

## MINUTES

REGULAR MEETING

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

Pursuant to Article VI, Section 1(c) of the revised City Charter effective July 1, 1996, the Honorable Mayor, Stephanie Rawlings-Blake, in her absence during the meeting, designated Mr. Henry Raymond, Director of Finance, to represent the Mayor and exercise her power at this Board meeting.

The meeting was called to order by the President.

President: "I would direct the Board members attention to the memorandum from my office dated October 6, 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 the approval of all of the items on the routine agenda."

## MINUTES

Comptroller: "Second."

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

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

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

AM-Liner East, Inc.	\$140,337,000.00
BLD Services, LLC	\$ 8,000,000.00
Bosley Construction Inc.	\$ 1,500,000.00
Facchina Construction Inc.	\$386,001,000.00
Gaines & Company, Inc.	\$ 8,000,000.00
Hayward Baker, Inc.	\$950,220,000.00
IronShore Contracting, LLC	\$ 8,000,000.00
J & R Roofing Company, Inc.	\$ 8,000,000.00
JLN Construction Services, LLC	\$ 8,000,000.00
M.D. Miller Co. Inc., t/a The Marksmen Co.	\$ 8,000,000.00
Mobile Dredging and Pumping Co.	\$ 16,524,000.00
Morgan-Keller, Inc.	\$ 60,336,000.00
R & R Contracting Utilities, Inc.	\$ 1,500,000.00
Tecta America East, LLC.	\$425,115,000.00
TFE Resources, LTD	\$ 801,000.00

2. Prequalification of Architects and Engineers

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

AMEC Environment & Infrastructure, Inc.	Engineer
Becht Engineering BT, Inc.	Engineer

## MINUTES

BOARDS & COMMISSIONS - cont'd

CPJ & Associates, Inc.	Engineer Landscape Architect Survey
CWD Consulting, LLC	Engineer
Chesapeake Environmental Management, Inc.	Engineer Landscape Architect
The Constellation Design Group, Inc.	Engineer
Findling, Inc.	Engineer
Floura Tecter Landscape Architects	Landscape Architect
Khafra Engineering Consultants, Inc.	Engineer Architect
O'Brien & Gere Engineers, Inc.	Engineer
Progressive Engineering Consultants, Inc.	Engineer
Wallace, Montgomery & Associates, LLP	Engineer
The Wilson T. Ballard Company	Engineer

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Prequalification of Contractors and the Prequalification of Architects and Engineers for the listed firms.

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
1. Matilda Y. Pair	1801 E. Biddle St.	G/R \$54.00	\$ 450.00
2. Jeffrey I. Silberman	909 N. Duncan St.	G/R \$36.00	\$ 330.00
Funds are available in account 9910-906409-9588-900000-704040, EBDI Phase II Project.			
3. 819 North Curley, LLC	2741 Fenwick Ave.	F/S	\$23,000.00
Funds are available in account 9910-910634-9588-900000- 704040, Whole Block Demo Project.			
4. Donald T. Campbell	1317 N. Monroe St.	L/H	\$ 6,400.00
Funds are available in account 9910-905507-9588-900000- 704040, AG Demolition Project.			
5. Isabel Levinson	4718 Park Heights Avenue	G/R \$90.00	\$ 825.00
Funds are available in account 9910-903180-9588-900000- 704040, Park Heights Acquisition/Project.			

## MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development - Options</u>			
6. Winston Barclay	4748 Park Heights Avenue	L/H	\$33,459.00

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

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

DHCD - Condemnations

7. Herbert Street Ventures, LLC	2123 Herbert St.	L/H	\$12,350.00
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Funds are available in account 9910-910634-9588-900000-704040, Whole Block Demo Project.

The fair market value is 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.

8. William F. Padlich & William F. Padlich, Jr., Trustees	951 N. Washington St.	G/R	\$ 240.00
			\$36.00

Funds are available in account 9910-906409-9588-900000-704040, EBDI Phase II Project.

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

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

UPON MOTION duly made and seconded, the Board approved the options and the condemnations.

MINUTES

EXTRA WORK ORDERS AND TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders and Transfers of Funds

listed on the following pages:

3751 - 3754

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

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.

Acting on behalf of the Mayor,

the Director of Finance **ABSTAINED** on

item nos. 3 and 4.



**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation

5. EWO #004, \$52,185.21 TR 20350 - Replacement of Frederick Avenue Bridge over Gwynns Falls & CSX Railroad
- 
- |                 |             |                       |   |   |
|-----------------|-------------|-----------------------|---|---|
| \$13,997,381.20 | \$25,990.78 | Joseph B. Fay Company | - | - |
|-----------------|-------------|-----------------------|---|---|

6. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 57,403.73	9950-944002-9507	9950-902412-9506-2
Federal	Constr. Reserve	Contingencies
	Res. for Closeouts	Frederick Avenue Bridge over Gwynns Falls & CSX RR

This transfer will cover the costs associated with Change Order No. 4, Project No. TR 20350, Replacement of Frederick Avenue Bridge over Gwynns Falls and CSX Railroad with Joseph B. Fay Co. in the amount of \$52,185.21.

7. EWO #014, \$148,700.00 - TR 10314, Parcel "D" Inner Harbor Improvements
- 
- |                 |              |                       |   |   |
|-----------------|--------------|-----------------------|---|---|
| \$ 4,126,171.10 | \$465,849.33 | Joseph B. Fay Company | - | - |
|-----------------|--------------|-----------------------|---|---|

MINUTES

EXTRA WORK ORDERS

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

8. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$130,856.00 Federal	9950-904176-9528 Constr. Reserve Jones Falls Inner Harbor Trail	
32,714.00 MVR	9950-903293-9528 East Baltimore Development III	
<u><u>\$163,570.00</u></u>	-----	9950-904327-9527-2 Contingencies - Inner Harbor East - Phase III

This transfer will cover the costs associated with Change Order No. 14, Project No. TR 10314, Parcel D, Inner Harbor Improvements, Phase III with Joseph B. Fay Co. in the amount of \$148,700.00.

Department of Transportation

9. EWO #015, \$43,909.65 - TR 10314, Parcel "D" Inner Harbor Improvements				
\$ 4,126,171.10	\$614,549.33	Joseph B. Fay Company	-	-

**MINUTES****EXTRA WORK ORDERS**

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

Department of Transportation

- |                                                               |              |                |    |   |
|---------------------------------------------------------------|--------------|----------------|----|---|
| 10. EWO #008, \$108,166.96 - TR 08046, Rehabilitation of      |              |                |    |   |
| <u>Broening Highway from Holabird Avenue to Colgate Creek</u> |              |                |    |   |
| \$14,700,000.00                                               | \$784,222.85 | American       | 26 | - |
|                                                               |              | Infrastructure |    |   |
|                                                               |              | -MD, Inc.      |    |   |
| 11. EWO #009, \$119,265.94 - TR 08046, Rehabilitation of      |              |                |    |   |
| <u>Broening Highway from Holabird Avenue to Colgate Creek</u> |              |                |    |   |
| \$14,700,000.00                                               | \$892,389.81 | American       | -  | - |
|                                                               |              | Infrastructure |    |   |
|                                                               |              | -MD, Inc.      |    |   |

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

3756 - 3761

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.

Acting on behalf of the Mayor,

the Director of Finance **ABSTAINED** on

item nos. 5 and 11.

**MINUTES****TRANSFERS OF FUNDS**Baltimore Development Corporation (BDC)

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
1.	\$264,628.22	9910-906575-9601	9910-994001-9600
	COP	E. Balto. Ind. & Coml.	Unallocated Reserve
	5,692.89	" "	9910-906105-9601
	22 <sup>nd</sup> EDF		E. Balto. Ind. & Coml.
	45,696.62	" "	" "
	23 <sup>rd</sup> EDF		
	252.00	" "	" "
	24 <sup>th</sup> EDF		
	<u>\$316,269.73</u>		

This transfer will provide funds to close the existing East Baltimore Industrial and Commercial capital project account and open a new East Baltimore Industrial and Commercial project account for future use.

2.	\$ 10,152.42	9910-903873-9601	9910-911103-9601
	M&CC	Brownsfields Incentive Fund	Brownfields Incentive Fund
	1,990.79	" "	" "
	19 <sup>th</sup> EDF		
	3,628.43	" "	" "
	20 <sup>th</sup> EDF		
	14,259.05	" "	" "
	21 <sup>st</sup> EDF		
	135.93	" "	" "
	22 <sup>nd</sup> EDF		
	<u>\$ 30,166.62</u>		

## MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd			
This transfer will provide funds to close the existing Brownsfields Incentive Fund capital project account and open a new Brownsfields Incentive Fund project account for future use.			
3.	\$ 204,495.10	9910-904354-9601	9910-907104-9601
	M &CC	W. Balto. Ind. & Coml.	W. Balto. Ind. & Coml.
	68,527.48	" "	" "
	19 <sup>th</sup> EDF		
	33,321.92	" "	" "
	20 <sup>th</sup> EDF		
	34,507.88	" "	" "
	21 <sup>st</sup> EDF		
	76,873.16	" "	" "
	22 <sup>nd</sup> EDF		
	41.71	" "	" "
	23 <sup>rd</sup> EDF		
	19,042.50	" "	" "
	24 <sup>th</sup> EDF		
	<u>\$ 436,809.75</u>		

This transfer will provide funds to close the existing West Baltimore Industrial and Commercial capital project account and open a new West Baltimore Industrial and Commercial project account for future use.

## MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd			
4.	\$ 1,184,173.21	9910-902860-9601	9910-923100-9601
	General Fund	General Fund	Ind. & Coml.
		Revenue Ind. &	Financing
		Coml. Financing	
	15,232.71	" "	" "
	19 <sup>th</sup> EDF		
	3,888.11	" "	" "
	20 <sup>th</sup> EDF		
	943.46	" "	" "
	21 <sup>st</sup> EDF		
	9,473.13	" "	" "
	22 <sup>nd</sup> EDF		
	52,041.90	" "	" "
	23 <sup>rd</sup> EDF		
	17,347.30	" "	" "
	24 <sup>th</sup> EDF		
	<u>\$1,283,099.82</u>		

This transfer will provide funds to close the existing Industrial and Commercial Financing capital project account and open a new Industrial and Commercial Financing project account for future use.

**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

October 7, 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 Baltimore Development Corporation (BDC) 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 12, item #4, Baltimore Development Corporation (BDC) – TRANSFER OF FUNDS, if approved:
    - i. This transfer appears to provide scarce tax-payer funds to both close out existing capital project accounts and to start new one without clearly stating the amount of funds for each;
    - ii. This transfer of \$1,283,099.82 appears to obfuscate the amount of funding allocated to existing and new business for this opaque BDC activity;
    - iii. This transfer of \$1,283,099.82 again demonstrates the lack of transparency in providing tax payers sufficient details to understand expenditures and related business activity;
    - iv. This action again sustains the monthly expenditures for a municipal entity which has proven to provide little or NO benefit to the residents of Baltimore City.
      1. Please provide for inspection the documents delineating the funds need:
        - a. To close the existing Industrial and Commercial Financing capital project account, and;
        - b. To open a new Industrial and Commercial Financing project account for future use.
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 continued monthly sustaining of the NO valued added municipal entity.

5519 Belleville Ave  
Baltimore, MD 21207

4. The Remedy I Seek: The BDC should be tasked by the BOE to develop a strategy to become a self-sustaining entity thus eliminating the use of general funds for its operations.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 8, 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****TRANSFERS OF FUNDS**Mayoralty-Related/Department of Planning

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
5.	<b>\$ 50,000.00</b>	9904-924009-9129	9904-926009-9127
	24 <sup>th</sup> Econ.	Center Stage 50 <sup>th</sup>	Center Stage 50 <sup>th</sup>
	Development	Anniversary -	Anniversary -
	Loan	Renov. Reserve	Renov. - Active

This transfer will provide funds to Center Stage at 700 North Calvert Street for 50<sup>th</sup> Anniversary renovations. Improvements will include an enhanced building exterior, expanded functional public spaces, a new education suite, a new theater space, and infrastructure upgrades to replace antiquated systems that have reached the end of their useful lives. Mechanical systems will be replaced with greener and more energy efficient models. This project will better position the theater to serve the community.

Department of Transportation

6.	<b>\$ 23,310.40</b>	9952-905034-9511	9952-906033-9510
	MVR	Constr. Reserve -	Pedestrian Lighting
		Pedestrian Lighting	

This transfer will fund the costs for the expense related to Street Lighting Upgrade for Calvert and University Parkway and all parts and material associated with electrical repairs through Requisition No. R676426.

Department of General Services

7.	<b>\$ 67,500.00</b>	9916-904845-9194	9916-902962-9197
	General Funds	Capital Constr.	Waxter Center Air
		& Maintenance -	Handler Replacement
		Reserve	- Active

This project will improve both the indoor air quality throughout the Waxter Center and the thermal comfort in the area serviced by Air Handling Unit 5.

**MINUTES****TRANSFERS OF FUNDS**Department of Housing and Community Development

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
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Department of General Services

8. <b>\$500,000.00</b>	9910-913015-9587	9910-915016-9588
31 <sup>st</sup> CDB	Planning and Dev. Project Management - Reserve	Project Staff Cost FY 15

This transfer will move appropriations in accordance with the FY 2015 Ordinance of Estimates to support planning and development costs related to the implementation of capital projects.

Department of Recreation and Parks

9. <b>\$ 10,000.00</b>	9938-925004-9475	9938-928004-9474
State	Stony Run Trail - Reserve	Stony Run Trail - Active

This transfer will provide funds to cover the costs associated with topographic survey for the Stony Run Trail project.

10. <b>\$ 5,000.00</b>	9938-917014-9475	9938-919014-9474
Rec. & Parks 27 <sup>th</sup> Series	FY 15 Baltimore Playground Program Reserve	FY 15 Baltimore Playground Program Active

This transfer will provide funds to cover the costs associated with topographic survey for Ashton Street Playground.

**MINUTES****TRANSFERS OF FUNDS**Dept. of Rec. & Parks - cont'd

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
11. <u>Clerk's Correction</u>		
	On September 24, 2014, the following transfer appeared on Page 11 and Page 85 No. 5 of the Agenda:	
<b>\$1,000,000.00</b>	9938-903794-9475	9938-905794-9474
State	Druid Hill Park	Druid Hill Park
	Mansion Improve-	Mansion Improve-
	ments - Reserve	ments - Active

This transfer will provide funds to cover costs associated with the funding agreement with Parks and People Foundation for redevelopment of the former Superintendent's Mansion and grounds at Druid Hill Park.

The transfer should have only appeared on Page 11. The Clerk requests the Board to rescind approval of the transfer on Page 85 No. 5. The Clerk apologizes for this error.

## MINUTES

Department of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	2601 N. Howard Street	Small Point, LLC	Outdoor seating 41' x 3'
	Annual charge:	\$ 939.50	
2.	855 N. Wolfe Street	855 N. Wolfe Street, LLC	One double face sign 7' x 1'6", one double face sign 6' x 2'6"
	Annual charge:	\$ 140.80	
3.	3600 Falls Road	Falls Gateway, LLC	Awning w/signage 13' x 2'6"
	Annual charge:	\$ 106.18	
4.	3323 Eastern Avenue	3323 Eastern Avenue, LLC	One flat sign 10'4 3/16" x 4'
	Annual charge:	\$ 56.00	

## MINUTES

Department of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. Various Locations	MCI Communications	One 4" conduit - two 1¼" inner ducts @ 258.49 total linear feet

Annual charge: \$ 905.07

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

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Minor Privileges.

**MINUTES**

Department of General Services - Developer's Agreement No. 1341

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1341 with Penn Square II Limited Partnership, developer.

**AMOUNT OF MONEY AND SOURCE:**

\$13,820.00

**BACKGROUND/EXPLANATION:**

The developer will install new water to their proposed new building located in the vicinity of 2614-2626 Pennsylvania Avenue. This developer's agreement will allow the organization to do its own installation in accordance with Baltimore City Standards.

A Performance Bond in the amount of \$13,820.00 has been issued to Penn Square II Limited Partnership which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1341 with Penn Square II Limited Partnership, developer.

**MINUTES**

Department of General Services - Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Right-of-Entry Agreement with Alcott Place LLC, located at 2702 Keyworth Avenue.

**AMOUNT OF MONEY AND SOURCE:**

No Cost to the City

**BACKGROUND/EXPLANATION:**

The Mayor and City Council of Baltimore, acting through the Department of General Services wishes to enter on to the property known as 2702 Keyworth Avenue. This property is owned by the Alcott Place LLC, to perform work associated with General Services Contract GS-13801.

This project consists of replacing and upgrading a failing retaining wall. The failing retaining wall is on the City's property, and access is needed through Alcott Place LLC property to perform the repairs.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Right-of-Entry Agreement with Alcott Place LLC, located at 2702 Keyworth Avenue.

**MINUTES**

Department of General Services - Temporary Right-of-Entry Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Temporary Right-of-Entry Agreement with CSX Transportation, Inc. (CSXT). The period of the Agreement is effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$500.00 - 9960-909634-9557-900020-704040

**BACKGROUND/EXPLANATION:**

The City acting through the Department of Public Works is proposing to replace a water main in Pennington Avenue. The one-time fee of \$500.00 is for Railroad Protective Liability Insurance.

This work will take place adjacent to and within the CSXT Railroad Right-of-Way and this Agreement will allow the City's contractor the ability to test for and survey the actual location of the pipe to be replaced.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Temporary Right-of-Entry Agreement with CSX Transportation, Inc.

**MINUTES**

Department of General Services - Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services provided by Johnson, Mirmiran & Thompson (JMT) and approve payment by Expenditure Authorization.

