

## MINUTES

REGULAR MEETING

Bernard C. "Jack" Young, President - **ABSENT**  
Stephanie Rawlings-Blake, Mayor  
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

In the absence of the President, the meeting was called to order by the Honorable Joan M. Pratt, Comptroller and Secretary.

Comptroller: "Good morning. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearing will be asked to leave the hearing room. I would direct the Board members attention to the memorandum from the City Council President's office dated November 17, 2014 identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Director of Public Works: "Second."

Comptroller: "All those in favor say AYE. All opposed NAY. The Motion carries. The routine agenda items have been adopted."

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## MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Bob Andrews Construction, Inc.	\$ 1,500,000.00
C & T Painting Co., Inc.	\$ 801,000.00
Chevy Chase Contractors, Inc.	\$ 8,000,000.00
George William Stephens Jr. & Associates, Inc.	\$ 1,845,000.00
Marona Construction Company	\$19,251,000.00
Midlantic Piling Incorporated	\$ 8,000,000.00
Orfanos Contractors, Inc.	\$ 8,000,000.00
Reglas Painting Company, Inc.	\$ 8,000,000.00
Retro Environmental, Inc.	\$ 8,000,000.00
Seaboard Foundations, Inc.	\$95,112,000.00
Total Environmental Concepts, Inc.	\$ 5,199,000.00
TRIJAY Systems, Inc.	\$ 8,000,000.00

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:

C.L. Warfield and Associates, Inc.	Engineer
Crown Consultants LLC	Engineer
KCI Technologies, Inc.	Engineer
Marshall Craft Associates, Inc.	Architect

## MINUTES

BOARDS AND COMMISSIONS - cont'd

Mobius Technologies

Landscape Architect

Snider, Blanchard & Assoc. d/b/a  
Snider and Associates

Land Survey

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

## MINUTES

Department of Planning - Report on Previously  
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 12** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on October 22, 29, and November 5, 2014.

The Board **NOTED 12** favorable Reports on Transfers of Funds approved by the Board of Estimates at its meetings on October 22, 29, and November 5, 2014.

## MINUTES

Mayor's Office of Employment Development - 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. **HISTORIC EAST BALTIMORE COMMUNITY ACTION COALITION, INC. (HEBCAC)** **\$600,000.00**

Account: 1001-000000-6331-475905-603051

The organization will provide services to at least 350 out-of-school youth, ages 16 to 24 living in Baltimore City. Services will include but are not limited to basic literacy, Pre-GED, GED prep, job readiness preparation, career skills training, employment connections, case management, recreational and cultural activities, and other services.

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

2. **URBAN ALLIANCE FOUNDATION, INC.** **\$ 95,580.00**

Account: 4000-806415-6313-734705-603051

Under this Agreement, the organization will recruit and enroll at least 20 Baltimore City high school seniors' ages 16 to 21 years old who are Workforce Investment Act eligible and reside in under-resourced neighborhoods. The organization will offer employment in a professional setting and positive development opportunities to those enrolled in the program.

The Agreement is late because the vendor was late in submitting information needed to complete the agreement.

3. **ALL STATE CAREER, INC.** **\$ 25,000.00**

Accounts: 4000-807515-6312-467253-603051

4000-806715-6312-467253-603051

The organization will provide training on those areas specified on the Maryland Higher Education Commission list.

**MINUTES**

MOED - cont'd

Training will consist of program(s) described by the Maryland Workforce Investment Act Occupation Training outline and will include any participant attendance policies, academic benchmarks and the means of measuring achievements, completion standards and the total hours of each course in a certificate program. The maximum length of time a participant can remain in training is one year. The period of the agreement is August 1, 2014 through June 30, 2015.

The Agreement is late because additional time was necessary to reach a comprehensive understanding that was agreeable to both parties.

**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 Employment - Governmental/Charitable  
Development (MOED) Solicitation Application

**ACTION REQUESTED OF B/E:**

The Board is requested to endorse a Governmental/Charitable Solicitation Application to be submitted to the Board of Ethics of Baltimore City for the MOED's 2015 YouthWorks Program. The period of the campaign will be effective upon Board approval through September 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

No general funds are involved in this transaction.

**BACKGROUND/EXPLANATION:**

MOED will be soliciting donations for its 2015 YouthWorks Program.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board. Ethics Regulation 96.26B sets out the standards for approval, which includes the requirement that the program, function, or activity to be benefited and the proposed solicitation campaign must be endorsed by the Board of Estimates or its designee.

**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

November 18, 2014

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

Dear Ms. Taylor:

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

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 6, Mayor's Office of Employment Development (MOED) – Governmental/Charitable Solicitation Application, if approved:
    - i. Fails to disclose details of the previous year's solicitation and how the donations were used to advance the goals and objectives of the YouthWorks Program.
    - ii. Please provide the outcomes from the 2014 YouthWorks Program's Governmental/Charitable Solicitation.
3. How the protestant will be harmed by the proposed Board of Estimates' action: This initiative serving our youth is rare and should clearly disclose the effectiveness of the imitative and outcomes which should be directed towards advancing the program's goals and objectives. I am hopeful that this program does not represent more of the same under-performing initiatives advanced by this administration. Citizens expect and our children deserve high quality programs and services when scarce municipal funds (staff salaries) are expended, however to date, few of these initiatives deliver on that expectation and our children continue to be underserved. MOED can set a welcome tone for delivery of quality programs and services for our youth and this initiative can set the stage for significant improvement in outcomes for our historically under-served youth.
4. The remedy I seek and respectfully request is that this action be placed on the "Non-Routine" agenda and that the MOED is requested to make an oral presentation, for public awareness, of the program's Governmental/Charitable Solicitation outcomes from its 2014 initiative.

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

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

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

Sincerely,  
Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

**MINUTES**

Mayor's Office of Employment - cont'd  
Development (MOED)

UPON MOTION duly made and seconded, the Board endorsed the governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for the MOED's 2015 YouthWorks Program.

**MINUTES**

Mayor's Office on Criminal Justice - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of a Grant Award from the U.S. Department of Justice. The period of the Grant Award is October 1, 2014 through September 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$406,043.00 - 4000-476515-2252-690500-600000

**BACKGROUND/EXPLANATION:**

Under this Grant Award, the City will utilize the funds to support the Baltimore City's Visitation Center Continuation and Civil Legal Services Expansion Project. This Project is intended to improve the response of all aspects of the civil and criminal justice systems to families with a history of domestic violence, dating violence, sexual assault, stalking, or cases involving allegations of child sex abuse.

