

**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  
Rudy Chow, Director of Public Works **ABSENT**  
S. Dale Thompson, Deputy Director of Public Works  
David E. Ralph, Deputy City Solicitor  
Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

President: "In the interest of promoting better order and efficiency at these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room immediately. I would direct the Board members attention to the memorandum from my office dated August 25, 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. Before we start I want to recognize Councilman Curran, who has joined us this morning."

**MINUTES**

Parking Authority of Baltimore - Parking Facility Rate Increase  
City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the parking facility rate increase at the Arena Garage.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

The PABC performed a survey of parking rates in the areas surrounding the Arena Garage. The rate survey confirmed that the fees charged to parkers at this facility are generally lower than fees charged at other parking facilities within the area. The last rate increase was November 2013. To bring the rates charged at the Arena Garage in line with its surrounding facilities, the PABC staff developed the proposed rate change. This rate change was unanimously approved by the PABC Board of Directors.

Location	Proposed Transient Rate Changes		Proposed Monthly Rate Changes	
			Current	Proposed
Arena Garage	Regular Transient Rates			
		<u>Current</u>	<u>Proposed</u>	
	4-12 Hrs.	\$14.00	\$15.00	No proposed rate changes

UPON MOTION duly made and seconded, the Board approved and authorized the parking facility rate increase at the Arena Garage.

**MINUTES**

Parking Authority of Baltimore - Parking Facility Rate Increase  
City (PABC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the parking facility rate increase at the Market Center Garage.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The PABC is charged with managing the City's parking assets. Proper stewardship of those assets requires that the PABC realize the best possible return on the City's parking investments.

The PABC performed a survey of parking rates in the areas surrounding the Market Center Garage. The rate survey confirmed that the fees charged to parkers at this facility are generally lower than fees charged at other parking facilities within the area. The last rate increase was December 2011. To bring the rates charged at the Market Center Garage in line with its surrounding facilities, the PABC staff developed the proposed rate change. This rate change was unanimously approved by the PABC Board of Directors.

<b>Location</b>	<b>Proposed Transient Rate Changes</b>		<b>Proposed Monthly Rate Changes</b>		
<b>Market Center Garage</b>	<b>Regular Transient Rates</b>			<b>Current</b> <b>Proposed</b>	
		<b><u>Current</u></b>	<b><u>Proposed</u></b>		No proposed rate changes
	Early Bird	\$6.00	<b>\$7.00</b>		
4-24 hours	\$8.00	<b>\$9.00</b>			

UPON MOTION duly made and seconded, the Board approved and authorized the parking facility rate increase at the market Center Garage.

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Malcolm's Three Sons, LLC	1100 N. Milton Ave.	G/R \$120.00	\$ 1,000.00
2. Sarah D. Boyd	1116 N. Milton Ave.	Sub L/H	\$17,000.00
3. Kevin Bell	2727 Fenwick Ave.	L/H	\$18,250.00

Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.

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

**DHCD - Condemnations**

4. Lien Logic REO F1, LLC	1380 N. Calhoun St.	F/S	\$32,600.00
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Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.

5. 4824 Park Heights LLC	4824 Park Heights Ave.	F/S	\$45,000.00
6. Park Heights Purchase LLC	4822 Park Heights Ave.	F/S	\$26,500.00
7. Meal Man 50 Plus, Inc.	4828 Park Heights Ave.	F/S	\$10,000.00

**MINUTES****OPTIONS/CONDEMNATION/QUICK-TAKES:**

	<u>Owners</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
8.	Jerry E. Bullock	4836 Park Heights Ave.	FS	\$ 9,500.00
9.	Ong Weng Ching- Valeri	4658 Park Heights Ave.	L/H	\$ 4,400.00
10.	Lee Grace Wade & Alice Smith	4662 Park Heights Ave.	L/H	\$32,375.00

Funds are available prior to settlement in account 9910-903180-9588-900000-704040, Park Heights Project.

The Board is requested to approve acquisition of the above-listed fee simple/leasehold interests by condemnation. The fair market value was substantiated in appraisals made by independent appraisers contracted by the City. This will permit the City to have title to, and if necessary immediate possession of, the property interest in conformity with the requirements of the applicable law.

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

**MINUTES**Health Department - Case Monitoring Services Agreement

The Board is requested to approve and authorize execution of a Case Monitoring Services Agreement. The period of the agreement is July 1, 2014 through June 30, 2015.

The Maryland State Department of Health and Mental Hygiene (DHMH) is designated as the single State agency to administer all aspects of the Maryland Medical Assistance Program. The Health Department has an agreement with the DHMH to participate in the program as the case monitoring agency and to contract with Medical Assistance Personal Care (MAPC) Case Monitors who will supervise personal care services to eligible recipients.

The Case Monitor will exercise independent professional judgment and carry professional liability insurance. Each case monitor will be an independent contractor and not an employee of the City.

The Case Monitor will be responsible for establishing a plan of personal care for each eligible recipient assigned to him/her, unless otherwise indicated. They will make home visits at least once every 90 days, maintain clinical records, and consult with each client's personal physician and other providers in order to develop a care plan.

In addition, the Case Monitor will conduct an Inter RAI comprehensive evaluation on each MAPC recipient and inform them about participation in the Community First Choice (CFC) Program, which allows states to offer the option of certain community-based services as a state plan benefit to individuals who meet an institutional level of care. The Case Monitor must offer the CFC option of community services to older adults and people with disabilities to enable them to live in their own homes.

**MINUTES**Health Department- cont'd

<u>Case Monitor Name</u>	<u>Rate of Pay</u>	<u>Amount</u>
1. LOUISE REED, R.N.	\$45.00 per case 75 cases/month \$37.50 per hr. for CFC Program \$50.00 per com- pleted Inter- RAI Comprehensive Evaluation	<b>\$ 60,500.00</b>
Account:	4000-425515-3110-306700-603018	\$ 10,000.00
	4000-426215-3110-306801-603018	\$ 50,500.00

**MWBOO GRANTED A WAIVER.**

The Case Monitoring Services Agreement is late because of changes made to the MAPC program. The template was revised to include new billing procedure codes and reimbursement rates for personal assistance services.

**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 Case Monitoring Services Agreement.

**MINUTES**Health Department - Agreements

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

Rate of Pay

- |    |                      |              |                    |
|----|----------------------|--------------|--------------------|
| 1. | <b>KILDIA CEPEDA</b> | \$39.00/hour | <b>\$ 6,552.00</b> |
|----|----------------------|--------------|--------------------|

Account: 4000-436115-3255-316200-603018

Ms. Cepeda will work as a Training Instructor with the National Family Caregivers Program to provide support training and education classes to family caregivers, volunteers, and grandparents. She will also maintain personal and confidential files and report all problems or potential problems to the Program Manager. The period of the Agreement is October 1, 2014 through September 30, 2015.

- |    |  |   |                     |
|----|--|---|---------------------|
| 2. | <b>PACT: HELPING CHILDREN<br/>WITH SPECIAL NEEDS,<br/>INC.</b> | \$115.00/30 min.<br>therapy sessions<br>\$175.00/evaluation | <b>\$ 48,095.00</b> |
|----|--|---|---------------------|

Account: 4000-427115-3080-294308-603051

The organization's World of Care Therapy Center will coordinate its services with the Department's Infants and Toddlers Program. The services will include screenings, evaluations, and therapy in the areas of occupational therapy, speech language pathology, and physical therapy. The organization will provide a maximum of 403 therapy sessions and a maximum of ten evaluations. The period of the agreement is July 1, 2014 through June 30, 2015.

The Agreement is late because of delays in the signatory process.

## MINUTES

Health Department - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 255,229.00**

Account: 4000-422514-3030-271500-603051

The JHU will provide services to prevent syphilis and other sexually transmitted diseases by program coordination and laboratory services.

Under the terms of the Agreement, The JHU will use the funds to support a project coordinator to oversee the daily operations of three HIV Care Linkage programs, a disease intervention specialist to provide partner services and linkages to care for persons who test HIV positive, a laboratory technician to process, label, and inspect all gonorrhea/chlamydia specimen samples at the Baltimore Disease Control Laboratory, and a part-time community outreach worker to provide field testing for HIV and syphilis in high morbidity neighborhoods in Baltimore City. The period of the Agreement is January 1, 2014 through December 31, 2014.

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

**MWBOO GRANTED A WAIVER.**

4. **HEALTHCARE ACCESS MARYLAND, INC.** **\$1,726,850.00**  
**(HCAM)**

Account: 4000-421015-3080-294600-603051

Under the terms of the Agreement, HCAM will use the funds for The Maryland Children's Health Program (MCHP). The MCHP provides full benefits for children up to age 19, and pregnant women of any age who meet the income requirements.

**MINUTES**Health Department - cont'd

The HCAM's Eligibility Determination Programs provide information and outreach to enrollees regarding HealthChoice, WIC, Federally Qualified Health Centers, other resources linked to the Maryland Department of Social Services, and other government and local support organizations.

The Agreement is late because of delays in the signatory process.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**Mayor's Office of Human Services (MOHS) - Agreements

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

1. **MARIAN HOUSE, INC.** **\$194,000.00**

Account: 5000-529115-3572-333719-603051

The organization will utilize the funds to provide transitional housing and support services to homeless women and children. The period of the agreement is July 1, 2014 through June 30, 2015.

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

**MWBOO GRANTED A WAIVER.**

2. **THE WOMEN'S HOUSING COALITION, INC.** **\$310,800.00**

Account: 4000-496314-3573-591235-603051

The organization will utilize the funds to provide housing assistance and support services to 12 families and 13 individual adults. The period of the agreement is May 1, 2014 through April 30, 2015.

The Agreement is late because of a delay in the award of funding by the U.S. Department of Housing and Urban Development.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Mayor's Office of Human Services - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the U.S. Department of Health and Human Services. The period of the grant award is July 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$7,211,078.00 - 4000-486315-6051-180700-404001

**BACKGROUND/EXPLANATION:**

Under this grant award, the funds will be utilized to support Head Start services to 759 preschool age children. The award's funding is as follows: 100% of the fiscal year 2015 base funding for Program 22, and 100% of Training and Technical Assistance funds for Program 20.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of a Grant Award from the U.S. Department of Health and Human Services.

**MINUTES**

Department of General - Minor Privilege Permit Applications  
Services

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. 55 Market Place	Market Place Commercial Limited Partnership	One cornice sign 22'9" x 3'
Annual charge: \$238.88		
2. 31 S. Calvert Street	31 South Calvert Street, LLC	Two double face electric signs @ 17.57 sq. ft. ea., one single face electric sign @ 122.28 sq. ft.
Annual charge: \$931.31		
3. 412 E. Baltimore Street	412 E. Baltimore Street, LLC	One dumpster 2yd.
Annual charge: \$210.90		

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

**MINUTES**Department of General Services - Developers' Agreements

The Board is requested to approve and authorize execution of the various Developers' Agreements.

	<u>DEVELOPER</u>	<u>NO.</u>	<u>AMOUNT</u>
1.	<b>PROJECT PLASE, INC.</b>	<b>1292</b>	<b>\$ 17,471.00</b>

The Project PLASE, Inc. will install a new water service to its proposed construction located at 251 South Morley Street.

A performance Bond in the amount of \$17,471.00 has been issued to Project Plase, Inc., which assumes 100% of the financial responsibility.

2.	<b>ERASMUS (WALLACE STREET) BUSINESS TRUST</b>	<b>1334</b>	<b>\$ 12,500.00</b>
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The Erasmus (Wallace Street) Business Trust will install a new water service to their existing commercial building located at 1201 Wallace Street.

A performance Bond in the amount of \$12,500.00 has been issued to Erasmus (Wallace Street) Business Trust, which assumes 100% of the financial responsibility.

3.	<b>MOSAIC COMMUNITY SERVICES, INC.</b>	<b>1349</b>	<b>\$ 23,965.00</b>
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The Mosaic Community Services, Inc. would like to install new water service to their existing construction located at 2221-2227 North Charles Street.

An Irrevocable Letter of Credit in the amount of \$23,965.00 has been issued to Mosaic Community Services, Inc., which assumes 100% of the financial responsibility.

**MINUTES**

Dept. of General Services - cont'd

The agreements will allow the organizations to do their own installation in accordance with Baltimore City Standards.

**MBE/WBE PARTICIPATION:**

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

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

**MINUTES**

Department of General Services - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 007, to EBA/Kennedy Porter & Associates, Inc. under Project 1126E, Design Fire Alarm for the Baltimore City Police Department Headquarters (BCPD-HQ).