**AMOUNT OF MONEY AND SOURCE:**

\$9,941.68 - 1001-000000-5311-391600-603026

**BACKGROUND/EXPLANATION:**

The JMT performed work in August 2012. In order to meet the urgent needs of the Baltimore Convention Center, the JMT was requested by the Convention Center to perform a building assessment and prepare a Facility Assessment Report on the Baltimore Convention Center prior to the EAR being approved. The Report was completed on August 21, 2012. The EAR was entered on September 12, 2012 as Task No. 23, under Project 1099J, but the payment process was not completed. On February 22, 2013, the JMT's On-Call Contract under Project 1099J expired.

**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 ratified services provided by Johnson, Mirmiran & Thompson and approved payment by Expenditure Authorization. Acting on behalf of the Mayor, the Director of Finance **ABSTAINED.**

**MINUTES**

Office of the Labor Commissioner - FY 2015 Salary Scales

**ACTION REQUESTED OF B/E:**

The Board is requested to **NOTE** receipt of the Salary Scales for FY 2015 for AFSCME Locals 44, 558, and 2202.

**AMOUNT OF MONEY AND SOURCE:**

FY 2015 Budget provides for a 2% across the Board wage increase for general City employees.

**BACKGROUND/EXPLANATION:**

In accordance with the Municipal Employees Relations Ordinance (MERO), the Office of the Labor Commissioner has begun negotiations with AFSCME Locals 44, 558, and 2202. After a reasonable period of negotiations, impasse was declared. The wage increase will be provided to employees in accordance with the submitted scales.

The Board **NOTED** receipt of the Salary Scales for FY 2015 for AFSCME Locals 44, 558, and 2202.

## MINUTES

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

The Board is requested to approve and authorize execution of the various Agreements. The period of the Agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

- |    |                                                                                                                                         |                       |
|----|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------|
| 1. | <b>MARYLAND STATE DEPARTMENT OF HUMAN<br/>RESOURCES (MDDHR) FAMILY INVESTMENT<br/>ADMINISTRATION/OFFICE OF HOME<br/>ENERGY PROGRAMS</b> | <b>\$2,459,216.00</b> |
|----|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------|

Account: 5000-585915-1191-719000-600000

Under the terms of this Inter-Governmental Agreement, the MOHS, through its Baltimore Community Action Partnership Program, will use funding from the MDDHR to pay 36 staff members working at the Office of the Home Energy Program.

**MBE/WBE PARTICIPATION:**

N/A

- |    |                                               |                     |
|----|-----------------------------------------------|---------------------|
| 2. | <b>ST. VINCENT DE PAUL OF BALTIMORE, INC.</b> | <b>\$ 45,800.00</b> |
|----|-----------------------------------------------|---------------------|

Account: 4000-480014-3572-333629-603051

Under the terms of this Agreement, the organization will use the funds to offset staffing costs for the Beans & Bread Program, which provides resources and services related to housing, employment, health, and recovery to homeless and low-income individuals in Baltimore City.

**MBE/WBE PARTICIPATION:**

N/A

## MINUTES

MOHS - cont'd

3. **MERCY MEDICAL CENTER, INC.** **\$ 92,000.00**

Account: 4000-480015-3571-333665-603051

Under the terms of this Agreement, the organization will use the funds to pay for staffing and cash assistance for its eviction prevention program to prevent homelessness for clients from Baltimore City.

**MWBOO GRANTED A WAIVER.**

4. **HOUSE OF RUTH MARYLAND, INC.** **\$296,972.00**

Account: 4000-480015-3571-333618-603051 \$ 54,000.00  
5000-525614-3572-333718-603051 \$242,972.00

Under the terms of this Agreement, the organization will use the funds to provide emergency shelter to house victims of domestic violence.

**MWBOO GRANTED A WAIVER.**

5. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$ 44,000.00**

Account: 5000-529115-3572-333743-603051

Under the terms of this Agreement, the organization will use the funds to cover staff costs for its transitional housing program for homeless youth. The services to be provided will include life skills education, workforce development, residential counseling, and case management.

**MBE/WBE PARTICIPATION:**

N/A

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

## MINUTES

MOHS - cont'd

6. **ASSOCIATED CATHOLIC CHARITIES, INC.** **\$ 95,329.63**  
**(ACC)**

Account: 4000-496214-3573-591825-603051

On March 12, 2014, the Board approved an advance to the organization in the amount of \$17,917.87. This award in the amount of \$95,329.63 makes the total contract amount \$113,247.50. The prior Contract No. was 35656. The new Contract No. is 36325. The ACC will provide housing assistance and support services to 19 families and 66 individuals. The period of the Agreement is February 1, 2014 through January 31, 2015.

The Agreement is late because of the delay in the receipt of funding from the U.S. Department of Housing and Urban Development.

**MWBOO GRANTED A WAIVER.**

7. **MARIAN HOUSE, INC.** **\$ 81,573.52**

Account: 4000-496314-3573-591219-603051

On March 12, 2014, the Board approved an advance to the organization in the amount of \$36,454.98. This award in the amount of \$81,573.52 makes the total contract amount \$118,028.50. The prior Contract No. was 35636. The new Contract No. is 36293. Marian House, Inc. will provide housing assistance and support services to 15 families or individual adults. The period of the Agreement is April 1, 2014 through March 31, 2015.

The Agreement is late because of the delay in the receipt of funding from the U.S. Department of Housing and Urban Development.

**MWBOO GRANTED A WAIVER.**

MINUTES

MOHS - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

## MINUTES

Mayor's Office of Human Services (MOHS) - Head Start Agreements

The Board is requested to approve and authorize execution of the Head Start Agreements with the delegate agencies for the various Head Start Programs. The period of the Agreement is July 1, 2014 through June 30, 2015.

1. **METRO DELTA EDUCATIONAL PROGRAMS, INC./METRO DELTA HEAD START PROGRAM** **\$1,721,250.00**

Account: 4000-486315-6051-516300-603051

Under the terms of this agreement, the organization will provide Head Start services to 255 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$344,250.00. This makes the total contract amount \$2,065,500.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**OF THE TOTAL CONTRACT AMOUNT OF \$2,065,500.00, \$1,883,619.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$181,881.00.**

<b>MBE:</b> Sue Ann's Office Supply, Inc.	\$ 6,850.00	0.33%
E. Jackson & Son, Inc.	9,500.00	0.46%
Rufus Ingram, P.A.	18,000.00	0.87%
Abrams, Foster, Nole & Williams, P.A.	<u>16,000.00</u>	<u>0.77%</u>
<b>Total</b>	<b>\$50,350.00</b>	<b>2.43%</b>

**WBE:** None listed

**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

MOHS - cont'd

2. UNION BAPTIST CHURCH-SCHOOL, INC./ \$1,181,250.00  
 UNION BAPTIST/HARVEY JOHNSON HEAD  
 START PROGRAM

Account: 4000-486315-6051-516000-603051

Under the terms of this agreement, the organization will provide Head Start services to 175 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$236,250.00. This makes the total contract amount \$1,417,500.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**OF THE TOTAL CONTRACT AMOUNT OF \$1,417,500.00, \$1,251,462.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$166,038.00.**

<b>MBE:</b> B&B Lighting Supply, Inc.	\$ 2,500.00	1.5%
Rufus Ingram, P.A.	16,200.00	9.8%
Sue Ann's Office Supply, Inc.	\$14,000.00	8.4%
Time Printers	2,000.00	1.2%
L&J Waste Recycling	4,474.00	2.9%
<b>Total</b>	<b>\$39,174.00</b>	<b>23.8%</b>

**WBE:** Expressly Yours, Gloria Inc. \$ 2,000.00 1.2%

**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

MOHS- cont'd

3. **DAYSPRING PROGRAMS, INC./DAYSPRING HEAD START PROGRAM** **\$2,220,750.00**

Account: 4000-486315-6051-515600-603051

Under the terms of this agreement, the organization will provide Head Start services to 329 children and their families in Baltimore City. On June 25, 2014, the Board approved a two-month advance in the amount of \$444,150.00. This makes the total contract amount \$2,664,900.00.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 27% FOR MBE AND 10% FOR WBE.**

**OF THE TOTAL CONTRACT AMOUNT OF \$2,664,900.00, \$2,493,776.00 IS FOR ITEMS THAT ARE PROPRIETARY AND NON-SEGMENTABLE. THE GOALS WERE SET ON THE NON-EXEMPT AMOUNT OF \$171,124.00.**

<b>MBE:</b> Charm City Caterers, Inc.	\$260,000.00	9.76%
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<b>WBE:</b> Sue Ann's Office Supply, Inc.	\$ 2,500.00	0.09%
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**MWBOO GRANTED A WAIVER OF THE BALANCE OF THE MBE/WBE GOALS.**

**MWBOO FOUND VENDOR IN COMPLIANCE.**

The Head Start Agreements are late because of delays in the administrative review process.

**MINUTES**

MOHS- cont'd

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Head Start Agreements with the delegate agencies for the various Head Start Programs. The Comptroller **ABSTAINED** on item no. 2.

**MINUTES**

Mayor's Office of Human Services (MOHS) - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Ms. Marilyn Stack-Gill. The period of the agreement is July 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$15,480.00 - 4000-486315-6051-452200-603018

**BACKGROUND/EXPLANATION:**

Under the terms of this Consultant Agreement, Ms. Stack-Gill will implement the requirements of the Head Start Federal performance standards for services to all children with suspected and documented disabilities and their families. She will review, analyze, and access data related to disabilities in COPA and other databases, complete a needs assessment in the area of disabilities for each of the three Baltimore City Head Start Program (BCHS) to assure that current best practices are in place. In addition, Ms. Stack-Gill will provide the BCHS with a longitudinal review of progress in the area of disabilities for pre and post review. Based on the results of the needs assessment report, she will develop appropriate training programs for staff and families related to disabilities.

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

**MBE/WBE PARTICIPATION:**

N/A

MINUTES

MOHS- cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Ms. Marilyn Stack-Gill.

**MINUTES**

Health Department - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Pamela Klecan for expenses incurred on April 2, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$35.00 - 5000-533114-3044-273300-603003  
(Parking)

**BACKGROUND/EXPLANATION:**

The expense statement for Ms. Klecan's trip on April 2, 2014 was submitted in a timely manner. However, due to an oversight, the expense statement was misplaced. Therefore, the Department is requesting approval of this expense.

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

The Department apologizes for the lateness.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Pamela Klecan for expenses incurred on April 2, 2014.

**MINUTES**Health Department - Agreements and Amendment to Agreement

The Board is requested to approve and authorize execution of the various Agreements and an Amendment to Agreement. The period of the agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

AGREEMENTS

1. **GREATER MONDAWMIN COORDINATING COUNCIL, INC.** **\$ 297,500.00**

Account:	4000-430512-3160-308600-603008	\$ 103,000.00
	5000-569414-3160-308600-603051	\$ 162,256.00
	6000-619514-3160-308600-603051	\$ 32,244.00

The organization will continue to administer Safe Streets Program services in the Greater Mondawmin area using the CeaseFire Chicago model and all its components with fidelity. The five components to the model are as follows: Community Mobilization, Public Education, Cooperation with Law Enforcement, Outreach, and Faith-based involvement.

The Agreement is late because it was recently received.

**MWBOO GRANTED A WAIVER.**

2. **HEALTHCARE ACCESS MARYLAND, INC. (HCAM)** **\$2,450,628.00**

Account: 4000-42115-3080-294600-603051

The HCAM will continue to assist Baltimore City residents in accessing comprehensive health care services. The HCAM works closely with Managed Care Organizations to assist Medicaid/Medicaid eligible clients obtain proper and adequate health care services through their insurance and serve as a local resource for information to eligible residents in Baltimore City.



## MINUTES

Health Department - cont'd

5. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 30,606.00**

Account: 4000-424515-3023-599631-603051

The JHU will facilitate uninterrupted access to a comprehensive and coordinated continuum of developmentally appropriate HIV, health, and social services for the increasing number of underinsured and uninsured children, youth, adolescents, and young adults infected and affected by HIV/AIDS.

The Agreements (item nos. 4 & 5) are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B services. The providers are asked to submit a budget, budget narrative, and scope of services. The BCHD thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

6. **BALTIMORE HEALTHY START, INC. (BHS)** **\$ 337,600.00**

Account: 5000-530015-3080-595800-603051

The BHS will provide services in the area of Healthy Families America (HFA). The goal of the HFA is to systematically reach out to parents and caretakers in the community to offer resources and support based on their strengths and individual circumstances, in order to promote healthy childhood growth and development to ultimately build the foundation for strong family functioning. The BHS will provide case management services for high risk women in targeted census tracts in Baltimore City and conduct home visits in the communities of Forest Park/Walbrook, Southern Park Heights/Ashburton/Dorchester, and Morrell Park/Violetville. The period of the Agreement is July 1, 2014 through June 30, 2015.

The Agreement is late because budget revisions delayed its processing.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

7. **UNIVERSITY OF MARYLAND, BALTIMORE** **\$ 72,750.00**

Account: 4000-499014-3023-513200-603051

The University of Maryland, Baltimore will provide HIV prevention services to youth by providing HIV testing and counseling, linkage to care and outreach services. The period of the agreement is January 1, 2014 through December 31, 2014.

**MWBOO GRANTED A WAIVER.**

The Agreement is late because it was recently received and because of a delay in receiving an acceptable budget and scope of services.

8. **LIVING CLASSROOMS FOUNDATION, INC.** **\$232,756.00**

Accounts: 4000-430512-3160-308600-603008	\$103,000.00
5000-569414-3160-308600-603051	\$112,000.00
6000-619514-3160-308600-603051	\$ 17,756.00

The organization will provide the Safe Streets program to stop or, if that is not possible, reduce the shootings and killing occurring in Baltimore City. The five components to the model are: community mobilization, public education, cooperation with Law Enforcement, outreach and faith-based involvement. Services will focus on what has shown to be the most effective in reducing shootings and homicides in Baltimore.

**MWBOO GRANTED A WAIVER.**

The Agreement is late because it was requested late in the fiscal year.

## MINUTES

Health Department - cont'd

9. **PLANNED PARENTHOOD OF MARYLAND, INC.** **\$200,000.00**  
**(PPM)**

Account: 5000-530015-3080-595800-603051

The PPM will continue to deliver the Preconception Care Program as an integrated part of family planning visits, provide no-cost nutrition and wellness information to clients through various channels, and work with B'more Fit for Healthy Babies coalition to support the goals of the project. The PPM will work to educate the public on the benefits of Long-acting Reversible Contraceptive (LARC) methods and promote the LARC's methods as appropriate. In addition, the PPM will continue the public awareness campaign with the focus on dispelling myths about the LARC and continue community outreach to promote program activities through community outreach programs.

**MWBOO GRANTED A WAIVER.**

The Agreement is late because the Department was waiting for a suitable budget and scope of work.

10. **FAMILY HEALTH CENTERS OF BALTIMORE, INC.** **\$129,308.00**  
**(FHCB)**

Accounts: 4000-430512-3160-308600-603008	\$ 30,000.00
5000-569414-3160-308600-603051	\$ 74,308.00
6000-619514-3160-308600-608600	\$ 25,000.00

The organization will continue to implement the Safe Streets Program Maintenance Model in Cherry Hill. The FHCB will use the Cure Violence (formerly CeaseFire) techniques with fidelity. The Cure Violence/Safe Streets model is a public derived strategy aimed at reducing gun violence. The target populations are individuals at high risk in involvement in shootings and killings in and around Baltimore City Police Post 924.

**MINUTES**

Health Department - cont'd

The Agreement is late because revisions delayed processing.

**MWBOO GRANTED A WAIVER.**

AMENDMENT TO AGREEMENT

11. <b>HEALTHY TEEN NETWORK, INC. (HTN)</b>	<b>\$ 14,475.52</b>
Account: 6000-626614-3080-292303-603318	\$ 10,000.00
6000-626614-3080-292302-603318	\$ 4,475.52

On March 26, 2014, the Board approved the original Agreement with the HTN in the amount of \$16,750.00 for the period of January 30, 2014 through September 30, 2014. This Amendment to the Agreement will increase the award by \$14,475.52 to allow the HTN to provide additional Teen Pregnancy Prevention Initiative services. The total award amount will be \$31,225.52. All other terms and conditions of the original agreement remain unchanged.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Agreements and the Amendment to Agreement. Acting on behalf of the Mayor, the Director of Finance **ABSTAINED** on item no. 8. The President **ABSTAINED** item nos. 3 - 5 and 8.

**MINUTES**

Health Department - Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Injury Prevention and Control for the Project titled: Dating Matters Initiative in Baltimore. The period of the NOA is September 1, 2014 through August 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$350,000.00 - 4000-428515-3160-271400-404001

**BACKGROUND/EXPLANATION:**

Under the terms of this NOA, the funds will be used for the project titled, "Dating Matters Initiative in Baltimore." The goal of the project is to promote respectful, nonviolent dating relationships among youth in high-risk urban communities. This program will focus on the 11-14 age groups.

Two models of teen dating violence prevention (standard and comprehensive) will be implemented and evaluated to determine the effectiveness, feasibility, and sustainability of these approaches in high-risk urban communities.

The NOA is late because it was recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

**MINUTES**

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Injury Prevention and Control for the Project titled: Dating Matters Initiative in Baltimore.

**MINUTES**

Health Department - Amendment No. 2 to Notice of Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of the Amendment No. 2 to the Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Environmental Health (NCEH). This revision extends the project period through December 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

No additional funding is associated with this action.

**BACKGROUND/EXPLANATION:**

On April 9, 2014, the Board approved the terms and conditions of the Revised NOA to approve the carryover funds in the amount of \$75,229.00 from the 02 year to the 03 year.