The Grant Award is late because of the late receipt of award documents.

**APPROVED FOR FUNDS BY FINANCE**

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

**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

November 18, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of 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. Page 7, Mayor's Office of Criminal Justice (MOCJ) – Grant, if approved:
    - i. Please provide access to details regarding the Civil Legal Services Expansion Project for inspection;
    - ii. Please provide the amount of this grant directed to the Civil Legal Services Expansion Project;
    - iii. This agreement fails to disclose the number of clients to be served upon acceptance of this action;
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am significantly impacted by poor fiscal administration and management within my home town government. Transparency in the routine business of Baltimore City government operations is lacking and this action serves to demonstrate that fact clearly. Open and transparent disclosure are critical to serve the public interest and more often than not the government defaults to opaque vague descriptions about the expenditure of scarce municipal, state and federal funding to aid the less fortunate of our city.
4. Remedy I desire: This action should be moved to the non-routine agenda and the MOCJ should be directed to provide details of the Civil Legal Services Expansion Project being funded with this grant.

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

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

Sincerely,  
Kim Trueheart, Citizen & Resident

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

**MINUTES**

Mayor's Office on Criminal Justice - cont'd

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

**MINUTES**

Mayor's Office of Government Relations - Professional Services Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Professional Services Agreement with Van Scoyoc Associates, Inc. The period of the Agreement is effective upon Board approval for two years.

**AMOUNT OF MONEY AND SOURCE:**

\$262,000.00 - 1001-000000-1220-145900-603021

**BACKGROUND/EXPLANATION:**

Van Scoyoc Associates, Inc., the federal advocate, will continue to assist the City in enhancing its position in a broad range of matters before the federal government including, but not limited to tax issues, federal funding appropriations, urban affairs, education reform, municipal finance, infrastructure, transportation, housing, public health, and public safety. The Mayor's Office of Government Relations will be actively looking to fill the M/WBE portion of the Federal lobbying contract. MOGR will come back to the Board of Estimates with the submission of that portion of the contract within six months from today, 11/19/2014 or an explanation as to why that portion of the contract has yet to be filled within that time.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Professional Services Agreement with Van Scoyoc Associates, Inc. The Mayor **ABSTAINED**.

## MINUTES

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

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

1. **AT JACOB'S WELL, INC.** **\$ 23,184.00**

Account: 4000-496214-3573-267807-603051

Under the terms of this Agreement, the organization will provide housing assistance and support services to 20 individuals. The period of the Agreement is September 1, 2014 through August 31, 2015.

2. **MARIAN HOUSE, INC.** **\$ 49,728.00**

Account: 4000-496315-3573-591219-603051

Under the terms of this Agreement, the organization will provide housing assistance and support services to four households. The period of the Agreement is December 1, 2014 through November 30, 2015.

3. **QUEEN ANNE'S COUNTY** **\$ 23,412.00**

Account: 4000-490915-3573-333674-603051

Under the terms of this Agreement, Queen Anne's County will provide housing assistance and support services to individuals or families who have a family member with AIDS. Queen Anne's County will serve 12 clients. The period of the Agreement is July 1, 2014 through June 30, 2017.

4. **FUSION PARTNERSHIPS, INC.** **\$ 49,500.00**

Account: 5000-529115-3572-333754-603051

Under the terms of this Agreement, the organization will provide outreach, referrals, and case management to women cycling between incarceration and homelessness. Fusion Partnerships, Inc. serves approximately 300 women per year at its outreach facilities in the community. The period of the Agreement is July 1, 2014 through June 30, 2015.

## MINUTES

MOHS - cont'd

5. **MARYLAND STATE DEPARTMENT OF HUMAN RESOURCES/FAMILY INVESTMENT ADMINISTRATION/BUREAU OF GRANTS MANAGEMENT (MDHR)** **\$172,583.00**

Account: 5000-525114-3573-333700-405001

Under the terms of this Intergovernmental Agreement, the MOHS, through its Homeless Services Program, will use the funding from the MDHR to fund programs that provide linkages for low-income persons living in permanent housing to supportive services in the community. The period of the Intergovernmental Agreement is July 1, 2014 through June 30, 2015.

6. **MARYLAND STATE DEPARTMENT OF HUMAN RESOURCES/FAMILY INVESTMENT ADMINISTRATION/BUREAU OF GRANTS MANAGEMENT (MDHR)** **\$432,778.00**

Account: 5000-525615-3572-333700-405001

Under the terms of this Intergovernmental Agreement, the MOHS, through its Homeless Services Program, will use the funding from the MDHR to fund shelter programs for homeless women in Baltimore City. The period of the Intergovernmental Agreement is July 1, 2014 through June 30, 2015.

**MBE/WBE PARTICIPATION:**

N/A

7. **MARIAN HOUSE, INC.** **\$ 68,268.50**

Account: 4000-496214-3573-591419-603051

Under the terms of this Agreement, the organization will provide housing assistance and support services to nine families and ten individuals. The period of the Agreement is September 1, 2014 through August 31, 2015.

## MINUTES

MOHS - cont'd

8. **HEALTHCARE ACCESS MARYLAND, INC.** **\$280,200.00**

Account: 4000-480014-3571-333610-603051

Under the terms of this Agreement, the organization will provide 100 individuals or families with short term rental assistance and/or payment for arrears. The goal of the program is to reduce homelessness and the time individuals/households remain homeless. The period of the Agreement is July 1, 2014 through June 30, 2015.

**MWBOO GRANTED A WAIVER (FOR ITEM NOS. 7 & 8).**

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

**A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 1, 2, 3, AND 7.**

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

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

## Kim A. Trueheart

November 18, 2014

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
  - a. Pages 9-10, Items #1, 2, 3 and 7, Mayor’s Office of Human Services (MOHS) – Agreements, if approved:
    - i. These agreements shows the flawed strategies that have been implemented by the MOHS in past actions that have come before this board;
    - ii. The “Housing First” protocol, recently adopted by the Journey Home Board of Directors, is NOT reflected in these agreements;
    - iii. This and all future agreements initiated by the MOHS should exclusively use the “Housing First” protocol;
    - iv. This and all future agreements initiated by the MOHS should explicitly state that funds will be used to pay housing costs/rent for individuals and families;
    - v. The term “housing assistance and support services” used in these agreements is intentionally misleading the board to believe these funds will be funding housing costs/rent;
    - vi. These agreements reflect a weighted allocation of scarce homeless funds to pay administrative costs and salaries instead of direct funding of housing costs/rent that achieve the “Housing First” model;
    - vii. The variances in number of individuals to be served per dollar is not consistent and should be normalized across homeless providers.
  - b. Please provide access to these agreements for inspection.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The MOHS continues to demonstrate an inability to administer the City’s Homeless Services Program towards ending homelessness in Baltimore City. Based on the BAD outcomes

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

5519 Belleville Ave  
Baltimore, MD 21207

that continue to be produced by this office this action should NOT be approved. The critical need being filled by this funding demands the utmost scrutiny by this board. Proper administration of these funds allocated to organizations that successfully meet the critical service need to achieve the Housing First” objective to end homelessness is necessary and strict internal management controls must be in place within the MOHS. MOHS has NOT demonstrated proper stewardship of scarce funds and has continued its flawed financial management practices that circumvent more fiscally sound procedures.