**AMOUNT OF MONEY AND SOURCE:**

\$368,987.00 - 9916-902956-9197-900000-703032

**BACKGROUND/EXPLANATION:**

The EBA/Kennedy Porter & Associates, Inc. will design a new single fire alarm for the BCPD-HQ building located at 601 E. Fayette Street, the Police HQ's Annex Building located at 712 E. Baltimore Street, and the Central District Station located at 500 E. Baltimore Street (all three buildings in one fire alarm system).

**MBE/WBE PARTICIPATION:**

<b>MBE:</b>	ATI Inc.	\$115,554.92	31.3%
	MIN Engineering, Inc.	\$122,723.53	33.3%
<b>WBE:</b>	Phoenix Engineering	\$ 26,692.19	7.2%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of General Services - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$400,000.00</b>	9916-904845-9194	9916-902956-9197
5 <sup>th</sup> Public	Capital Constr.	Police HQ/Annex/
Bldg. Loan	Reserve	Central Fire Alarm
		Active

The transfer will provide funds to replace the fire alarms at Police Headquarters, Annex Bldgs., and Central District, and all associated in-house costs. This project will be in two parts, design, and construction. Once the designs are completed, a second transfer request will be submitted to cover the cost of construction.

The existing fire alarm system is outdated and certain parts of the system do not appear to be functioning, which prevents the City from performing a smoke and heat sensor test that is necessary for the State's approval of the system.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 007, to EBA/Kennedy Porter & Associates, Inc. under Project 1126E, Design Fire Alarm for the Baltimore City Police Department Headquarters. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3262 - 3264

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

The Mayor **ABSTAINED** on item nos. 1 & 2.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Mayorality-Related/Department of Planning</u>		
1. <b>\$ 500,000.00</b>	9904-905335-9129	9904-908335-9127
26 <sup>th</sup> Rec. and Parks Loan	Mount Vernon Place Conservancy - Reserve	Mount Vernon Place Conservancy - Active

This transfer will provide funds to the Mount Vernon Place Conservancy, Inc. for the restoration project. Mount Vernon Place Conservancy, Inc. will be responsible for coordinating professional services for the project to restore, repair, replace, and install improvements necessary and appropriate to effect the restoration plan for over \$5,000,000.00 at the site (Mount Vernon Place, a National Historic Landmark in Baltimore is composed of the Washington Monument, four squares and attendant street and sidewalks) as approved by the Baltimore City Commission for Historical Architectural Preservation.

2. <b>\$ 100,000.00</b>	9938-904050-9485	9938-913052-9483
8 <sup>th</sup> Baltimore Zoo Loan	MD Zoo Improv. & Upgrades - Reserve	MD Zoo Improv. & Upgrades - Active

This transfer will provide funds for the Maryland Zoo to maintain the largest and most prolific colony of African penguins in North America. This colony is an important participant for the successful captive management of this species within the Association of Zoo and Aquarium's (AZA) Species Survival Program. The exhibit has exceeded its useful life and needs to be replaced to meet AZA standards, provide capacity for a larger collection of birds, enhance the educational experience for guests, and improve energy and resource efficiency. The funds will be used toward the total cost of building a new exhibit in the central part of the Zoo with underwater viewing and a state-of-the-art life support system for one of the most popular animals.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
3.   \$ 19,040.79	9950-904176-9528	
FED	Constr. Res.	
	Jones Falls Inner	
	Harbor Trail	
4,760.20	9950-906139-9528	
<u>MVR</u>	Constr. Res.	
	Pennsylvania Ave.	
	Main Street	
	Improvement	
<b>\$ 23,800.99</b>	-----	9950-904327-9527-2
		Contingencies
		Inner Harbor East -
		Phase III

This transfer will fund the costs associated with Change Order No. 12 to Project TR 10314, Parcel D Inner Harbor Improvements Phase III, with Joseph B. Fay Company.

Department of Recreation and Parks

4.   \$ 20,000.00	9938-913038-9475	9938-915038-9474
General Fund	Latrobe Park Field	Latrobe Park Field
	House - Reserve	House - Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task No. 23 to GWWO, Inc.

5.   \$ 20,000.00	9938-906784-9475	9938-908784-9474
Rec. & Parks	Cherry Hill	Cherry Hill
25 <sup>th</sup> Series	Recreation Center	Recreation Center
	Reserve	Active

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task No. 24 to GWWO, Inc.

**MINUTES****TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Recreation and Parks - cont'd</u>		
6.   \$     6,000.00	9938-905776-9475	
State	Reserve - Recrea-	
	tion Facility Expan-	
	sion FY12	
2,000.00	"      "	
Rec. & Parks		
<u>26th Series</u>		
\$ <u>8,000.00</u>	-----	9938-906776-9474
		Recreation Facility
		Expansion FY12
		Active

This transfer will provide funds to cover the advertising costs associated with CC Jackson Community Center.

Department of Housing and Community Development

7.   \$  350,000.00	9910-921011-9608	9910-923020-9607
24 <sup>th</sup> Economic	Lexington Market	Lexington Market
Dev. Bonds	Area Reserve	

This transfer will provide funds needed by the Downtown Partnership to reimburse Lexington Market, Inc. for a portion of the Lexington Market Study, a study that was conducted by Market Ventures, Inc. to help determine the next steps for the market.

**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.

## Kim A. Trueheart

August 26, 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 and asset management and a complete failure by the Mayor of Baltimore City and the Department of Housing and Community Development (DHCD) to negotiate development deals on behalf of citizens that provide economic benefit to citizens instead of corporations.

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

1. Whom you represent: Self
2. What the issues are:
  - a. Page 20, Item # 7, Department of Housing and Community Development (DHCD) – TRANSFERS OF FUNDS, if approved:
    - i. This action fails to disclose the total cost of the Lexington Market Study;
    - ii. This action fails to disclose the study for public review;
  - b. Please provide access to the Lexington Market Study for inspection.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden will be exacerbated by this approval that serves to disenfranchise underserved citizens like myself.
4. The Remedy I Seek: This item should NOT be approved until the total cost and the study are made available to the citizens of Baltimore City.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on August 27, 2014.

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

Sincerely,  
Kim Trueheart, Citizen

5519 Belleville Ave  
Baltimore, MD 21207

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following page:

3266 - 3280

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The President **ABSTAINED** on item no. 1.

The Mayor **ABSTAINED** on item no. 28.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Office of the City Council President</u>		
1. <b>MICHAEL L. SWIFT</b>	\$90.00	<b>\$ 6,750.00</b>

Account: 1001-000000-1000-104800-601009

Mr. Swift will continue to work as a Contract Services Specialist II (Parliamentarian) for the Office of the City Council President. Mr. Swift is a Professional Registered Parliamentarian and a Certified Professional Parliamentarian. His duties will include, but will not be limited to attending City Council meetings and providing technical support to the President of the City Council. Mr. Swift will provide advice on parliamentary procedures, review and comment on questions of parliamentary procedures, and educate the President and City Council on parliamentary procedures. The period of the agreement is effective upon Board approval for one year.

Department of General Services (DGS)

2. <b>SEAN BURNETT</b>	\$21.10	<b>\$ 42,000.00</b>
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Account: 1001-000000-1911-192100-601009

Mr. Burnett will work as a Contract Services Specialist II (Special Events and Vendors Inspector). His duties will include, but will not be limited to conducting scheduled and unscheduled patrols of known violation locations and license holders, which includes participating in joint investigative operations, development and planning of investigations, and strategic enforcement of street vendor license regulations such as location, license posting, hours of operation, and refuse disposal.

Mr. Burnett will draft and issue citations to violators, conduct inspections at certain special events and large festivals to ensure compliance with posting requirements and permit conditions, and review and complete work for inspections and enforcement activity. In addition, he will

**MINUTES****PERSONNEL**Hourly RateAmountDGS - cont'd

receive complaints and review the enforcement database for investigation and enforcement of street vendor license violations, perform inspections on mobile vending units for stationery and mobile vendors applying for street vendor licenses to ensure compliance with the operating, design and size standards, prepare narrative reports to document findings sufficient to justify prosecution of a case, where necessary, and maintain records of inspections and enforcement actions which include labeling and posting photos to an enforcement database for street vendors that allows cross tracking by license number and vehicle tag identifiers. Mr. Burnett will also perform inspection activities necessary for the application review of new street vendors and proposed locations or existing locations that need to be changed due to City events, construction plans, new development activity or to maintain public safety. The period of the agreement is effective upon Board approval for one year.

3. **MICHAEL E. O'CONNOR**                      \$33.33                      **\$ 40,000.00**

Account: 2030-000000-1890-189900-601009

Mr. O'Connor, retiree, will continue to work as a Financial Assessment Specialist. His duties will include, but will not be limited to reviewing the Fleet Management Consultant's recommendations and providing oversight of the implementation project that will phase in new operational and financial structures. Mr. O'Connor will develop an internal service fund for the building Maintenance Division and assist in the implementation of that fund so that a structure is in place when the DGS prepares for the FY16 budget.

**MINUTES****PERSONNEL**Hourly RateAmountDGS - cont'd

He will develop funding structures to support the reorganization of the DGS, including the establishment of the Property Management Bureau and the Contract Administration Section, assist in the assimilation of the DGS's Chief Financial Officer, and the development of a defined procedure to capture capital funding. In addition, Mr. O'Connor will track and report expenditures, attend meetings within the DGS and other agencies on behalf of the CFO, such as CitiStat statistical prep, outcome budget assessments and reviews, and other budget-related meetings, and make recommendations regarding the budgetary and fiscal structure, with an emphasis on improvements. The period of the agreement is effective upon Board approval for one year.

4. Reclassify the following position:

From: 90000 - New Position

Grade: 900

Job No.: To be determined by BBMR

To: 33677 - HR Generalist II

Grade: 923 (\$56,100.00 - \$89,200.00)

Cost: Savings (\$10,593.00) - 1001-000000-1981-627700-601001

This position is to be considered a Position of Trust, in accordance with the policy outlined in Administrative Manual, Section 237-1.

**MINUTES****PERSONNEL**Hourly RateAmountDGS - cont'd5. a. Create the following new classification:

Job Code: 71263 - Fuel Technician Specialist  
 Grade: 085 (\$36,318.00 - \$43,761.00)

b. Create the following position:

Job Code: 71263 - Fuel Technician Specialist  
 Grade: 085 (\$36,318.00 - \$43,761.00)  
 Position No.: To be determined

Costs: \$59,546.00 - 2030-000000-1890-189500-601001

This position is to be considered a Position of Trust, in accordance with the policy outlined in Administrative Manual, Section 237-1.

Police Department

6. **DOROTHIA PARKER-JOHNSON**      \$14.42      **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Parker-Johnson will continue to work as a Contract Services Specialist I (Court Liaison Unit). She will be responsible for maintaining and furthering relationships with the State's Attorney's Office, reducing the failure to appear by Police Department personnel, limiting court overtime expenditures, and ensuring proper professionalism and appearance of Police Department personnel.

**MINUTES****PERSONNEL**Hourly RateAmountPolice Department - cont'd

In addition, Ms. Parker-Johnson will provide courtroom personnel with professional police service, represent the Police Department, and provide liaison service to the various criminal justice entities. The period of the agreement is September 28, 2014 through September 27, 2015.

7. **ROBERT H. ANDERSON, JR.**      \$14.42      **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Anderson, retiree, will continue to work as a Contract Services Specialist I (Professional Development and Training Academy). He will be responsible for creating and teaching the Baltimore Police Department Basic Instructor School and training new Field Officers. The period of the agreement is September 25, 2014 through September 24, 2015.

8. **BARBARA A. DAIS**      \$14.42      **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Ms. Dais, retiree, will continue to work as a Contract Services Specialist I (CODIS Unit). She will be responsible for maintaining CODIS Candidate Match Support Documentation folders, processing investigative notices from Maryland State Police lab and other convicted offender laboratories participating in the National DNA Index System, and DNA case-tracking data entry. The period of the agreement is September 28, 2014 through September 27, 2015.

9. **JOSEPH I. McMAHON, JR.**      \$14.42      **\$ 30,000.00**

10. **THERESA A. ANDERSON**      \$14.42      **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

**MINUTES****PERSONNEL**Hourly RateAmountPolice Department - cont'd

The above-listed retirees will each work as a Contract Services Specialist I (Evidence Control Unit). They will be responsible for entry and accurate retention of all property that is retained by the Department and several surrounding agencies, releasing property for further examination/evidence for court, and updating the tracking system for chain of custody and documenting the location. The period of the agreement is September 28, 2014 through September 27, 2015.

