, Section 11 (e)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MWBOO GRANTED A WAIVER.

7. ONE CALL CONCEPTS
LOCATING SERVICES, INC. \$ 4,067,485.00 Increase
 Contract No. B50002768 - Underground Utility Locating Services
 - Department of Public Works, Bureau of Water and Wastewater -
 P.O. No. P522936

On March 20, 2013, the Board approved the initial award in the amount of \$989,500.00. The award contained two 1-year renewal options. Due to an increase in the number of utilities investigations, an increase in the amount of \$4,067,485.00 is

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

necessary. This increase will make the award amount \$5,056,985.00. The contract expires on April 7, 2016 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MBE: PAJ Business Staffing, Inc.	\$145,023.95	14.66%
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WBE: Boonerang Consulting, LLC	\$ 48,853.09	4.94%
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MWBOO FOUND VENDOR IN COMPLIANCE.

8. ITEM 1

UNIVAR USA, INC.	\$ 600,000.00
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ITEM 2

KUEHNE CHEMICAL COMPANY, INC.	2,000.000.00
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ITEM 3

KLEEN-RITE CORPORATION	100,000.00	
	<u>\$2,700,000.00</u>	Renewal

Contract No. B50002309 - 15% Sodium Hypochlorite - Department of Public Works, Bureau of Water and Wastewater, and Recreation and Parks - P.O. Nos. P520017, P520018 and P520019

On April 4, 2012, the Board approved the initial award in the amount of \$3,270,000.00. The award contained four 1-year renewal options. On February 27, 2013, the Board approved the first renewal in the amount of \$3,320,000.00. This renewal in the amount of \$2,700,000.00 is for the period May 1, 2014 through April 30, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

9. TOTER, LLC	\$ 0.00	Correction
Contract No. B50003032 - Rollout Containers with RFID - Department of Public Works, Bureau of Solid Waste - P.O. No. P525712		

On August 28, 2013, the Board approved an award that erroneously stated the contract period covered for the initial term is March 20, 2014 through March 19, 2017, with two 1-year renewal options. The solicitation was modified by addendum prior to bid opening, but the term in the addendum was not reflected in Board letter #0255.

The Board is requested to approve the correct contract period of March 20, 2014 through March 19, 2015, with four 1-year renewal options.

10. APPLIED TECHNOLOGY SERVICES, INC.

HCGI HARTFORD, INC.

USC/CANTERBURY CORP.

SHI INTERNATIONAL CORP.

DALY COMPUTERS, INC.

CARAHSOFT TECHNOLOGY CORP.

DATA NETWORKS, INC.

PC MALL GOV, INC.

DIGICON CORPORATION

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

ePLUS TECHNOLOGY, INC.

EN-NET SERVICES, LLC

\$5,000,000.00	Increase
Solicitation No. B50001422 - Computer Hardware, Software, and Related Items - Agencies: MOIT, etc. - Req. Nos.: Various	

On August 11, 2010, the Board approved the initial award in the amount of \$5,000,000.00. On January 18, 2012, the Board approved an increase in the amount of \$12,000,000.00. On June 06, 2013, the Board approved an increase in the amount of \$1,500,000.00. On July 24, 2013, the Board approved the first renewal in the amount of \$2,000,000.00. The Board is requested to approve an increase in the amount of \$5,000,000.00. This increase is required for continuity of computer hardware and software for the City.

MWBOO GRANTED A WAIVER.

President: "The third item on the non-routine agenda can be found on Pages 66-67, Informal Awards, Renewals, Increases to Contracts and Extensions, Item 10, Solicitation No. B50001422, Computer Hardware, Software and Related Items. Will the parties please come forward?"

Tim Krus: "Tim Krus, City Purchasing Agent. This is the award of computer, of an increase to Computer Hardware, Software and Related items to 11 firms who competitively bid for the right to participate on this contract and um, also provide quotes as the

MINUTES

items on the contract were needed by the agencies. This is a \$5 million dollar increase to that contract to support agency needs going forward."

President: "Madam Comptroller."

Comptroller: "Yes, could you say for the record how much has been spent, um, on this contract in total?"

Mr.Krus: "Um, approximately \$19.2 million."

Comptroller: "Nineteen point two million."

Mr. Krus: "Um hmmm."

Comptroller: "And could you say for the record, what is consider hardware-related items?"

Mr. Krus: "Personal computers, switches, uh storage devices, anything involved in the network."

Comptroller: "Video telephones?"

Mr. Krus: "Um, Madam Comptroller, I think um, this contract it does have those kinds of phones on it that we discussed in the past, but um, I know there are some installed that could have to be replaced, but I don't, I don't see on this spending or anticipate large spending to provide that."

Comptroller: "You're saying large spending because at a previous Board of Estimates meeting, I was informed that there were, there was not going to be any further implementation of

MINUTES

Voice over IP, or video phones. To your knowledge, do you know whether or not video phones have been purchased under this contract?"

Mr. Krus: "I believe, well I believe they have been purchased under this contract, whether or not existing phones that have purchased have been replaced or installations that, you know, in previous discussions before the Board and elsewhere, that there are a couple of City agencies that have Voice over IP phones, and in those instances, if a phone needs to be replaced, if they get a new employee who needs a phone, then that type of phone would be acquired, but I am not aware of any major initiative for Voice over IP phones to be carried out through this contract."

Comptroller: "So, some employees have two telephones on their desk. Is that correct?"

Mr. Krus: "Madam Comptroller, you'd be in a better position to tell me than I would be to tell you."

Comptroller: "No, I wouldn't be in a better position because the Municipal Telephone Exchange uh, is not uh MOIT, it is not working in collaboration with MTE. I don't know where the phones are; I have been asking where the telephones have been installed. But, I just want to stick to the point. Will this

MINUTES

contract further the implementation of Voice over IP"

Mr. Krus: "I don't believe that it will."

Comptroller: "Okay."

President: "I entertain a Motion."

City Solicitor: "MOVE approval of the item, Item 10, Pages 66 and 67 as submitted by the Bureau of Purchases."

Director Public Works: "Second."

President: "All those in favor, say AYE. All those opposed, NAY."

Comptroller: "**NAY.**"

President: "Please note the Comptroller votes NAY. The Motion carries."