4. The remedy I seek and respectfully request is: This action be placed on the “Non-Routine” agenda and that the MOHS is requested to make an oral presentation, for public awareness, of its funding allocation formula for providing funds to homeless providers who deliver “housing assistance and support services”.

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

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

MINUTES

Health Department - Agreements and an 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 Agreements and the Amendment to Agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

AGREEMENTS

- 1. **KENNEDY KRIEGER INSTITUTE, INC. (KKI)** **\$233,125.00**
  
- 2. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC. (PACT)** **\$ 56,250.00**

Account: 4000-428215-3080-294392-603051

The KKI and PACT will provide health-related early intervention/case management services to eligible patients for the Baltimore Infants and Toddlers Program. The organizations will be reimbursed according to the Department of Health and Mental Hygiene policies for the Maryland Medical Assistance Program. They will directly bill DHMH at the following rates:

Number of Visits:      Cost Per Visit:

<u>KKI</u>	<u>PACT</u>	
140	50	\$250.00 - Initial Case Management
350	100	\$137.50 - Individualized Family Service Plan Review (annual)
2,000	400	\$ 75.00 - Ongoing Case Management

The Agreements are late because of the delayed completion of required documentation.

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

3. **CHASE BREXTON HEALTH SERVICES, INC.** **\$ 79,487.00**

Account: 4000-424515-3023-599636-603051

The organization will provide HIV Mental Health Services for the Ryan White Part B Program. The program will provide coordinated and culturally appropriate behavioral health services to maximize the quality of life for individuals living with HIV/AIDS. The services will be directed toward patient linkage to care and retention in care, with regard to reducing barriers to early diagnosis.

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

4. **PLANNED PARENTHOOD OF MARYLAND, INC.** **\$ 60,000.00**

Account: 4000-494415-3030-279200-603051

The organization will assist the Department with the development and implementation of a health education curriculum for child welfare workers and foster care providers. The goals of this initiative are to educate significant adults working with out-of-home youth on pregnancy prevention and to develop a curriculum for integration with in-service programs for professionals and providers.

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

**MWBOO GRANTED A WAIVER.**

## MINUTES

Health Department - cont'd

5. **HEALTHCARE ACCESS OF MARYLAND, INC. (HCAM)** **\$200,000.00**

Account: 6000-619115-3080-294600-406001

The HCAM will provide services for the Maryland Health Benefit Exchange Connector Program.

The Health Benefit Exchange Act of 2012 established programs to serve individuals seeking coverage through the Individual Exchange and small businesses seeking coverage through the Small Business Health Options Program Exchange in the State of Maryland.

The Health Department will function as a connector entity to provide education and outreach to individuals who do not have insurance and assist with the application submission for initial eligibility determination and redeterminations. The Department will also facilitate and provide ongoing support with respect to the selection of Managed Care Organizations' application submission, enrollment and disenrollment for the Maryland Medicaid and Maryland Children's Health Program.

AMENDMENT

6. **ROSEMARIE MANOR, LLC** **\$ 15,600.00**

Account: 5000-534015-3044-273304-603051

On July 2, 2014, the Board approved the original agreement in the amount of \$109,200.00. The Department is requesting approval of the Amendment to Agreement in the amount of \$15,600.00 for additional services, making the total contract amount \$124,800.00.

Rosemarie Manor, LLC is enrolled in the Senior Assisted Living Group Home Subsidy Program and provides subsidized senior assisted housing services for individuals age 62 and over, who have temporary or periodic difficulties with the activities of daily living and who require assistance in

**MINUTES**Health Department - cont'd

performing personal and household functions associated with complete independence as per the provisions of Article 70B, Section 4, of the Annotated Code of Maryland. Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

AGREEMENT

7. **UNITED PRESBYTERIAN MINISTRIES/** **\$0.00**  
**WESTMINISTER HOUSE APARTMENTS**

The organization will serve as a Volunteer Station for the Senior Companion Program. A grant from the Corporation for National and Community Service, funds the Senior Companion Program. The grant pays 100% of the cost for the Senior Companion to volunteer and assist special needs clients who want to remain in their homes. While the Senior Companions are on duty, the grant provides for their life insurance, transportation, and other benefits. The period of the agreement is October 1, 2014 through June 30, 2015.

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

**MINUTES**

Health Department - Amendment No. 5 to the Notice of  
Grant Award

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**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 5 to the Notice of Grant Award from the Corporation for National and Community Service for the Retired and Senior Volunteer Program (RSVP).

**AMOUNT OF MONEY AND SOURCE:**

\$34,561.00 - 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 of July 1, 2014 through June 30, 2015.

On October 8, 2014, the Board approved Amendment No. 4, a one-time increase of \$2,500.00 for a total FY 2014 award of \$98,236.00.

In an effort to support the Corporation for National and Community Service's Healthy Futures initiative and address the needs of food security throughout the entire Baltimore region, the RSVP for Baltimore County and Baltimore City will join forces to create an RSVP Hunger Corps (The Corps). The Corps will be comprised of a minimum of 50 RSVP volunteers from both Baltimore County and Baltimore City that will be solely dedicated to increasing the availability of nutritious food to impoverished families.

This amendment provides an award in the amount of \$34,561.00 to create a RSVP Baltimore Hunger Corps for a total FY 2014 award of \$132,797.00.

**MINUTES**

Health Department - cont'd

This amendment is late because the Department was waiting for Board approval of Amendment No. 4.

**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 Amendment No. 5 to the Notice of Grant Award from the Corporation for National and Community Service for the Retired and Senior Volunteer Program.