11. **ANTHONY P. ARMETTA**                      \$14.42                      **\$ 30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Armetta, retiree, will continue to work as a Contract Services Specialist I (Gun Trace Task Force). He will be responsible for collecting court forms identifying gun offenders from court liaisons, entering information from the court forms and gun offenders in the gun offender database, and maintaining and updating the gun offender database. Mr. Armetta will also obtain all appropriate information from the gun offender database using the Criminal Justice Information System (CJIS), the Justice Information System, and other criminal information systems. The period of the agreement is September 26, 2014 through September 25, 2015.

12. **SHARON F. ALSTON**                      \$14.42                      **\$ 30,000.00**

Account: 100-000000-2042-198100-601009

Ms. Alston, retiree, will continue to work as a Contract Services Specialist I (Grants Unit). She will be responsible for preparing and tracking the necessary documentation required for presentation to the Board of Estimates for grant awards, contracts, and memorandum of understanding.

**MINUTES****PERSONNEL**Hourly RateAmountPolice Department - cont'd

In addition, she will review award documents for completeness, accuracy, and appropriate approvals and signatures, and update databases and spreadsheets with current grant information. The period of the agreement is September 28, 2014 through September 27, 2015.

**ON JANUARY 3, 1996, THE BOARD OF ESTIMATES APPROVED A WAIVER OF THE ADMINISTRATIVE MANUAL POLICY 212-1. THIS WAIVER ALLOWED THE BALTIMORE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.**

Law Department

13. **JOHN P. MACHEN** \$62.40 **\$107,889.00**

Account: 1001-000000-8620-175200-601009 \$ 26,972.25  
6000-694015-5851-662770-601009 \$ 80,916.75

Mr. Machen will continue to work as a Contract Services Specialist II (Special Chief Solicitor). His duties will include, but will not be limited to drafting and reviewing documents for the Baltimore Development Corporation and other City departments and agencies. The period of the agreement is October 1, 2014 through September 30, 2015.

14. **JEFFREY P. HOCHSTETLER** \$27.00 **\$ 47,250.00**

Account: 2036-000000-1752-175200-601009

Mr. Hochstetler will work as a Contract Services Specialist II (Special Assistant Solicitor). His duties will include, but will not be limited to assisting with advising City agencies on responses to subpoenas and public information requests; providing training in advising and responding to public information requests; handling guardianship matters for the Health Department and assisting in litigation involving the City. The period of the agreement is effective upon Board approval for one year.

**MINUTES****PERSONNEL**Department of Recreation and Parks

	<u>Hourly Rate</u>	<u>Amount</u>
15. <b>GEORGE CANNOLES</b>	\$ 8.50	<b>\$10,200.00</b>

Account: 6000-680815-4781-583802-601009

Mr. Cannoles, retiree, will continue to serve as a Contract Service Specialist I (Curator) in the Horticultural Division. His duties will include, but will not be limited to serving as Curator of the Orchid Exhibit at the Howard P. Rawlings Conservatory and providing gardening work in and around the grounds of the Conservatory. The period of the agreement is August 29, 2014 through August 28, 2015.

**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.

16. <b>DAVID KNOWLTON</b>	\$40.00	<b>\$72,800.00</b>
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Account: 5000-577714-4711-362600-601009

Mr. Knowlton will work as a Contract Service Specialist II (Architect) for the Capital Division. He will be responsible for managing the design and construction phases associated with the renovation of various recreation facilities. His duties will include but not be limited to preparing architectural plans and specifications for various improvements and upgrades at existing recreation facilities, conferring with consulting architects, Contractors, architects, contractors, municipal agencies and in-house staff on various projects.

## Kim A. Trueheart

August 26, 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.

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 29, Item 15, Department of Recreation and Parks – Personnel Matters - GEORGE CANNOLES \$ 8.50 \$10,200.00, if approved:
    - i. This action reflects the City's disingenuous prevailing wage policy that has NOT been embraced and inculcated within the day-to-day hiring practices of this administration;
    - ii. This action reflects that the substandard wage to be paid this city worker is 24% lower than the adopted Baltimore City Living Wage;
    - iii. The action reflects a substandard wage to be paid this city worker which demonstrates the flawed hiring policy that fails to ensure workers have fair wages and equal pay;
    - iv. While anticipated new state legislation will increase the minimum wage and will not go into force until later this calendar year, this administration can demonstrate commitment and forward thinking by paying its workers a living wage now.

How the protestant will be harmed by the proposed Board of Estimates' action: The flawed policies of this administration continue to harm the citizens and employees of Baltimore City. This lost opportunity to uplift the municipal workforce is typical of an administration that is neither bold nor progressive. Paying a living wage could be a significant workforce improvement strategy and could produce workforce multiplier effects that greatly enhance employee output and productivity. As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by the continued lack of implementation of a living wage by city agencies and departments.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
Baltimore, MD 21207

Remedy I desire: The remedy I seek and respectfully request is that this action be delayed until the HR Department can establish a new pay policy that ensures all municipal workers earn a living wage.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on August 27, 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

**MINUTES****PERSONNEL**Hourly RateAmountDepartment of Recreation and Parks - cont'd

Mr. Knowlton's duties will also include monitoring construction projects and reviewing Baltimore City Green Building Standards for projects over 10,000 square feet, and designing and reviewing security systems for all new Baltimore City Recreation and Parks buildings. The period of the Agreement is August 28, 2014 through August 27, 2015.

17. **VICTOR MIRANDA** \$37.09 **\$70,720.00**

Account: 1001-000000-4783-583800-601009 \$25,720.00  
5000-577714-4781-363970-601009 \$45,000.00

Mr. Miranda will work as a Contract Services Specialist II (GIS Coordinator). His duties will include but are not limited to serving as the point of contact for map and Geographic Information System (GIS) related matters. He will design and implement specific recreation, parks, forestry and event mapping and data projects. He will also manage the master GIS files; administer the collection of published maps; manage or advise GIS projects; consult with Department employees on their GIS needs; provide training or classes about GIS to Department employees; provide technical support; provide guidance to GIS interns and stay informed about available data from external sources. The period of the Agreement is effective upon Board approval for one year.

18. **EARL SAVAGE** \$24.76 **\$29,712.00**

Account: 5000-577714-4781-373960-601009

Mr. Savage, retiree, will continue to work as a (Architect/Engineer) Contract Services Specialist I for the Department of Recreation and Parks. His duties will include but not be limited to preparing contract drawings and specifications for the renovation of recreation centers and park buildings, feasibility studies, field investigation reports, and detailed cost estimates. The period of the agreement is August 28, 2014 through August 27, 2015.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks - cont'd</u>		
19. <b>LAUREN CARRIG</b>	\$32.00	<b>\$ 6,400.00</b>
20. <b>MIRIAM BLANK</b>	\$32.00	<b>\$ 6,400.00</b>

Account: 6000-680514-4792-369900-601009

Ms. Carrig and Ms. Blank will work as Contract Services Specialist IIs (Ice Skating Instructors). Their duties will include, but are not limited to providing instructions in figure skating skills for participants in the Learn to Skate Program and summer camps, including skills that are the basis for the U.S. Figure Skating National Proficiency Tests. They will also evaluate student performance to determine mastery of specific skills and advancement to the next level and assist students in planning an individual presentation program to music. The period of the Agreement is effective upon Board approval for one year.

**Fire Department**

21. <b>DANIEL C. RAMOS</b>	\$28.28	<b>\$53,900.00</b>
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Account: 1001-000000-3191-308700-601009

Mr. Ramos will continue to work as a Contract Services Specialist II (Operations Research Analyst). Mr. Ramos will perform operational, organizational, management and procedural analysis. He will also draft narrative, statistical, and graphic reports and participate in the preparation of group presentations, including CitiStat. He will also provide recommendations on Emergency Medical Services policies and strategies, analyze studies and draft alternative plans for implementation of new systems, procedures, or organizational changes. The period of the Agreement is August 30, 2014 through August 29, 2015.

**MINUTES****PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Health Department</u> - cont'd		
22. <b>MATTIE SHIVERS</b>	\$ 8.16	<b>\$ 8,062.08</b>

Account: 4000-432914-3024-268400-601009

Ms. Shivers will work as a Contract Services Specialist II (Food Service Manager). Her duties will include but, not be limited to ensuring the receipt and storage of food products, ensuring that meals are served, and ensuring that the serving area and equipment are kept clean and sanitary. She will also be responsible for preparing and maintaining paperwork, meal counts, collecting funds, ordering supplies, preparing daily reports via the Touch Screen System and supervising food service aids. The period of the agreement is October 1, 2014 through September 30, 2015.

23. <b>DARLENE KESS</b>	\$ 9.00	<b>\$ 8,892.00</b>
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Account: 4000-433515-3024-268400-601009

Ms. Kess will continue to work as a Contract Services Specialist II (Office Assistant) for the Zeta Center (Center). She will provide office support to the Center Manager and act as liaison between the public and Center Director. She will use basic office equipment such as the telephone, computer, copy, and fax machine. She will register participants for membership and classes, maintain membership information, maintain filing system, and collect fees for membership. She will send out brochures and information to the public, including Center members. She will enter membership and class information in the UPT System and greet visitors and members. The period of the agreement is October 1, 2014 through September 30, 2015.

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEMS NOS. 22 AND 23.**

## Kim A. Trueheart

August 26, 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.

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 32, Item 22, Health Department – Personnel Matters - MATTIE SHIVERS \$ 8.16 \$ 8,062.08, if approved:
    - i. This action reflects the City’s disingenuous prevailing wage policy that has NOT been embraced and inculcated within the day-to-day hiring practices of this administration;
    - ii. This action reflects that the substandard wage to be paid this city worker is 24% lower than the adopted Baltimore City Living Wage;
    - iii. The action reflects a substandard wage to be paid this city worker which demonstrates the flawed hiring policy that fails to ensure workers have fair wages and equal pay;
    - iv. While anticipated new state legislation will increase the minimum wage and will not go into force until later this calendar year, this administration can demonstrate commitment and forward thinking by paying its workers a living wage now.

How the protestant will be harmed by the proposed Board of Estimates’ action: The flawed policies of this administration continue to harm the citizens and employees of Baltimore City. This lost opportunity to uplift the municipal workforce is typical of an administration that is neither bold nor progressive. Paying a living wage could be a significant workforce improvement strategy and could produce workforce multiplier effects that greatly enhance employee output and productivity. As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This already onerous burden could be exacerbated by the continued lack of implementation of a living wage by city agencies and departments.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)

5519 Belleville Ave  
Baltimore, MD 21207

Remedy I desire: The remedy I seek and respectfully request is that this action be delayed until the HR Department can establish a new pay policy that ensures all municipal workers earn a living wage.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on August 27, 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

## Kim A. Trueheart

August 26, 2014

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

Dear Ms. Taylor:

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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 32, Item 23, Health Department – Personnel Matters - DARLENE KESS \$ 9.00 \$ 8,892.00, if approved:
    - i. This action reflects the City’s disingenuous prevailing wage policy that has NOT been embraced and inculcated within the day-to-day hiring practices of this administration;
    - ii. This action reflects that the substandard wage to be paid this city worker is 24% lower than the adopted Baltimore City Living Wage;
    - iii. The action reflects a substandard wage to be paid this city worker which demonstrates the flawed hiring policy that fails to ensure workers have fair wages and equal pay;
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I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on August 27, 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



**MINUTES****PERSONNEL**DPW/Bureau of Solid Waste - cont'd

He will manage and supervise staff; work with the supervisory staff to coordinate and implement modifications in the operations of the facilities; assist with inspecting work sites to ensure compliance with regulations and procedures and to ensure efficient operations. He will also report findings and make corrective recommendations; ensure implementation and enforcement of new policies; procedures and operational modifications. He will facilitate the development of and arrangement of training programs in solid waste practices that are related to disposal and maintenance procedures. The period of the Agreement is effective upon Board approval for one year.

Department of Planning27. Reclassify Job Nos. 50507 and 50508:

From: New Position  
Job Code: 9000  
Grade: 900

To: City Planner II  
Job Code: 74137  
Grade: 927 (\$59,600.00 - \$95,400.00)

Cost: \$0.00 - 1001-000000-1873-187400-601001

Mayor's Office28. Reclassify the following position:

From: 90000 - New Position  
Grade: 900 (\$1.00 - \$204,000.00)  
Position No.: 1873-50400

To: 00086 - Operations Officer II  
Grade: 927 (\$59,600.00 - \$95,400.00)  
Cost: \$0.00 - 2026-000000-1873-732600-601001

**MINUTES****PERSONNEL**Department of Human Resources29. Reclassify the following position:

From: 90000 - New Position  
Grade: 999 (\$1.00 - \$204,000.00)  
Job No.: 1601-50272

To: 33658 - Equal Opportunity Officer  
Grade: 923 (\$56,100.00 - \$89,900.00)

Costs: There are no costs associated with this action.