This Amendment No. 2 to the NOA will provide a four-month no-cost extension, as recommended by the NCEH Program Officer, and changes the budget and project period from August 31, 2014 to December 31, 2014.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS NOTED THE TIME EXTENSION.**

**MINUTES**Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved acceptance of the Amendment No. 2 to the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Environmental Health.

**MINUTES**

Health Department - Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of a Grant Award from the Maryland Family Network. The period of the grant award is October 1, 2014 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$393,300.00 - 4000-475915-3080-294600-404001

**BACKGROUND/EXPLANATION:**

Under the terms of this grant award, the Health Department will utilize the funds to support center and home-based Early Head Start services for 46 pregnant women, children aged 0 to 3 years and their families in Baltimore City.

The Grant Award is late because the budget was just confirmed on September 23, 2014.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Grant Award from the Maryland Family Network.

**MINUTES**

Health Department - Amendment No. 4 Notice of Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to a Notice of Grant Award from the Corporation for National and Community Service for the Retired and Senior Volunteer Program.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 - 4000-423415-3110-569000-404001

**BACKGROUND/EXPLANATION:**

On July 23, 2014, the Board approved the award in the amount of \$95,736.00 for the budget period July 1, 2014 through June 30, 2015.

This amendment includes a one-time increase of \$2,500.00 for a total FY 2014 award of \$98,236.00.

The Amendment No. 4 to Notice of Grant Award is late because it was delayed during the administrative review process.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 4 to a Notice of Grant Award from the Corporation for National and Community Service for the Retired and Senior Volunteer Program.

**MINUTES**

Mayor's Office of Economic & - Inter-Governmental Agreement  
Neighborhood Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Inter-Governmental Agreement with the Maryland State Department of Human Resources' Family Investment Administration, Office of Refugee and Asylees (DHR/MORA). The period of this Inter-Governmental Agreement is October 1, 2014 through September 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$456,241.00 - 5000-535915-1250-152800-405001

**BACKGROUND/EXPLANATION:**

In June 2012, the City began the Request for Proposal (RFP) process for the Targeted Assistance Grant (TAG) through the Bureau of Purchases. As a result of the RFP, Lutheran Social Services of the National Capital Area was selected as the contractor.

On August 22, 2012, the Board approved the original one-year Inter-Governmental Agreement, with two one-year renewal options. The first renewal of the Inter-Governmental Agreement was approved by the Board on August 21, 2013. This is the second renewal of the Inter-Governmental Agreement for the period October 1, 2014 through September 30, 2015, pending receipt of funds from the Federal Office of Refugee Resettlement (ORR).

The funds for this Inter-Governmental Agreement originate from the Federal Office of Refugee Resettlement (ORR) for the TAG program and are designated for vocational training and employment services for hard-to-place refugees/asylees in the Baltimore Metropolitan area. The Mayor's Office of Immigrant and Multicultural Affairs administers the funds allocated for the

**MINUTES**

Mayor's Office of Economic & - cont'd  
Neighborhood Development

Baltimore Metropolitan Area on behalf of the Maryland State Department of Human Resources.

**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 Inter-Governmental Agreement with the Maryland State Department of Human Resources' Family Investment Administration, Office of Refugee and Asylees. Acting on behalf of the Mayor, the Director of Finance **ABSTAINED.**

**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with TRF DP8, LLC, Developer. The agreement is effective upon Board approval and termination will be deemed in writing by the Department.

**AMOUNT OF MONEY AND SOURCE:**

\$6,235.84 Revenue - 9950-908092-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on November 22, 2011, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the Oliver Townhomes constructing 29 townhomes at 1513-1529 E. Preston Street; 1627-1635 E. Preston Street, 1209-1213 N. Bond Street, 1303-1315 N. Bond Street, 1316-1332 N. Bond Street, and 1317-1321 N. Bond Street. The Developer will pay a one-time contribution in the amount of \$6,235.84 to fund the City's multimodal transportation improvements in the project's vicinity.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with TRF DP8, LLC, Developer.

**MINUTES**

Department of Transportation (DOT) - First Amendment to Sub-Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the First Amendment to Sub-Grant Agreement with the Maryland Department of Transportation (MDOT).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On July 30, 2014, the Board approved a Sub-Grant Agreement with the Maryland Department of Transportation for the DOT to provide assistance and support to the Project in public outreach, planning and design review support for the Project's Preliminary Engineering and National Environmental Policy Act activities as set forth in the original agreement. The City and MDOT have agreed to amend the original agreement in order to delete the requirement for the City to execute certain affidavits and certifications.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Sub-Grant Agreement with the Maryland Department of Transportation.

**MINUTES**

Department of Transportation - Extension Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Extension Agreement with the Baltimore Gas and Electric Company (BGE). The period of the extension agreement is October 1, 2014 through March 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The purpose of this agreement is to allow a time extension in order to provide sufficient time for the parties to complete negotiations of a master conduit lease agreement. The parties agree to work in good faith toward an agreement regarding the municipal conduit system by March 31, 2015.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Extension Agreement with the Baltimore Gas and Electric Company.

**MINUTES**

Department of Transportation (DOT) - Resolution

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Resolution authorizing the Director of the DOT to apply for Locally Operated Transit System (LOTS) funding from the Maryland Transit Administration (MTA) of the Maryland Department of Transportation (MDOT).

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The DOT currently operates the Charm City Circulator (Circulator) in and around the Central Business District of Baltimore City. Since its inception in January 2010, the Circulator has served over 14,000,000 passengers and ridership continues to grow.

To maintain the service at a high level, a number of features have been put into place to help encourage patronage. User friendly maps, NextBus pylons, and mobile apps that inform riders when to expect the next Circulator, and a grassroots marketing campaign have helped make this free, reliable transit service a success.

As a result of this success, there have been calls for the extension of the current routes and the Circulator's expansion into underserved sections of the City. In light of existing funding constraints, the DOT is applying to the MTA for LOTS funding, a program funded with Federal Transit Administration dollars, to continue operating the Circulator at existing levels of service and expand it into new areas of the City.

**MINUTES**

DOT - cont'd

The MTA requires its grant applicants to file an approved Authorizing Resolution, stating the applicant's intention to file a grant application, confirming its compliance with the Civil Rights Act of 1964, confirming its ability to provide local share costs, and confirming its intention to use Disadvantaged and/or Minority Business Enterprises. Therefore, the DOT respectfully requests approval of the submitted resolution to bolster the City's application for funds.

**MBE/WBE PARTICIPATION:**

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Resolution authorizing the Director of the DOT to apply for Locally Operated Transit System funding from the Maryland Transit Administration of the Maryland Department of Transportation.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 023 to Whitman, Requardt & Associates under Project No. 1161, On-Call Construction Project Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$99,944.17 - 9950-902412-9506-900010-705032

**BACKGROUND/EXPLANATION:**

This authorization provides for a Senior Construction Inspector for the Frederick Avenue Bridge, TR 20350.

**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.

**APPROVED FOR FUNDS BY FINANCE**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$376,762.52	9950-944002-9507	
FED	Constr. Res. -	
	Reserve for Closeouts	
34,201.19	9950-903412-9507	
<u>MVR</u>	Constr. Res. -	
	Frederick Ave. Bridge	
	Over Gwynns Falls	
<b>\$410,963.71</b>	-----	9950-902412-9506-5
		Frederick Ave.
		Bridge Over Gwynns
		Falls

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

This transfer will cover the deficit and fund the costs associated for Task No. 23, Project No. 1161, for On-Call Construction Project Management Services, with Whitman, Requardt & Associates.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 023 to Whitman, Requardt & Associates under Project No. 1161, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 005 to Louis Berger Water Services, Inc. under Project 1405, WC 1244, On-Call Construction Management Assistance Services Inspection Services. The project completion date will expire on June 10, 2017. The duration of this task is approximately 12-months.

**AMOUNT OF MONEY AND SOURCE:**

\$288,729.47 - 9960-905136-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The consultant will provide inspection services for WC 1244 - Patterson Place Neighborhood & Vicinity Water Main Replacements.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 005 to Louis Berger Water Services, Inc. under Project 1405, WC 1244, On-Call Construction Management Assistance Services Inspection Services.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 003 to Whitman Requardt & Associates/Gannett Fleming JV under Project 1403, WC 1262, On-Call Construction Management Assistance Services Inspection Services. The project completion date will expire on May 13, 2017. The duration of this task is approximately 24-months.

**AMOUNT OF MONEY AND SOURCE:**

\$710,750.19 - 9960-905136-9557-900020-705032

**BACKGROUND/EXPLANATION:**

The consultant will provide inspection services for WC 1262 - East Baltimore Midway Neighborhood & Vicinity Water Main Replacements.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board **DEFERRED** this item until October 22, 2014.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 015 to Moffatt & Nichol under Project 1154.1, On-Call Storm Water Study and Engineering Design Services. The project completion date will expire on November 8, 2015. The duration of this task is approximately five-months.

**AMOUNT OF MONEY AND SOURCE:**

\$299,897.94 - 9958-944010-9520-900020-705032

**BACKGROUND/EXPLANATION:**

This task will involve the inspection, serviceability assessment and structural assessment of 8,000 linear feet of the Harris Creek Diversion Drain, under SCD 7768-Harris Creek Drainage Improvements, to determine the impacts of failure and the structural condition of the segments of the drain to determine a plan for maintenance and rehabilitation as part of a Capital Improvement Project.

The study area begins at the intersection of Eager Street and Wolfe Street, traveling east along Eager Street, turning south along Chester Street, turns east along Monument Street, and turns south along Lakewood Avenue. The study area terminates within the limits of Patterson Park, approximately 1,100 feet south of Baltimore Street. The drain within the study area consists of a ten foot diameter, brick and mortar drain built between 1882 and 1888.

MINUTES

Dept. of Public Works - cont'd

The task will involve the determination of a failure impact rating score, completion of a study area surface investigation, development of an inspection plan, completion of an electronic drain inspection, completion of a walk-through drain inspection, completion of a serviceability assessment, determination of a drain condition rating score and completion of a maintenance and rehabilitation plan of the drain within the limits of the study area.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 30,000.00	9958-909407-9526	
Utility Funds	Constr. Res. Large	
	Stormwater BMP	
300,000.00		
<u>State Constr.</u>	-----	
<b>\$330,000.00</b>		
\$300,000.00	-----	9958-944010-9520
		Construction
<u>30,000.00</u>		9958-944010-9520
		Administration
<b>\$330,000.00</b>		

This transfer will cover the engineering costs under Project 1154.1 Task 15 to support construction contract SDC 7768-Harris Creek Drainage Improvements, utilizing available funding through FY 12 County Transportation Bonds. The Board's approval will also serve as the City's approval to the original bond schedule.

## MINUTES

Dept. of Public Works - cont'd

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 015 to Moffatt & Nichol under Project 1154.1, On-Call Storm Water Study and Engineering Design Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.



## MINUTES

DPW - cont'd

2. LOYOLA UNIVERSITY OF MARYLAND, INC. \$ 0.00

This area will be used for parking for the University's students. The property adjacent to Old Cold Spring Lane is defined as the triangular shaped property (Parcel) that is bordered by Cold Spring Lane to the North, Old Cold Spring Lane to the South and Underwood Road to the East.

**MBE/WBE PARTICIPATION:**

N/A

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

**MINUTES**

Department of Public Works - Rescission of Change Order

**ACTION REQUESTED OF B/E:**

The Board is requested to Rescind approval of Change Order No. 1, to Balfour Beatty Infrastructure, Inc. (formerly known as Fru-Con Construction), for SC 845R, Nitrification Filters and Related Work for the Enhanced Nutrient Removal Facility at Back River Wastewater Treatment Plant.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On August 21, 2013, the Board approved Change Order No. 1. At the time of approval, the action requested was to provide an additional 24 contract calendar days to be added to the S.C. 845R contract, extending the required completion date from February 28, 2015 to March 24, 2015. Balfour Beatty Infrastructure, Inc. (formerly known as Fru-Con Construction) was presented with the approved changed order to ratify and return the executed change order. By refusing to sign the change order, the Contractor rejected the revised terms of the contract. Accordingly, rescission of Change Order No. 1 is required.

UPON MOTION duly made and seconded, the Board Rescinded approval of Change Order No. 1, to Balfour Beatty Infrastructure, Inc. (formerly known as Fru-Con Construction), for SC 845R, Nitrification Filters and Related Work for the Enhanced Nutrient Removal Facility at Back River Wastewater Treatment Plant.

**MINUTES**

Department of Public Works - Amendment No. 3 to Agreement  
Office of Engineering and  
Construction

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 3 to Agreement with MWH Americas, Inc./Louis Berger Water Services, Inc., Joint Venture, for Project 1112, Wet Weather Consent Decree Compliance and Program Management Services.

**AMOUNT OF MONEY AND SOURCE:**

\$6,469,599.66 - Various Accounts

**BACKGROUND/EXPLANATION:**

On March 8, 2011, the Board approved the original agreement with MWH Americas, Inc./Louis Berger Water Services, Inc., in the amount of \$11,837,080.95 for a three-year period ending on March 7, 2014.

On December 19, 2012, Amendment No. 1 was approved in the amount of \$11,800,234.68. On March 5, 2014, Amendment No. 2 was approved, extending the agreement for one year until March 7, 2015 with no increases to the upset limit. This amendment will provide funding for the fourth year of the contract through March 7, 2015, which was not funded through Amendment No. 2, so that the Joint Venture can continue to provide services. Services will include developing an integrated planning framework, updating a hydraulic model, and using the model to determine the optimal level of protection for capacity improvement projects, assistance with the implementation of the Utility Asset Management Division and Program Management for the Water Replacement Program. This amendment will bring the total upset limit for this Agreement to \$30,106,915.30.

**MINUTES**

Office of Engineering - cont'd  
Construction

**MBE/WBE PARTICIPATION:**

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 3 to Agreement with MWH Americas, Inc./Louis Berger Water Services, Inc., Joint Venture, for Project 1112, Wet Weather Consent Decree Compliance, and Program Management Services.

**MINUTES**

Department of Public Works/ - Agreement  
Bureau of Water and Wastewater

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Brown and Caldwell, for Project 1185.1.1, WC 1318, Small Water Main Replacement and Rehabilitation Design at Various Locations FY 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$705,000.00 - 9960-911610-9557-900020-703032

**BACKGROUND/EXPLANATION:**

The Consultant will provide engineering services for the development of contract documents for the replacement and rehabilitation of small diameter water distribution mains and appurtenances in the designated areas as identified by the City. The Consultant was approved by the Architectural and Engineering Awards Commission.

**MBE/WBE PARTICIPATION:**

This agreement contains the following participation:

<b>MBE:</b>	Dhillon Engineering	\$ 49,065.72	6.96%
	DM Enterprises of Baltimore, LLC	21,000.00	2.98%
	EBA Engineering, Inc.	112,068.85	15.90%
	Findling, Inc.	12,082.58	1.71%
		<u>\$194,217.15</u>	<u>27.55%</u>
<b>WBE:</b>	J.A. Rice, Inc.	\$ 64,546.05	9.16%
	Sahara Communications, Inc.	6,000.00	0.85%
		<u>\$ 70,546.05</u>	<u>10.01%</u>

**MINUTES**

Bureau of Water and Wastewater - cont'd

**MWBOO FOUND VENDOR IN COMPLIANCE.**

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

**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNTS</u>
<b>\$800,000.00</b>	9960-909100-9558	
Water Revenue	Constr. Reserve	
Bonds	Water Infrastruc-	
	ture Rehabilitation	
\$705,000.00	-----	9960-911610-9557-3
		Engineering
<u>95,000.00</u>	-----	9960-911610-9557-9
<b>\$800,000.00</b>		Administration

The transfer will provide funds to cover the costs associated with Project 1185.1.1, Small Main Replacements and Rehabilitation.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Brown and Caldwell, for Project 1185.1.1, WC 1318, Small Water Main Replacement and Rehabilitation Design at Various Locations FY 2014. 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

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:

3814 - 3835

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

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.

The President Voted **NO** on item no. 1.

The Comptroller Voted **NO** on item no. 1.

The Comptroller **ABSTAINED** on item no. 4.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

1. B50003575, On-Call Roofing Services	Big Boss Construction, LLC	\$ 600,000.00
	CitiRoof Corporation	600,000.00
	Simpson of Maryland, Inc.	400,000.00
	Autumn Contracting, Inc.	400,000.00
		<u>\$2,000,000.00</u>

(Dept. of General Services)

On April 29, 2014 it was determined that no goals would be set to encourage small business to bid as prime contractors.

**MWBOO GRANTED A WAIVER.**

**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

October 7, 2014

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
  - a. Page 62, Item #1, Bureau of Purchases - B50003575, On-Call Roofing Services - Big Boss Construction, LLC, CitiRoof Corporation, Simpson of Maryland, Inc., Autumn Contracting, if approved:
    - i. Before Board consideration, this item should be moved to the non-routine agenda;
      1. This action clearly depicts the arbitrary and capricious decision making of the chief of the MWBOO in the implementation of the MWBE law;
        - a. This award of \$2,000,000.00 is proposed to four vendors;
        - b. The action states that "On April 29, 2014 it was determined that no goals would be set to encourage small business to bid as prime contractors.", however no information has been provided to disclose the outcome of this arbitrary decision;
      2. The MWBOO lacks standard policy and procedures in writing;
        - a. The MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
      3. This MWBOO participation decision fails to uphold the MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW;
      4. This action clearly puts the entire MWBOO in jeopardy of NOT meeting the judicial test of constitutional strict scrutiny;

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

5519 Belleville Ave  
Baltimore, MD 21207

5. Please provide for inspection the following documents for inspection:
  - a. Decision to not set participation goals;
  - b. The outcome of the decision not to set participation goals.
- b. 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 action fails to aid in the elimination of business discrimination against M/WBEs in the private sector of the City of Baltimore's market area and possibly expands that discrimination to include discrimination by the government of the City of Baltimore. This already onerous burden will be exacerbated by this arbitrary practice which has failed to facilitate compliance with the existing law, policies and procedures.
3. The remedy I seek and respectfully request is that this action be moved to the non-routine agenda, and the MWBOO provide a detailed overview of their procedures for setting participation goals in a public presentation before the board and attending public.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 8, 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

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

President: "The first item on the non-routine agenda can be found on Page 62, Recommendations for Contract Awards/Rejections, Item No. 1, Contract No. B50003575, On-Call Roofing Services. Will the parties please come forward? You want him? No, you want to start."