**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 Professional Development and Training Center Inc., d/b/a The Citizenship Law Related Education Program (CLREP). The period of the agreement is effective upon Board approval through August 31, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$11,879.34 - 1001-000000-1000-104800-603026

**BACKGROUND/EXPLANATION:**

The agreement is for the Baltimore City Page Program for City youth. The CLREP will use these funds to recruit, train and provide stipends for the selected candidates and ongoing support for the City Council Page Program. High school students go through a screening process where they are interviewed and selected based on their interest in Baltimore City Government and the legislative process.

The CLREP will manage the recruiting and training of students, the training of participating City Council staff and other necessary program elements. The Office of the President Bernard C. "Jack" Young will promote and support the program while inviting two high school students to participate in the Page Program and one high school student to participate in the summer internship program. The overall structure of the Page Program will remain the same as last year with a contribution toward the cost of a part-time summer intern. The intern will go through the Law Links program, which shares the same staff and curriculum as the Page Program.

Students will be linked with a single advisor who will act as the student's primary supervisor and mentor. Program participants will be given the opportunity to learn about City government and interact with significant public officials. The youth will have a chance to strengthen their self-confidence, develop leadership skills and learn from positive role-models.

**MINUTES**

Office of the City Council President - cont'd

Programs like the City Council Page Program are essential in taking kids off the streets and getting them involved in productive activities which will enable them to flourish academically, socially and emotionally.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with the Professional Development and Training Center Inc., d/b/a The Citizenship Law Related Education Program.

**MINUTES**

Police Department - Annual Reimbursement -  
Sex Offender Registration

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of reimbursement from the Maryland Department of Public Safety and Correctional Services (DPSCS) for the Department's Sex Offender Registrants. The reimbursement is for the period of July 1, 2014 to June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$362,200.00 - 5000-597015-2021-212700-600000

**BACKGROUND/EXPLANATION:**

The DPSCS is mandated under Criminal Procedure Article subsection 11-713(3) and (4) and under COMAR 12.06.01.17 to reimburse each local law enforcement unit annually for processing registration statements, fingerprints, photographs and for performing community notification requirements. The rate for reimbursement is \$200.00 per sexual offender registration, with 1,811 active registrants for this reimbursement period. The DPSCS has determined the total reimbursement for FY 2015 is \$362,200.00.

This reimbursement is late because notification of its approval from the DPSCS was recently received.

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of reimbursement from the Maryland Department of Public Safety and Correctional Services for the Department's Sex Offender Registrants.

**MINUTES**

Baltimore City Fire Department - 2014 Sub-Recipient Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the 2014 Sub-Recipient Grant Agreement with the Maryland Emergency Management Agency (MEMA). The period of the 2004 Sub-Recipient Agreement is October 1, 2013 through June 30, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$235,891.00 - 1001-000000-1930-262100-401220

**BACKGROUND/EXPLANATION:**

Under the terms of this 2014 Sub-Recipient Agreement the \$235,891.00 must be matched dollar for dollar with local in-kind assistance.

The funds are provided to enhance and strengthen emergency management capabilities at the state and local level.

The agreement is late because the notification of the award 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.**

UPON MOTION duly made and seconded, the Board Approved and authorized execution of the 2014 Sub-Recipient Grant Agreement with the Maryland Emergency Management Agency.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

4450

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>			
1.	<b>\$ 15,000.00</b>	9950-905754-9507 Construction Res. Annual Urgent Needs Bridge Repair	9950-908227-9514 Bridge Repair City- wide JOCl

This transfer will cover the cost of prints and preliminary expenses and other related costs necessary to advertise the construction project TR 15005, Bridge Repair Citywide JOCl.

Department of Recreation and Parks

2.	<b>\$ 7,000.00</b>	9938-906784-9475 Rec. & Parks 25 <sup>th</sup> Series	9938-908784-9474 Cherry Hill Recreation Center - Active
----	--------------------	---	--

This transfer will provide funds to cover the costs associated with design services under On-Call Contract No. 1164, Task #25 to GWWO, Inc.

Department of Housing and Community Development

3.	<b>\$1,018,000.00</b>	9910-923019-9587 31 <sup>st</sup> Com. Dev. Bonds	
	\$ 590,000.00	-----	9910-907109-9588 Booster Program V2V
	202,000.00	-----	9910-906011-9588 Employee Homebuying Assist
	138,000.00	-----	9910-910017-9588 Buy Into Baltimore Program
	<u>88,000.00</u>	-----	9910-905290-9588
	<b>\$1,018,000.00</b>		Live Near Your Work

This transfer will provide funds for Baltimore Housing's Homeownership Incentive Programs for fiscal year 2015.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |                              |             |         |
|------------------------------|-------------|---------|
| 1. ANALYTICAL SERVICES, INC. | \$14,706.00 | Renewal |
|------------------------------|-------------|---------|
- Solicitation No. B50002632 - Cryptosporidium and Giardia Analysis for the Testing Laboratory - Department of Public Works - Req. No. P521585

On October 3, 2012, the City Purchasing Agent approved the initial award in the amount of \$13,332.00. The award contained four 1-year renewal options. On October 30, 2013, the Board approved the first renewal in the amount of \$13,332.00. This renewal in the amount of \$14,706.00 is for the period December 1, 2014 through November 30, 2015 with two 1-year renewal options remaining.

- |                 |            |         |
|-----------------|------------|---------|
| 2. VULCAN, INC. | \$7,000.00 | Renewal |
|-----------------|------------|---------|
- Solicitation No. B50002687 - Pedestrian Crossing Signs - Department of Transportation - Req. No. Various

On November 5, 2012, the City Purchasing Agent approved the initial award in the amount of \$22,025.00. The award contained two 1-year renewal options. On October 30, 2013, the Board approved the first renewal in the amount of \$20,000.00. This final renewal in the amount of \$7,000.00 is for the period November 5, 2014 through November 4, 2015.

- |                         |             |         |
|-------------------------|-------------|---------|
| 3. CORELLI INCORPORATED | \$29,350.00 | Low Bid |
|-------------------------|-------------|---------|
- Solicitation No. B50003809 - Portable Generator - Department of General Services - Req. No. R674749

The period of the award is November 26, 2014 through November 25, 2015.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

- |   |              |             |
|---|--------------|-------------|
| 4. T. E. BYERLY CO., INC.   | \$ 36,733.00 | Sole Source |
| Solicitation No. 08000 - Merrick-Feeder Load Cell and Other Parts - Department of Public Works - Req. No. R678793 |              |             |

The vendor is the sole authorized supplier/distributor of OEM parts used in the chemical feed systems, in the region.