MINUTES

Department of Planning - Fiscal Year 2015 - 2020 Capital Budget and Capital Improvement Program

The Board is requested to **NOTE** receipt of the recommended FY 2015 Capital Budget and the FY 2015 - 2020 Capital Improvement Program and to **REFER** both to the Director of Finance and the Board of Finance for review and to make a report and recommendations to the Board of Estimates.

On February 27, 2014, the Planning Commission adopted the recommended Fiscal Year (FY) 2015 Capital Budget and FY 2015 - 2020 Capital Improvement Program.

The recommended program totals \$4,251,236,000.00 for capital projects during FY 2015 - 2020, and \$882,227,000.00 to be appropriated in July as part of the FY 2015 budget.

Since the February 27, 2014, Planning Commission approval, the Finance Department recommended the following revisions to the FY 2015 Capital Budget. With these changes, the recommended program totals \$4,267,000,000.00 for capital budgets during FY 2015-2020 and \$898,000,000.00 to be appropriated as part of the FY 2015 Budget.

<u>CIP #</u>	<u>Project</u>	<u>Source</u>	<u>Change</u>
206-010	Police Technology Improvements	100-General	\$5,000,000
474-047	Cherry Hill Indoor Pool	100-General	(\$800,000)
588-019	Baltimore Homeownership Incentive Program	100-General	\$2,800,000
		General Funds TOTAL	\$7,000,000
551-503	Annual Facilities Improvements	401-Wastewater Utility Funds	\$4,500,000
		Waste Water Utility Funds TOTAL	\$4,500,000
557-100	Water Infrastructure Rehabilitation	402-Water Utility Funds	\$3,610,000
		Water Utility Funds TOTAL	\$3,610,000

MINUTES

Department of Planning - cont'd

474-007	Cherry Hill Indoor Pool	503-CDBG	\$800,000
588-019	Baltimore Homeownership Incentive Program	503-CDBG	\$300,000
588-986	Housing Repair Assistance Program	503-CDBG	(\$300,000)
		CDBG TOTAL	\$800,000

The Board **NOTED** receipt of the recommended FY 2015 Capital Budget and the FY 2015 - 2020 Capital Improvement Program and **REFERRED** both to the Director of Finance and the Board of Finance for review and to make a report and recommendations to the Board of Estimates.

MINUTES

Police Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Nottingham & Associates, (Contractor). The period of the Agreement is February 11, 2014 through February 10, 2015.

AMOUNT OF MONEY AND SOURCE:

\$28,000.00 - 6000-611214-2013-197500-603026

BACKGROUND/EXPLANATION:

The Contractor will provide two training courses on topics specifically selected by the Commissioner of the Police Department per fiscal year. The topics for the two courses are felony car stops and foot pursuits. Both will focus on best practices and will be "train the trainer" classes. Both instructional blocks will address high liability use of force encounters. The agency believes these courses will help to better prepare its officers; reducing the Department's and the City's potential risks and liabilities.

Through this training, the Department hopes to build in concepts which help address alternatives to officers involved in shootings. The training will structure cultural norms and habits.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Nottingham & Associates.

BOARD OF ESTIMATES

03/19/2014

MINUTESPolice Department - Acceptance of Grant Award**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Grant Award from the Governor's Office of Crime Control and Prevention. The period of the grant is January 1, 2014 through December 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$304,000.00 - 4000-474714-2041-212600-600000

BACKGROUND/EXPLANATION:

The grant is for the "Gunshot Detection Initiative." The grant will fund the hardware, software, licensing, and service of an automated gunshot detection system. This technology has the ability to locate the origins of gunfire and expedite police response.

This request is late because the award documents were recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

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

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

BOARD OF ESTIMATES

03/19/2014

MINUTES

Police Department - Grant Adjustment Notice

The Board is requested to approve acceptance of the Grant Adjustment Notice (GAN) from the following grantors:

1. GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION (GOCCP) \$0.00

On February 26, 2014, the Board authorized acceptance of the Grant Award for the "Warrant Service Expansion" project. The grant provides support to the Department for the service of warrants and/or court order violation that involves domestic violence. The grant funds provide overtime for Department members of the Warrant Apprehension Task Force to conduct the initiative. The GAN changes the period of the grant from November 1, 2013 through February 28, 2014 to November 1, 2013 through June 30, 2014. All other terms and conditions of the grant remain unchanged.

2. U.S. DEPARTMENT OF JUSTICE \$0.00

On August 29, 2012, the Board approved and authorized acceptance of the Grant Award for the "2012 DNA Backlog Reduction" program. The grant funds the contracts of various lab technicians and serologists, equipment, overtime and outsourcing while assisting in the overall effort to reduce DNA backlog and reach the full potential of DNA technology. The GAN changes the award period of the grant from October 1, 2012 through March 31, 2014 to October 1, 2012 through September 30, 2014. All other terms and conditions of the grant remain unchanged.

BOARD OF ESTIMATES

03/19/2014

MINUTES

Police Department - cont'd

The GANS are late because they were recently received from the grantor.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSIONS.

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Adjustment Notice from the aforementioned grantors.

MINUTES

Police Department - Expenditure Authorization

ACTION REQUESTED OF B/E:

The Board is requested to approve payment by Expenditure Authorization to the University of Baltimore (UB), School of Justice. The payment is for the period April 1, 7, 8, 21, and 22, 2014.

AMOUNT OF MONEY AND SOURCE:

\$5,250.00 - 6000-611214-2013-197500-603026

BACKGROUND/EXPLANATION:

The UB will provide a Victim Sensitivity and Victims Rights course. This training will be hosted by the Baltimore Police Department's Investigations and Intelligence Bureau. The training will be taught by two staff members from the UMB's College of Public Affairs, School of Criminal Justice in which each will provide eight hours of training at 601 E. Fayette Street (Comstat room). The purpose of this training is to address victim sensitivity along with the respect of victims' rights to all Detectives assigned within the Investigation and Intelligence Bureau.

This training will build upon the same course that all Sergeants and Lieutenants received in the January 2014 sessions. The goal of this training is to lower victim complaints and build stronger relationships within the community through positive response process along with strengthening court cases.

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

UPON MOTION duly made and seconded, the Board approved payment by Expenditure Authorization to the University of Baltimore, School of Justice.