Tim Krus: "Tim Krus, City Purchasing Agent. This is an award of On-Call Roofing Services in the amount of \$2,000,000.00 to four firms to provide these services, um, after a solicitation in which we structured the terms and conditions to encourage small and minority-owned businesses to apply."

Comptroller: "I have a couple questions, um, and you answered some of them, but I have a couple more. But first I'd just like to say for the record that small businesses are vital to our economy, and therefore I certainly am supportive of efforts to foster business uh, development for small businesses."

Mr. Krus: "Thank you."

Comptroller: "Sure. I sent questions to the agency to better understand what was being recommended, however the responses were not complete and were in some ways, they seemed contradictory to me, so maybe you can help me with that."

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

Bureau of Purchases - B50003575 - cont'd

Mr. Krus: "Certainly."

Comptroller: "I um, sure. I initially asked what is the size standard for small firms that was used to determine that each of the recommended awardees is a small firm, and your response was, 'There is no small business threshold or definition and we do not know whether or not any bidders are small. The lack of goals and the attempt to award practically all responsive bidders' and you have in parenthesis, 'we did not reach the limit was intended to make it easier for small companies to be primes.' My follow-up question was how will Purchases and MWBOO expect to attract small firms and to know whether this outcome was achieved, if you did not have a small business definition or threshold and you did not know whether any of the four recommended awardees are small firms, and you responded 'The Bureau of Purchases does not have the authority to award a contract to a small business as preference over any other bidder as there is no business, small business program as authorized by the Ordinance.'

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

An Ordinance creating such a program would include definitions and eligibility criteria.' So, I had another question. If you do not know whether large or small businesses will bid, and the award must be made to qualified vendors regardless of size, then why shouldn't MBE/WBE goals apply as the, as required by the ordinance?"

Mr. Krus: "Our intention here was to create a solicitation that removed impediments that typically discourage small, minority, and women's businesses from bidding as a prime contractor. We took pains to note that about 80 percent of the work in this contract, the individual jobs, would be \$20,000.00 or less. We set up a rotational award methodology in the solicitation so that every contractor who was awarded would have an opportunity to actually get business on the contract, and we were prepared to award as many as five contractors, although we only had four responsive and responsible bidders. Um, we did not have an Ordinance that creates a small business preference, so the most that we can do to try to encourage small, minority and women's businesses to bid as primes on this is to try and remove the impediments.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Um, we wouldn't contractually be able to implement a small business preference requirement in one of our solicitations."

Comptroller: "So what uh, kind of impediments did you remove?"

Mr. Krus: "Uh, bonding --"

Comptroller: "Um hmm."

Mr. Krus: "-- Um, heavy insurance requirements -- the fact that the work wouldn't be guaranteed to the vendors that 'Gee, am I going to get work, am I not going to get work?' We uh, there were no goals applied so that a small, minority or women's small business would not have to sub-contract goals to other vendors, because the work that we're soliciting for is small work and sometimes those businesses do not have the legal wherewithal uh, to engage sub-contractors. Um, and it was our belief um, in working with the Minority & Women's Business Opportunity Office uh, that it was important to try and create a solicitation in which these businesses could step up as primes and grow their capacity to where ultimately they could bid on contracts that had substantial goals."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Comptroller: "Before the bid was solicited, a decision was made to weigh the goals, is that correct?"

Mr. Krus: "Correct, in conjunction with the Minority & Women's Business Opportunity Office."

Comptroller: "Tell me the section and language in the MWBOO Ordinance that authorizes MWBOO goals not being set in an effort to encourage small businesses to bid as 'primes.'"

Mr. Krus: "I'll let Tom Corey."

Thomas Corey: "I don't have the Law in front of me, but there's a section that says uh, I'm sorry, Thomas Corey, Chief of Minority and Women's Business Opportunity Office, that where, if our office meets and consults with the uh, the agency, that we have the discretion of whether or not we set goals. Now the history of these roofing contracts is this - is that at one time we never put goals on it because the City convened a meeting of all the roofers, primes and subs and the subs told the City that

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

they did not want to be subs on the roofing contracts because the work that they would be assigned to do was essentially grunt work and it didn't pay very much money; uh that is like tearing the roof off and hauling it to the, to the uh, to the uh landfill or whatever it is. So, the City stopped putting goals on it. So we moved forward and then reconsidered it and we started putting goals on it, but then we started encountering the same problems that we had before. Uh, the prime would call the sub-contractor for, um to do some work and they would get, the sub would say, 'I don't have time', uh, 'Um, get back to me later' and whatever it is. And the problem that MWBOO had was that we'd check the story of the prime to see and then we'd check the story of the sub and it was always one said 'No, I didn't say that' and at the end of the day what we would really come away with is that the sub was refusing work because it was so small. It was one roof and it was \$20,000.00 and to pull somebody off and have them go do this work right then and there, and the small guy can't do it."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Comptroller: "Um hmm."

Mr. Corey: "But the City will call the prime any time and say 'I need you over at such-and-such a spot by tomorrow or two days from now and the sub can't respond to that' so, in this instance--"

Comptroller: "Let me ask you a question, even though it was \$20,000.00, the sub would still get their labor rate, so, regardless of whether the estimated cost is \$20,000.00, they would still get paid --"

Mr. Corey: "-- they would still get paid the labor rate, but the problems that the subs are saying that they get a call and then they don't have time to respond to take their crew off the job where they are now. It's not worth it to them. They're getting their labor rate, but it's so small of, of a fee - five or six hundred dollars, they don't want to do it. That's what they're saying to the City."

Comptroller: "Uh huh."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Mr. Corey: "So we took a look at this again, and decided 'Well, let's do what we call unbundling. Let's make the contract into such bite-size pieces that it'd be attractive to the small guy as well as anybody else.' And so that's what this contract is trying to do. Six hundred thousand is small enough for a small guy to, to do because the, the, the actual work will come in \$20, \$30, \$40,000.00 increments and so they can handle that kind of work. It was really disappointing in the fact that the, in the pre-bid meeting we set up to describe all of this, we didn't get a good turn-out of folks coming in to, to, to learn about this opportunity. In addition to all the other avenues where we place, um, placed the ads in The Afro, The Sun, uh on our web site and that sort of thing, we were disappointed in the uh, in the uh, in the turn-out. But, we're trying to, to accommodate them one way or the other. We want them to bid and um, quite frankly, based on the experience that MWBOO has had, the \$600,000.00 size is a good size limit because you can get a number of \$20, \$30, \$40,000.00 contracts over the course of a, of the, of the um, contract."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

City Solicitor: "Is any of that for the four proposed awardees either City or State certified MBEs?"

Mr. Corey: "My understanding is that two State-certified MBEs in the awardees - Big Boss and, and one of the others, autumn, they're State-certified; uh yes. Frankly, I'm more interested in seeing city, local folks get the work. The fact that they're State-certified doesn't sway me one way or the other - that's my own comment."

President: "Okay."

Comptroller: "I have several questions."

President: "Okay."

Comptroller: "Based on Article V, Section 28-61, what is it about the requirements of B50003575 that make it infeasible, you just said that the subs did not want to do the work. But, in April um, L&J was on the contract with Simpson and L&J told us that he did not refuse and Simpson is still not in compliance. So, can you explain that? You said that the subs don't want to do it, they refuse, but L&J did not refuse."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Mr. Corey: "No, they, they um, - I can only say what Simpson said to me and my understanding of L&J Waste, that they, that they may, they say they didn't refuse, but they may not have accepted the work or may not be available to do work when asked. Uh, I know L&J does waste recycling and um, what Simpson said was that when they made numerous attempts to try and utilize L&J they didn't get a call back or didn't get a positive response."

Comptroller: "But L&J said that's not true, right?"

Mr. Corey: "That's what, that's, that's the contention that, that we had at MWBOO. We have the sub saying one thing and the prime saying another, and we spent a great deal of time trying to figure who's telling the truth."

Comptroller: "Um hmm. You know, as I said earlier, I do support small business development, and if it is the goal to increase the ability for small businesses to bid as 'primes,' why don't we go through a process to implement a program for small businesses, a small business program that is authorized by the ordinance that would include definitions and eligibility criteria, and give preferences to small businesses?"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Since Purchases does not have the authority to award a contract to a small business as a preference over other bidders and there is no small business program?"

Mr. Corey: "Well, but I can, if I may, the City tried that once to implement a small business program and right now Councilwoman Helen Holton is working on such a program."

Comptroller: "Okay."

Mr. Corey: "I, I applaud that effort, and we need to have that so that we can, um, focus certain contracts of certain size to these folks. Now, that program will be small. But, it will not recognize race or gender, which is the better way of doing it, so that we will have those issues, those constitutional issues to deal with. So, hopefully within the next year, we will have such a program because that will help the local folks around the country and in all the jurisdictions, all the jurisdictions are putting into place uh -- programs to protect their own citizens within their own locale and Baltimore City needs to do that as well."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Comptroller: "You know, Simpson was in non-compliance, Simpson was found, uh --"

Mr. Corey: "Non-compliant."

Comptroller: "-- non-compliant in April, and they were given 60 days to cure the MBE deficit, and we're at more than 90 days have passed. --"

Mr. Corey: "Right."

Comptroller: "-- that 60 days have passed and Simpson has not cured that deficit, but yet, today, Purchases is recommending the Board to award Simpson another contract, with no MBE/WBE goals."

Mr. Corey: "Go ahead, I'm sorry."

Comptroller: "Um, so Purchasing, when I asked that question, they responded that 'in consultation with DGS and MWBOO determined that the old contract, B50000312, should be terminated for the City's convenience after the award of the contract that is pending before approval today.'

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

So my question is, 'why should the City support and endorse Simpson's long-standing non-compliance with MWBOO by awarding Simpson another contract that does not have MBE goals when they didn't meet their MBE goals prior? -- and let Simpson off the hook by terminating for convenience the contract in which they failed to comply with MWBOO participation goals?"

Mr. Corey: "Well I agree with you um, on the one part about Simpson. Simpson's not off the hook because they still have to find some way to satisfy the goals in the old contract with MWBOO --"

Comptroller: "-- if you're terminating the contract --"

Mr. Corey: "Well, you can use the same mechanism that you used before, that if you get a new contract, you still have to go back and try to satisfy or cure the -- what your deficit amounts. We do that routinely on, on Public Works contracts."

Comptroller: "So, what you're saying is even though there are no MBE goals for --"

Mr. Corey: "We're going to try to --"

Comptroller: "We going to enforce it on the old contract?"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Mr. Corey: "That's our, that's our, that's our intent is to try to enforce it on the, on the new contract to have them cure their deficit, if they want to continue. If they don't do that, then MWBOO will go to um, BoP and say 'well this is a rotational contract, take them out of the rotation for a while'."

President: "Um, Mr. Krus, did I hear you say that you um, work um, with Miss Pinder's office to do outreach for um --"

Mr. Krus: "We talked with them about the contract. There was no formal outreach beyond the advertising that we did. Um, when we put a contract like this out on the street, we advertise in The Sun, The Daily Record, and The Afro-American um, twice. We publish the bid opening in CityBuy, uh -- no one even has to have a log in to see that, and we also register the bid in Maryland Marketplace so anybody who has access to the State's web site can also see it."

President: "Okay."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

Comptroller: "Right. I, I, I asked you that same question and you said that, you know, you advertise in The Afro, The Sun, The Daily Record and that the data field generally used by MBE/WBE firms to determine on which contracts to offer their services to perspective prime contractors clearly stated 'that MBE/WBE goals do not apply. All qualified vendors are expected to bid as a prime,' and this is in your outreach efforts, and you said 'the solicitation also clearly stated that the aim of this contract is to assemble a pool of contractors to do roofing services for City-owned or operated buildings, mostly' I mean "minority women and small businesses are encouraged to bid as primes. More than 80 percent of the individual jobs are less than 20,000." But, the things that you describe as "outreach" are required by the Charter or Purchases standard procedures, such as providing information in the data field and preparing solicitations which provide specifications of the work. So, while it is clear that a lot of thought went into making some changes to the bid requirements to encourage more firms to bid, unfortunately, as you stated, you did not reach your limit.

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

Bureau of Purchases - B50003575 - cont'd

Only four bids were received, which led me to another question - other than advertising requirements and Purchases' standard operating procedures, such as information in the data field and information in the solicitation, did Purchases and MWBOO reach out to roofing, to the roofing vendor community in any other way?"

Mr. Krus: "No we did not, Madam Comptroller. We uh, as we looked into this further, we uh, we had extensive contract -- conversations with MWBOO about how to structure the solicitation; we talked to the Minority and Women's Business Development Office, but as we dug in further in answering your questions, we didn't have any formal outreach with this. The thing, one thing that I do want to make a point about here though, is that as we tried to get more small minority and women's businesses involved in the City, that outreach uh -- has to occur before the solicitation hits the street.

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

Bureau of Purchases - B50003575 - cont'd

We need to build confidence and capacity in these vendors so that when a solicitation hits the street, they're ready to bid and they're ready to start assembling their proposals. So, this is an effort that we're committed to, Minority and Women's Business Development Office has made a number of recommendations that we're still trying to move on and that will help with that, and in the meantime, we're trying to take the opportunities that we can, to structure our solicitations so that they're more friendly to these businesses. We've been working on restructuring the way that our solicitations look when they hit the street, so that they're more accessible um, to a contractor that doesn't normally bid or can see exactly what the City's interested in upfront before they get into very legal terms and conditions."

Comptroller: "Thank you."

President: "I'll entertain a Motion."

City Solicitor: "MOVE approval of the item contained on Page 62, Item 1, as recommended by the Bureau of Purchases."

Director of Public Works: "Second."

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50003575 - cont'd

President: "All those in favor say Aye. All opposed Nay. Please note Council President votes **NO.**"

Comptroller: "And the Comptroller votes **NO.**"

President: "The Motion carries."

\* \* \* \* \*

2.	B50003704, Brush Chipper	Security Equipment Co.	\$	75,580.00
	(Dept. of General Services)			

**MWBOO GRANTED A WAIVER.**

3.	B50003705, Sprinter Cargo Van	Contemporary Motor Cars, Inc.	\$	47,743.85
	(Dept. of General Services)			

**MWBOO GRANTED A WAIVER.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |                                                                                                        |                                                                    |               |
|----|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|---------------|
| 4. | B50003693, Hook Lift Trucks in Two Configurations<br><br>(Dept. of General Services, Fleet Management) | Harbor Truck Sales & Service, Inc.<br>d/b/a Baltimore Freightliner | \$ 284,196.00 |
|----|--------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|---------------|

**MWBOO GRANTED A WAIVER.**

- |    |                                                                                                        |                                    |               |
|----|--------------------------------------------------------------------------------------------------------|------------------------------------|---------------|
| 5. | B50003731, O.E.M. Parts and Service For UD Trucks<br><br>(Dept. of General Services, Fleet Management) | Norris Chesapeake Truck Sales, LLC | \$ 500,000.00 |
|----|--------------------------------------------------------------------------------------------------------|------------------------------------|---------------|

**MWBOO GRANTED A WAIVER.**

- |    |                                                                                                 |                                  |               |
|----|-------------------------------------------------------------------------------------------------|----------------------------------|---------------|
| 6. | B50003733, CharmTV Studio Upgrade Equipment<br><br>(Mayor's Office of Cable and Communications) | Contract Video Specialists, Inc. | \$ 269,649.46 |
|----|-------------------------------------------------------------------------------------------------|----------------------------------|---------------|

**MWBOO GRANTED A WAIVER.**

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

7. B50003732, Flottweg Z- Centrisys Corporation \$ 88,610.00  
 73 Centrifuge  
 Hydraulic Back Drive

(Dept. of Public  
 Works, Water &  
 Wastewater)

**MWBOO GRANTED A WAIVER.**

Department of Public Works

8. RP 11821, Caroline & The American Asphalt \$ 98,585.00  
 Hoffman Park Basketball Paving Co., LLC  
 Improvements

<b>MBE:</b> Priority Construction Corp.	\$10,200.00	10.34%
Powell's Trucking Company, Inc.	<u>2,200.00</u>	<u>2.23%</u>
	<b>\$12,400.00</b>	<b>12.57%</b>

<b>WBE:</b> Barbies Recycling & Hauling, Inc.	\$ 1,200.00	1.21%
William T. King, Inc.	<u>2,500.00</u>	<u>2.53%</u>
	<b>\$ 3,700.00</b>	<b>3.74%</b>

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**MINUTES****RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of Public Works - cont'd**9. TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 100,000.00	9938-902791-9475	9938-903791-9474
State	Park & Playgrounds	Park & Playgrounds
	Renovation FY10 -	Renovation FY10 -
	Reserve	Active

This transfer will provide funds to cover costs associated with the award of the Caroline & Hoffman Park Basketball Improvements, Contract No. RP 11821 to the American Asphalt Paving Co., LLC

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 1. DAZSER-BAL CORP. DBA

JANI-KING OF BALTIMORE	\$10,248.00	Renewal
Solicitation No. B50002590 - Janitorial Services - Enoch Pratt Free Library - Branch #14 - Req. No. P521483		

On September 25, 2012, the City Purchasing Agent approved the initial award in the amount of \$10,248.00. The award contained three 1-year renewal options. On September 10, 2013, the City Purchasing Agent approved the first renewal in the amount of \$10,248.00. This renewal in the amount of \$10,248.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining.