- |  |         |         |
|--|---------|---------|
| 5. SAFEWARE, INC.  | \$ 0.00 | Renewal |
| Contract No. B50001598 - Fire Hose - Baltimore City Fire Department - P.O. No. P515562 |         |         |

On November 17, 2010, the Board approved the initial award in the amount of \$60,000.00. The award contained two 1-year renewal options. The first renewal in the amount of \$60,000.00 and a subsequent assignment were approved by the Board. This final renewal in the amount of \$0.00 is for the period November 22, 2014 through November 21, 2016.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 6. HACH COMPANY   | \$ 60,000.00 | Renewal |
| Contract No. 08000 - Provide DPD Powder, Reagents and Parts for Online Analyzer - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P515831 |              |         |

On December 15, 2010, the Board approved the initial award in the amount of \$60,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$60,000.00 is for the period December 15, 2014 through December 14, 2015. The above amount is the City's estimated requirement.

- |  |         |         |
|--|---------|---------|
| 7. HARRIS & HARRIS, LTD.   | Revenue | Renewal |
| Contract No. B50001674 - Collection: Delinquent Parking Fines, Fees and Penalties - Department of Finance - Req. No. N/A |         |         |

On December 8, 2010, the Board approved the initial award. The award provides revenue to the City.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

The award contained two 1-year renewal options. On January 19, 2011, the Board approved an amendment to agreement. This final renewal is for the period December 8, 2014 through December 7, 2015. The above amount is the City's estimated requirement.

**MWBOO SET GOALS OF 3% MBE AND 3% WBE.**

	<u>Commitment</u>	<u>Performed</u>	
<b>MBE:</b> HR Strategies & Solutions, LLC	3%	\$29,240.00	4.9%
<b>WBE:</b> Kennedy Personnel Services, Inc.	3%	\$50,700.00	8.5%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

UPON MOTION duly made and seconded, the Board approved the foregoing informal awards, renewals, increases to contracts and extensions.

**MINUTES**

Department of Housing and Community Development - Partial Termination of Land Disposition Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Partial Termination of Land Disposition Agreement with Penn North Developers, LLC, the Developer of Penn Square Apartments.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

The City entered into a Land Disposition Agreement with Penn North Developers, LLC, dated October 10, 2007, and recorded among the Land Records of Baltimore City in Liber FMC No. 12502, Folio 255, and as affected by that certain Certificate of Completion dated May 25, 2012, recorded as aforesaid in Liber FMC No. 14351, folio 63. Certain property conveyed thereunder to Penn North Developers, LLC has been transferred to Penn Square II Limited Partnership in furtherance of the second phase of development. The current lenders for the second phase have objected to the covenants which run with the land and other covenants, items and conditions not pertaining to the improvements of the property contained in the Agreement which will remain binding on the Developer, its successors and/or assigns.

Now it is intended to partially terminate the Land Disposition Agreement to facilitate the financing of the second phase of development of the Penn Square Apartments in accordance with the lenders' requirements. The Remainder of the Declaration as to the balance of the property described therein, however, will remain in full force and effect and unimpaired by this Partial Termination of Land Disposition Agreement instrument.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Partial Termination of Land Disposition Agreement with Penn North Developers, LLC.

**MINUTES**

Department of Housing and - Community Development Block Grant  
Community Development Agreement and Memoranda of  
Understanding

The Board is requested to approve and authorize execution of a Community Development Block Grant Agreement (CDBG) and Memoranda of Understanding.

AGREEMENT

1. **GREATER BALTIMORE COMMUNITY HOUSING** **\$ 27,880.00**  
**RESOURCE BOARD, INC. (GBCHRB)**

Account: 2089-208915-5930-436384-603051

Under this agreement, the organization will utilize the funds to procure a consultant to provide fair housing education training and advocacy to the public, relevant non-profit and for-profit organizations, industry, and governmental agencies regarding the City's Fair Housing Ordinance and other fair housing laws. The GBCHRB will provide general fair housing education, fair housing education for persons with disabilities, fair housing advocacy, special fair housing awareness events, and curriculum support in the Baltimore City schools. The period of the agreement is October 1, 2014 through September 30, 2015.

MEMORANDA OF UNDERSTANDING

2. **DEPARTMENT OF RECREATION AND PARKS** **\$276,776.00**

Account: 2089-208915-5930-696230-603051

Under this Memorandum of Understanding, the Department of Recreation and Parks is authorized to provide leisure activities through management of recreation centers and the municipal parks systems. The Department of Recreation and Parks will provide recreational, educational, cultural, after-school and summer camp programs for 1,900 unduplicated, low, and moderate-income youth at five City recreation centers located in low- and moderate-income areas of Baltimore City.

## MINUTES

DHCD - cont'd

The Department of Recreation and Parks will provide these services in accordance with the CDBG Entitlement Grant Regulations. The period of the Memorandum of Understanding is July 1, 2014 through June 30, 2015.

3. **BALTIMORE CITY HEALTH DEPARTMENT** **\$392,920.00**  
**(Health Department)**

Account: 2089-208915-5930-433927-603051

The Department of Housing and Community Development has funded the Commission on Aging and Retirement Education (CARE) for several years. Beginning in fiscal year 2011, CARE was merged into the Health Department and subsequently integrated with other aging programs under Adult Geriatric Health Services and became the Office of Aging and CARE Services (OACS). The Health Department desires the Department of Housing and Community Development to continue funding to support OACS to provide comprehensive services and programs to the senior citizens of Baltimore City. The period of the Memorandum of Understanding is July 1, 2014 through June 30, 2015.

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

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

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

## MINUTES

DHCD - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NOS. 2-3) AND HAD NO OBJECTION.

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

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

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

4459 - 4462

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

The Transfer of Funds was 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.

The Board **DEFERRED** item nos. 1 and 2 until  
December 10, 2014.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Dept. of Public Works, Office of Engineering & Construction

- 1. SC 925, Arc Flash Hazard Improvements at the Back River Wastewater Treatment Plant      Enterprise Electric Company      \$1,538,960.00

**MBE:** Calmi Electrical Co.      \$195,000.00      12.67%

**WBE:** Oelmann Electric Supply Co., Inc.      \$ 3,847.00      .25%

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,086,725.00	9956-908692-9549	
Water Revenue Bonds	Constr. Res. Electrical System Upgrade	
1,086,725.00	"      "	
<u>Counties</u>		
<b>\$2,173,450.00</b>		
\$ 153,896.00	-----	9956-907335-9551-2 Extra Work
153,896.00	-----	9956-907335-9551-3 Engineering
234,360.00	-----	9956-907335-9551-5 Inspection
1,538,960.00	-----	9956-907335-9551-6 Construction
92,338.00	-----	9956-907335-9551-9 Administration
<u>92,338.00</u>		
<b>\$2,173,450.00</b>		