30. Reclassify the following position:

From: 33629 - HR Specialist II  
Grade: 927 (\$59,600.00 - \$95,400.00)  
Job No.: 1603-47492

To: 33679 - HR Business Partner  
Grade: 931 (\$68,200.00 - \$109,100.00)

Costs: \$11,180.00 - 1001-000000-1603-172500-601001

31. Reclassify the following position:

From: 33628 - HR Specialist I  
Grade: 090 (\$44,414.00 - \$53,980.00)  
Job No.: 1603-33851

To: 33674 - Recruitment & Talent Acq. Specialist I  
Grade: 090 (\$44,414.00 - \$53,980.00)

There are no costs associated with this action.

**MINUTES****PERSONNEL**Department of Human Resources - cont'd32. Reclassify the following positions:

From 90000 - New Position  
 Grade: 999 (\$1.00 - \$204,000.00)  
 Job No.: 1601-50279

To: 33626 - HRIS Analyst  
 Grade: 927 (\$59,600.00 - \$95,400.00)

There are no costs associated with this action.

Mayor's Office on Criminal Justice

33. **ERIN CUNNINGHAM** \$26.00 **\$15,000.00**

Account: 5000-516411-2252-690500-601009

Ms. Cunningham will continue to work as a Contract Services Specialist II (Visitation Center Supervisor). She will be responsible for overseeing supervised visitation and monitoring exchange services as well as support the operations of the Visitation Center through administrative duties. The period of the agreement is September 1, 2014 through February 28, 2015.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with Horizon Property Group, LLC, developer, for the sale of the City-owned properties located at 2427 and 2353 Lauretta Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00 - 2427 Lauretta Ave.  
3,000.00 - 2353 Lauretta Ave.  
\$6,000.00 - Purchase Price, payable at settlement

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title, and interest in the properties. A good faith deposit of \$600.00 has been paid by the developer.

The developer will purchase the vacant buildings located at 2427 and 2353 Lauretta Avenue. The developer will rehabilitate the properties back to functional single-family homes. The rehabilitated properties will be offered as rentals to low income families including those with Section 8 vouchers at a rate of \$1,598.00 per month. The purchase price and improvements to the site will be financed through private sources and Baltimore Community Lending.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation Price for 2353 and 2427 Lauretta Avenue was \$5,370.00 each and the purchase price is \$3,000.00 each. The properties are being sold to Property Group, LLC for below the price determined by the Waiver Valuation process because:

- the renovation will be to the specific benefit to the immediate community;

**MINUTES**

DHCD - cont'd

- will eliminate blight from the block and neighborhood;
- the sale and rehabilitation will return vacant buildings to the tax rolls; and
- the condition of the properties will require extensive and immediate remediation.

**MBE/WBE PARTICIPATION:**

The developer will purchase the properties 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 Horizon Property Group, LLC, developer, for the sale of the City-owned properties located at 2427 and 2353 Laretta Avenue.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with KDRB Construction, developer, for the sale of the City-owned properties located at 1608 and 1626 N. Broadway.

**AMOUNT OF MONEY AND SOURCE:**

\$ 5,000.00 - 1608 N. Broadway  
5,000.00 - 1626 N. Broadway  
**\$10,000.00** - Purchase Price, payable at settlement

**BACKGROUND/EXPLANATION:**

The City will convey all its rights, title, and interest in the properties. A good faith deposit of \$1,000.00 has been paid by the developer.

The developer will purchase the vacant buildings located at 1608 and 1626 N. Broadway. The developer will rehabilitate the properties back to functional single-family homes. The rehabilitated properties will be offered for sale at market price which the developer has deemed to be \$200,000.00. Improvements to the site will be financed through private sources.

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

The properties were valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process. The Waiver Valuation Price for 1608 and 1626 N. Broadway was \$8,813.00 each and the purchase price is \$5,000.00 each. The properties are being sold to KDRB Construction below the price determined by the Waiver Valuation process because:

- the renovation will be to the specific benefit to the immediate community;

**MINUTES**

DHCD - cont'd

- will eliminate blight from the block and neighborhood;
- the sale and rehabilitation will return vacant buildings to the tax rolls; and
- the condition of the properties will require extensive and immediate remediation.

**MBE/WBE PARTICIPATION:**

The developer will purchase the properties 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 KDRB Construction, developer, for the sale of the City-owned properties located at 1608 and 1626 N. Broadway.

**MINUTES**

Department of Housing and - Land Disposition Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Land Disposition Agreement with William M. Pickens, Jr., developer, for the sale of the City-owned property located at 1022 W. Lanvale Street.

**AMOUNT OF MONEY AND SOURCE:**

\$3,000.00 - Purchase Price, payable at settlement

**BACKGROUND/EXPLANATION:**

The City will convey all 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 its primary residence. The property is in the Harlem Park neighborhood. The developer will use private funds.

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

The property located at 1022 W. Lanvale Street is being sold for \$3,000.00. The DHCD has determined the price of the property to be \$5,000.00 using the Waiver Valuation process. This property is in far worse condition than many of the comparable properties in the area. The property is being sold to Mr. William M. Pickens, Jr. below the price determined by the Waiver Valuation process because:

- it will be a specific benefit to the immediate community;
- eliminate blight;

**MINUTES**

DHCD - cont'd

- create jobs during the reconstruction; and,
- the property will be reoccupied and returned to the tax rolls.

The property will also be used as the buyer's primary residence which promotes homeownership within the City.

**MBE/WBE PARTICIPATION:**

The developer will purchase the properties 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 William M. Pickens, Jr., developer, for the sale of the City-owned property located at 1022 W. Lanvale Street.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Side Yard Land Disposition Agreement with Mr. Michael Hall, developer, for the sale of the City-owned property located at 414 E. 26<sup>th</sup> Street.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - Purchase Price

The lot will be sold for \$500.00 of which \$400.00 will be held in escrow by the City for the benefit of the purchaser to be applied at settlement for closing costs including transfer of taxes, recordation fees, taxes, and associated title services.

**BACKGROUND/EXPLANATION:**

The purchaser will be using private funds to pay for the acquisition and maintenance of the property.

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

The City has agreed to convey the property known as 414 E. 26<sup>th</sup> Street to the owner of the adjacent owner-occupied property. As a condition of the conveyance, Mr. Hall has agreed to the terms of the Side Yard Land Disposition Agreement, which prohibits development of the parcel for a minimum of ten years.

The City may dispose of the Property by virtue of the following legal authorities: Article 28, §8 of the Baltimore City Code (2011 Edition), Article II, §15 of the Baltimore City Charter, 2011 Edition, and Article 13 of the City Code.

The property was journalized and approved for sale on January 13, 2014.

**MINUTES**

DHCD - cont'd

**STATEMENT OF PURPOSE AND RATIONALE:**

The property is being sold for \$500.00. The rationale for the conveyance is the sale will serve a specific benefit to the immediate community and elimination of blight. Mr. Hall intends to keep it as a green space.

**MBE/WBE PARTICIPATION:**

The developer will purchase the properties 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 Side Yard Land Disposition Agreement with Mr. Michael Hall, developer, for the sale of the City-owned property located at 414 E. 26<sup>th</sup> Street.

**MINUTES**

Department of Housing and - Second Amendment to Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize the Second Amendment to Agreement with Railway Express, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The Second Amendment to Agreement will increase the interest rate from 4% to 5% (from the original 4% in the previous agreement). This amendment will also revise the lender to be Ladder Capital Finance, LLC. and extend the term for five years.

The City entered into an agreement with Railway Express, LLC on August 11, 2004, as amended by the First Amendment to Agreement on August 16, 2006, and as further amended by an Extension and Consent Agreement on January 24, 2007, as to the sale and development of certain real property and the improvement thereon, located at 1501 St. Paul Street, Baltimore, MD.

The principal balance due on the Note as per agreement is \$744,164.97. The Railway Express, LLC is current and paid to date, on the current Note. The parties have agreed that beginning the first day of the month following the approval of the Second Amendment to Agreement that the interest rate will increase from 4% to 5%. The lender has been updated to show that the new lender will be Ladder Capital Finance, LLC, which will take first lien position through a Subordination Agreement. The terms of the agreement will extend the terms of the loan, for an additional five years to July 1, 2025.

UPON MOTION duly made and seconded, the Board approved and authorized the Second Amendment to Agreement with Railway Express, LLC, Developer.



**MINUTES**

DHCD - cont'd

On April 30, 2014, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2014 Annual Action Plan for the following formula programs:

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

Upon approval of the resolution, the DHCD's Contracts Section began negotiating and processing the CDBG agreements as outlined in the Plan effective July 1, 2014 and beyond. Consequently, these agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Police Department - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with University of Maryland University College (University). The period of the Agreement is effective upon Board approval for one year.

**AMOUNT OF MONEY AND SOURCE:**

\$125,000.00 - 6000-611215-2013-197500-603026

**BACKGROUND/EXPLANATION:**

The University will develop and deliver an undergraduate Criminal Justice Leadership Certificate Program (the Program) in accordance with the terms and conditions of this Agreement. The Program will be delivered to 25 program participants in each cohort. The University may increase the number of program participants by mutual agreement of the parties.

It is hereby certified that the requirement 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 equipment and/or service is recommended.

**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 an Agreement with University of Maryland University College.

**MINUTES**

Police Department - Grant Adjustment Notice

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention (GOCCP). This GAN extends the period of the award through February 28, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - 5000-516411-2252-690500-600000

**BACKGROUND/EXPLANATION:**

On July 28, 2010, the Board approved acceptance of the grant award for the "Supervised Visitation" grant. The grant provides funds for the creation and operation of a fully functional "Supervised Visitation" Center (Center). The Center is intended to address the persistent problem of domestic violence and child abuse in the metropolitan area. The period of the grant award was April 1, 2010 through August 31, 2013.

On August 28, 2013, the Board approved a GAN extending the grant award through August 31, 2014. This GAN extends the period of the grant award through February 28, 2015. All other terms and conditions of the original grant award remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

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

**MINUTES**Police Department - Grant Awards

The Board is requested to approve and authorize acceptance of the various Grant Awards from the Governor's Office of Crime Control and Prevention.

1. **SEX OFFENSE VICTIM ADVOCACY GRANT** **\$16,890.00**

Account: 5000-596815-2252-688000-600000

The "Sex Offense Victim Advocacy" grant provides contractual funds used for the salaries of Victim Advocates. The Victim Advocates accompany detectives to conduct outreach to victims of current sexual assault cases and cold case notification/s in Baltimore City. The period of the Grant Award is July 1, 2014 through June 30, 2015.

The Grant Award is late because it was recently received.

2. **"SART VERTICAL ADVOCATE" PROJECT** **\$12,725.00**

Account: 4000-475515-2252-688000-600000

The "SART Vertical Advocate" project assists in developing and implementing strategies specifically intended to provide assistance to victims of crime in the State of Maryland. The funds will provide salary support for a Victim Advocate who will provide ongoing crisis response, support, and advocacy to victims of sexual assault. The period of the Grant Award is July 1, 2014 through September 30, 2014.

The Grant Award is late because it was recently received.

**APPROVED FOR FUNDS BY FINANCE**

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

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

**MINUTES**Mayor's Office on Criminal Justice - Addenda to Agreement

The Board is requested to approve and authorize execution of the Addenda to Agreement. The Addendum to Agreement with the below-listed persons extends the period of the agreement through February 28, 2015.

1.	<b>ANN MYERS</b>	<b>\$ 0.00</b>
2.	<b>LATISHA CARTER</b>	<b>\$ 0.00</b>
3.	<b>NATASHA PETERSON</b> <b>(nee' NATASHA GRIFFIN)</b>	<b>\$ 0.00</b>
4.	<b>DARNELL PENN</b>	<b>\$ 0.00</b>
5.	<b>AMANDA MUMFORD</b>	<b>\$ 0.00</b>
6.	<b>ANN TINDALL</b>	<b>\$ 0.00</b>
7.	<b>ELISEBA OSORE</b>	<b>\$ 0.00</b>
8.	<b>CHRISTINA TERRANOVA</b>	<b>\$ 0.00</b>
9.	<b>WANDA CARTER</b>	<b>\$ 0.00</b>
10.	<b>LISA FINK</b>	<b>\$ 0.00</b>
11.	<b>CHERYLE FRALING</b>	<b>\$ 0.00</b>
12.	<b>WANDA ASHLEY</b>	<b>\$ 0.00</b>

Account: 5000-516411-2252-690500-603018

The Supervised Visitation grant funds a Visitation Center that creates a safe haven for families of domestic violence. The above listed individuals will each continue to work as a Monitor to provide supervision during supervised visitation and monitored exchange sessions at the center.