## 2. DAZSER-BAL CORP. DBA

JANI-KING OF BALTIMORE	\$14,568.00	Renewal
Solicitation No. B50002580 - Janitorial Services - Enoch Pratt Free Library - Branch #8 - Req. No. P521482		

On September 25, 2012, the City Purchasing Agent approved the initial award in the amount of \$14,568.00. The award contained three 1-year renewal options. On September 18, 2013, the City Purchasing Agent approved the first renewal in the amount of \$14,568.00. The renewal in the amount of \$14,568.00 is for the period November 1, 2014 with one 1-year renewal option remaining.

## 3. THERMO FISHER SCIENTIFIC,

INC. DBA DIONEX CORP.	\$10,000.00	Renewal
Solicitation No. B50002587 - Dionex Supplies - Department of Public Works - Req. No. P521522		

On September 26, 2012, the City Purchasing Agent approved the initial award in the amount of \$6,000.00. The award contained two 1-year renewal options. On August 22, 2013, the City Purchasing Agent approved the first renewal in the amount of

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

\$6,000.00. On October 7, 2013, the City Purchasing Agent approved an increase in the amount of \$6,000.00. This renewal in the amount of \$10,000.00 is for the period September 29, 2014 through September 28, 2015, with one 1-year renewal option remaining.

- |                                                                                                                  |             |          |
|------------------------------------------------------------------------------------------------------------------|-------------|----------|
| 4. ODORITE COMPANY OF<br>BALTIMORE, INC.                                                                         | \$35,000.00 | Sole Bid |
| Solicitation No. B50003718 - Cello Green Seal Cleaning<br>Products - MOCON Convention Complex - Req. No. R672024 |             |          |

The period of the award is October 8, 2014 through October 7, 2017 with two 1-year renewal options remaining.

- |                                                                                             |         |         |
|---------------------------------------------------------------------------------------------|---------|---------|
| 5. PRODUCTS UNLIMITED, INC.                                                                 | \$ 0.00 | Renewal |
| Contract No. B50002143 - Vials & Caps - Police Department -<br>Crime Lab - P.O. No. P518493 |         |         |

On October 19, 2011, the Board approved the initial award in the amount of \$26,344.80. 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 October 19, 2014 through October 18, 2015. The above amount is the City's estimated requirement.

- |                                                                               |         |         |
|-------------------------------------------------------------------------------|---------|---------|
| 6. UNIVERSITY SECURITY<br>INSTRUMENTS, INC.                                   | \$ 0.00 | Renewal |
| Contract No. B50003047 - Smoke Alarms - Fire Department - P.O.<br>No. P525156 |         |         |

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On October 9, 2013, the Board approved the initial award in the amount of \$450,000.00. The award contained five 1-year renewal options. This renewal in the amount of \$0.00 is for the period October 9, 2014 through October 8, 2015, with four 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**7. CELLMARK FORENSICS, INC.

f/n/a ORCHID CELLMARK, INC.	\$200,000.00	Renewal
Contract No. B50002042 - Outsourcing DNA Lab Work - Police Department - P.O. No. P518606		

On November 2, 2011, the Board approved the initial award in the amount of \$200,000.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$200,000.00 is for the period November 2, 2014 through November 1, 2015. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**8. FIRST CALL

UNDERCAR SPECIALISTS INC.  
d/b/a MEINEKE CAR CARE

SECOND CALL

SALVO LIMITED PARTNERSHIP  
LLLP

	\$ 0.00	Renewal
Contract No. B50001978 - Motor Vehicle Exhaust System Repairs - Department of General Services - P.O. Nos. P517917 and P517918		

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On July 27, 2011, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$0.00 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.**

9. ITEM #1B

SIVELS TRANSPORTATION,  
INC.

ITEMS #1A & #4A

M.R. HOPKINS TRANSPORTATION  
SERVICES, INC.

ITEMS #3A, #5A & #6A

JUST-4-U TRANSIT, LLC

\$ 0.00	Renewal
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Contract No. B50002366 - General Charter Transportation -  
Department of Recreation and Parks, etc. - Req. Nos. Various

On September 19, 2012, the Board approved the initial award in the amount of \$750,000.00. The award contained two 1-year renewal options. This first renewal in the amount of \$0.00 is for the period September 26, 2014 through September 25, 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

- |                                                                                         |              |         |
|-----------------------------------------------------------------------------------------|--------------|---------|
| 10. DAZSER-BAL CORPORATION,<br>D/B/A JANI-KING OF BALTIMORE                             | \$ 29,316.00 | Renewal |
| Contract No. B50002593 - Janitorial Service - Branches #22 and 10 - Enoch Pratt Library |              |         |

On October 3, 2012, the Board approved the initial award in the amount of \$29,316.00. The award contained three 1-year renewal options. On September 18, 2013, the Board approved the first renewal in the amount of \$29,316.00. This second renewal in the amount of \$29,316.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining.

- |                                                                                                  |                |         |
|--------------------------------------------------------------------------------------------------|----------------|---------|
| 11. TASER INTERNATIONAL, INC.                                                                    | \$1,100,000.00 | Renewal |
| Solicitation No. B50003166 - Tasers and Related Equipment - Police Department - P.O. No. P525657 |                |         |

On November 6, 2013, the Board approved the initial award in the amount of \$1,500,000.00. The award contained four 1-year renewal options. Subsequent increases have been approved. This renewal in the amount of \$1,100,000.00 is for the period October 30, 2014 through October 29, 2015, with three 1-year renewal options remaining.

**MWBOO GRANTED A WAIVER.**

**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

October 7, 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 by the Baltimore City Police Department (BCPD).

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 69, Item #11, Bureau of Purchases - B50003166 - Police Department – Tasers and Related Equipment, if approved:
    - i. This action should NOT be approved by this board!
    - ii. This action fails to aid in protecting the residents of Baltimore City who are often victims of abusive members of the Baltimore City Police Department;
    - iii. This action fails to assure the residents of Baltimore City that the addition of more Tasers will NOT be used to harm rather than protect residents of Baltimore City;
    - iv. This action fails to assure the residents of Baltimore City that the addition of more Tasers will NOT be issued to members of the department who have been accused of excessive and/or abusive force/behavior by residents of Baltimore City;
    - v. This action should only be considered by this board after the department presents it's purchase request for body-cameras to document in a video format police behavior.
  - b. The remedy I seek is that this action be delayed until the submitting agency revises its equipment list for patrol officers to include body cameras.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed questionable management and stewardship of municipal funds by this Mayoral administration and BCPD. I seek a reasonable amount of results-oriented stewardship of scarce tax-payers funds which currently does not appear to exist. Smart money management seems to elude this Mayoral administration and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good. This purchase serves to enable abusive police officer's ability to further abuse the residents of Baltimore City who are continuing to be victimized by a small group of rogue and out-of-control police officers. The well documented abusive behavior of a small group of rogue

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

5519 Belleville Ave  
Baltimore, MD 21207

police officers must end and the department must first build trust with the residents who it is charged to protect and serve before this action is considered by this board.

I look forward to the opportunity to address this matter at your upcoming Board of Estimates on October 8, 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

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

## 12. BELTWAY INTERNATIONAL,

LLC	\$426,176.00	Increase
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Contract No. B50003096 - Flatbed Crane Truck - Department of General Services - P.O. No. P525159

On October 9, 2013, the Board approved the initial award in the amount of \$218,588.00. On May 28, 2014, the Board approved an increase in the amount of \$218,588.00. This increase in the amount of \$426,176.00 will be used to purchase two trucks which will replace older equipment in the City's fleet as part of Fleet Management's planned replacement program. This increase in the amount of \$426,176.00 will make the total award amount \$863,352.00. The contract expires on October 8, 2014.

**MWBOO GRANTED A WAIVER.**

## 13. MICROLOG CORPORATION OF

MARYLAND	\$ 24,000.00	Increase
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Contract No. B50003154 - Interactive Voice Recognition System - Department of Transportation - P.O. No. P526789

On March 19, 2014, the Board approved the initial award in the amount of \$37,000.00. The award contained two 1-year renewal options. This increase in the amount of \$24,000.00 will be used to add ten additional lines to the Towing IVR system. This increase in the amount of \$24,000.00 will make the award amount \$61,000.00. The contract expires May 31, 2017, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

## 14. NIGHTMARE GRAPHICS,

INC.	\$440,000.00	Increase
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Contract No. B50003458 - T-Shirts, Caps & Other Active Wear - Departments of Recreation and Parks, Health, Transportation, Public Works, General Services, etc. - P.O. No. P527514

On June 4, 2014, the Board approved the initial award in the amount of \$115,580.00. The award contained two 1-year renewal options. This increase in the amount of \$440,000.00 is necessary due to an incorrect estimation of the award, which was based upon the bid amount, rather than the amount of usage over a three-year initial term. This increase in the amount of \$440,000.00 will make the award amount \$555,580.00. The Contract expires on June 3, 2017 with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

15. COLE MEDICAL, INC.	\$ 9,000.00	Increase
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Contract No. 07000 - Medical Supplies - Baltimore City Health Department - P.O. No. P520911

On August 2, 2012, the City Purchasing Agent approved the initial award in the amount of \$6,586.00. The award contained two 1-year renewal options. Subsequent actions have been approved. Due to increased requests from additional programs to use this contract, an increase is necessary to allow the vendor to continue to provide these supplies, while a formal solicitation is advertised and awarded. This increase in the amount of \$9,000.00 will make the award amount \$34,000.00. The contract expires on July 26, 2015. The above amount is the City's estimated requirement.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

16. ROCHESTER SOFTWARE ASSOCIATES, INC.	\$ 27,310.00	1 <sup>st</sup> Amendment to Agreement
Contract No. 08000 - RSA Maintenance Agreement - Mayor's Office of Information Technology - Req. No. Various		

The Board is requested to approve and authorize execution of the first Amendment to Agreement with Rochester Software Associates, Inc. The contract expires on June 30, 2017.

On October 9, 2013, the Board approved the initial award in the amount of \$164,323.00. This amendment to agreement is required for the expansion of software and hardware support to include additional products.

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.

17. KINGDOM MANAGED INC.	(Revenue Generating)	1 <sup>st</sup> Amendment to Agreement
Contract No. B50001760 - Manage and Operate the Shake 'N Bake Recreational Facility - Department of Recreation and Parks - P.O. No. P527123		

The Board is requested to approve and authorize execution of the First Amendment to Agreement with Kingdom Managed Inc. The current agreement expires on May 31, 2016, with five 5-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

On May 25, 2011, the Board approved the original agreement. This amendment to agreement is required to institute a procedure by which the contractor will notify and seek the approval of the City regarding special events, and to name a new Contract Field Supervisor as the point of contact for the agreement.

**MWBOO SET GOALS OF 8% MBE AND 4% WBE.**

**MBE:** New Baltimore Contractors 8%

**WBE:** True Clean Services 4%

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

Vendor will be given 60 days to cure its MBE/WBE deficits.

**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

October 7, 2014

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
  - a. Page 72, Item #1, Bureau of Purchases - B50001760, Manage and Operate the Shake 'N Bake Recreational Facility - KINGDOM MANAGED, Inc., if approved:
    - i. Before Board consideration, this item should be moved to the non-routine agenda;
      1. This action clearly represents an opportunity for the MWBOO and the MWBD teams to work together to attract new minority and women owned business to this market segment in order to fulfill the acquisition needs of Baltimore City;
      2. The chief should be tasked by the BOE to present its plan of action and milestones it has developed to address this deficiency before this board's next public session;
      3. The MWBOO lacks standard policy and procedures in writing;
        - a. The MINORITY AND WOMEN'S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
    - b. 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 action fails to aid in the elimination of business discrimination against M/WBEs in the private sector of the City of Baltimore's market area and possible expands that discrimination to include discrimination by the government of the City of

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

Baltimore. This already onerous burden will be exacerbated by the lack of a plan by the MWBOO to strengthen the program and optimize this revenue generating opportunity for the residents of Baltimore City before it is completely squandered.

3. The remedy I seek and respectfully request is that this action be moved to the non-routine agenda, and the MWBOO provide a detailed overview of their procedures for setting addressing contractor deficiencies in complying with the MWBE law, policies and procedures.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 8, 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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

<u>Bureau of Purchases</u>		
----------------------------	--	--

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, increases to Contracts, and Extensions. The Board approved and authorized execution of the 1<sup>st</sup> Amendment to Agreement with Rochester Software Associates, Inc. (item no. 16). Item no. 17 (1<sup>st</sup> Amendment to Agreement with Kingdom Managed Inc.) was **WITHDRAWN**. The President Voted **NO** on item no. 11. The Comptroller Voted **NO** on item no. 11.

**MINUTES**

Office of the Mayor - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Ms. Mary Pat Fannon for mileage and parking expenses incurred for the period January 8 - 31, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$618.80 - 1001-000000-1250-152900-603001 Mileage and Parking

**BACKGROUND/EXPLANATION:**

Ms. Fannon has transitioned from serving as a consultant to becoming a contractual employee. The expenses that would generally be submitted on an invoice with no time limitation, now have to be submitted on an expense report, in compliance with the AM manual. The required additional documentation also delayed the request.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Mary Pat Fannon for mileage and parking expenses incurred for the period January 8 - 31, 2014.

Acting on behalf of the Mayor, the Director of Finance

**ABSTAINED.**



## MINUTES

DHCD - cont'd

3. **ST. AMBROSE HOUSING AID CENTER, INC. \$322,380.00**

Accounts: 2089-208915-5930-436191-603051	\$136,450.00
2089-208915-5930-436191-603051	\$136,490.00
2089-208915-5930-434191-603051	\$ 49,440.00

The organization will provide one-on-one pre-purchase counseling to potential homeowners and one-on-one default housing counseling services to low- and moderate-income persons who are in danger of losing their homes. Services to be provided will also include housing counseling, referrals, and home assessments to match homeowners with existing space in their homes with tenants seeking affordable housing under the Homesharing Program.

**FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$110,625.00.**

**MBE: \$29,869.00**

**WBE: \$11,062.00**

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 Investment Partnership Act (HOME)
3. Emergency Solutions Grant Entitlement (ESG)
4. Housing Opportunities for People with AIDS (HOPWA)

The DHCD began negotiating and processing the CDBG Agreements effective July 1, 2014 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the Agreement was delayed due to final negotiations and processing.

MINUTES

DHCD - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 310 N. Bruce Street (Block 0149, Lot 044) from Mr. Anthony Lesane, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Mr. Lesane has offered to donate title to the property located at 310 N. Bruce Street. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 310 N. Bruce Street are itemized as follows:

## MINUTES

DHCD - cont'd

Cumulative Real Property Taxes 2014-2015

Total Tax	\$ 953.69
Interest/Penalties	548.68
Other	112.86
Tax Sale Interest	175.22
Miscellaneous Bills	1,813.34
Metered Water (Tax Sale)	0.00
Environmental Citation	1,500.00
Alley Paving Bill	0.00
Rental Registration	<u>959.40</u>
<b>Total Liens</b>	<b>\$6,063.19</b>

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 310 N. Bruce Street (Block 0149, Lot 044) from Mr. Anthony Lesane, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the leasehold interest of the property located at 26 S. Augusta Avenue (Block 2548, Lot 010) from Ms. Catherine Collins, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Ms. Collins has offered to donate title to the property located at 26 S. Augusta Avenue. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 26 S. Augusta Avenue are itemized as follows:

## MINUTES

DHCD - cont'd

Cumulative Real Property Taxes 2014-2015

Total Tax	\$ 512.93
Interest/Penalties	0.00
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	215.94
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	<u>0.00</u>
<b>Total Liens</b>	<b>\$ 728.87</b>

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest of the property located at 26 S. Augusta Avenue (Block 2548, Lot 010) from Ms. Catherine Collins, owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the acquisition by gift of the properties located at 2932 Woodland Avenue (Block 4793, Lot 017) and 4817 Pimlico Road (Block 4793, Lot 017A) from Tae Yeon Kang owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**AMOUNT OF MONEY AND SOURCE:**

The owner agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00.

**BACKGROUND/EXPLANATION:**

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

Tae Yeon Kang has offered to donate title to the property located at 2932 Woodland Avenue and 4817 Pimlico Road. The City will receive clear and marketable title to the property, subject only to certain City liens. The listed municipal liens, other than current water bills, will be administratively abated after settlement. The City's acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain. The liens for 2932 Woodland Avenue and 4817 Pimlico Road are itemized as follows:

## MINUTES

DHCD - cont'dCumulative Real Property Taxes 2014-2015

2932 Woodland Avenue

Total Tax	\$ 2,662.44
Interest/Penalties	1,268.70
Other	62.99
Tax Sale Interest	582.94
Miscellaneous Bills	4,717.26
Metered Water (Tax Sale)	211.97
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
<b>Total Liens</b>	<b>\$ 9,506.30</b>

Cumulative Real Property Taxes 2014-2015

4817 Pimlico Road

Total Tax	\$ 2,237.74
Interest/Penalties	0.00
Other	51.71
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	295.63
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
<b>Total Liens</b>	<b>\$ 2,585.08</b>

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved the properties located at 2932 Woodland Avenue (Block 4793, Lot 017) and 4817 Pimlico Road (Block 4793, Lot 017A) from Tae Yeon Kang owner, **SUBJECT** to municipal liens, interest, and penalties, other than water bills.