MINUTES

Bureau of the Budget and - Supplementary General Fund
Management Research Operating Appropriation

ACTION REQUESTED OF B/E:

The Board is requested to approve a Supplemental General Fund Operating Appropriation to the MR: Mayor's Office of Human Services - Service 356 Administration for the repayment of federal Housing and Urban Development (HUD) funds, as a result of audit findings regarding the Homeless Prevention and Rapid Re-Housing Grant Program.

AMOUNT OF MONEY AND SOURCE:

(\$3,756,025.35) - General Fund assigned balance

BACKGROUND/EXPLANATION:

On March 4, 2013, HUD's Office of the Inspector General and the Community Planning and Development (CPS) Division issued a series of management decisions in response to the Office of the Inspector General's report regarding Baltimore City and their sub-grantee's handling of funds under the Homeless Prevention and Rapid Re-Housing Program. The management decisions were the result of reconciliation of subgrantee records. As a result of this reconciliation, HUD has determined \$3,756,025.35 of expenditures were not in compliance with the federal grant's terms and conditions. As a result, the City of Baltimore is required to reimburse HUD the full balance of the non-compliant expenditures.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

A PROTEST WAS RECEIVED FROM MS. CHRISTINA FLOWERS OF BELVEDERE ASSISTED LIVING & BELVEDERE HOMES, INC.

Kim A. Trueheart

March 18, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities by the Mayor of Baltimore City and the various Departments and Agencies that more appropriately should strive to end homelessness, instead of the current goal to make homelessness “rare and brief”, which is absolutely a misguided and flawed strategy.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 73, Bureau of the Budget and Management Research (BBMR) - Supplementary General Fund Operating Appropriation, if approved:
 - i. Confirms the malfeasance that has been perpetrated by members of this administration;
 - ii. Fails to assign culpability within this administration;
 - iii. Fails to state that appropriate legal actions will be initiated to recover scarce funds as repayment to taxpayers for this blatant and unjustifiable mismanagement;
 - iv. Upon approval of this action the taxpayers will have been definitively “HARMED” by this repayment and thus immediate legal action should be triggered by the Law Department;
 - v. Fails to ensure that the malfeasance perpetrated and the final decision by HUD requiring the City repay \$3.7 million of the aforementioned \$9.5M HUD grant will not be repeated in future actions by the Mayor’s Office of Human Services.
 - b. Please provide access to the HUD issued “series of management decisions in response to the Office of the Inspector General’s report regarding Baltimore City and their sub-grantee’s handling of funds under the Homeless Prevention and Rapid Re-Housing Program”, for inspection.
 - c. Please provide access to the MOHS responses to the HUD series of management decisions, for inspection.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The MOHS continues to demonstrate an inability to administer the City’s Homeless Services

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

Program and based on the BAD outcomes that continue to be produced by this office this action should NOT be approved. The critical need being filled by this funding demands the utmost scrutiny by this board. If properly administered, providing these funds to organizations that successfully meet this critical service need is necessary, however as an advance payment for services they have yet to render, strict internal management controls must be in place. This practice introduces a dangerous practice that circumvents the more fiscally sound, monthly billing, post delivery of services, by these providers. The HUD audit of the \$9.5M rapid re-housing grant found that the MOHS failed to allocate/disburse those funds based on actual performance and this same flawed practices appears to continue to exist. The repayment of these funds without benefit of the introduction of sound fiscal management and administrative procedures sends the wrong message to administrators, service providers and federal officials. This action covers up the malfeasance and poor fiscal and administrative procedures.

4. The remedy I seek and respectfully request is that this action be delayed until MOHS presents the improved management strategies, practices and procedures implemented as a result of the HUD audit. This item should be moved to the non-routine agenda and the MOHS should orally make a presentation about this action which includes an overview of the HUD audit findings, recommendations and corrective actions.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 19, 2014.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

Bureau of the Budget and - Supplementary General Fund
Management Research Operating Appropriation

ACTION REQUESTED OF B/E:

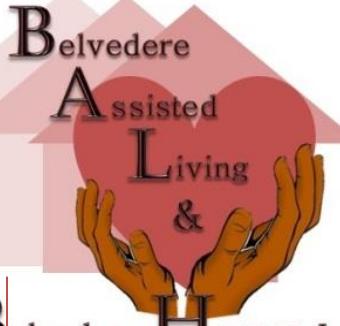
The Board is requested to approve a Supplemental General Fund Operating Appropriation to the MR: Mayor's Office of Human Services - Service 356 Administration for the repayment of federal Housing and Urban Development (HUD) funds, as a result of audit findings regarding the Homeless Prevention and Rapid Re-Housing Grant Program.

AMOUNT OF MONEY AND SOURCE:

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BACKGROUND/EXPLANATION:

On March 4, 2013, HUD's Office of the Inspector General and the Community Planning and Development (CPS) Division issued a series of management decisions in response to the Office of the Inspector General's report regarding Baltimore City and their sub-grantee's handling of funds under the Homeless Prevention and Rapid Re-Housing Program. The management decisions were the result of reconciliation of subgrantee records. As a result of this reconciliation, HUD has determined \$3,756,025.35 of expenditures were not in compliance with the federal grant's terms and conditions. As a result, the City of Baltimore is required to reimburse HUD the full balance of the non-compliant



Belvedere **H**omes, Inc.

Belvedere Assisted Living & Belvedere Homes, Inc.

A 501 (c) (3) Non-Profit Organization

2526 N. Charles St, Baltimore, Maryland 21218 • Phone: 443.570.9064 Fax: 410.585.6172

Baltimore City Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street

Baltimore, Maryland 21202

Dear Ms. Taylor,

We are submitting this letter in follow up to your pre-meeting of the Board of Estimates on June 4, 2014 which requested my representative provide supplemental amplifying information to support our protest of the items on page 39 of your agenda.

