

MINUTES

REGULAR MEETING

Bernard C. "Jack" Young, President
Stephanie Rawlings-Blake, Mayor
Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Rudolph S. 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

President: "Good morning, the March 11, 2015 meeting of the Board of Estimates is now called to order. In order to promote the order and efficiency of these hearings, any persons who are disruptive to the hearings will be asked to leave the hearing room immediately. I will direct the Board members attention to the memorandum from my office dated, March 9, 2015 identifying items to be considered as routine agenda together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

MINUTES

Comptroller: "Second."

President: "All those in favor, say Aye."

President: "All opposed, Nay. The Motion carries. The routine agenda has been adopted."

MINUTES

Department of Real Estate - Renewal of Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a renewal of the lease agreement with Federated Garden Clubs of Maryland, Inc., tenant, for the rental of 300 sq. ft. of office space located at the Vollmer Center, 4915 Greenspring Avenue. The period of the renewal is June 1, 2015 through May 31, 2020.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

\$1.00

BACKGROUND/EXPLANATION:

On June 16, 2010, the Board approved the Lease Agreement for a five year term commencing June 1, 2010 and terminating May 31, 2015, with the option to renew for three additional 5-year terms. This request is for the first 5-year renewal of the lease. All other terms and provisions of the original Lease Agreement dated June 16, 2010, shall remain in full force and effect.

UPON MOTION duly made and seconded, the Board approved the renewal of the lease agreement with Federated Garden Clubs of Maryland, Inc.

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

In accordance with the Rules for Prequalification of Contractors, as amended by the Board on October 30, 1991, the following contractors are recommended:

| | |
|--------------------------------------|------------------|
| Asbestos Specialists, Inc. | \$ 8,000,000.00 |
| Chesapeake Containment Systems, Inc. | \$ 8,000,000.00 |
| G.A. & F.C. Wagman, Inc. | \$543,870,000.00 |
| National Metering Services, Inc. | \$ 8,000,000.00 |
| Nichols Contracting, Inc. | \$ 15,723,000.00 |
| S & J Service, Inc. | \$ 1,026,000.00 |
| The Berg Corporation | \$ 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:

| | |
|---------------------------------------|-------------------------|
| ATCS, P.L.C. | Engineer Land Survey |
| Engineering Design Technologies, Inc. | Engineer |
| Kittleson & Associates, Inc. | Engineer |
| Sabra, Wang & Associates, Inc. | Engineer |
| Sheladia Associates, Inc. | Architect Engineer |

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

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

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. THE TRANZONIC COMPANIES d/b/a CCP INDUSTRIES | \$33,000.00 | Low Bid |
|--|-------------|---------|
- Solicitation No. B50003959 - Shop Towels/Rags - Department of General Services - Req. No. Various

The period of the award is April 1, 2015 through March 31, 2016, with two, 1-year renewal options.

- | | | |
|---|-------------|-------------|
| 2. ALL TRAFFIC SOLUTIONS (a DIVISION OF INTUITIVE CONTROL SYSTEMS, LLC) | \$58,343.75 | Sole Source |
|---|-------------|-------------|
- Solicitation No. 08000 - Speed Sentry Traffic Control Devices - Department of Transportation - Req. No. R687437

An intent to waive competition was advertised (B50003967) with no responses received. All Traffic Solutions is the sole manufacturer of the requested equipment which is compatible with the proprietary software currently in use. The above amount is the City's estimated requirement.

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

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| 3. ACCESS IT GROUP, INC. | \$ 0.00 | Renewal |
|--------------------------|---------|---------|
- Contract No. 08000 - Sourcefire Network Security Agreement - Police Department - Req. Nos. Various

On March 27, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained four 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

On March 19, 2014, the Board approved the first renewal in the amount of \$54,000.00. This second renewal in the amount of \$0.00 is for actual maintenance and support required to maintain continuity of the network security solution for the Baltimore City Police Department. The period of the renewal is March 27, 2015 through March 26, 2016, with two 1-year renewal options remaining.

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| 4. | EDLEN ELECTRICAL EXHIBITION Revenue | |
| | <u>SERVICES OF MARYLAND, LLC</u> | <u>Contract</u> Renewal |
| | Contract No. B50001328 - Provide Electrical, Compressed Air & Water Services for the Baltimore Convention Center - Convention Center - P.O. No. P514207 | |

On April 7, 2010, the Board approved the initial award. The award contained one 5-year renewal option. This sole renewal is for the period May 1, 2015 through April 30, 2020.

MWBOO GRANTED A WAIVER.