**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 a Land Disposition Agreement with Mr. Efren Sutton, for the sale of the property located at 3912 Belle Avenue.

**AMOUNT OF MONEY AND SOURCE:**

\$10,500.00 - Purchase Price, payable at time of Settlement

The City will convey all its rights, title, and interest in the property to Efren Sutton.

**BACKGROUND/EXPLANATION:**

The buyer wishes to purchase the vacant building located at 3912 Belle Avenue for the purpose of rehabbing the property back as a single family home to be used as the principal residence by the buyer. The purchase price and improvements to the site will be financed through private sources.

Baltimore City is authorized to dispose of the Property by virtue of Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code).

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

The property was valued pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process as follows:

<u>Property Address</u>	<u>Waiver Valuation Value</u>	<u>Purchase Price</u>
3912 Belle Avenue	\$17,750.00	\$10,500.00

**MINUTES**

DHCD - cont'd

The property is being sold to Mr. Efren Sutton for below the waiver valuation price because of the following reasons:

- the renovations will be to the specific benefit to the immediate community.
- this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood.
- this sale and rehabilitation will return a vacant building to the tax rolls, and
- the property is being sold less than the waiver-determined value because of its conditions, which will require extensive and immediate remediation.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Mr. Efren Sutton, for the sale of the property located at 3912 Belle 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 Mr. Stewart W. Miley, developer, for the sale of the City-owned property located at 3505-3507 Ash Street.

**AMOUNT OF MONEY AND SOURCE:**

\$9,000.00 - Purchase price

**BACKGROUND/EXPLANATION:**

The project will consist of the City-owned vacant lot to be completely developed for residential use as a single-family detached home for sale to a homeowner at market rate.

The lot will be purchased and developed with private funds.

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

The property was priced at \$19,868.00, pursuant to the Appraisal Policy of Baltimore City through the Waiver Valuation Process and will be sold for \$9,000.00. The property is being sold to Mr. Miley below the price determined by the Waiver Valuation for the following reasons:

- the sale will be a specific benefit to the community is revitalization through the construction of a residential single family occupancy,
- elimination of blight and neighborhood stabilization, and

**MINUTES**

DHCD - cont'd

- economic development, returning the property to productive use and to the active tax rolls of the City of Baltimore.

**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 Mr. Stewart W. Miley, developer, for the sale of the City-owned property located at 3505-3507 Ash Street.

**MINUTES**

Department of Housing and - Fifth Amendatory Agreement  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Fifth Amendatory Agreement with Healthy Neighborhoods Inc. (HNI).

**AMOUNT OF MONEY AND SOURCE:**

\$ 60,000.00 - HNI - FY'13 General Obligation Bond  
230,000.00 - HNI - FY'14 General Obligation Bonds  
**\$290,000.00** - 9910-916037-9588-900000-706047

**BACKGROUND/EXPLANATION:**

This is a 5<sup>th</sup> Amendatory Agreement to a Grant Agreement approved by the Board on April 23, 2008, providing the HNI with \$1,000,000.00 through Ordinance 07-513 in General Funds to provide matching loans to qualified homeowners. The First Amendment was approved by the Board in April 2010, permitting \$333,333.00 to be moved to HNI's FY10 Operating Agreement and replenishing it with \$583,333.00 in FY10 General Obligation Bonds.

The Second Amendment was approved by the Board in September 2011, adding \$300,000.00 to the fund and the Third Amendment was approved by Board in December 2011 to extend the time provided to make loans. A Fourth Amendment was approved by the Board in July 2012, adding \$150,000.00 to the Matching Grant Funds. Approval of this Fifth Amendment will replenish the Matching Grant Funds by \$290,000.00 for a total City expenditure of \$1,990,000.00.

Matching Grant Funds are provided to homeowners that use the Healthy Neighborhood Home Improvement Loan product. Eligible buyers must qualify for a minimum of a \$5,000.00 HNI loan product and cannot earn more than 120 percent of the Area Median

**MINUTES**

DHCD - cont'd

Income. The Matching Grant is structured as a 2<sup>nd</sup> or 3<sup>rd</sup> deed of trust against the property and is forgiven by 20 percent for each year the owner occupant remains in the property. The borrower is responsible for paying all closing costs including points. All other terms and conditions of the Grant Agreement remain in effect.

The Matching Grant Funds is one of the Healthy Neighborhood Inc.'s most effective tools for building value in stable but underpriced communities. Since its inception, Healthy Neighborhood Inc. has provided over 300 Matching Grants.

**TRANSFER OF FUNDS**

<u>AMOUNT/S</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$290,000.00 28 <sup>th</sup> CDB	9910-902935-9587 Healthy Neighbor- hoods, Inc. - Reserve	9910-916037-9588 Healthy Neighborhoods, Inc. - (Matching Grant) GO Bonds

This transfer will move appropriations in accordance with the FY2015 Ordinance of Estimates to support the Healthy Neighborhoods, Inc. Matching Grant.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fifth Amendatory Agreement with Healthy Neighborhoods Inc. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Second Amendment to the Land Disposition and Development Agreement (LDDA) with the Poppleton Development I, LLC. The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**AMOUNT OF MONEY AND SOURCE:**

There is no additional cost to the City.

**BACKGROUND/EXPLANATION:**

In 2005, the City awarded a development site in the Poppleton neighborhood to La Cite Development, LLC, which formed the entity Poppleton Development I, LLC. The original LDDA was approved by the Board on September 27, 2006. The LDDA called upon the City to acquire the remaining privately owned 553 properties in the development site, clear the site of structures, and convey the Property to the Developer. The Developer is to construct approximately 1,650 units of new rental and for sale housing and 100,000 square feet of commercial retail space (the Project) in multiple phases.

Community Development Bond Funds totaling \$750,000.00 were approved for transfer by the Board on November 6, 2013, for the purpose of acquisition, relocation, and demolition activities associated with the Poppleton Redevelopment Project, in addition to the relocation of utilities on the Phase I site. These funds are held in City Account No. 9910-901780-9588 Poppleton Phase I. A portion of these funds, \$550,000.00, will be paid to the Developer for the removal of utilities from the Phase I site.

## MINUTES

DHCD - cont'd

A First Amendment to the LDDA was approved on April 3, 2013. This First Amendment revised the list of properties to be conveyed, clarified the purchase price of properties, and revised the timetable and certain terms for the development of the Project.

This Second Amendment to the LDDA provides the Developer with a nine-month extension in which to close on the properties in Phase IA. The Developer was to close on Phase IA by October 3, 2014. The new date by which closing must occur on Phase IA will be July 3, 2015.

This Second Amendment to the LDDA also revises the list of properties to be conveyed as part of Phase IA. The following properties, which were originally intended to be part of Phase IB, are deleted from Phase IB and added to Phase IA:

Block 0172 lot 36 - 227 N. Schroeder St.  
Block 0172 lot 37 - 229 N. Schroeder St.  
Block 0172 lot 130 - 224 N. Amity St.  
Block 0172 lot 131 - 222 N. Amity St.  
Block 0172 lot 148A - Descriptive Address

Under the terms of the Agreement the City is responsible for the removal and capping of utilities (BGE, Verizon, and Comcast) on the Phase I properties. Since some of the utility lines serve existing off-site customers, the City is also required to construct new service lines to allow for continued utility service, and pay the utility companies for their cost to reconnect to their customers.

**MINUTES**

DHCD - cont'd

The Developer, however, also needs to install new lines for the utilities necessary to service the new buildings. The Developer and the DHCD agree that it would be beneficial and less costly for both parties to have the Developer take responsibility for all the remaining utility work on the site so as not to duplicate certain efforts and costs. The Second Amendment to the LDDA shifts the obligation to remove or cap all utilities and utility poles from the City to the Developer.

In return, the City will pay the Developer a portion of the cost it would have had to pay to remove and relocate the existing utilities. The Developer and the City will share the savings that will result from the fact that the cost of (1) removing and relocating the existing utilities, and (2) installing the new utilities will be less than the cost of doing these two tasks separately. The sum to be paid by the City will be \$550,000.00. The City will contribute to the cost of this work as the work is completed, in proportion to its contribution as a percentage of the agreed upon costs.

The City's obligation to reimburse Developer for the utility removal and relocation will be contingent upon the Developer closing on the Phase 1A properties, and constructing and paying for the utility construction work. Funds will be disbursed pari passu with the Developer's private funds that are allocated for utility work.

**MBE/WBE PARTICIPATION:**

The Developer will continue to comply with the City's Minority and Women's Business Enterprise goals as set up in the original Land Disposition and Development Agreement.

**MINUTES**

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to the Land Disposition and Development Agreement with the Poppleton Redevelopment I, LLC. The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

**MINUTES**

Mayor's Office of Information - Expenditure Authorization  
Technology (MOIT)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve payment by Expenditure Authorization to ServPath. The invoice is for the August 2014 through October 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$4,169.70 - 1001-000000-1474-167700-605008

**BACKGROUND/EXPLANATION:**

ServPath has been providing webhosting services for Baltimore City for several years, however, the City and ServPath were not able to come to an agreement on the terms of a new contract for FY15. As of November 1, 2014, SHI will be taking over hosting duties under PO 514951:319. As ServPath continued providing services to Baltimore City during the contract negotiations, they are due payment.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved payment by Expenditure Authorization to ServPath.

**MINUTES**

Bureau of Solid Waste - Ratification of Past Due Invoice

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify services and approve payment to KCI Technologies.

**AMOUNT OF MONEY AND SOURCE:**

\$12,329.28 - 1001-000000-5161-389800-603026

**BACKGROUND/EXPLANATION:**

KCI Technologies is used for environmental monitoring and reporting to MDE for Quarantine Road Landfill. However, Woodberry Quarry Landfill was not included on Task 02 of Project 115 - with KCI, but the vendor performed the services without prior Board approval due to potential MDE violations. Proper procedures were not followed, and Board approval was not prepared in accordance with City procedures. All employees have been made aware of how to properly follow procedures. Therefore, it is requested that the Board ratify the services provided and authorize payment to the vendor for outstanding invoices in the amount of \$12,329.28.

**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 ratified services and approved payment to KCI Technologies.

**MINUTES**

Office of the President - Employee Expense Statement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the expense statement for Mr. Robert Curran for the period April, 2014.

**AMOUNT OF MONEY AND SOURCE:**

\$47.65 - 1001-000000-1000-106500-603025

**BACKGROUND/EXPLANATION:**

Mr. Curran did not submit his cellular billing within the 40-day time limit because of administrative adjustments made during the process. The bill was originally submitted on June 6, 2014 and changes were required and a new calculation method was used since this line was sharing billing with another phone that "piggybacked" on the account.

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved the expense statement for Mr. Robert Curran for the period April, 2014. The President **ABSTAINED**.

**MINUTES**

Office of the President - Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with the University of Maryland Foundation, acting on behalf of the Shriver Peaceworker Program. The period of the Agreement is effective upon Board approval through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$12,000.00 - 1001-000000-1000-106300-601029

**BACKGROUND/EXPLANATION:**

Under the Agreement, the City, acting through the Office of the President and the University of Maryland Foundation acting on behalf of the Shriver Peaceworker Program, the City will reimburse the Foundation directly for Peaceworker Fellow Shriver assigned to assist Mr. Kraft.

The Peaceworker Fellow will work 20 hours a week and act as a legislative intern for Mr. Kraft. She will perform legislative research, provide constituent services, provide policy analysis, attend meetings of the City Council Committees, City Council and neighborhood groups as requested, and perform similar tasks as requested by Mr. Kraft.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the University of Maryland Foundation, acting on behalf of the Shriver Peaceworker Program. The President **ABSTAINED**.

**MINUTES**

Department of Human Resources - Group Sales Agreement  
and Expenditure of Funds

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Group Sales Agreement with Residence Inn Marriott and to authorize an expenditure of funds to pay for expenses related to administering the oral portion of the Battalion Fire Chief examination with written component.

**AMOUNT OF MONEY AND SOURCE:**

\$ 918.00 - 3 Junior Suites used as Testing Rooms  
@ \$153.00 per night for (2) nights

7,344.00 - 12 Junior Suites for overnight guests  
@ \$153.00 per night for (4) nights

2,100.00 - 1 classroom style used for training, testing,  
break area and security of test materials  
@ \$700.00 per day for (3)days

1,344.00 - Valet parking for (4) nights x 12 guests  
@ \$28.00 per night

119.50 - Continental breakfast for 10/6 only for 10  
persons @ \$11.95 each

104.83 - Gratuity of 22%

\$ 357.00 - Beverages & Snacks for 10 persons @\$11.90 ea. for  
3 days.

**\$12,287.33**

A 9.5% occupancy tax has already been included in the amounts.

**MINUTES**

DHR - cont'd

**BACKGROUND/EXPLANATION:**

This is a promotional examination administered every 2 years to comply with the Fire Department's Memorandum of Understanding.

The Department of Human Resources will administer the Battalion Fire Chief examination to approximately 50 qualified candidates. Seven examiners have been recruited from non-Baltimore City fire jurisdictions to administer the examination from October 06-08, 2014. Some examiners, due to travel distance, will be arriving on Sunday, October 05, 2014. Only those candidates who appear for the multiple choice portion of the exam on Saturday, October 04, 2014 will be scheduled to attend the oral exam the following week. The schedule will be created as the candidates complete the multiple choice test. The expenses are based on the maximum number of candidates appearing. However, the arrangements will be adjusted as necessary after the October 04, 2014 testing.

There will be training for examiners on Monday morning, and a schedule will be created to begin testing candidates Monday afternoon. Each candidate will take a one-hour written component and then a one-hour oral exam inside the hotel's suites. Two panels of three examiners plus a required alternate examiner will be testing candidates possibly through Thursday afternoon.

**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 Group Sales Agreement with Residence Inn Marriott and to authorize an expenditure of funds to pay for expenses related to administering the oral portion of the Battalion Fire Chief examination with written component.

**MINUTES**

Minority and Women's Business - MWBOO Annual Participation  
Opportunity Office (MWBOO)                      Goals \_\_\_\_\_

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Annual Participation Goals for the Minority and Women's Business Enterprise Program (MBE/WBE). The goals, which are authorized by the Disparity Study that was completed in 2014, will be in effect until June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

In accordance with Article 5, Subtitle 28, Sections 28 - 16 and 17 of the Baltimore City Code, the MWBOO is recommending the annual MBE and WBE program goals for Board approval. These are aspirational goals that will aid the City in its ongoing evaluation of the effectiveness of the MBE/WBE Participation Program.

Contract goals will continue to be set for each contract in accordance with a formula that considers the following: (1) the availability of businesses that are willing and able to participate on contracts in various industry classifications and professions, (2) the level of utilization of these firms on past City contracts, (3) the contract specifications, and (4) the adverse effect on non-MBE and non-WBE businesses.

MBE Annual Goal - 27%

WBE Annual Goal - 10%

## MINUTES

MWBOO - cont'd

The MWBOO recommends the following goals and sub-goals for the MBE/WBE Participation Program:

MBE Annual Goal - 27%

Sub-Goals:

African American - 14%

Asian American - 6%

Hispanic American - 6%

Native American - 1%

WBE Annual Goal - 10%

President: "The second item on the non-routine agenda can be found on Pages 95-96, Minority and Women's Business Opportunity Office, MWBOO Annual Participation Goals. Will the parties please come forward?"

Thomas Corey: "Um, Thomas Corey, Chief of Minority and Women's Business Opportunity Office. Um, this is um, a request that the Board approve for another, um year, so the MBE and WBE annual goals. We recently had a disparity study uh, conducted and that study came back as we had hoped, that there is a continuing need for such a program and once that is determined, then under the law, we have a right, not only to continue to the program, but to establish annual participation goals um, that can be set on each contract.

## MINUTES

MWBOO - cont'd

Uh, and based on the results of the study, we've decided that the goals that are currently in place of 27 percent MBE and 10 percent WBE, there is uh, um, that we should continue those goals. There was nothing in the study that would warrant the reduction of the goals, but there is enough in there to say that what we have in place now are good. These goals, these annual goals are what we call aspirational goals. This is what we'd like to achieve. Now, based on the study the City is doing very well toward trying to achieve these goals. We've made improvements since the last study with regards to overall MBE/WBE participation, and uh, it suggests that the 27 percent MBE and 10 percent WBE goals are um, pretty well um, um, um, solid and, and defensible goals. Uh, we have to guard against, um, some would say, to increase the goals, to increase the goals you would create some real problems for yourself in that uh, one, you're going to generate more waivers because we won't have the availability to, to, to, to satisfy those goals, and two, you may um, invite um, some court challenges.

## MINUTES

MWBOO - cont'd

Um, we also uh, ask that the Board to approve the sub goals, and the study, the results of the study also suggest that these sub goals are pretty well defined, uh defensible, and so we're asking the Board to approve the 27/10 MBE and WBE goals as well as the sub goals."

Comptroller: "May I ask a couple questions then?"

City Solicitor: "Um hmm."

Comptroller: "Mr. Corey, I want to thank you for responding to my questions. Setting um the goals and compliance are equally important, and the Board has regularly received requests to allow bidders to cure MBE/WBE deficiencies, as a condition to award or to allow existing vendors additional time to cure a non-compliance. Infrequently, is a non-compliant vendor found in default. The setting of goals is not effective if the goals are not enforced, and I've raised several questions and concerns previously about non-compliance with MWBOO goals. And there are three questions that you have answered that I would like put in the record, and maybe you can answer them again."

Mr. Corey: "Okay."

## MINUTES

MWBOO - cont'd

Comptroller: "And they were the questions that I asked, questions six, seven and eight, and I have a few more."

Mr. Corey: "Um hmm."