Belvedere Homes and the member organizations of the Real Care Providers Network offer the following:

1. We believe the funding being directed to Health Care for the Homeless (HCH) is misdirected and is not being well spent;
 - a. Health Care for the Homeless has a good track record of providing health care and expanding those services as a result of the Affordable Care Act. This grant appears to provide funding solely for administrative cost and not direct housing support to the homeless. The \$138,965.50 awarded appears to predominately pay for case management services that are already paid for in conjunction with the medical treatment services which are core to HCH's mission. This funding would be better spent if it was used to fund housing case management and direct housing subsidies.
 - b. Routinely HCH case managers make housing referrals to housing providers across the city, however rarely does their referral include funding to house the individuals. Once medical treatment has been rendered by HCH they have NO funding to complete the cycle of providing the full range of services needed to get the often homeless individual off the street. This broken cycle could easily be closed if these agreements with the Mayor's Office directed the funding to this end.
 - c. Glaringly, everyday on the front steps of HCH, more than a dozen homeless individuals take up residence demonstrating that the current failing strategy makes a mockery of their role in ending homelessness. The more than \$300,000 being awarded to HCH in these 2 agreements should more prudently be used to house the individuals sleeping on their doorstep each day and night.
2. Expenditures of scarce funding should be targeted based on outcome data that substantiates the homeless population of the city is being reduced. It appears that these funds are used to sustain operations of a service provider who does not contribute directly to reducing the homeless population of the city.

- a. Greater transparency and integrity in reporting outcomes and related expenditures is critical and seems lacking. The Monthly Expenditure Report for each provider under contract with the city should be made public each month.
3. The Housing First Pilot program initiated in 2004 has reported that the model is successfully housing 85% of the chronically homeless enrolled. This metric appears to fluctuate as does the actual number of chronically homeless being served by the contracts/agreements the city has awarded.
4. On June 3, 2014 the Mayor's Office of Human Services stated the following:
 - a. "The Housing First model is the model for the majority of future projects. The Journey Home Board voted at their last meeting to recommit to the housing first philosophy and practice. We are working on strategies to systematically apply housing first practices across our permanent supportive housing." Greater transparency and integrity in reporting outcomes and related expenditures is critical and seems lacking. The Homeless Stat Engagement Monthly Indicator Report should be made public each month.
5. It appears that these recent decisions were based on clear evidence from The Housing First Pilot program initiated in 2004. With evidence over the past 10 years from the pilot, which reported that its main success indicator is housing stability as measured by the household remaining housed for longer than 6 months, the reported success rate for the pilot was measured at 85% or higher. With these positive numbers at hand, it is inconceivable that the Housing First philosophy was not previously adopted.
6. Belvedere Assisted Living and its fellow members of the Real Care Providers Network have created an alliance of housing providers and should be considered an invaluable resource for the continuation and expansion of the Housing First Pilot program. These 2 contracts with HCH demonstrate that the "Housing First" model has NOT yet become the priority for the Mayor's Office. The current strategy which often results in homeless individuals remaining homeless, while benefiting from the core services offered by HCH, which is universally agreed to be less than optimum as it lessens the effectiveness of health care treatments in both near term and over the long term.
7. We strongly believe that these agreements are chiefly duplicative of services already funded by recent changes resulting from national and state health care reform and represent a grave misallocation of scarce funds.

We look forward to the opportunity to address the board in this matter in person at your convenience.

If you have any questions or comments please contact the office at 443-570-9064 and 410-409-6726.

Sincerely,

Ms. Christina Flowers,
President, Belvedere Assisted Living
Co-Founder, Real Care Providers Network

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President: "The fourth item on the non-routine agenda can be found on Page 73, Bureau of the Budget and Management Research, Supplementary General Fund Operating Appropriation. Will the parties please come forward?"

Kate Briddell: "Good morning Madam Mayor, Mr. President, Madam Comptroller, and honorable members of the Board, my name is Kate Briddell, I'm the Director of Homeless Services Program in the Mayor's Office of Human Services. Uh, the Agenda item um, the agenda item refers to the HUD Office of Inspector General review of the uh, stimulus funds for Homelessness Prevention and Rapid Rehousing. The O.I.G. review was concerned with \$9.4 million dollars of that \$9.5 million dollar award. They issued a management letter directing HUD field office to review the transactions um, that were done in Baltimore City. The field office found adequate documentation to substantiate close to \$6 million dollars, but were unhappy with the documentation for the \$3.7 million dollars in question. As a result of the audit, additional technical assistance has been provided from HUD, and since that time, we've received a grant from HUD to hire additional positions for compliance."

Christina Flowers: "Good morning everyone. Uh, my name is Christina Flowers, I'm the President of Belvedere Assisted

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Living and Belvedere Homes, and um a small housing organization in Baltimore City. Um, Good morning everyone."

President, City Solicitor and others together: "Good morning."

Ms. Flowers: "Um, I just want to be able to uh speak on the issues in reference to the mismanagement of funds and how important it would be if these funds are able to be considered for small businesses, housing programs in Baltimore City, uh not funded by Baltimore City but they operate in Baltimore City. Um, I work with a lot of these providers over the past 15 years - um, sorry for the nervousness, I wasn't expecting to speak."

Comptroller: "Just take your time."

Ms. Flowers: "Um, just basically I've been working out of the I-83 corridor since March the seventh, when we moved 12 individuals out of I-83, and basically I had been advocating and really pushing to work in partner and collaborate as our Madam Mayor to end homelessness in Baltimore City's population, and some of the things that have been occurring over the past 18 months since I've been involved, it's not been effective for them. This happened in --. Um, okay, sorry, so bas -- okay, so basically I just want to bring some attention to the facts -- I want to do it correctly, I just want to bring -- and speaking with some of the Director of Homeless Services, um Belvedere has

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received a lot of opposition. We have received a lot of harassment and slander. We have received a lot of um, issues, just trying to reach out to you guys, and it's, it's just real obvious that, you know, you're not honoring um, the Mayor's request to partner with the small organizations. Um, I've been doing housing for 15 years, uh I've never met you personally, Miss Briddell, but I have met with Miss Olivia and the new director for executive services, Miss Adrian, and each time that I meet with them I request the opportunity for the guidance and support, even mentorship. I've asked to be a pilot program for you guys so that we can really work towards ending homelessness. Um, these individuals along the 420 corridor are really suffering a lot, and to have a lot of them in my presence every day, is kind of challenging when I know for a fact that they're not being considered in a lot of issues, so um -- I think I'll leave it at that. Any questions?"