This transfer will provide funds to cover the costs associated with award for SC 925, Arc Flash Hazard System Improvements at the Back River Wastewater Treatment Plant.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Recreation and Parks

3.	TR 10325, Druid Hill Park Neighborhood Access	Allied Contractors, Inc.	\$1,897,740.00
<b>DBE:</b>	Priceless Industries, Inc.	\$ 50,530.00	2.66%
	S & L Trucking, LLC	24,480.00	1.29%
	J.M. Murphy Enterprises, Inc.	317,000.00	16.70%
	Priority Construction Corp.	140,552.00	7.41%
		<u>\$532,562.00</u>	<u>28.06%</u>

4. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,456,000.00	9938-902719-9475	
Federal	Reserve - Druid Hill Park Neighborhood Access - Herring Run Greenway Phase I	
289,000.00	" "	
MVR		
78,029.00	9938-913001-9475	
Federal	Reserve - Unallotted	
71,310.95	9938-902651-9475	
MVR	Reserve - Druid Hill Park Pedestrian Entrance	
12,000.00	9938-904758-9475	
<u>MVR</u>	Reserve - Major Park Improvements FY'09	
<b>\$1,906,339.95</b>	-----	9938-901719-9474
		Active - Druid Hill Park Neighborhood Access

This transfer will provide funds to cover costs associated with the award of Druid Hill Park Neighborhood Access, Contract TR 10325.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |  |                                    |              |
|----|--|------------------------------------|--------------|
| 5. | B50003609, Parts and Maintenance for Fuel Dispensing Equipment | Total Environmental Concepts, Inc. | \$300,000.00 |
|----|--|------------------------------------|--------------|

(Dept. of General Services, Fleet Mgmt.)

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

- |    |  |  |  |
|----|--|--|--|
| 6. | B50003703, Provide Various Submersible Pumps | <b>REJECTION</b> - Vendors were solicited by posting on CitiBuy, eMaryland Marketplace, and in local newspapers. Three bids were opened on September 24, 2014 and it was determined that there was an error in the model number listed; therefore, it is recommended that all bids be rejected. The specifications will be revised and re-bid at a later date. |  |
|----|--|--|--|

(Dept. of Public Works, Waste Water Facilities Division)

**MWBOO GRANTED A WAIVER.**

- |    |   |                             |              |
|----|---|-----------------------------|--------------|
| 7. | B50003774, Quick Lime for Water Treatment | Carmeuse Lime & Stone, Inc. | \$500,000.00 |
|----|---|-----------------------------|--------------|

(Dept. of Public Works, Water & Waste-Water)

**MWBOO GRANTED A WAIVER.**

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

8. B50003818, Electrical Supplies \$2,652,300.00

(Departments of Public Works, General Services, Etc.)

Vendors:

Graybar Electric Co., Inc.

Ideal Electrical Supply Corp.

Production Distribution Companies, Inc.

Awarded Manufacturers:

Crouse-Hinds, GE Ballasts, Thomas & Betts, Advance, Raco, Leviton, Square D. Hubell

Bridgeport, Bussman-Fuses, 3M, Burndy, Ferraz, Ideal, Klein, Pass & Seymour, Wiremold

Channel Lock, Cooper, De Walt, Milwaukee, Paslodes, Harwood, Delta/Porter, Stanley/Proto, Interstate Pneumatics

**MWBOO GRANTED A WAIVER.**

**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 Miller's Square Retail, LLC. and 211 W. 28<sup>th</sup> Street, LLC, Developer. The Traffic Mitigation Agreement is effective upon Board approval and termination will be deemed in writing by the Department.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 9950-907074-9512-000000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the development. The Developer proposes to perform the scope of work for the Remington Row at 2700-2900 Remington Street constructing 45,000 sq. ft. of office, 108 residential dwelling units, 33,000 sq. ft. of retail, and 276 parking spaces. The Developer will make a one-time contribution in the amount of \$25,000.00 to fund the City's multimodal transportation improvements in the project's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Miller's Square Retail, LLC. and 211 W. 28<sup>th</sup> Street, LLC, Developer.

## MINUTES

Department of Transportation - On-Call Consultant Agreements

The Board is requested to approve and authorize execution of various On-Call Consultant Services Agreements for Federal Aid Resurfacing and Reconstruction Projects. The Agreements are effective upon Board approval and will remain in effect for three years.

Project No.

- |    |  |             |                                      |
|----|--|-------------|--------------------------------------|
| 1. | <b>WHITMAN, REQUARDT &amp; ASSOCIATES, LLP</b> | <b>1191</b> | <b>\$3,000,000.00</b><br>UPSET LIMIT |
|----|--|-------------|--------------------------------------|

No funds are required at this time.

**DBE PARTICIPATION:**

Whitman, Requardt & Associates, LLP will comply with Title 49 Code of Federal Regulations parts 26 and the 25% DBE goal established in the agreement.

<b>DBE:</b>	AB Consultants, Inc.	\$150,000.00	5.00%
	Mahan Rykiel Associates, Inc.	150,000.00	5.00%
	RJM Engineering, Inc.	180,000.00	6.00%
	Mercado Consultants, Inc.	180,000.00	6.00%
	E2CR, Inc.	90,000.00	3.00%
		<u>\$750,000.00</u>	<u>25.00%</u>

- |    |  |             |                                      |
|----|--|-------------|--------------------------------------|
| 2. | <b>RUMMEL, KLEPPER &amp; KAHL, LLP</b> | <b>1191</b> | <b>\$3,000,000.00</b><br>UPSET LIMIT |
|----|--|-------------|--------------------------------------|

No funds are required at this time.

**DBE PARTICIPATION:**

Rummel, Klepper & Kahl, LLP will comply with Title 49 Code of Federal Regulations parts 26 and the 25% DBE goal established in the agreement.

<b>DBE:</b>	Mahan Rykiel Associates, Inc.	\$ 90,000.00	3.00%
	RJM Engineering, Inc.	180,000.00	6.00%
	Alvi Associates, Inc.	180,000.00	6.00%
	AB Consultants, Inc.	60,000.00	2.00%
	Findling, Inc.	60,000.00	2.00%
	Daniel Consultants, Inc.	180,000.00	6.00%
		<u>\$750,000.00</u>	<u>25.00%</u>

## MINUTES

DOT - cont'd

**BACKGROUND/EXPLANATION:**

The Department has negotiated and procured the consulting agreement approved by the Office of Boards and Commissions and Architectural and Engineering Awards Commission and now desires to utilize the services of Whitman, Requardt & Associates, LLP and Rummel, Klepper & Kahl, LLP. The cost of services rendered will be on actual payroll rates not including overhead and burden times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist with the scope of services which includes reconstruction, resurfacing, streetscapes, developing roadway alignment, ADA pedestrian facilities, drainage improvements, street lighting, electric duct banks, traffic signal design, water and wastewater, signing and pavement markings, traffic control, erosion and sediment control surveys, landscaping, planning, project scope development, environmental site assessments, NEPA clearance, and other engineering related tasks with the project in connection with Project No. 1191.