Comptroller: "The first one is, how will compliance with the goals and sub-goals be monitored?"

Mr. Corey: "Can I answer them one at a time?"

Comptroller: "Um hmm."

Mr. Corey: "Okay, uh, I'll answer two ways. On an annual basis, the, the, the um, Law Department or MWBOO produces a report that shows how well the, the City is, is, leaning toward achieving the annual goals. We produce a, a report, um that looks at all the dollars awarded and looks to see how that stacks up um, in regards to our um, annual goals. In addition to that, um, the Disparity Study does the five-year review, of the achievement. Uh, on um, a contract-by-contract basis, we have um, a regular monitoring system, where we look at um, contracts - we measure award, extension, uh, release of retainage, we look at and measure the contract, and as you can see, and we agree, there are times when certain contracts come up, that we have not been able to keep pace with uh, the compliance issue -- we have to go and try to impose some sort of sanction on these folks to get them to come in.

## MINUTES

MWBOO - cont'd

That will continue. Uh, it's not the best system yet, we're working to try and improve it, but those are the ways that we want to do it. We have, we do bring folks in and um, have them do certain things to cure the deficit, uh, particularly with the MBE participation. In the Simpson matter is one that we brought up today, uh, and there are a number of things that sometimes get cured but that don't come to the Board. We're only dealing with the ones that come before you. Uh, so we'll work at it, we'll work at it and uh, we're looking at trying to improve it."

Comptroller: "-- You just said annual reports, uh, to whom do you provide it?"

Mr. Corey: "To anyone who asks for it."

Comptroller: "And can I make a request that the report be sent to all the Board members, that all the report that the annual report be sent to all the Board members?"

## MINUTES

MWBOO - cont'd

Mr. Corey: "Sure, yes, yes. Um, we do it every year. We compile the statistics um, uh, to come up to see how we're doing and I did provide a chart to show how we did with the results of a certain contract that the Board was interested in looking at."

Comptroller: "Can you respond to my question, number seven, what process will be used to track availability of MBE/WBE contracting, contract-monitoring for goals that will be set and in effect through June 30<sup>th</sup>, 2015?"

Mr. Corey: "2015?"

Comptroller: "Yes."

Mr. Corey: "Um, um, the way that we track the availability is through the certification database. Whenever a contract comes to our office, the agency sends over what we call a 'Goal Information Sheet', which shows how that contract can be broken down into segmented parts, and we go to our database to look to see who's certified for that particular trade and this is the way that we track the availability. We do it with each and every contract in which we set the goals, and um, it's, it's the best system of everybody else that has an MBE program, uses pretty much the same sort of procedure."

## MINUTES

MWBOO - cont'd

Comptroller: "Now in your answer, you said that um, you said part of that, but um, you said, 'during the life of a contract, monitoring is performed when an extension, renewal, increase, or release of retainage is requested, or an MBE payment, or performance issue is brought to our attention.'"

Mr. Corey: "Yes."

Comptroller: "But then recently you said, that um, at a prior Board meeting, you said "that um, the MBE/WBE ordinance requires continuous monitoring and not just when there's extension renewal, increase or issue brought" to your attention, and you previously state that you do not have adequate staffing, so what efforts will you take to improve, because in the answer --"

Mr. Corey: "Right."

Comptroller: "-- yesterday you said 'during the life', but at a previous Board meeting you said that you didn't have adequate staff, so I'm, that's why it's kind of contradictory."

Mr. Corey: "Well, in a sense it is contradictory, but we're working on improving that. We're working with the Department of Finance --"

## MINUTES

MWBOO - cont'd

Comptroller: "Okay."

Mr. Corey: "-- um, to get additional staff, Uh, we were just given our own car to do more investigation, which goes back to what seems to be contradictory, the ongoing monitoring. During the course of a contract, we will learn certain information about a contract, either one of the subs will call us or a prime will call us in regards and we'll send investigators out to, to investigate that issue. What it is -- that's the ongoing monitoring piece, where we find some, some problems with the contract, or a sub not getting paid or a prime having a sub that's not showing up for work; that's the ongoing monitoring piece that we do when we use the investigators to go out to the site to talk to the folks and just get all of the information based on that and see if we can't help um, address the problem."

Comptroller: "And, could you respond to my question eight, and it was, 'The disparity study made various recommend, recommendations such as scrutinizing the commercially useful function; standardizing good faith labor requirements and making requirements more detailed and transparent; reviewing firm size standards and applying the U.S. Small Business Administration standards.'

## MINUTES

MWBOO - cont'd

Can you please describe whether these recommendations have been accepted, and what actions our office intends to make?"

Mr. Corey: "Certainly. Yes. Uh, the commercially useful uh, function um, portion of the Disparity Study, um, was put in to address some remarks made by uh, MBES and WBES at public sessions where they were complaining that the shams and fronts in the program were not really gaining work. That's true, that's part of our challenge uh, as a program to identify these folks and get them out of the program. Uh, some of them are very clever, although I hate to admit that. We do find them and uh, we do put them out of the program. On the what you call, the City-assisted private contracts like where we're developing like a Marriott hotel, or a Hilton hotel, that's where we found a lot of the instances where there may be some instances where somebody's not providing a commercially useful function, and we then do not count that participation and the developer has to go and find somebody else to go and make up the difference.

## MINUTES

MWBOO - cont'd

Um, the contracts that come before the Board, uh, if there's a, if we find that there's a risk of a function not being uh, performed, the Board never sees that because we find them non-compliant and send them back to the agency ready to go with somebody else. We have one right now where uh, it's been sent back to the agency for them to send somebody else to um, to come before the Board for the award. So, those contracts the Board very seldom sees when we uh, find that there's not a commercially useful function being done. As far as the size standards, there's been size standards the Board adopted size standards in 2010 and since the size standards have been in place, there have been 17 companies that have been graduated out of the program, um, and that's, that's what the, the, the elements was, the regulation was uh, put in place to do - to keep those large companies, and some of these companies are grossing \$100 million dollars a year. But they come in, when they, they reach that size and they come in for renewal and we review their financial statements and their tax statements, that's when they get the letter saying that 'You're no longer part of the program' and believe me there's some screaming and yelling when that happens.

## MINUTES

MWBOO - cont'd

Thus far there have been 17 of them that uh, have uh, 'graduated' out of the program."

Comptroller: "Also in your response, you stated that regulations are being developed to make waiver and other processes more transparent."

Mr. Corey: "Yes."

Comptroller: "And you did respond that since adoption, 17 firms have graduated out of the program. Would you give me a list of the 17 firms?"

Mr. Corey: "Yes, I will. I didn't bring them with me, but I'll, I'll e-mail them."

Comptroller: "Okay. Thank you."

President: "Okay, I'll entertain a Motion. I would like to have those 17 firms, as well. I'll entertain a Motion."

City Solicitor: "MOVE approval of the item submitted by the MWBOO office on Page 95 to 96, as um, requested and recommended by Mr. Corey."

MINUTES

MWBOO - cont'd

"Second" by several voices at once.

President: "All those in favor say Aye. All opposed, Nay. The Motion carries."

\* \* \* \* \*

UPON MOTION duly made and seconded, the Board approved the Annual Participation Goals for the Minority and Women's Business Enterprise Program.

**MINUTES**

Baltimore Development - Fourth Amendment to Lease Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fourth Amendment to the Lease Agreement with the Board of Trustees of the Employees' Retirement System of the City of Baltimore, tenant, for the rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 12<sup>th</sup> and 13<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The fourth amendment extends the period of the agreement to November 1, 2014 through October 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$272,949.36

**BACKGROUND/EXPLANATION:**

During lease negotiations for a new five year lease, the tenant expressed concerns about the condition of the heating ventilation and air conditioning system in the building. The systems are currently being upgraded. The tenant agreed to an extension through October 31, 2015 to allow for the completion of the upgrades. The monthly rental payment will be \$22,745.78. Once the upgrades are complete a new five year lease will be presented to the Board for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fourth Amendment to the Lease Agreement with the Board of Trustees of the Employees' Retirement System of the City of Baltimore, tenant, for the

**MINUTES**

BDC - cont'd

rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 12<sup>th</sup> and 13<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The Comptroller **ABSTAINED**.

**MINUTES**

Baltimore Development - Fourth Amendment to Lease Agreement  
Corporation (BDC)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Fourth Amendment to the Lease Agreement with the Board of Trustees of the Fire and Police Employees' Retirement System of the City of Baltimore, tenant, for the rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 18<sup>th</sup> and 19<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The fourth amendment extends the period of the agreement to November 1, 2014 through October 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$272,949.36

**BACKGROUND/EXPLANATION:**

During lease negotiations for a new five year lease, the tenant expressed concerns about the condition of the heating ventilation and air conditioning system in the building. The systems are currently being upgrade. The tenant agreed to an extension through October 31, 2015 to allow for the completion of the upgrades. The monthly rental payment will be \$22,745.78. Once the upgrades are complete a new five year lease will be presented to the Board for approval.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Fourth Amendment to the Lease Agreement with the Board of Trustees of the Fire and Police

**MINUTES**

BDC - cont'd

Employees' Retirement System of the City of Baltimore, tenant, for the rental of approximately 16,925 square feet of space, 7,670 square feet of space on the 18<sup>th</sup> and 19<sup>th</sup> floors each + 1,585 square feet on the 8<sup>th</sup> floor for the property known as 7 East Redwood Street. The Comptroller **ABSTAINED**.

**MINUTES**Space Utilization Committee - Amendment to Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with FSP East Baltimore Street, LLC, landlord, for the rental of a portion of the property known as 2 N. Calvert Street, a/k/a 120 E. Baltimore Street, for the rental of approximately 65,328 (partial) 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> floors.

**AMOUNT OF MONEY AND SOURCE:**

	<u>Annual Rent</u>	<u>Monthly Rent</u>
03/10/13 - 3/31/13		\$ 63,785.49
04/01/13 - 3/31/14	\$ 1,078,555.50	\$ 89,879.63
04/01/14 - 8/31/14	\$ 449,398.15 (5 mths.)	\$ 89,879.63
09/01/14 - 3/31/15	\$ 628,782.00 (7 mths.)	\$ 89,826.00
04/01/15 - 3/31/16	\$ 1,143,240.00	\$ 95,270.00
04/01/16 - 3/31/17	\$ 1,143,240.00	\$ 95,270.00
04/01/17 - 3/31/18	\$ 1,143,240.00	\$ 95,270.00
04/01/18 - 3/31/19	\$ 1,273,896.00	\$106,158.00
04/01/19 - 3/31/20	\$ 1,273,896.00	\$106,158.00
04/01/20 - 3/31/21	\$ 1,273,896.00	\$106,158.00
04/01/21 - 3/31/22	\$ 1,404,552.00	\$117,046.00
04/01/22 - 3/31/23	\$ 1,404,552.00	\$117,046.00

Account: 10001-000000-1151-117900-603013

**BACKGROUND/EXPLANATION:**

The leased premises will be used for the offices of the Office of the State's Attorney for Baltimore City. The lease was approved by the Board of Estimates on October 10, 2012, with rent commencement date of March 10, 2013 through March 31, 2023.

**MINUTES**Space Utilization Committee - cont'd

The Amendment decreases the square footage from 65,367 to 65,328. The space is being decreased so that it can be used to accommodate certain common area work/upgrades the landlord is performing. All other rental provisions, conditions, and terms of the original agreement will remain in full force and effect.

The Space Utilization Committee approved the Amendment to Lease Agreement on September 23, 2014.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with FSP East Baltimore Street, LLC, landlord, for the rental of a portion of the property known as 2 N. Calvert Street, a/k/a 120 E. Baltimore Street, for the rental of approximately 65,328 (partial) 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> floors.

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

The Board is requested to approve and authorize execution of a Lease Agreement with The Peale Center for Baltimore History and Architecture, Inc., Tenant, for the leasing of all that lot of ground and premises known as the Peale Museum, located at 223-225 N. Holliday Street. The period of the Lease Agreement is three years effective upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$1.00 - if demanded.

Extension Term - In the event that the annual revenues payable to the tenant from the tenant's operations at the premises exceed \$250,000.00, the tenant will remit to the landlord seven percent of the tenant's net revenues determined on an annual basis.

**BACKGROUND/EXPLANATION:**

The tenant will have access to the building to facilitate a comprehensive study and analysis to determine the feasibility of the Peale's re-use as The Peale Center for Baltimore History and Architecture. The tenant will submit Phase I improvements (stabilization and weatherization of the premises, including the repair or replacement of the windows) and Phase II improvements (construction of improvements for ADA and code compliance for the premises including a second means of egress from auditorium and ADA compliant elevator, bathrooms and interior cosmetic improvements).

The tenant must have a building permit for both phases of improvements including confirmation in writing from the Maryland

## MINUTES

Space Utilization Committee - cont'd

Historical Trust that rehabilitation is consistent with the Secretary of the Interior standards for the historic character. The tenant must confirm that the tenant agrees to comply with the requirements for participation of MBE/WBE.

During the initial term, the landlord will maintain the interior and exterior of the building, including the foundation, roof, walls, gutters, downspouts, HVAC systems, electrical and plumbing systems, including clogged drains, toilets, and sinks for these items which are not being replaced as part of the renovation. The landlord will be responsible for the replacement of the roof, for all utilities, including such services as electric power, heat, sewer and water, snow removal, security and fire insurance. If the tenant meets the requirements of the comprehensive analysis and the Phase I and II improvements, an extension may be extended for 47 years. The initial term and extension cannot exceed 50 years.

During the extension term, the tenant will maintain the interior and exterior of the building, including the foundation, roof, walls, gutters, downspouts, HVAC systems, electrical and plumbing systems, including clogged drains, toilets, sinks unless damage is caused by the sole negligence of the landlord. The tenant will also be responsible for all utilities such as electric power, heat, sewer, and water, all upgrades required for the tenant's program such as display fixtures, signage and shelving and storage cabinets for libraries and archives, janitorial services, trash removal, changing of light bulbs and ballasts, snow removal, security and liability insurance. The tenant also agrees that any renaming of the premises will be subject to the City Council's prior authorization.

## MINUTES

Space Utilization Committee - cont'd

The Schmoke Room is to remain part of the premises, the Schmoke plaque is to remain on the premises in a location agreed by the landlord and tenant. The tenant is to display a plaque supplied by the landlord at the premises honoring the premises as home to "Male and Female Colored School No. 1" in the City of Baltimore on or in lobby area of the premises. The tenant will provide first floor exhibit space recognizing the history of the exterior of the premises itself with specific emphasis on premises previously used as City Hall and "Male and Female Colored School No. 1" in Baltimore City.

During the extension term, the landlord will be responsible for fire insurance.

The Space Utilization Committee approved the Lease Agreement on September 23, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with The Peale Center for Baltimore History and Architecture, Inc., Tenant, for the leasing of all that lot of ground and premises known as the Peale Museum, located at 223-225 N. Holliday Street.

**MINUTES****PERSONNEL**Department of Human Resources - Personnel Matters

The Board is requested to approve all of the Personnel matters below:

Mayor's Office of Human Services1. Reclassify the following positions:Position No. 50338

- a. From: Accountant I  
Job Code: 07356  
Grade: 088 (\$40,917.00 - \$49,573.00)

To: Accountant II  
Job Code: 34142  
Grade: 923 (\$56,100.00 - \$89,900.00)

Position No. 50336

- b. From: Accountant I  
Job Code: 07356  
Grade: 088 (\$40,917.00 - \$49,573.00)

To: Accountant II  
Job Code: 34142  
Grade: 923 (\$56,100.00 - \$89,900.00)

Costs: \$71,670.00 - 6000-685215-3573-267800-601001

Department of Finance2. Reclassify the following vacant position no. 12083

From: Budget Management Analyst I  
Job Code: 31301  
Grade: 927 (\$59,600.00 - \$95,400.00)

**MINUTES****PERSONNEL**

Office of Finance - cont'd

To: Budget Management Analyst II  
Job Code: 31304  
Grade: 929 (\$63,300.00 - \$101,200.00)

Costs: \$0.00 - 1001-000000-1411-699800-601001

**THE PERSONNEL MATTERS HAVE BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.**

UPON MOTION duly made and seconded, the Board approved the foregoing Personnel Matters.

**MINUTES**

Bureau of the Budget and            - Appropriation Adjustment Order  
Management Research (BBMR)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 303 (Clinical Services).

**AMOUNT OF MONEY AND SOURCE:**

\$299,737.00 - From: Health Department, Service 715  
4000-400015-3001-568000-404001  
Unallocated Federal Funds

To: Health Department, Service 303  
4000-406315-3030-271500-404001  
Community Approaches to Reducing  
STDs Grant

The source of funds is the grant award from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for HIV, Viral, Hepatitis, STDs, and TB Prevention, which was approved by the Board on September 17, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to fund the reduction of Chlamydia and Gonorrhea infection among adolescents and young adults in Baltimore City through the implementation of community engagement and mobilization methods. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MINUTES**

BBMR - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 303.

**MINUTES**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 308 (Maternal and Child Health).

**AMOUNT OF MONEY AND SOURCE:**

\$1,127,960.00 - From: Health Department, Service 715  
4000-400015-3001-568000-404001  
Unallocated Federal Funds

To: Health Department, Service 308  
4000-469015-3080-294600-404001  
MIECHV Expansion Grant - Family  
Planning and Home Visits

The source of funds is the grant award from the Maryland Department of Health and Mental Hygiene, which was approved by the Board on August 20, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to expand the current home visiting program. It will open up an additional 120 home visiting slots through the Family League and 50 additional slots through Health Care Access Maryland. Initially, Federal funding was appropriated within an unallocated Federal fund account in the Fiscal 2015 Ordinance of Estimates. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MINUTES**

BBMR - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer Federal Funds within the Baltimore City Health Department, Service 715 (Health Administration) to the Service 308 (Maternal and Child Health).