On July 28, 2010, the Board approved acceptance of the grant award for the "Supervised Visitation" grant. The period of the grant was April 1, 2010 through August 31, 2012. On September 12, 2012, the Board approved a Grant Adjustment Notice (GAN) that extended the grant award period through August 31, 2013. On August 28, 2013, the Board approved a GAN extending the grant award through August 31, 2014.

**MINUTES**

Mayor's Office on Criminal Justice - cont'd

An additional GAN has been released that extends the grant period through February 28, 2015. The Addendum to Agreement extends the contract period for the above listed individuals to coincide with the extension date of the new GAN. All other terms and conditions of the original grant award remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Addenda to Agreements for the above listed persons.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 22 to GWWO, Inc., under Project 1164, On-Call Design Services.

**AMOUNT OF MONEY AND SOURCE:**

\$126,678.96 - 9938-917022-9474-000000-703032

**BACKGROUND/EXPLANATION:**

This authorization includes post-award services for Rita Church Community Center Gymnasium.

**MBE/WBE PARTICIPATION:**

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

Including this task, the contractor has achieved goals of MBE: 29.14% and WBE: 9.35%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Dept. of Recreation & Parks - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$150,000.00	9938-916022-9475	9938-917022-9474
General Fund	Reserve - Community Center Master Plan	Active - Community Center Master Plan

This transfer will provide funds to cover costs associated design services under Task No. 22, Project 1164, On-Call Design Services.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 22 to GWWO, Inc., under Project 1164, On-Call Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Appropriation Adjustment Order (AAO) to transfer General funds within the Baltimore City Health Department from Service 303 (Clinical Services) to Service 716 (Animal Services - BARCS).

**AMOUNT OF MONEY AND SOURCE:**

\$57,000.00 - From: 1001-000000-3030-271500-603051  
Clinical Services  
(Service 303)

To: 1001-000000-2401-271300-603051  
Animal Services - BARCS  
(Service 716)

**BACKGROUND/EXPLANATION:**

The transfer is necessary to convert a part-time BARCS veterinarian position to a full-time position. The appropriation that will be debited within Clinical Services was approved as part of the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from Clinical Services to Animal Services.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer General funds within the Baltimore City Health Department from Service 303 (Clinical Services) to Service 716 (Animal Services - BARCS).

## 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. FISHER SCIENTIFIC COMPANY, LLC  | \$ 0.00 | Renewal |
| Solicitation No. B50002081 - Drug Lab Daily Use Consumables - Police Department - Req. No. R580791 |         |         |

On September 12, 2011, the Board approved the initial award in the amount of \$16,000.00. The award contained three 1-year renewal options. Two renewals have been approved. This final renewal in the amount of \$0.00 is for the period September 9, 2014 through September 9, 2015.

- |   |              |         |
|---|--------------|---------|
| 2. BELIEVE WIRELESS LLC   | \$ 49,776.00 | Low Bid |
| Solicitation No. B50003677 - Wireless Access Points Installation - State's Attorney - Req. No. R66340 |              |         |

This is for the procurement of Ruckus wireless installation points which will provide wireless connectivity for the Clarence M. Mitchell and Courthouse East Courthouses. Bids were solicited and received via CitiBuy. An award is recommended for the sole responsive bidder. The bid price offered is considered fair and reasonable. The period of the award is August 27, 2014 through August 26, 2015.

- |  |              |         |
|--|--------------|---------|
| 3. MITCHELL PLUMBING & HEATING, INC.   | \$200,000.00 | Renewal |
| Contract No. B50002088 - Drain Cleaning Services - Department of General Services - P.O. No. P518386 |              |         |

On September 14, 2011, the Board approved the initial award in the amount \$138,230.00. Subsequent increases have been approved. This sole two-year renewal in the amount of \$200,000.00 is for the period September 15, 2014 through September 14, 2016. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 0% MBE AND 0% WBE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- |  |              |         |
|--|--------------|---------|
| 4. UNIVAR USA, INC.  | \$ 70,000.00 | Renewal |
| Contract No. B50002133 - Sodium Hydroxide (25% Solution) - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518556 |              |         |

On October 19, 2011, the Board approved the initial award in the amount of \$122,265.00. The award contained four 1-year renewal options. Two renewals have been approved. This renewal in the amount of \$70,000.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |   |         |         |
|---|---------|---------|
| 5. GEORGE S. COYNE<br>CHEMICAL CO., INC.  | \$ 0.00 | Renewal |
| Contract No. B50002045 - Liquid Hydrogen Peroxide - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518110 |         |         |

On August 31, 2011, the Board approved the initial award in the amount of \$47,380.00. The award contained four 1-year renewal options. Subsequent renewals have been approved. This renewal in the amount of \$0.00 is for the period October 1, 2014 through September 30, 2015, with one 1-year renewal option 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

- |   |              |         |
|---|--------------|---------|
| 6. CLEAN HARBORS ENVIRONMENTAL SERVICES, INC. | \$400,000.00 | Renewal |
|---|--------------|---------|
- Baltimore Regional Cooperative Purchasing Committee (BRCPC) Contract No. PCR-09-125-Household Hazardous Waste: Collection and Disposal - Department of Public Works, Bureau of Solid Waste - P.O. No. P521645

On September 19, 2012, the Board approved the initial award in the amount of \$200,000.00. The award contained one 2-year renewal option. This sole two year renewal in the amount of \$400,000.00 is for the period October 30, 2014 through October 29, 2016. The above amount is the City's estimated requirement.

MBE/WBE PARTICIPATION:

N/A

- |                                 |             |         |
|---------------------------------|-------------|---------|
| 7. LANGUAGE LINE SERVICES, INC. | \$ 5,000.00 | Renewal |
|---------------------------------|-------------|---------|
- Contract No. 050B240001 - Statewide Language Interpretation Services (Telephonic Translation Services) - Baltimore City Health Department, etc.

On September 27, 2012, the City Purchasing Agent approved the initial award in the amount of \$20,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$5,000.00 is for the period October 1, 2014 through September 30, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

- |                               |              |         |
|-------------------------------|--------------|---------|
| 8. FERGUSON ENTERPRISES, INC. | \$300,000.00 | Renewal |
|-------------------------------|--------------|---------|
- Contract No. B50002465 - Water Meter Expansion Connectors - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P521302

On August 15, 2012, the Board approved the initial award in the amount of \$300,000.00. The award contained two 1-year renewal options.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

This renewal in the amount of \$300,000.00 is for the period September 3, 2014 through September 2, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |  |              |         |
|--|--------------|---------|
| 9. SMITH-BLAIR, INC.   | \$100,000.00 | Renewal |
| Contract No. B50002456 - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P521288 |              |         |

On August 15, 2012, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. On May 15, 2013, the Board approved an increase in the amount of \$140,000.00. This renewal in the amount of \$100,000.00 is for the period September 21, 2014 through September 20, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 10. <u>FIRST CALL</u>   |              |         |
| FERGUSON ENTERPRISES, INC.  |              |         |
| <u>SECOND CALL</u>  |              |         |
| HD SUPPLY WATERWORKS,<br>LIMITED PARTNERSHIP  |              |         |
|   | \$100,000.00 | Renewal |
| Contract No. B50002447 - Poly Vinyl Chloride (PVC) Pipe and Fittings - Agencies - Various - P.O. Nos. P521295 and P521294 |              |         |

On August 22, 2012, the Board approved the initial award in the amount of \$120,000.00. The award contained two 1-year renewal options. On January 8, 2014, the Board approved an increase in the amount of \$150,000.00. This renewal in the amount of \$100,000.00 is for the period September 9, 2014 through September 8, 2015, with one 1-year renewal option 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

- |  |              |          |
|--|--------------|----------|
| 13. <u>CROWN SECURITY SYSTEM, INC.</u>   | \$500,000.00 | Increase |
| Contract No. B50000642 - Personnel for CCTV Monitoring - Mayor's Office on Criminal Justice - P.O. No. P505173 |              |          |

On October 29, 2008, the Board approved the initial award in the amount of \$1,739,424.60. The award contained two 3-year renewal options. On August 5, 2011, the City Purchasing Agent approved an increase in the amount of \$50,000.00. On September 28, 2011, the Board approved the first renewal in the amount of \$2,000,000.00. This increase in the amount of \$500,000.00 is necessary to continue personnel services needed to monitor the CCTV cameras in the Baltimore Police Department's CitiWatch Center. This increase in the amount of \$500,000.00 will make the award amount \$4,289,424.60. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 27% MBE AND 0% WBE.**

**MBE:** Stronghold Security, LLC                      \$56,150.25                      15%

**WBE:** Waived

**MWBOO FOUND CROWN SECURITY SYSTEM, INC. IN NON-COMPLIANCE.**

The vendor will be given 60 days to find a suitable MBE firm to replace Stronghold Security, LLC.

President: "The first item on the non-routine agenda can be found on Page 61, Informal Awards, Renewals, Increases to Contracts and Extensions, Item 13, Contract No. B50000642, Personnel for CCTV Monitoring, Mayor's Office on Criminal Justice. Will the parties please come forward?"

## MINUTES

Mr. Tim Krus: "Tim Krus, City Purchasing Agent. This is an increase for Personnel for CCTV Monitoring uh, with Crown Security Systems of \$500,000.00."

President: "Madam Comptroller."

Comptroller: "Several of my questions were answered um, previously, but the outstanding question that I have is that it was stated that crime has gone down 16-25 percent on average as determined by the Urban Institute and that um, and that this reduction in crime yielded a dollar and fifty cents in benefits for every one dollar spent, and I would just like to um, like to see the supporting documents that um, that, that um, the supporting documentation that proves this and also I'd like to see a copy of the report."

Mr. Krus: "Madam Comptroller, we will be working with the agency to get those for you."

Comptroller: "Okay."

Mayor: "I just want to make it clear that those two things are the same thing. When it was release -- It was released, I believe about um -- two years ago, we released that uh. No, we didn't release, that uh, the Institute released that report and there was some extensive coverage about it because at the time,

## MINUTES

I think we were taking a look at the um, CCTV um, program, as many cities were around the country, and so the independent Urban Institute did a study focused on whether or not uh -- CCTV, um -- the use of CCTV in policing, was a basically value-added proposition, and, and, uh -- they independently chose Baltimore as a study city and, and in their study talked about the -- not only the crime reductions, but also the investments that were. So, the supporting document and the uh, you know the two things that you asked for are actually just one thing, that report from the Independent Institute."

Comptroller: "And the other thing I'd just like to note for the record, that there's no issue in using retired City policemen to monitor the CCTV cameras, and also Madam Mayor, I'd like to thank you for making the change of 120 days to uh 60 days for them to come into compliance."

Mayor: "If, if I may, Mr. President."

President: "Yes."

Mayor: "Um, I was concerned as you were uh, that we need answer uh, these questions to make sure that uh, that we're closing a loop."

## MINUTES

Yes, this is an important contract, it deals with public uh -- safety but making sure that there's integrity in our MWBOO process is also important and during the time that the 60 days, when they're looking into finding a replacement, we'll be looking into what lapses occurred that we can correct so that this doesn't happen again."

Comptroller: "Thank you."

Mayor: "Um hmm."

President: "Um, I'll entertain a Motion."

City Solicitor: "Move, move approval of the item on Page 61, Item no. 13, as recommended by the Bureau of Purchases."

Deputy Director of Public Works: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

\* \* \* \* \*

## 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

14. FIRST CALL

EXCEL STAFFING AND PERSONNEL SERVICES, INCORPORATED	\$ 50,000.00	
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SECOND CALL

DEPENDABLE SERVICES, GROUP, INC.	150,000.00	
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	<u>\$200,000.00</u>	
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Increase

Contract No. B50002453 - Providing Temporary Nursing Services - Health Department, Bureau of School Health - P.O. Nos. Various

On December 5, 2012, the Board approved the initial award in the amount of \$1,500,000.00. The award contained one 3-year renewal option. Subsequent increases to vendors have been approved. Due to the agency's need for services, an increase for two vendors in the amount of \$200,000.00 is necessary. This increase in the amount of \$200,000.00 will make the award amount \$5,247,500.00. The contract expires on December 31, 2015, with one 3-year renewal option remaining. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 15% MBE AND 8% WBE.**

Excel Staffing and Personnel Services, Inc.

<b>MBE:</b> Trustworthy Staffing Solutions	\$353,643.02	15.31%
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<b>WBE:</b> Dependable Services, Group, LLC	\$574,794.10	24.89%
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**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of PurchasesDependable Services Group, LLC

<b>MBE:</b> Crownhills Enterprises, Inc.	\$ 13,629.00	8.5%
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<b>WBE:</b> Sym, Inc.	\$ 774.00	0.5%
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**MWBOO FOUND DEPENDABLE SERVICES GROUP, LLC IN NON-COMPLIANCE.**

The vendor will be given 60 days to cure its deficit.