**AUDITS NOTED THE ON-CALL AGREEMENTS AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing On-Call Consultant Services Agreements for Federal Aid Resurfacing and Reconstruction Projects.

**MINUTES**

Department of General Services - Developer's Agreement No. 1363

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Developer's Agreement No. 1363 with Merchant Hill, LLC, Developer.

**AMOUNT OF MONEY AND SOURCE:**

\$194,825.00

**BACKGROUND/EXPLANATION:**

The Developer will install new utilities to their proposed new residences, located in the 3800 block of Dillon Street. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A performance bond in the amount of \$194,825.00 has been issued to Merchant Hill, LLC which assumes 100% of the financial responsibility.

**MBE/WBE PARTICIPATION:**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1363 with Merchant Hill, LLC.

**MINUTES**

Department of Public Works (DPW)/Office of - Agreement  
Engineering and Construction

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an Agreement with Johnson, Mirmiran & Thompson, Inc. (JMT), under Project No. 1200, Development and Staffing of Projects Control Office. The period of the Agreement is effective upon Board approval for two years, or until the upset limit is reached, whichever occurs first, with the right to extend for three additional one-year periods, or until the upset limit is reached.

**AMOUNT OF MONEY AND SOURCE:**

\$ 343,000.00	-	2070-000000-5601-398400-603018
1,172,000.00	-	2070-000000-5601-398500-603018
425,000.00	-	2071-000000-5601-613800-603018
580,000.00	-	2071-000000-5601-613900-603018
24,000.00	-	2072-000000-5181-390700-603018
22,000.00	-	2072-000000-5181-390700-603018
16,000.00	-	1001-000000-5161-389800-603018
84,000.00	-	2070-000000-5601-730000-603018
84,000.00	-	2071-000000-5601-730000-603018
62,500.00	-	2070-000000-5541-399300-603018
62,500.00	-	2071-000000-5541-398601-603018
125,000.00	-	1001-000000-1901-190900-603018
<b>\$3,000,000.00</b>		

**BACKGROUND/EXPLANATION:**

The JMT will provide staffing to continue to assist the Department for Project Management and Coordination, monitoring construction schedules, review and update reports and monitor progress during design and construction, and attend progress and coordination meetings. The consultant will assist DPW in the installation and testing of the Oracle Primavera Products P6, CM14, and B1 Publisher. In addition, the JMT will assist with the implementation of the Primavera P6 and CM14 scheduling and reporting tools for use by DPW.

## MINUTES

DPW - cont'd

The JMT will coordinate with the Project Managers and field inspection personnel to create and update the baseline schedule for all projects in design and construction, migration to tracking all projects using CM14, provide customized hands on training for staff to use P6 and CM14 project management tools, and create customized reports for DPW's Management and help in better tracking schedules and budgets. The JMT will also help set up an electronic approval process for contractor and consultant payment approvals and help in claims review and cost estimating.

The Consultant was approved by the Office of Boards and Commissions and the Architectural and Engineering Awards Commission.

**MBE/WBE PARTICIPATION:**

**MWBOO SET GOALS OF 10% MBE AND 3% WBE.**

<b>MBE:</b> Prime A.E. Group, Inc.	\$150,000.00	5%
Kumi Construction Management Corp.	<u>150,000.00</u>	<u>5%</u>
<b>TOTAL</b>	<b>\$300,000.00</b>	<b>10%</b>
<b>WBE:</b> Phoenix Engineering, Inc.	\$ 90,000.00	3%

**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 and authorized execution of the Agreement with Johnson, Mirmiran & Thompson, Inc.

**MINUTES**

Department of Public Works (DPW)/Office of Engineering and Construction (OEC) - Amendment No. 4 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement for Project No. 1170, Design Engineering Project Management Services with Johnson, Mirmiran & Thompson, Inc. (JMT). The Amendment No. 4 to Agreement extends the period of the agreement for one-year through April 4, 2016, or until the upset limit is reached, whichever occurs first.

**AMOUNT OF MONEY AND SOURCE:**

\$ 80,000.00	-	9960-907716-9557-900020-703032
80,000.00	-	9960-904743-9557-900020-703032
60,000.00	-	9960-903710-9557-900020-703032
188,000.00	-	2071-000000-5541-398601-603026
90,000.00	-	9956-904564-9551-900020-703032
90,000.00	-	9956-905565-9551-900010-705032
90,000.00	-	9956-905527-9551-900020-703032
25,000.00	-	9956-910533-9551-900010-703032
<u>196,989.98</u>	-	<u>2070-000000-5541-399300-603026</u>
<b>\$899,989.98</b>		

**BACKGROUND/EXPLANATION:**

The original agreement approved on April 4, 2012 expires April 4, 2015.

The Board's approval of Amendment No. 4 to the Agreement is requested to continue the consultant services. The Amendment No. 4 makes the total contract amount \$3,699,952.92. The services are required to assist and support the DPW and the OEC in two major program components; General Program Management and Project Management and Review activities.

The General Program Management activities support the Department and Bureau in preparing the Capital Improvement Program, the Environmental Protection Agency (EPA), State construction, grant/loan applications, and required documentation. In addition, JMT provides assistance with annual and quarterly reports required by the EPA, the State of Maryland and municipal bond agencies.

**MINUTES**

DPW/OEC - cont'd

The JMT will provide strategic planning, asset management efforts and assist the OEC in project monitoring. The Project Management and Review activities support the OEC in the review of studies, drawings, specifications, cost estimates, project schedules, and post award services. The Amendment No. 4 to Agreement extends the period of the agreement through April 4, 2016.

**MBE/WBE PARTICIPATION:**

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

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS 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. 4 to Agreement for Project No. 1170, Design Engineering Project Management Services with Johnson, Mirmiran & Thompson, Inc.

**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 Baltimore Rowing Club, Inc., Tenant, for the rental of a portion of the property located at 3301 Waterview Avenue, consisting of 3,050 square feet. The period of the Lease Agreement is July 1, 2014 through December 31, 2014, with an option to renew for an additional six months.