**MINUTES**

Bureau of the Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer Federal Funds within the Baltimore City Health Department, Service 720 (HIV Treatment Services) to Service 715 (Health Administration), and transfer State funds from Service 715 (Health Administration) to Service 720 (HIV Treatment Services)

**AMOUNT OF MONEY AND SOURCE:**

\$1,055,467.00 -	From: Health Department, Service 720 4000-424515-3023-274400-603051 Clinical Services - HIV Communicable Diseases
	To: Health Department, Service 715 5000-500015-3001-599000-603050 State Unallocated Funds
	From: Health Department, Service 715 5000-500015-3001-599000-603050 State Unallocated Funds
	To: Health Department, Service 720 5000-569715-3023-274400-405001 Clinical Services - AIDS Case Management Grant
<u>504,524.00</u>	From: Health Department, Service 715 5000-500015-3001-599000-603050 State Unallocated Funds
<b><u>\$1,559,991.00</u></b>	To: Health Department, Service 720 5000-569715-3023-274400-405001 Clinical Services - AIDS Case Management Grant

**MINUTES**

BBMR - cont'd

These transfer will fund the full award of \$1,559,991.00. The source of funds is the grant award from the Maryland Department of Health and Mental Hygiene, which was approved by the Board on August 20, 2014.

**BACKGROUND/EXPLANATION:**

The transfer is necessary to fund AIDS case management within Clinical Services. Initially, Federal funding was appropriated within a Federal grant fund in the Fiscal 2015 Ordinance of Estimates, as were the additional State unallocated funds that will fund this grant. There was an over-appropriation of \$1,055,467.00 budgeted there over the actual Federal grant award. With this AAO, funding will be moved from the unallocated grant source, in accordance with the actual grant.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer Federal Funds within the Baltimore City Health Department, Service 720 (HIV Treatment Services) to Service 715 (Health Administration), and transfer State funds from Service 715 (Health Administration) to Service 720 (HIV Treatment Services)

**MINUTES**

Bureau of Budget and - Appropriation Adjustment Order  
Management Research

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an Appropriation Adjustment Order (AAO) to transfer State funds within the Mayoralty and Mayoralty-Related services from Service 758 (Coordination of Public Safety Strategy) to Service 125 (Mayoralty).

**AMOUNT OF MONEY AND SOURCE:**

\$91,000.00 - From: 5000-500015 2252-667600-405001  
Service 758 (Coordination of Public Safety  
Strategy)

To: 5000-535915-1250-152800-405001  
Service 125 (Mayoralty)

The source of funds is a Targeted Assistance Grant (TAG) provided through the Maryland Department of Human Resources (DHR).

**BACKGROUND/EXPLANATION:**

This AAO is requested to transfer funds from unallocated State grants to a State fund grant source with the Mayoralty, based on an award for a TAG from the Maryland DHR. The award totaled \$456,241.00 for Fiscal 2015, or \$91,000.00 greater than the Fiscal 2015 appropriation. The unallocated State funding appropriation was approved as part of the Fiscal 2015 Ordinance of Estimates within a Mayoralty-Related agency, the Mayor's Office of Criminal Justice and can be transferred to the Mayoralty to support this increased grant award.

**MINUTES**

BBMR - cont'd

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the Appropriation Adjustment Order to transfer State funds within the Mayoralty and Mayoralty-Related services from Service 758 (Coordination of Public Safety Strategy) to Service 125 (Mayoralty). Acting on behalf of the Mayor, the Director of Finance **ABSTAINED**.

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with K.E.Y.S. Development, Inc., Lessee, for the City-owned property located at 906 Washington Boulevard, consisting of 6,203 square feet. The period of the Lease Agreement is April 1, 2014 through March 31, 2019.

**MOUNT OF MONEY AND SOURCE:**

<u>Annual Rent</u>	<u>Monthly Installment</u>
\$2,448.00	\$204.00

The annual rent will increase 2% over the previous year's rental rate.

**BACKGROUND/EXPLANATION:**

The City and the lessee have agreed to renew the lease agreement for the property located at 906 Washington Boulevard in the Washington Village neighborhood. The monthly rental for the first year is \$204.00.

Since the original lease, executed in 2012, the lessee has invested over \$40,000.00 in renovations and maintenance to the property. The lessee conducts a successful martial arts program, mentoring program and partners with the local community association so that they may use the property for monthly meetings.

K.E.Y.S. Development, Inc. will be responsible for all maintenance and utility costs associated with occupying the properties.

The Lease Agreement was approved by the Space Utilization Committee on August 26, 2014.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

N/A

DEFERRED

UPON MOTION duly made and seconded, the Board **DEFERRED** this item until October 15, 2014.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
1. Cynthia Weisel Damonnen Taylor Kenith Ching	Managing Snow for Ice Control Operations Allentown, PA	Gen'l. Funds Snow	\$3,944.34
Oct. 20 - 22, 2014 (Reg. Fee \$995.00 ea.)			

The subsistence rate for this location is \$138.00 per night. The hotel cost is \$99.00 per night plus \$21.78 per night for hotel and occupancy taxes. Each attendee is requesting additional subsistence of \$2.00 for food and incidentals (\$1.00 per day). The additional amount is included in the total.

2. William M. Johnson	Designing Cities Conf. San Francisco, CA Oct. 22 - 25, 2014	General	\$1,551.20
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The Airfare of \$600.20 was prepaid with City procurement card assigned to Dhirendra Sinha. Mr. Johnson will be disbursed \$950.80.

Department of Communication Services

3. Charmaine Callahan	E-rate Program 2014 Applicant Training New Orleans, LA Oct. 15 - 17, 2014 (Reg. Fee \$ 0.00)	Internal Service	\$ 980.78
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Mayor's Office of Emergency Management</u>			
4. Donald Gerkin	Risk Threat & Vulnerability Assess Conf. Las Vegas, NV Oct. 22 - 25, 2014 (Reg. Fee \$825.00)	FY13 State Homeland Security Program	\$2,045.04

The subsistence rate for this location is \$163.00 per night. The Hotel cost is \$169.00 per night plus hotel taxes of 20.28 per night. The Department is requesting an additional \$18.00 to cover the cost of hotel and \$40.00 per day for meals and incidentals. The airfare in the amount of \$492.20 and registration fee in the amount of \$825.00 were prepaid on City purchasing card assigned to Mr. Jim Fischer. Mr. Gerkin will be disbursed \$727.84.

City Council President's Office

5. Bernard C. "Jack" Young* Kenneth Parker* Cailin Benson**	Congress of Cities and Exposition Austin, TX Nov 19-23, 2014 (Reg. Fee \$435.00 ea.* \$610.00**)	General Funds	\$5,230.40
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The subsistence rate for this location is \$191.00 per night. The cost of the hotel is \$209.00 per night plus hotel taxes of \$31.35 per night. The airfare for each attendee and the registration fees in the amount of \$435.00 for Messrs. Young and Parker and \$610.00 for Ms. Benson were pre-paid on a City-issued credit card assigned to Hosea Chew.

## MINUTES

RAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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City Council President's Office - cont'd

The Department is requesting subsistence of \$40.00 per day for meals and incidentals for each attendee and \$18.00 per day to cover the cost of the hotel for Mr. Young and Ms. Benson. Mr. Parker will not require lodging. Mr. Young will be disbursed \$1,181.40, Ms. Benson will be disbursed \$1,181.40, and Mr. Parker will be disbursed \$220.00.

6.	Sharon Middleton	2014 NACo Large Area County Caucus Minneapolis, MN Oct. 15 - 17, 2014	Gen'l. Funds Executive Travel	\$ 955.59
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The subsistence rate for this location is \$204.00 per night. The hotel cost is \$209.00 plus taxes of \$28.48 on 10/15/2014 and \$199.00 plus taxes of \$27.11 on 10/16/2014. The attendee is requesting additional subsistence of \$5.00 for hotel costs and \$75.00 for food.

7.	James Kraft	Greenbuild Conference and International Exposition New Orleans, LA Oct. 21 - 25, 2014 (Reg. Fee \$800.00)	Gen'l. Funds Elected Officials Expense Account	\$2,079.53
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The subsistence rate for this location is \$211.00 per night. The hotel cost is \$229.00 plus taxes of \$34.78. The Department is requesting additional subsistence of \$54.00 to cover the hotel balance and \$40.00 per day for meals and incidentals.

**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore City Health Department</u>			
8. Jana Goins*	American Public Health Assoc.	Gen. Funds	\$9,223.61
Christy Skipper	142 <sup>nd</sup> Annual Meeting		
Jacquelyn Duval -Harvey	142 <sup>nd</sup> Annual Meeting		
Charles Patrick Chaulk	New Orleans, LA Nov. 15 - 19, 2014 Nov. 14 - 18, 2014* (Reg. Fee \$740.00)ea.		

The hotel cost for Ms. Goins is \$243.00 per night plus an estimated total tax of \$151.37. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$128.00 to cover the balance of Ms. Goins's hotel accommodations. The additional requested funds have been included in the total.

The hotel cost for Ms. Duval-Harvey is \$245.00 per night plus an estimated total tax of \$156.55. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$136.00 to cover the balance of Ms. Duval-Harvey's hotel accommodations. The additional requested funds have been included in the total.

The hotel cost for Mr. Chaulk is \$219.00 per night plus an estimated total tax of \$133.21. The subsistence rate for this location is \$211.00 per day. The Department is requesting an additional \$32.00 to cover the balance of Mr. Chaulk's hotel accommodations. The additional requested has been included in the total.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Health Dept. - cont'd

The Department has paid the airfare and registration fee for: Ms. Jana Goins in the amount of \$313.20 and \$690.00; Ms. Jacquelyn Duval-Harvey in the amount of \$266.20 and \$685.00; Ms. Christy Skipper in the amount of \$337.70 and \$740.00; and Mr. Charles Patrick Chaulk in the amount of \$535.00 and \$740.00 with a City issued credit card assigned to Ms. Jacquelyn Duval-Harvey.

Therefore, the disbursement amount to each representative will be as follows: Ms. Jana Goins, \$1,343.37; Ms. Jacquelyn Duval-Harvey, \$1,356.55; Ms. Christy Skipper, \$988.08; and Mr. Charles Patrick Chaulk, \$1,229.21.

9.	Nargis Hussaini	Training of the Trainer Program Las Vegas, NE Nov. 10 - 14, 2014 (Reg. Fee \$0.00)	Ryan White	\$1,146.66
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The airfare for Ms. Hussaini, in the amount of \$305.70, was prepaid on a City procurement card assigned to Ms. Jacquelyn Duval-Harvey. Ms. Hussaini will be disbursed \$840.96.

10.	Catherine Watson* Tonya Johnson	Healthy Teen Network Annual Conference Austin, TX Oct. 21 - 24, 2014 (Reg. Fee \$520.00) (*Reg. Fee waived)	Family Planning Special Needs	\$2,665.30
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**MINUTES****TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department</u>			
11. Steven Burkhart Jeffrey Dickinson	IADRS Public Safety Conference Panama City, FL Oct. 20 - 25, 2014 (Reg. Fee \$1,135.00 ea.)	General Funds	\$3,742.50

Department of Public Works

12. Jennifer Ludwig Frances Liu	Itron Utility Week Annual Conference San Antonio, TX Oct. 19-21, 2014 (Reg. Fee \$995.00 ea.)	Water Funds	\$4,622.12
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The subsistence rate for this location is \$176.00 per night. The cost of the hotel is \$239.00 per night plus hotel taxes of \$40.03 per night. The Department is requesting additional subsistence of \$40.03 per day to cover the cost of the hotel and \$40.00 per day for meals and incidentals for each attendee.

Department of Public Works - Bureau of Solid Waste

13. Tonya Simmons	2014 Municipal Waste Management Association Fall Summit (MWMA) San Diego, CA Oct. 15 - 17, 2014	General Funds	\$ 774.20
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The MWMA will cover the costs of hotel and taxes. The Airfare in the amount of \$594.20 was prepaid with City procurement card assigned to Ms. Patricia Murphy. The Department is requesting \$40.00 per day for food. Ms. Simmons will be disbursed \$180.00.

## MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation and Parks</u>			
14. Ernest W. Burkeen, Jr. Robert Wall Gwendolyn Chambers	National Recreation & Parks Association (NRPA) Charlotte, NC Oct. 12 - 17, 2014 Reg. Fee as follows: (Mr. Burkeen - \$624.00) (Mr. Wall - 310.00) (Ms. Chambers - \$568.00)	General	\$3,379.00

The subsistence for this location is \$161.00 per night.

Mr. Burkeen will not be seeking any subsistence. He will attend an early Pre-congress Off-site Session on October 12, 2014. Mr. Burkeen will use a City vehicle. His registration fee was paid on EA 000147642.

Mr. Wall will be a presenter at the NRPA. The cost of his hotel is \$149.00 per night plus occupancy taxes of \$22.72 per night. He will use a City vehicle. His registration fee was paid on EA 0001457667. The Department is requesting additional subsistence of \$28.00 per day for food. Mr. Wall will be disbursed \$635.16.

Ms. Chambers will attend a Pre-Congress Off-site Session early on October 13, 2014. The hotel rate for Ms. Chambers is \$159.00 for October 12-13, 2014, plus occupancy taxes of \$24.25 per night and \$189.00 per night for October 14-15, 2014, plus of \$28.82 per night. The Department is requesting additional subsistence of \$56.00 to cover the hotel balance and \$156.00 for meals and incidentals. The airfare in the amount of \$229.70 was paid by a City credit card assigned to Tare Ingram. Her registration was paid on EA 000147642. Ms. Chambers will be disbursed \$1,012.14.

**MINUTES****TRAVEL REQUESTS**

UPON MOTION duly made and seconded, the Board approved the foregoing Travel Requests. The President **ABSTAINED** on item nos. 5 - 7. The Comptroller **ABSTAINED** on item no. 3.

**MINUTES****PROPOSAL AND SPECIFICATION**

1. Department of General Services - GS 14807, Benton Building  
Exterior Wall Repairs  
**BIDS TO BE RECV'D: 11/26/2014**  
**BIDS TO BE OPENED: 11/26/2014**
  
2. Department of Transportation - TR 14021, Utility Location  
Test Holes & Borings for  
Engineering Projects Citywide  
**BIDS TO BE RECV'D: 11/05/2014**  
**BIDS TO BE OPENED: 11/05/2014**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above-listed Proposal 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.**

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

October 15, 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 - 103, City Council President and members of the Board of Estimates, BOE Agenda dated October 15, 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.
    - vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.
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

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

5519 Belleville Ave

Baltimore, MD 21207

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.

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 October 15, 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 the Board, the meeting will recess until bid opening at 12 noon. Thank you."

\* \* \* \* \*

## MINUTES

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

**BIDS, PROPOSALS, AND CONTRACT AWARDS**

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

**THERE WERE NO ADDENDA WERE RECEIVED.**

Bureau of Water and Wastewater - WC 1233, Montebello Filtration Plant 1 Emergency Electrical Improvements  
**BIDS TO BE RECV'D: 10/29/2014**  
**BIDS TO BE OPENED: 10/29/2014**

Department of Transportation - TR 14318, Haven Street Resurfacing/Rehabilitation from eastern Avenue to Boston Street  
**BIDS TO BE RECV'D: 10/15/2014**  
**BIDS TO BE OPENED: 10/15/2014**

## MINUTES

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

Department of Transportation - TR 15005, Structural Repairs on Bridges Citywide JOC-1

Allied Contractors, Inc.  
Concrete General, Inc.

Department of General Services - GS 14815, Sarah's Hope Roof Replacement

Citi Roof Corp.

Department of Public Works - WC 1246, Repair and Replacement of Small Diameter Water Mains - Various Locations and Sizes

Civil Construction LLC  
J. Fletcher Creamer & Son, Inc.  
Metra Industries

Department of Public Works - SDC 7789, Small Storm Drain and Inlet Repairs at Various Locations

Monumental Paving & Excavating,  
Inc.  
Allied Contractors, Inc.  
Civil Construction, LLC  
Anchor Construction Corp.

## MINUTES

Bureau of Purchases

- B50003749, Nikon D7100 Camera Kits

Adorama, Inc.  
Service Photo, Inc.  
W.B. Hunt Co., Inc.  
CF Motion Inc.

Bureau of Purchases

- B50003745, OEM Parts & Service for JCB & LeeBoy Equipment

Valley Supply & Equipment

Bureau of Purchases

- B50003751, OEM Parts and Service for Freightliner Trucks

Chesapeake Ford Truck Sales, Inc.  
Harbor Truck Sales & Services  
t/a Baltimore Freightliners

Bureau of Purchases

- B50003634, Sound System Repairs and Upgrades for Baltimore

Signal Perfection LTD d/b/a  
Integrated Solutions

MINUTES

Bureau of Purchases

- B50003698, Interior/Exterior  
Painting of Facilities

First Potomac Environmental  
Corporation Inc.  
Micklos Painting & Drywall  
EARN Contractors, Inc.  
Tito Contractors, Inc.  
Evcon, Inc.  
Simon Development & Construction Corp.  
Colossal Contractors, Inc.  
JB Contractors, Inc.

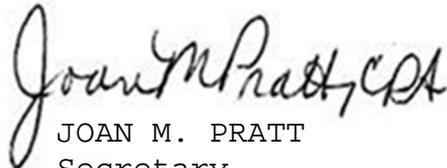
Bureau of Purchases

- B50003636, Organizational  
Training Needs Assessment

EDSI  
ADC Management Solutions  
Mind Boards, Inc.

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, October 15, 2014.

  
JOAN M. PRATT  
Secretary