President: "The second item on the non-routine agenda can be found on Page 61-62, Informal Awards, Renewals, Increases to Contracts and Extensions, Item no. 14, Contract no. B50002453, Providing Temporary Nursing Services, Health Department, Bureau of School Health. Will the parties please come forward?"

Mr. Tim Krus: "Tim Krus, City Purchasing Agent. This is the award of um, of an increase to this requirements contract providing an additional \$200,000.00 to two of, to two of the three vendors on the contract."

Comptroller: "I have a couple questions that you responded to uh, one of my questions was, 'What happened that Arbor EMT is no longer on the contract?' You responded that, 'Excel, Dependable, and Arbor all remain on the contract. Arbor was not referenced on the current Board letter because it does not need additional funds at this time. The ranking noted on the current Board

## MINUTES

letter reflects the actual pattern of usage on vendor responses to City requests.' So, my question was 'Why is nothing being awarded to Arbor today?'"

Mr. Krus: "Because Arbor still has money from the Board's original, um, allotment."

Comptroller: "And so, of the uh, \$750,000.00 that they've been awarded, how much work have, have they performed?"

Mr. Krus: "I don't have that particular figure with me, Madam Comptroller, but they are not anywhere near running out of that allotment at this point in time."

Comptroller: "And can you explain the statement the ranking noted reflects the actual pattern of usage based on vendor responses to City requests?"

Mr. Krus: "If you take a look at the number of responses that the vendors have given and been awarded a purchase order on, the vendor who has responded the most is the First Call vendor, Excel Staffing; uh, the vendor who has responded to the City's requests in the second highest volume was Dependable and the vendor in the third, third highest volume was Arbor. Because when we have a First Call, Second Call and Third Call situation, it is possible that even though a vendor might have initially been intended to be the Second Call, if they are not responding

## MINUTES

when called, then the Third Call vendor is then able to respond behind them. This could be the situation here."

Comptroller: So, you said we may have had problems with vendors responding to City requests? Have we?"

Mr. Krus: "Only when the agency goes out to get temporary staffing and they go through this list of vendors to obtain staffing that they need in the amount of time that they require. It's possible for, for an agency to go all the way down to the Third Call vendor if the First and Second Call vendor are not able to provide the staff in the time that they need."

Comptroller: "I asked another question, 'Why has Dependable Services Group, which is a WBE sub to the First Call vendor, Excel Staffing, been allowed to benefit significantly as the WBE on this contract, while conversely not being in compliance as the Third, now Second Call, vendor under this contract?' And you responded 'That Dependable Services Group, not awarded work in 2013, in 2014 found them non-compliant for failure to meet the goals in 2014.' Why weren't they awarded work in 2013 and do you know the dollar amount they -- of the services they -- of the services they provided in 2014?"

Mr. Krus: "Madam Comptroller, I'll let Tom Corey -- address that."

Comptroller: "Okay."

## MINUTES

Mr. Thomas Corey: "Good morning, Thomas Corey, Chief of the Minority and Women's Business Opportunity Office. Give me one second, I believe that Dependable was awarded \$159,891.57 in 2014, but they had an obligation to spend 15 percent of those dollars with an MBE and eight percent of those dollars with a WBE and they failed to do that, uh, so we found them non-compliant."

Comptroller: "So, I have another question. Um, are there plans to provide monitoring and technical assistance, if necessary for vendors, similar to Dependable Services Group, to insure that they are in compliance beyond the date of award and before there is an increase or renewal, and your response was uh, 'At this time, at this point in time, monitoring is only occurring while increase renewal or amendments to contract and when special circumstances may in, dictate an investigation into compliance. There are no current plans to increase the frequency of monitoring without further study to determine the staffing that would be required to accomplish such an increase.' But, the MWBOO Ordinance, Section [XII], 28-12 B8 states the Office's duties include monitoring contracts throughout the duration of their contract to insure that all effort are being made to comply with this sub-title. Um, the Ordinance requires

## MINUTES

monitoring throughout the duration of the contract and just for the record, why is this not being done?"

Mr. Corey: "We try our best to monitor as many of the contracts as we can, uh, but we do fall short and we do uh, constantly ask for a buy-in from the agencies because with so many contracts, um, we can't keep up. So, some of them come to our attention when there's an increase or an extension being asked and we make note then that there's a problem and we pursue it at that point. Uh --"

City Solicitor: "Uh, Mr. Corey, let me suggest that given that we're in August now, heading into what sometimes affectionately known as budget season heading towards outcome budgeting, maybe it would be a good idea to start to put together for the Law Department and the Budget Bureau and others in the process, the kind of staffing and resources that you would need in order to develop the kind of more comprehensive enforcement that the Comptroller's talking about."

Mr. Corey: "I'd be glad to."

Comptroller: "I had another question. Um, the question was "What action will be taken if Dependable Services Group, Inc. does not cure a deficit within 60 days?" and you stated that, 'Bureau of Purchases and MWBOO will consult with one another at that time and determine the appropriate recommendation to the

## MINUTES

Board' and my question is why isn't there a plan that will be instituted when these vendors are found to be non-compliant, but maybe Mr. uh, Nilson made a suggestion that you will get the staff that you need and the other question is, and you may have answered it, you said because you don't have sufficient staff, why aren't we enforcing the mandate of the Ordinance?"

Mr. Corey: "The best I can, the best answer I can give you is we're doing the very best we can with the resources that we have. We need to improve, I'll agree to that. Um, with regards to consulting with uh, BoP on Dependable because there are certain ave, couple avenues we can take at that point, whether or not we um, suspend their contract, uh, stop giving them work and those things. We'd have to discuss which would be the most um, appropriate action to take, given the needs of the City and we would take it from there. That's why we say we would consult, not just put down a definite decision of which direction we would go at this point but those are the avenues that we would, that MWBOO would be presenting to Bureau of Purchases as to what we should do with Dependable."

Comptroller: "that inaudible at that time, because it seems like, and I'm not sure but, Dependable doing all of the work themselves and not giving the work to the subs."

Mr. Corey: "They may be doing that, and that's, and that's --."

## MINUTES

Comptroller: "That's not fair and that's not what you intend with the Ordinance."

Mr. Corey: "I agree with you, and that's one of the reasons we found them in non-compliance. And then of course, in 2013 maybe they were respon -- they didn't respond to calls as a prime, so they didn't get any work. So, now that they're getting work as a prime, they may very well be keeping as much of the money in their pocket as they possibly can. But, the only time that we get wind of this is at times like this under the presence of review --."

Comptroller: "Hopefully --."

Mr. Corey: "Yes, thank you."

President: "I'll entertain a Motion."

City Solicitor: "Move approval of the item recommended by the Bureau of Purchases on Page 61 and 62, Item no. 14."

Unidentified voice: "Second."

President: "All those in favor say AYE. All opposed NAY. Please note that Council President Young votes **NAY**. The third item on the non-routine agenda -- and the Comptroller votes **NO**. The Motion carries."

\* \* \* \* \*

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |              |                                 |
|--|--------------|---------------------------------|
| 15. TURF EQUIPMENT AND<br>SUPPLY COMPANY, INC.   | \$100,000.00 | Increase<br>(Additional Vendor) |
| Contract No. B50003397 - O.E.M. Parts and Service for Toro<br>Equipment - Department of General Services, Fleet Management -<br>Req. No. R653614 |              |                                 |

On April 9, 2014, the Board approved the initial award to Security Equipment Company in the amount \$1,000,000.00. The award contained two 1-year renewal options. This vendor can no longer meet the increasing requirements of the City. The additional vendor was the second lowest bidder on the original bid and has agreed to provide services under the original terms of the solicitation and the prices bid. The period of the award is September 3, 2014 through April 8, 2017, with two 1-year renewal options remaining. This increase makes the total contract amount \$1,000,000.00. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |   |                |           |
|---|----------------|-----------|
| 16. OFFICIAL PAYMENTS<br>CORPORATION  | \$1,152,000.00 | Agreement |
| Solicitation No. 06000 - Payment Gateway Services - Department<br>of Finance - Req. No. R661047 |                |           |

The Board is requested to approve and authorize execution of an Agreement with Official Payments Corporation. The period of the agreement is October 1, 2014 through September 30, 2018, with four 2-year renewal options.

The Bureau of Revenue Collections desires to engage Official Payments Corporation to provide confidential and proprietary software licenses and services to allow for electronic bill payment services to the City for a suite of services including, internet, phone, credit card, debit card, etc. for payment and transfer of funds for various fees and other obligations.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The services are currently provided by Official Payments Corporation as a subcontractor on the General Banking Contract with M & T Bank. It was determined by the using agency that the new General Banking solicitation should not include this function, and that a separate contract should be negotiated directly with Official Payments Corporation due to the operational infeasibility of competitively bidding both contracts during the same term.

The pricing has been reviewed and deemed fair and reasonable. 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.**

President: "The third item on the non-routine agenda can be found on Page 63-64, Informal Awards, Renewals, Increases to Contracts and Extensions, Item 16, Solicit -- Solicitation No. 06000, Payment Gateway Services, Department of Finance. Will the parties please come forward?"

Mr. Tim Krus: "Tim Krus, City Purchasing Agent. This is a selected source award to Official Payments Corporation to provide Payment Gateway Services from October 1, 2014 through September 30, 2018 with four two-year renewal options. The

## MINUTES

amount of money is one million, one hundred fifty-two thousand dollars for the first four-year term."

President: "Madam Comptroller."

Comptroller: "Yes."

President: "Madam Comptroller."

Comptroller: "I had an issue. Um -- My issue was whether the City could have received a better price if the Payment Gateway Services was competitively bid and your response was 'The Department wanted the Gateway Services to continue without interruption' and I do understand that. 'Since the Gateway Services contract was a sub-contract agreement through M&T and if M&T Bank lost the general banking services contract, the City would have lost the Gateway Services provider. Additionally, the City desired a direct relationship with the Gateway Services vendor so that it could have an agreement that was more specific to the City's needs and at better pricing than was currently being passed through to the City. In addition, several banks, including the current vendor, M&T, notified the bank that they would prefer that it handle these services directly and not have the bank sub-contract'. So, my follow-up question was in response to my question is 'Why did the using agency determine that the general banking solicitation did not include Gateway Services to allow for electronic bill payment services?' And you

## MINUTES

responded saying 'The Department wanted to' exactly what I said, but then my follow-up question is, 'Can you tell me what the difference in price is for the contract versus the cost when they performed it as a sub, now that they are not with M&T?' You mentioned that we could save money, so what is the difference in price?"

Ms. Janice Simmons: "We actually have --."

Comptroller: "State your name."

President: "Um, you have to state your name."

Ms. Janice Simmons: "Janice Simmons, Chief of Revenue Collections. We actually have a lower per payment transaction cost, so our web payment costs have gone down from 23 cents to 20 cents and our home banking costs have gone down from seven and a half cents to five and a half cents per transaction."

Comptroller: "Okay. I also asked 'What is the operational infeasibility to competitively bid the Gateway Services provided by Official Payments Corporation at the same time as B50003351, General Banking Services?' and your response was 'The transition from the bank, from the current bank provider to the new bank, can take up to six to nine months; to transition from the current Gateway provider to a new Gateway provider can take four to six months. The main obstacle for implementing a new payment Gateway is the complexity that exists because there are so many

## MINUTES

bill types supported by various systems. Even the scan line is different on every different bill type. By doing the solicitations at the same time, the City would potentially be handling both transitions at the same time.' My question is 'are there other vendors that provide, that can provide Gateway Services uh, that OPC has provided?', and you answered, -- just let me finish."

Mr. Krus: "Sure."

Comptroller: "'Yes, however not all Gateway Services vendors support all banks and vice versa, and therefore the City determined that it would be best to solicit the banking services first and continue with the same Gateway Service provider.' and so my follow-up question is, were there any efforts to determine which vendors support all banks, and if so, what banks were they?"

Mr. Krus: "Madam Comptroller, based on the decision that we made on the infeasibility of this transition, we did not research other vendors who, we did not -- have we lost both (mic)? They're back. Excuse me, um, we didn't explore that option because of the plan to go forward and without doing solicitation

Comptroller: "So, when will this be able to go out on competitive bid?"

## MINUTES

Mr. Krus: "The earliest, if that would occur, would be Sept. 2018 and that would be when a new bidder could start, unless the City decides, unless we decide to recommend that we proceed with two-year renewal options after that."