**AMOUNT OF MONEY AND SOURCE:**

\$1,837.00 for six months rent

**BACKGROUND/EXPLANATION:**

The City will be responsible for fire insurance. The Tenant must obtain approval from the facility administrator prior to making any improvements to the storage space. The Tenant also must keep the storage area in good and orderly manner, liability insurance, and may use the weight room at the facility administrator's discretion.

The Space Utilization Committee approved the Lease Agreement on October 28, 2014.

The Lease Agreement is late because of negotiations of the terms and conditions.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore Rowing Club, Inc., Tenant, for the rental of a portion of the property located at 3301 Waterview Avenue, consisting of 3,050 square feet.

**MINUTES**Department of Real Estate - Options

The Board is requested to approve the Option Agreements with the below-listed owners for the acquisition of properties for the Stony Run Project.

<u>Owner/s</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
1. Robert C. Roper & Mary P. Ryan a/k/a Mary P. Roper	ES Meadow Lane Rear 4411 Wickford Rd. (Block 4965E, Lot 6)	F/S	\$2,500.00
2. Howard H. Conaway, Jr.	ES Wilmslow Rd. 245 ft. N. of Wyndhurst Ave. (Block 4925B, Lot 4)	F/S	\$ 500.00

Account: 9938-928004-9474-900010-704040

The acquisition is necessary to ensure the continuity of the Nature Trail that runs along Stony Run Stream in accordance with the Greater Roland Park Master Plan of 2011.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the foregoing Options Agreements.

## MINUTES

TRAVEL REQUEST

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Office of the President</u>			
1. Sharon Middleton	National League of Cities Congress of Cities and Exposition Austin, TX Nov. 19-23, 2014 (Reg. Fee \$435.00)	General	\$2,043.60

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 Department is requesting additional subsistence of \$18.00 per day to cover the cost of the hotel and \$40.00 per day for food and incidentals.

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

MINUTES

PERSONNEL MATTERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

4475 - 4476

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The Board **DEFERRED** item no. 2 for one week.

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

The Board is requested to approve the following Personnel Matters.

Hourly RateAmountDepartment of General Services

1. <b>MICHELLE ABBOTT-COLE</b>	\$20.53	<b>\$39,000.00</b>
--------------------------------	---------	--------------------

Account: 1001-000000-1911-730900-601009

Ms. Abbott-Cole will serve as a Contract Service Specialist II, (Special Events and Vendors Inspector). Her duties will include but are not limited to developing policies to improve compliance with laws, rules and regulations of the street vendors program and conducting research on relevant best practices. She will track task performances associated with the Police Department, Department of Transportation, and Department of Public Works. She will also review and approve special events to enable the Department of General Services to issue approved permits or rejection notices to applicants within 45 days of the applicant's submission. Other duties include overseeing the coordination of enforcement related to major annual reoccurring special events and outreach activities related to quasi-government organizations, umbrella community groups, business associations, and relevant industry groups. As a special assistant to the Director of the Office of Outdoor Events and Street Vendors Licensing, she will manage special projects related to the office which involve assistance in implementation of best practices, improvements in communications and public relations, as well as coordination with relevant City agencies, and conduct scheduled and unscheduled patrols of known violation locations and license holders.

## MINUTES

PERSONNELBoard of Liquor License Commissioners

	<u>Hourly Rate</u>	<u>Amount</u>
2. SHELTON JONES, JR.	\$38.10	\$ 72,656.70

Account: 1001-000000-2501-259500-601009

Mr. Shelton, retiree, will work as a Contract Services Specialist I (Chief Inspector). His duties will include, but will not be limited to acting as a lead and manager of the Inspection Division of the Board of Liquor License Commissioners. Mr. Shelton will also plan, organize, and direct the actions of the Inspection Division, research, compose, and prepare investigation reports. In addition, he will manage the day-to-day operations and abide by all federal, state, and local statutes, ordinances, rules and regulations, applicable codes of ethics, as well as City policies, resolutions, and procedures. Mr. Shelton is a retired Baltimore City Police Officer. Mr. Shelton will work 1,907 hours, which is above the 1,200 maximum hours in AM 212-1. The hourly rate of \$38.10 exceeds the maximum hourly rate of \$30.72. The period of the agreement is effective upon Board approval for one year.

**A WAIVER OF THE SALARY CAP AND THE NUMBER OF HOURS A RETIREE MAY WORK AS STIPULATED IN AM 212-1 OF THE ADMINISTRATIVE MANUAL IS REQUESTED.**

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

MINUTES

PROPOSALS AND SPECIFICATIONS

- 1. Department of Transportation - TR 15008, Urgent Need  
Contract Citywide  
**BIDS TO BE RECV'D: 12/17/2014**  
**BIDS TO BE OPENED: 12/17/2014**
  
- 2. Department of Public Works/  
Department of Recreation and  
Parks - RP 14827, Northwest Park  
Playground  
**BIDS TO BE RECV'D: 12/24/2014**  
**BIDS TO BE OPENED: 12/24/2014**

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

\* \* \* \* \*

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

The Board of Estimates received and reviewed Ms. Trueheart's protests. As Ms. Trueheart does not have a specific interest that is different from that of the general public, the Board will not hear her protests.

## Kim A. Trueheart

November 18, 2014

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of 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 - 51, City Council President and members of the Board of Estimates, BOE Agenda dated November 19, 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 November 19, 2014.

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave  
Baltimore, MD 21207

MINUTES

Comptroller: "As there is no more business before the Board, the meeting will recess until the 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 agency has issued an addendum extending the date for receipt and opening of bids on the following contract. There were no objections.

Department of Transportation - TR 13302, 33<sup>rd</sup> Street and Loch Raven Blvd. Intersection  
Improvements  
**BIDS TO BE RECV'D: 12/10/2014**  
**BIDS TO BE OPENED: 12/10/2014**

MINUTES

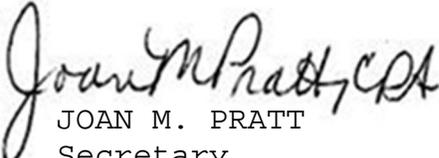
Thereafter, UPON MOTION duly made and seconded, the Board received, opened, and referred the following bid to its respective department for tabulation and report:

Bureau of Purchases - B50003831, Veterinary Services for Police K-9 Unit

Paradise Animal Hospital  
Anne Arundel Veterinary  
Hospital

\* \* \* \* \*

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

  
JOAN M. PRATT  
Secretary