President: "Madam Comptroller."

Comptroller: "Yes. Is there anyone here from the Mayor's Office of Home, uh, Human Services?"

Ms. Briddell: "I am."

Comptroller: "Oh, okay."

Unidentified male voice: "I am."

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Comptroller: "Oh, okay. I um, have a couple questions, uh, um, based on the findings and recommendations in the H.U.D. audit report."

Ms. Briddell: "Yes ma'am."

Comptroller: "What corrective action has or will be taken to correct these issues?"

Ms. Briddell: "As I mentioned, the H.U.D. has given us technical assistance in, working on our monitoring. We've, uh, implemented a new "risk assessment" process and we've implemented a new schedule for monitoring that HUD's found acceptable; we've been working with the HUD Technical Assistance providers to create new forms, actually, many of which would be used by HUD for their new programs. Uh, we've uh, created a new dedicated monitor position and have received funding from HUD for two additional positions for compliance."

Comptroller: "So this will be prevented hopefully in the future"

Ms. Briddell: "Yes ma'am."

Comptroller: "And the bigger question is, since the City has to return a \$3.7 million, what steps, are there any steps that are going to be taken to recoup this money?"

Ms. Briddell: "I, I'm not in a position to answer that, that's

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still um, something that's been in negotiation."

Comptroller: "I'd like to put on the record, what steps the, uh, administration is going to take within 90 days to recoup this money? Because it is \$3.7 million dollars, and uh, these sub-grantees should be encouraged or money should be held from them for the future. But, the City and the citizens should not have to uh, bear this expense of almost \$3.8 million dollars, so I would like to make a request, Mr. President, that they report back to the Board, within 90 days, what steps they have taken to recoup some or all of this \$3.8 million dollars."

President: "Okay. Um, uh, Miss Briddell, um, your organization, um, I know they've met with me on many occasions. Um, what is the reluctance to really engage that group who are doing great work, and she still calls my office and says that the Office of Human Services is not you know willing to work with her organization?"

Ms. Briddell: "That's not true and we're not not interested in working with Miss Flowers' organization. We've encouraged them to apply for our Consolidated Funding application. They came in for an application last year and uh, it was not funded. They did not qualify this year for the funding round just ended, we're about to go into allocations, but we did not receive a letter,

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I'm sorry, an application from them this year. So if they're not supplying applications, we can't fund them."

President: "Okay."

Ms. Briddell: "They did not supply an application, so we cannot fund them."

President: "Is, is there a reason why it wasn't funded?"

Ms. Briddell: "Uh, well, it could be they didn't score high enough to be considered for funding. We have funding thresholds, scoring thresholds for funding."

President: "Okay."

Comptroller: "Where were they lacking?"

Ms. Briddell: "Uh, I would have to go back and look at the notes. I can tell you that as an average score, they scored much lower than any of the ones that were able to be funded. We uh, impanel an interactive review committee to look at those and score those for us. I'd be happy to uh, share with you the information. We've shared it with actually, um, I believe Councilman Henry's office, Councilman, uh, Councilwoman Mary Pat Clark's office and I'm not sure who else they disseminated that to."

Comptroller: "Would you like to respond?"

Ms. Flowers: "Um, in, in this case, yes we definitely did do

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one last year. One of the obstacles that uh small organizations like mine may face is, I know it is a tracking, something I think about, it was something in reference to my tracking system not meeting the expectations of uh what the director of homeless services looks for and I think I responded to Miss Olivia, like when we're talking, you know, \$3,000.00 for a grant writer, that's that's kind of difficult, but the tracking system part came from, um, it was saying that I didn't have the right type of tracking system, and I think I was trying to make them aware that in this past year, like I've always done assisted living, so now with the homeless population it's kind of hard to track their system to the point where if, if, if I'm engaging with them and they need housing, I'm just going to make way to make housing for them; like, my expectations was not meeting the expectations of the grant, because again, I never started my organization looking for grants or anything. I started on my own 15 years ago, so basically now everything is new to me. So when I sat down with Miss Adrian, I asked her like, is it a -- or whatever it is that you guys are looking for, you know, build on a solid foundation, you know, because I've housed over 100 homeless people in a year. These individuals are either housed, or either I advocated for them like the services that you guys

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put in place are not working for them. PEP -, lot of the organizations that are given this money, it's not working for them. Like I have some PEP people in my housing program because PEP couldn't handle them or Beans and Bread, you can come and see it. I've asked you, I've asked Miss Adrian, come and see and sit, because if you're giving these organizations all this money and they're giving me referrals to take individuals, how fair is that? And basically, I've been working with them for like 15 years, but now that I'm learning the process, and the process is, they get paid for these individuals, but they're not able to provide some of the services when it comes to some of their behavior issues, and my background is with, you know, I, I work with behavior issues and take care of a lot of things, so I do have a different approach with some of them, but at the same time, if you're putting all this money into these programs, it needs to be a monitor to watch what's going on with them because they're not sending funding when they're sending them off to the providers. So, so it's a, it's a big issue with the funding process, the money that's going into some \$536,000.00 to PEP. Like some of the money totals that is going to these places, they are not using them for these individuals. They don't take nobody off the street; emergency, I've called them, I've tried,

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I got a list, from I believe from you last year in reference to the 151 service providers, and every time I call someone to take somebody, they never have an emergency, and they got to go through healthcare for the homeless. I say healthcare for the homeless, they can't even clean off their own steps. Like, these people sleep on their steps at night, and even down to Mr. Adam, when he spoke to me, he got upset with me because I speak about that, like, it's a lot of money, and when I house a person, they don't have no money. I don't have the funding to do it, but my family and my volunteers, they sacrifice with me. So, it's hard to try to understand the type of money that's going out; I mean, I'm still learning, I'm a work in progress with it, but it's a lot of money going out and not being accounted for."

President: "Madam Mayor."