Comptroller: "Now, I also asked the question, how long did OPC provide Gateway Services to the City under the general banking contract?", and you responded 'ACI has provided Gateway Service, Services to the City since the City has offered electronic payments in 2006. But there have been several corporate changes since that time. The first vendor to provide these services was Princeton E-com, which then became ORCC, until ORCC's acquisition by ACI.' My follow-up question is, you did not state how long OPC provided services, and is there a relationship between ACI and OPC."

Mrs. Simmons: "ACI uh, is the parent company, Official Payments Corporation, was acquired by ACI in January 2014."

Comptroller: "Okay. Thank you."

President: "I'll entertain a Motion."

City Solicitor: "Move approval of the recommendation by the Bureau of Purchases on Page 63, Item number 16, Page 63-64."

Comptroller: "Second."

President: "All those in favor say AYE. All opposed NAY. The Motion carries."

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

17. GREAT WEST LIFE AND ANNUITY INSURANCE COMPANY	N/A	Amendment to Agreement
Contract No. B50001019 - Provide Deferred Compensation Plan Services - Department of Finance - Req. No. N/A		

The Board is requested to approve and authorize execution of the following:

- a. First Restated and Amendment for Recordkeeping and Communication Services with Great West Life and Annuity Insurance Company.
- b. Amendment #1 - Reality Investing Advisory Services Agreement with Advised Assets Group, LLC.
- c. Section 401(a) Custodial Account Agreement with Wells Fargo Bank, National Association.

On July 15, 2009, the Board approved the initial award. In support of the Mayor's Ten Year Plan, this Amendment includes the three-year extension and a request to allow for the implementation of a new 401(a) Retirement Savings Plan in coordination with Segal Advisors, Inc., the Deferred Compensation Plan Consultants. The new 401(a) Plan is in addition to the existing 457 Plan.

The Deferred Compensation Plan fees are structured so that the administrative fees paid by each of the two Plans are part of the investment funds entrusted to the Plan administrator, Great West Life and Annuity Company. This recommendation is made with the concurrence of the Deferred Compensation Plan Committee.

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

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

Bureau of Purchases

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

**MWBOO SET GOALS OF 16% MBE AND 6% WBE.**

**MBE:** CASI, Inc. 13.4%

**WBE:** Curry Printing & Copy Center 3.9%

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

The vendor will be given 60 days to cure its deficit.

UPON MOTION duly made and seconded, the Board approved foregoing Informal Awards, Renewals, Increases to Contracts and Extensions. The Board also approved and authorized execution of the First Restated and Amendment for Recordkeeping and Communication Services with the Great West Life and Annuity Insurance Company, Amendment #1 - Reality Investing Advisory Services Agreement with Advised Assets Group, LLC, and Section 401(a) Custodial Account Agreement with Wells Fargo Bank, National Association (item no. 17). The Comptroller **ABSTAINED** on item no. 17. The President voted **NO** on item no. 14. The Comptroller voted **NO** on item no. 14.

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION**

\* \* \* \* \*

On the recommendations of the City agency  
hereinafter named, the Board,  
UPON MOTION duly made and seconded,  
awarded the formally advertised contracts  
listed on the following pages:

3326 - 3328

to the low bidders meeting the specifications,  
and rejected the bid as indicated  
for the reasons stated.

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Dept. of Public Works, Bureau of Water and Wastewater/ Office  
of Engineering & Construction

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1. SWC 7764, Race Street Culvert Replacement and Rehabilitation Allied Contractors, Inc. \$2,437,080.00

<b>MBE:</b> Priority Construction Corp.	\$232,134.00	9.52%
J.M. Murphy Enterprises, Inc.	\$ 61,000.00	2.50%
<b>WBE:</b> Sunrise Safety Services, Inc.	\$19,328.00	0.79%
S&L Trucking, LLC	\$53,856.00	2.20%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 800,000.00	9958-905093-9522	
State Construction		
755,669.00	" "	
26 <sup>th</sup> Rec. & Parks		
Loan		
15,000.00	9958-906400-9522	
State Construction		
75,000.00	9958-903439-9522	
State Construction		
679,087.00	9958-903451-9522	
State Construction		
261,773.00	9958-906405-9526	
State Construction		
50,074.00	9958-909407-9526	
<u>\$2,636,603.00</u>		
<u>State Construction</u>		
\$ 199,743.00	-----	9958-908093-9520-2 (Extra Work)
\$ 199,743.00	-----	9958-908093-9520-3 (Engineering)
\$ 119,846.00	-----	9958-908093-9520-5 (Inspection)



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

4. B50003510 Major Repairs, Upgrades and Replacement of AST and UST (Above Ground Storage Tanks and Underground Storage Tanks)

**REJECTION** - On July 30, 2014, the Board received and opened the sole bid. In the process of evaluation, it was determined that an award would not be in the best interest of the City and revised specification would increase competition. This requirement will be revised and re-bid at a later date.

**MINUTES**

Department of Transportation - Ratification and Expenditure  
of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services and authorization of payment by Expenditure Authorization to P. Flanigan & Sons, Inc., under TR 10308, Resurfacing Highways at Various Locations.

**AMOUNT OF MONEY AND SOURCE:**

\$207,955.06 - 9950-903771-9514-900010-703064

**BACKGROUND/EXPLANATION:**

On Wednesday, July 14, 2010, the Board awarded TR 10308, Resurfacing Highways at Various Locations Citywide, with a duration of 450 consecutive calendar days, resulting in an expiration date of November 9, 2011. During the course of construction, this project experienced several unforeseen project management issues, which adversely impacted handling outstanding extra work orders.

Final review of construction documents revealed that the need for additional funding to close out the contract and reimburse the contractor for purchased materials, which are to be utilized by the Traffic Division. The Department is requesting additional funding in the amount of \$207,955.06, and to bring the contract timeline to date with final acceptance, and address outstanding contractual issues. The contract ended November 9, 2011. The services for which payment is requested were provided November 10 through 15, 2011.

**DBE PARTICIPATION:**

The contractor has complied with 49 CFR Part 26 in meeting the established 30% DBE goal.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**MINUTES**

Department of Transportation - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<b>\$298,000.00</b>	9950-917001-9507	9950-903771-9514-2
MVR	Constr. Reserve	Contingency - JOC
	Highway Federal	Citywide TR 10308

This transfer will provide funds to close Project TR 10308, Resurfacing Highways at Various Locations Citywide.

UPON MOTION duly made and seconded, the Board ratified the services provided and authorized payment by Expenditure Authorization to P. Flanigan & Sons, Inc., under TR 10308, Resurfacing Highways at Various Locations. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 24 to Century Engineering, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

**AMOUNT OF MONEY AND SOURCE:**

\$ 46,245.76 - 9950-904327-9527-900010-703032

**BACKGROUND/EXPLANATION:**

This authorization provides for additional construction phase services to cover contract time extension and minor changes made in design of permanent ADA marina camp access. This proposal will also cover services provided for temporary ADA marina access to accommodate construction phasing. Finally, this proposal will cover construction phase services for permanent ADA marina access.

**MBE/WBE PARTICIPATION:**

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

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

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Department of Transportation - cont'd

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 40,696.27 Federal	9950-904176-9528 Jones Falls Inner Harbor Trail	
10,174.07 <u>MVR</u>	9950-906139-9528 Pennsylvania Ave. Main Street Improv.	
<b>\$ 50,870.34</b>	-----	9950-904327-9527-5 Inspection - Inner Harbor East Phase III

This transfer will provide funds to cover costs associated with Task No. 24, Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects in the amount of \$46,245.76.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 24 to Century Engineering, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES****EXTRA WORK ORDERS AND TRANSFER OF FUNDS**

\* \* \* \* \*

UPON MOTION duly made and seconded,  
the Board approved the  
Extra Work Orders and Transfer of Funds  
listed on the following page:

3334

All of the EWOs had been reviewed and approved  
by the

Department of Audits, CORC,  
and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved  
SUBJECT to receipt of a favorable report  
from the Planning Commission,  
the Director of Finance having reported favorably  
thereon, as required by the provisions  
of the City Charter.

MINUTES

EXTRA WORK ORDERS

Contract Awd. Amt.	Prev. Apprvd. Extra Work	Contractor	Time Ext.	% Compl.
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Department of Transportation

1. EWO #003, \$400,346.82 - Project 799, Improvements to Hawkins Point Road  

\$374,228.29	\$517,729.54	Century Engineer- ing, Inc.	-	-
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This authorization provides for additional engineering services in connection with improvements to Hawkins Point Road. The scope of services includes but is not limited to, pre-bid meeting and preparing addenda, additional design services, bridge joint modifications, and right-of-way.

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$352,305.20 Federal	9950-903416-9507 Constr. Reserve Hawkins Point Rd. Bridge	
88,076.30 MVR	" "	
<u>\$440,381.50</u>	-----	9950-902416-9506-3 Design & Study Hawkins Point Road

This transfer will provide funds to cover costs associated with expense related to Change Order No. 3, Project 799, for improvements to Hawkins Point Road with Century Engineering, Inc. in the amount of \$400,346.82.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize an Extension of the Adjustment Increase to the Interim Agreement Renewal with Sparrows Point LLC. The Adjustment Increase to the Interim Agreement will be extended through December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$374,500.00 - 2070-000000-5501-630040-603026

**BACKGROUND/EXPLANATION:**

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

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

Sparrows Point LLC claims that they terminated the Interim Agreement. The City disputed this claim and asserted that the Agreement automatically renewed for another year. Pending litigation on this matter is before the Federal Court. The Court has issued a stay prohibiting Sparrows Point LLC from taking any action to prevent the City from discharging its effluent, in accordance with the terms or the Interim Agreement until the Court decides this matter.

**MINUTES**

BW&WW - cont'd

On December 18, 2013, the Board approved an Adjustment/Increase in the monthly payments in the amount of \$105,000.00, for the period December 1, 2013 through September 13, 2014, in exchange for jointly requesting a delay in the Court hearing and to continue negotiations between the parties.

As the parties are still in litigation and the Court hearing date has been further postponed, the Board is requested to approve the Extension to the Adjustment Increase to the Interim Agreement through December 31, 2014.

This request in the amount of \$374,500.00 makes the total Agreement amount \$2,479,000.00.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved and authorized an Extension of the Adjustment Increase to the Interim Agreement Renewal with Sparrows Point LLC.

**MINUTES**

Department of Public Works/Bureau - Task Assignment  
of Water & Wastewater/Office  
Engineering & construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 027 to EBA Engineering, Inc., under Project No. 1174, On-Call Material Testing, and Inspection Services on SC 863, SC 888, WC 1168, 1164, and 1237. This project will expire on February 5, 2015.

**AMOUNT OF MONEY AND SOURCE:**

(\$ 9,448.57) - 9956-904532-9551-900020-705032  
( 17,659.27) - 9956-905752-9551-900020-705032  
( 42,535.80) - 9960-904727-9557-900020-705032  
( 102,289.78) - 9960-903709-9557-900020-705032  
( 3,020.93) - 9960-906653-9557-900020-705032  
**(\$174,954.35)**

**BACKGROUND/EXPLANATION:**

EBA Engineering, Inc. will provide a credit of unused funds, in the amount of \$174,954.35, from Tasks Nos. 002, 003, 007, 008, and 010. This task will expire on February 5, 2014 and this credit will increase the remaining agreement upset limit and allow other tasks to be developed.

**MWBOO GRANTED APPROVAL.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 027 to EBA Engineering, Inc., under Project No. 1174, On-Call Material Testing and Inspection Services on SC 863, SC 888, WC 1168, 1164, and 1237.

**MINUTES**

Law Department - Settlement Order

**ACTION REQUESTED OF B/E:**

The Board is requested to approve a proposed settlement of the City and its contractor, P & J Construction Co., (P&J) by with 504 South Broadway, LLC , Owner of the property located at 500-502 S. Broadway. The damages are in connection the March 2013 demolition of structure.

**AMOUNT OF MONEY AND SOURCE:**

The City will pay no money for this settlement. The City will receive:

\$50,000.00 - partial cost incurred for razing  
3,995.44 - outstanding real property taxes for  
2012/2013, 2013/2014

**BACKGROUND/EXPLANATION:**

Within 30 days of the Board's approval of this settlement, the Owner will: a) dismiss with prejudice its lawsuit; b) pay the City \$50,000.00 of the \$81,352.62 cost that the City incurred for the razing; and c) pay the City the outstanding real property taxes for 2012/2013 and 2013/2014 as well as unpaid \$15.00 water meter charge, all of which totals \$3,995.44 as of August 14, 2014. The amount will be adjusted to the date of payment. In turn, the City will abate the remainder of the demolition bill, including all interest and penalties incurred on that bill since it was issued on November of 2010, and will redeem the property from the 2014 Tax Sale.