Mayor: "I would uh, just like to thank the Office of Human Services. While the notion, that we're not cooperating, I think is totally contradicted by her testimony. You've talked about the many meetings that you've had with -- not with Kate, but with Adrian and other members of my team, so we have demonstrated a clear uh, willingness to work with you. Um, you've also outlined a capacity issue that you, that you are willing to address, and based on the fact that we've shown a

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demonstrated willingness to work with you, I don't think there's any reason to suggest that we wouldn't as you build your capacity. But, the issue that you raised about not being able to, uh do the monitoring and do the reporting, is an issue that we're trying to work on ourselves, -- With the, with the documentation with these other service providers, so that is an issue, I understand where your heart is, but this is about more than that in order to account for all these documents. Every service provider on there has a reputation for wanting to help individuals, but when they can't provide the documentation that we need to support those grants, we all get in, we all are made vulnerable. So, we've worked with you in the past, we will continue to work with you as you build your capacity, and I thank you for your compassion and willingness to work with our vulnerable individuals that are in Baltimore."

President: "Have you put a tracking system in place yet?"

Ms. Flowers: "Uh, yes. We're currently working on it now."

President: "Okay. That's where you fell short, so I'm quite sure we can continue to have dialog with her to help her, as she helps our homeless people."

Miss Bridgell: "Certainly."

President: "At least some of the issues that were brought up,

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when I met with um, Olivia, because I did believe that um, in order for us to, um, you know, get out of this type of thing, that tracking has to be done; documentations has to be done; so that we can make sure we don't have this mistake again, and um, you know, I can't vote on this now, but I'm under the impression that it should not come out of the General Fund, that each one of those entities that did not provide the proper documentation uh, should reimburse the City um, as we reimburse the federal government. I'll entertain a Motion."

City Solicitor: "MOVE approval of the item on Page 73 of the agenda as submitted by the Bureau of Budget and Management Research."

Director of Public Works: "Second."

President: "All those in favor, say AYE. Please note that I have to abstain because this is coming before the Council, and it would be a hearing to the Budget Committee, so Madam Comptroller, you're welcome to come to that hearing and Miss Flowers, you're welcome to come to that hearing, as well."

Comptroller: "I'd also like to vote "No" as well because, um, I have not received any information that there has been any effort to recoup this \$3.7 million dollars."

President: "It's been seconded and carried. Please note that

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the Comptroller votes "**No**" and the Council President Young has to **ABSTAIN**. Um, the Motion carries.

MINUTES

PERSONNELDepartment of Human Resources - Personnel Matters

The Board is requested to approve the following Personnel matters:

Department of Finance

<u>Hourly Rate</u>	<u>Amount</u>
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1. JOE GLENN	\$47.41	\$15,171.20
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Mr. Glenn, retiree, will continue to work as a Senior Systems Analyst in the Mayor's Office of Information Technology. He will provide analysis and programming support for the Water & Wastewater billing system with a focus on billing issues. The period of the agreement is effective upon Board approval through December 31, 2014.

2. JAMES WAYLAND	\$47.41	\$15,171.20
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Mr. Wayland, retiree, will continue to work as a Senior Systems Analyst in the Mayor's Office of Information Technology. He will provide analysis and programming support for the real property tax system with special focus in getting the real property tax bill produced for Fiscal 2015. The period of the agreement is effective upon Board approval through December 31, 2014.

Account: 1001-000000-1472-165800-601009

THE DEPARTMENT OF FINANCE IS REQUESTING A WAIVER ON THE HOURLY RATE AS STIPULATED IN THE ADMINISTRATIVE MANUAL 212-1, PART I.

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

MINUTES

Department of Finance - AM-404-4, Quadrennial Audits Policy

ACTION REQUESTED OF B/E:

Approval is requested for an Administrative Manual policy for carrying out the City Charter Amendment requiring quadrennial audits for 13 principal agencies. On November 07, 2012, voters approved an amendment to the City Charter that requires 13 principal agencies to undergo a financial and performance audit at least once during every four-year term of the Mayor and City Council. The current term of the Mayor and City Council are set to expire on December 31, 2016. Each of the 13 principal agencies defined in the Charter Amendment must have undergone an audit by that date. It is respectfully requested that the Board approve the proposed Administrative Manual policy so those audits can commence.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This administrative policy supports solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits. The Charter Amendment did not specify how the quadrennial audits were to be carried out. Solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits is a vehicle for awarding contracts to vendors to perform the audits while the Administrative Manual policy provides direction to the principal agencies so that they can fulfill their obligations under Article VII, Section(s) 4.5 of the Baltimore City Charter.

In addition, the Charter Amendment is silent as to how these quadrennial audits should be coordinated to ensure each of the principal agencies fulfills its obligations. The Administrative

MINUTES

Department of Finance - cont'd

Manual policy provides clarity to the process by specifying that the Department of Finance in consultation with the Office of the Mayor shall be responsible for ensuring overall compliance with Article VII, Section 4.5 of the Baltimore City Charter.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved the Administrative Manual policy for carrying out the City Charter Amendment requiring quadrennial audits for 13 principal agencies. The President voted **NO**. The Comptroller voted **NO**.

Kim A. Trueheart

March 18, 2014

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 75, Department of Finance – AM-404-4, Quadrennial Audits Policy, if approved:
 - i. Highlights the fact that this administration continues to ignore the desires of the citizens of Baltimore;
 - ii. This policy minimizes the desire of the people for meaningful accountability and transparency;
 - iii. Mocks the demand of the citizens of Baltimore for an effective government with integrity that is open, accountable and transparent.
3. How the protestant will be harmed by the proposed Board of Estimates' action: Audits are an important, effective and commonly used tool of highly functioning organizations both public and private. The value of independent audits is untold and demonstrates that Baltimore's internal controls and practices are sound and credible. The lack of independent audits could have a direct impact on bond holders, credit rankings and potential future citizens' decisions concerning their confidence in the workings and outcomes of our government. As a citizen I am significantly impacted by the decisions of government to function with sound fundamental checks and balances in its day to day business processes.
4. The remedy I seek and respectfully request is that this action be withdrawn until it has been revised to the Comptroller as an equal participant in the planning and oversight of the quadrennial audits.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on March 19, 2014.