On March 30, 2010, one of two adjoining structures located at the property collapsed onto the public right-of-way at the corner of Broadway and Eastern Avenue in Fells Point. The Department of Housing and Community Development (DHCD) directed the City's demolition contractor, P&J to demolish this corner structure on an emergency basis. During the demolition of this structure, the Building Inspector discovered that the interior of the adjoining related structure and located on the same lot had also suffered a collapse.

**MINUTES**

Dept. of Law - cont'd

The Building Inspector therefore directed P&J to demolish the adjoining structure as well. In March of 2013, the owner filed suit against the City and P&J, alleging that the adjoining structure had been made unsafe as a result of negligence in the manner of demolition of the corner building. The Owner also claimed that the demolition bill it later received in the amount of \$81,352.62 had been inflated. The Owner and P&J have separately reached a settlement not involving the City. As to the City, the Owner has agreed to dismiss its lawsuit with prejudice and pay \$50,000.00 of the original \$81,352.62 demolition charge (as well as the other charge listed above which resulted in the 2014 Tax Sale of the property) if the City will abate the remainder of the razing charge, including interest and penalties. Both DHCD and the Law Department's Settlement Committee have reviewed and recommend approval of this agreement.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the proposed settlement of the City and its contractor, P & J Construction Co., with 504 South Broadway, LLC, Owner of the property located at 500-502 S. Broadway.

**MINUTES**

Department of Real Estate - Agreement of Sale

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement of Sale with Ms. Lydia Alexander, purchaser, for the sale of the property located at 1443 Montpelier Street.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000.00 - Assessed Value

**BACKGROUND/EXPLANATION:**

The authority to sell this property was approved by City Council Ordinance No. 477 on December 6, 1973. This vacant lot, located at 1443 Montpelier Street, is being sold to Ms. Alexander, who lives at 1445 Montpelier Street. The price for the property is its assessed value of \$1,000.00. The property will continue to be used as open space.

UPON MOTION duly made and seconded the Board approved and authorized execution of an Agreement of Sale with Ms. Lydia Alexander, purchaser, for the sale of the property located at 1443 Montpelier Street.

**MINUTES**

Department of Real Estate - Landlord's Acknowledgement and Agreement, Amendment to Lease Agreement, and Memorandum of Lease

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the following:

1. Landlord's Acknowledgement and Agreement with The Reinvestment Fund, Inc. (TRF).
2. Amendment to Lease Agreement with Creative City Public Charter School Foundation, Inc.
3. Memorandum of Lease between the Mayor and City Council of Baltimore and Creative City Public Charter School Foundation, Inc.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On June 19, 2013, the City, Landlord, entered into a Lease Agreement with the Creative City Public Charter School Foundation, Inc., the Tenant, for the rental of the property known as 2810 Shirley Avenue, Block 3176A, Lot 012, consisting of approximately 33,200 square feet and the adjacent lot, Block 3176A, Lot 16 for the operation of a charter elementary school. The term of the lease is five years which commenced on June 19, 2013. The Tenant has three successive options to renew the Lease for five years each.

The Tenant's costs to make the leasehold improvements to the property to operate as a public charter elementary school and to

## MINUTES

Department of Real Estate - cont'd

acquire and install certain equipment in the property to be used in connection with the school have been and are financed through proceeds of certain loans in the aggregate principal amount of \$297,600.00. These funds are from the Lender, the TRF. Part of the funds were used for the initial capital improvements (1<sup>st</sup> floor) and additional funds are being used for improvements to the 2<sup>nd</sup> floor of 2810 Shirley Avenue. The Landlord's Acknowledgement and Agreement that is requested to be executed outlines the above.

The Amendment to Lease Agreement will allow the Tenant to encumber its leasehold interest in the leased premises for the purpose of financing improvements to the building with the prior approval from the Landlord.

The Memorandum of Lease summarizes the terms and conditions of the Lease. The Memorandum of Lease will be recorded in the Land Records of Baltimore City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Landlord's Acknowledgement and Agreement with The Reinvestment Fund, Inc. (TRF), the Amendment to Lease Agreement with Creative City Public Charter School Foundation, Inc. and the Memorandum of Lease between the Mayor and City Council of Baltimore and Creative City Public Charter School Foundation, Inc.

**MINUTES**

Board of Trustees of the Fire and Police - Information  
Employees' Retirement System (F&P) Technology Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Information Technology (IT) Services Agreement with Magothy Technology, LLC (Magothy). The period of this IT Services Agreement is effective upon Board approval for one year, with four 1-year renewal periods at the sole discretion of the Board.

**AMOUNT OF MONEY AND SOURCE:**

\$1,000,000.00 - 6000-604114-1540-171400-605008

No General Fund monies are involved in this transaction.

**BACKGROUND/EXPLANATION:**

All consulting services fees and charges will be expended from the F&P trust funds. Total compensation over the 1-year term of this IT Services Agreement may not exceed \$1,000,000.00; taking into account the four additional 1-year optional renewals under this IT Services Agreement, total compensation may not exceed \$5,000,000.00.

In 2010, the Board approved an IT Services Agreement retaining Magothy as the F&P's principal consultant. Since that time, Magothy has been instrumental in the design, development, and maintenance of the F&P's website and IT network. Magothy has also successfully implemented the F&P's digital record conversion. As a result, Magothy is uniquely positioned to continue to (1) maintain and modernize the F&P's current IT network and integrate its digital records system and (2) support, design, and eventually install a fully-integrated benefits administration system.

It is the position of the F&P Board that, as a professional service contract, this IT Services Agreement with Magothy is exempt from formal competitive bidding generally required under Article VI, Section 11 of the Baltimore City Charter because no advantage would result there from, nor would it be practical to obtain competitive bids.

**MINUTES**

F&P - cont'd

It is believed that selection of another IT consultant would be disruptive to the continued development of the F&P's IT platform and result in degradation of services to the F&P benefits recipients and members and in increased costs to the City.

**MWBOO GRANTED A WAIVER.**

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of an Information Technology (IT) Services Agreement with Magothy Technology, LLC. The Comptroller **ABSTAINED.**

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Fleming El-Amin	2014 Rail-Volution Building Livable Communities with Transportation Conference St. Paul, MN Sept. 21, - 24, 2014	General Funds	\$1,181.68

The subsistence rate for this location \$204.00 per day. The hotel rate is \$207.66 per night plus occupancy taxes in the amount of \$83.48. The Department is requesting additional subsistence in the amount of \$11.00 for hotel costs and \$120.00 for food and incidentals. The Department has prepaid the airfare in the amount of \$295.20 on a City-issued credit card assigned to Dharendra Sinha. The disbursement to Fleming El-Amin is \$886.48.

2. Ciara Willis Nikia Mack	2014 Rail-Volution Building Livable Communities with Transportation Conference St. Paul, MN Sept. 21, - 24, 2014	General Funds	\$2,891.62
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The subsistence rate for this location \$204.00 per day. The hotel rate is \$234.33 per night plus occupancy taxes in the amount of \$31.40 per night for a total of \$94.20. The Department is requesting an additional \$91.00 for the hotel balance and \$120.00 per attendee for food and incidentals. The Department has prepaid the airfare in the amount of \$402.20 per attendee and registration fee in the amount of 495.00 per attendee on a City-issued credit card assigned to Dharendra Sinha. The disbursement to Ms. Willis is \$150.00. The disbursement to Ms. Mack is 947.20.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Office of the State's Attorney</u>			
3. Bethany Durand Lisa Goldberg Janet Hankin Andrew Kowalczyk Kathleen Murphy Nancy Olin Christopher Sandmann	AFT Arson for Prosecutors Seminar Alexandria, VA Sept. 2-5, 2014	General Funds	\$6,878.48

Sheriff's Department

4. John W. Anderson Henry A. Martin Samuel Cogen Sabrina Tapp- Harper Jacqueline Conway (Reg. Fee \$275.00 ea.)	MD Chiefs of Police. MD Sheriff's Assn. Annual Training Seminar Ocean City, MD Sept. 7 - 11, 2014	General Fund	\$5,423.72
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Messers. Anderson/Martin

The subsistence rate for this location is \$168.00 per night. Mr. Anderson and Mr. Martin will share a room. Therefore, the hotel cost per person is \$520.00 plus hotel taxes of \$54.60 each. The Department is requesting additional subsistence of \$2.00 per day per person for meals and incidentals. The registration fees were prepaid by EA 000148075. The total cost of travel for Mr. Anderson is \$1,009.60 and he will be disbursed \$734.60. The total cost of travel for Mr. Martin is \$1,009.60 and he will be disbursed \$734.60.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Sheriff's Office</u> - cont'd			

Mr. Cogen

Mr. Cogen's hotel cost is \$170.00 per night, plus hotel taxes of \$17.85 per night. The Department is requesting an additional \$2.00 per night to cover the cost of the hotel and \$40.00 per day for food. The registration fee of \$275.00 was prepaid on EA 000148075. The total travel for Mr. Cogen is \$1,186.40 and he will be disbursed \$911.40.

Ms. Tapp-Harper

Ms. Tapp-Harper's hotel cost is \$165.00 per night, plus hotel taxes of \$17.32 per night. The Department is requesting an additional \$37.00 per day for meals and incidentals. The registration fee of \$275.00 was prepaid on EA 000148075. The total travel for Ms. Tapp-Harper is \$1,164.32 and she will be disbursed \$889.32.

Ms. Conway

Ms. Conway's hotel cost is \$140.00 per night, plus hotel taxes of \$14.70 per night. The Department is requesting an additional \$12.00 per day for meals and incidentals. The registration fee of \$275.00 was prepaid on EA 000148075. The total travel for Ms. Conway is \$1,053.83 and she will be disbursed \$778.80.

Fire Department

5.	Cal Bowman		\$44.41
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On May 7, 2014, the Board approved the travel request for Mr. Bowen to attend the National Urban Area Security Initiative Conference on May 19-22, 2014, in Philadelphia, PA. Mr. Bowen used his private vehicle and incurred \$44.00 for parking. Therefore, the Department is requesting reimbursement for Mr. Bowman in the amount of \$44.00.

The Board UPON MOTION duly made and seconded, approved the foregoing travel requests.

MINUTES

PROPOSAL AND SPECIFICATIONS

- 1. Department of General Services - GS 14815, Sarah's Hope  
 Roof Replacement  
**BIDS TO BE RECV'D: 10/08/2014**  
**BIDS TO BE OPENED: 10/08/2014**

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

\* \* \* \* \*

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ALL ITEMS ON THE AGENDA.**

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.

## Kim A. Trueheart

August 26, 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 questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

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 1 - 89, City Council President and members of the Board of Estimates, BOE Agenda dated August 27, 2014, if acted upon:
    - i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
    - ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
    - iii. The members of this board continue to fail to provide good stewardship of taxpayers funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
    - iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
    - v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

Email: [ktrueheart@whatfits.net](mailto:ktrueheart@whatfits.net)  
5519 Belleville Ave  
Baltimore, MD 21207

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on August 27, 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

**MINUTES**

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

\* \* \* \* \*

**MINUTES**

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

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that the following agencies had issued an Addendum extending the dates for receipt and opening of bids on the following contract.

**THERE WERE NO ADDENDA RECEIVED.**

\* \* \* \* \*

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 Water and Wastewater - SC 901, Patapsco Residuals  
Transfer Station at the  
Patapsco Wastewater Treatment  
Plant

Ulliman Schutte Construction, LLC

## MINUTES

Bureau of Water and Wastewater - WC 1173, Guilford Finished  
Water Reservoir Improvements

DN Tanks, Inc.  
Preload  
BST

Department of General Services - GS 14814, Water Street  
Garage Repair

Restoration East, LLC

Bureau of Purchases - B50003694, 16 Cubic Yard  
Rear Loading Refuse  
Collection Truck

Maryland Industrial Trucks

Bureau of Purchases - B50003697, OEM Parts and  
Service for Peterbilt Heavy  
Duty Trucks

Peterbilt of Baltimore  
Columbia Fleet Service

Bureau of Purchases - B50003693, Hook Lift Trucks  
In Two Configurations

Waste Equipment Sales & Service, LLC  
Harbor Truck Sales & Service, Inc.  
d/b/a Baltimore Freightliner  
Beltway International, LLC

MINUTES

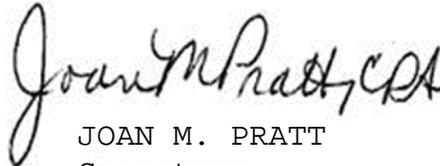
Bureau of Purchases

- B50003710, OEM Parts and  
Service for Harley-Davidson  
Motorcycles

NO BIDS WERE RECEIVED.

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 3, 2014.



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

JOAN M. PRATT  
Secretary