Email: ktrueheart@whatits.net

5519 Belleville Ave
Baltimore, MD 21207

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

Department of Finance - AM-404-4, Quadrennial Audits Policy

ACTION REQUESTED OF B/E:

Approval is requested for an Administrative Manual policy for carrying out the City Charter Amendment requiring quadrennial audits for 13 principal agencies. On November 07, 2012, voters approved an amendment to the City Charter that requires 13 principal agencies to undergo a financial and performance audit at least once during every four-year term of the Mayor and City Council. The current term of the Mayor and City Council are set to expire on December 31, 2016. Each of the 13 principal agencies defined in the Charter Amendment must have undergone an audit by that date. It is respectfully requested that the Board approve the proposed Administrative Manual policy so those audits can commence.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

This administrative policy supports solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits. The Charter Amendment did not specify how the quadrennial audits were to be carried out. Solicitation number B50003161, Request for Proposals for Baltimore City Agency and Miscellaneous Audits is a vehicle for awarding contracts to vendors to perform the audits while the Administrative Manual policy provides direction to the principal agencies so that they can fulfill their obligations under Article VII, Section(s) 4.5 of the Baltimore City Charter.

In addition, the Charter Amendment is silent as to how these quadrennial audits should be coordinated to ensure each of the principal agencies fulfills its obligations. The Administrative Manual policy provides clarity to the process by specifying that the Department of Finance in consultation with the Office of the Mayor shall be responsible for ensuring overall compliance with Article VII, Section 4.5 of the Baltimore City Charter.

MINUTES

Department of Finance - Payment in Lieu of Taxes Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Payment in Lieu of Taxes (PILOT) Agreement with Memorial Development partners, LP (developer).

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time.

\$17,625,000.00 - LIHTC (4%)
26,000,000.00 - CDA/Tax Exempt Bonds
2,500,000.00 - CDA/Rental Housing
\$46,125,000.00

BACKGROUND/EXPLANATION:

This PILOT is to support the redevelopment of the Memorial Apartments, a 12-story high rise located at 301 McMechen Street (the project). The developer is an entity controlled by Somerset Development and Memorial Apartments Corporation, a 501 (C) (3) non-profit and the original developer of the Project.

The estimated annual amount of taxes to be paid under the PILOT is approximately \$140,000.00 per year, increasing over time. The PILOT is to run for as long as the property remains housing for low-income households.

The Memorial Apartments is a U.S. Housing and Urban Development (HUD) 202 Senior Housing project developed pursuant to the National Housing Act of 1959 and currently contains 286 low-income units reserved for seniors.

The project will consist of the full rehabilitation of the units, building systems, infrastructure, amenities, and safety features of the building costing approximately \$100,000.00 per unit. Upon completion, the unit count will be reduced from 286 to 266 units to make more one-bedroom units available.

However, no tenants will be displaced. Fifty-seven units in the project will be reserved for seniors at less than 30% of the

MINUTES

Department of Finance - cont'd

Area Median Income (AMI) through a Housing Assistance Payment (HAP) contract and the balance will be reserved at 50% and 60% of the AMI.

The project was originally constructed in the 1960s and has an existing PILOT from that time. Under the current financing for the project, the Section 202 loan will be repaid.

The current PILOT is for payments equal to 6% of the gross rent. Since the Section 202 loan is being repaid, a new PILOT Agreement is being entered into which is based on Section 7-503 of the Tax-Property Article of the Annotated Code of Maryland. Subsequent to the original PILOT, this Board in 1973, approved a policy for low-income PILOTS which required payment of 10% of sheltered rent. The proposed new PILOT was negotiated with the developer and approved in form by the PILOT Committee as follows:

1. Actual payments on an annual basis will be the lesser of the following:
 - a) Actual assessed taxes for the entire property
 - b) The sum of the following:
 - i) 10% of "shelter rent" (the tenant paid portion of The rent) for those units governed by the HAP contract, plus
 - ii) 6% of "gross rent" for other units in the project. Gross rent will be defined as total rent payments shown on the schedule of rents less the portion of the building's common utilities attributable to those units, plus
 - iii) Actual assessed taxes attributable to any space leased for non-residential use.

MINUTES

Dept. of Finance - cont'd

2. Payments under par 1.b.ii will increase from 6% to 10% Proportionally per annum through years 11-15 after renovations are complete.

Given the terms of the existing PILOT Agreement and the extreme need and age of the current facility and the needs of the City for affordable senior housing, the PILOT Committee believes that the PILOT proposed is necessary to support both the capital and operating needs of the Project.

MBE/WBE PARTICIPATION:

Given the substantial funding provided by the State to this Project which exceeds \$40,000,000.00, the Developer has agreed to Comply with the Minority Business Enterprise and other contracting and hiring requirements of the Maryland Department of Housing and Community Development as set forth in the documents evidencing and securing certain tax-exempt bonds and certain other State of Maryland financing relating to the construction of the Project.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Payment in Lieu of Taxes Agreement with Memorial Development partners, LP.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>			
1. Lori Toscano Tywanna Taylor	2014 Blueprints Conference Denver, CO April 14-16, 2014 (Reg. Fee \$250.00 ea.)	OJJDP Comm- unity Based Violence Preven- tion Grant	\$2,271.92

The airfare in the amount of \$352.00 and registration fee in the amount of \$250.00 for each representative were paid using a City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. Therefore, the disbursement amount will be \$533.96 to each representative.

Department of Recreation and Parks

2. Lemuel Thomas	National Recreation & Parks Association Legislative Forum Arlington, VA March 25 - 26, 2014	General Funds	\$ 644.43
3. Melissa Grim Rebecca Ebaugh	National Recreation & Parks Association Green School Wheeling, WV March 24 - 28, 2014 (Reg. Fee \$1,965.00 ea.)	General Funds	\$4,588.66

The registration fee for Ms. Grim was paid by EA000134273 and the registration fee for Ms. Ebaugh was paid by EA000136539. The attendees will be reimbursed for mileage in the amount of \$329.33 each.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Bureau of the Budget and Management Research</u>			
4. Andrew Kleine	108 th Annual Conf. Government Finance Officers Assn. Minneapolis, MN May 16 - 21, 2014 (Reg. Fee \$380.00)	General Fund	\$1,953.28
<u>Police Department</u>			
5. Ronda L. McCoy Ariel S. Ervin	Conference on Crimes Against Women Mar. 30 - Apr. 2, 2014 Dallas, Tx (Reg. Fee \$350.00 ea.)	GTEAP Grant	\$2,952.00
6. Thomas W. Ryan	Emergency Responder Hazardous Materials Technician for CBRNE Incidents Anniston, AL June 15 - 21, 2014		\$ 0.00
<u>Department of Public Works</u>			
7. Berke Attila	2014 Maryland Leadership Forum Hyattsville, MD April 17, 2014		\$ 0.00

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works - cont'd</u>			
8. Berke Attila	Financial Management: Cost of Service Rate-Making Seminar April 6 - 9, 2014 N. Charleston, SC (Reg. Fee \$995.00)	Waste-water	\$2,045.91

Mayor's Office of Information Technology

9. Lisa Allen	CS Week Conference San Antonio, TX May 3 - 8, 2014 (Reg. Fee \$199.00)	General Funds	\$1,515.00
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The airfare and registration fee have been pre-paid using a City-issued credit card assigned to Ms. Allen. Therefore, the disbursement amount to Ms. Allen will be \$940.00.

TRAVEL APPROVAL AND REIMBURSEMENTHealth Department

10. Carolyn Nganga-Good	Comprehensive HIV Prevention Program	\$ 153.86
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On February 22, 2014, Ms. Nganga-Good traveled to Philadelphia, PA to attend the Society of Academic Medicine Regional Meeting. The Department is requesting retroactive approval of the travel and reimbursement for the travel expenses incurred by Ms. Nganga-Good for the costs of transportation, parking, food, and registration expenses totaling \$153.86.

MINUTES

TRAVEL APPROVAL AND REIMBURSEMENTHealth Department - cont'd

Transportation	\$ 92.00
Taxis	32.29
Food	9.57
Registration Fee	<u>20.00</u>
	\$153.86

The travel request was not submitted in time for prior approval because of the Department's administrative review and approval process.

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

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PROPOSAL AND SPECIFICATIONS

Department of Public Works/

1. Bureau of Water & Wastewater

- WC 1244, Patterson Place
Neighborhood & Vicinity,
Water Main Replacements

BIDS TO BE RECV'D: 04/16/2014

BIDS TO BE OPENED: 04/16/2014

Department of Public Works/

2. Bureau of Water & Wastewater

- WC 1268, Water Main
Replacements-Various
Locations

BIDS TO BE RECV'D: 04/16/2014

BIDS TO BE OPENED: 04/16/2014

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

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ACKNOWLEDGEMENTS

President: "Good morning. Before we start the Board of Estimates meeting, we have some guests here this morning and I would like to give Comptroller Pratt the opportunity uh, to introduce them."

Comptroller: "Good morning. It is an honor and a pleasure to welcome our -- to the Board of Estimates this morning, the sisters of Zeta Phi Beta, the Alpha Zeta chapter. Let's give them a round of applause. The Zeta Phi Beta sorority has instituted a social action project charged with observing of the activities of local, state, and national government. The Alpha Zeta Chapter has chosen the City of Baltimore for their participation in this project and has designated this as Alpha Zeta Chapter Day at City Hall. The Alpha Zeta Chapter is the largest chapter in the Zeta Phi Beta Sorority, Inc. This sorority was chartered in 1923 and is the first graduate chapter of Zeta Phi Beta. Its four principles are: Sisterhood; Final Womanhood; Scholarship and Service and all are included with their promotion of healthy and active aging at their Zeta Center in Park Heights. The Center has held community Weight Watchers classes, served as Baltimore cooling centers during the Red Code heat waves, as well as a host of other community outreach

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events. Alpha Zeta sisters, thank you for your diligent efforts to support healthy lifestyles for our citizens, and please enjoy Alpha Zeta Day at City Hall; and I would also like to have Shirl Woodland come forward to present this citation to you and the rest of your sorority sisters. Thank you all for coming."

APPLAUSE

President: "Uh, Madam Mayor."

Mayor: "Thank you very much, Mr. President. As uh, along with the Comptroller, I want to welcome each and every one of you here today. It is, um, uh, after my eyes got over the shock of all the royal blue --. It was, it was pleasant to see all of you. You know how much I appreciate all the partnerships we have, and we've had, uh, a great few years of increasing our partnerships and strengthening uh, the community, and I think this year, even though it was snowing and crazy to top it off with having Jennifer Hudson come to showcase what you're doing, uh, with health and wellness in the Park Heights community, I just thought that that was fantastic, so I want to thank you, uh for all of your hard work, for all of your help, whether it's with the energy, the energy ambassadors that you've trained to help go, that we worked in partnership to train to go out into the community to help people uh, reduce their energy bills; to

MINUTES

being a resource every time we have a crisis; you were always right there, so I want to thank you very much and ask, if we have a rep., I guess I could have done it before you sat down, -- sorry. Sorry, sorry, sorry, but I do have this Certificate of Recognition, uh, celebrating Alpha Zeta Chapter Day in support of your organization's continued efforts to serve. I just want to thank you for all that you do, and I know that we're going to take a picture later, but I did want to add my citation to your, to this recognition. Thank you."

President: "Um, thank you, and we also want to welcome the Honorable Judge Wanda Heard who is here with us, if she will stand."

APPLAUSE

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President: "There being no more business before the Board, the meeting will recess until bid opening at 12:00 noon. Thank you."

BOARD OF ESTIMATES

03/19/2014

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

THERE WERE NO ADDENDA RECEIVED.

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

Bureau of Purchases - B50003351, General Banking Services

M&T Bank

Sun Trust Bank

Wells Fargo Bank, N.A.

*PNC Bank, P.A.

*UPON MOTION duly made and seconded, the Board considered the bid of PNC Bank, P.A **NON-RESPONSIVE**, after legal review due to the company's failure to make the proposals irrevocable, and the placement of several exceptions/deviations in the company's proposal.

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Bureau of Purchases - B50003342, Latex and Nitrile Gloves
For Crime Lab & Supply Unit

PH & S Products LLC

Bureau of Purchases - B50003368, Services to Replace/
Retrofit Fixtures with Energy
Fixtures with Energy Efficient
Lighting

Simms Project Management
greenNewit, LLC

BOARD OF ESTIMATES**03/19/2014****MINUTES**

There being no objections, the Board UPON MOTION duly made and seconded, the Board adjourned until its next regularly scheduled meeting on Wednesday, March 26, 2014.



JOAN M. PRATT
Secretary