- | | | | |
|----|--|--------------|---------|
| 5. | BROWN'S ENTERPRISES, INC. d/b/a BROWN'S COMMUNICATIONS | \$ 50,000.00 | Renewal |
| | Contract No. 06000 - Fire Station Alerting (FSA) System Maintenance and Repairs Agreement - Fire Department - Req. No. R585603 | | |

On March 7, 2012, the Board approved the initial award in the amount of \$150,000.00. The award contained three 1-year renewal options. This renewal in the amount of \$50,000.00 will provide for the continuation of Fire Station Alerting (FSA) System Maintenance and Repairs.

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

The period of the renewal is March 7, 2015 through March 6, 2016, with two 1-year renewal options remaining.

MWBOO GRANTED A WAIVER.

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|----|--|--------------|---------|
| 6. | GEN-PROBE SALES & SERVICE, INC. | \$293,700.00 | Renewal |
| | Contract No. 08000 - Chlamydia Trachomatis Test Kits - Health Department - P.O. No. P522011 | | |

On November 21, 2012, the Board approved the initial award in the amount of \$283,000.00. The award contained two 1-year renewal options. On January 29, 2014, the Board approved the first renewal in the amount of \$422,909.00. This final renewal in the amount of \$293,700.00 is for the period February 15, 2015 through February 14, 2016. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

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| 7. | <u>ITEM #1</u> UNIVAR USA, INC. | \$ 200,000.00 | |
| | <u>ITEM #2</u> KUEHNE CHEMICAL COMPANY, INC. | 2,000,000.00 | |
| | <u>ITEM #3</u> KLEEN-RITE CORPORATION | 100,000.00 | |
| | | \$2,300,000.00 | Renewal |

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

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

On April 4, 2012, the Board approved the initial award in the amount of \$3,270,000.00. The award contained four 1-year renewal options. Two renewals have been approved. This renewal in the amount of \$2,300,000.00 is for the period May 1, 2015 through April 30, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

| | | |
|--|--------------|-----------------------------|
| 8. RUNNERS, INC. | \$ 43,200.00 | Ratification and Renewal |
| Contract No. B50002714 - Courier Services - Health Department/WIC and BDC Laboratory - P.O. Nos. P522551 and P522555 | | |

On January 30, 2013, the Board approved the initial award in the amount of \$43,200.00. The award contained three 1-year renewal options. On February 5, 2014, the Board approved the first renewal in the amount of \$43,200.00. The period of the ratification is February 11, 2015 through March 11, 2015. This second renewal in the amount of \$43,200.00 is for the period March 12, 2015 through February 10, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MBE/WBE PARTICIPATION:

Not applicable, the initial award amount was below the threshold.

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|---|-------------|--------------|
| 9. EDGEWATER | | TIRE |
| CENTER, | INC. | d/b/a |
| ADMIRAL TIRE | \$80,000.00 | Ratification |
| Contract No. 06000 - Flat Tire Repair Service - Department of General Services - Req. No. R686159 | | |

On November 13, 2013, the City Purchasing Agent approved the initial award in the amount of \$23,500.00. On March 5, 2014, the Board approved a ratification and an extension in the amount of \$40,000.00 which has since expired. A ratification in the amount of \$80,000.00 is necessary for outstanding invoices incurred during the new solicitation process. The vendor continued to provide the necessary services to the City, although their contract had expired. This ratification in the amount of \$80,000.00 is for the period June 1, 2014 through December 31, 2014. The above amount is the City's estimated requirement.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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|-----|----------------------|---|-------------------------|
| 10. | SICO AMERICA INC. | \$15,000.00 <u>25,000.00</u> \$40,000.00 | Increase and Renewal |
|-----|----------------------|---|-------------------------|

Contract No. 08000 - Repair OEM Parts for Various SICO Stages - Baltimore Convention Center - P.O. No. P527022

On April 25, 2014, the City Purchasing Agent approved the initial award in the amount of \$21,458.68. The award contained two 1-year renewal options. This increase in the amount of \$15,000.00 is necessary to cover the balance of the current period of the contract resulting from needed parts that were unanticipated. The period of the renewal is May 1, 2015 through April 30, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

| | | | |
|-----|---|--------------|----------|
| 11. | ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. | \$300,000.00 | Increase |
|-----|---|--------------|----------|

Contract No. 08000 - Master License Agreement - Departments of Public Works, Transportation and Mayor's Office of Information Technology - Req. Nos. Various

On February 16, 2011, the Board approved the initial award in the amount of \$400,000.00. Subsequent increases have been approved. The vendor is the sole provider of ArcGIS, the proprietary Geographic Information System software that is used by the City. This increase in the amount of \$300,000.00 is necessary for additional licenses, and associated maintenance and technical support and will make the award amount \$1,200,000.00. The contract expires on February 15, 2016.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

| | | |
|---------------------------|-------------|-----------|
| 12. RCC CONSULTANTS, INC. | \$54,400.00 | Agreement |
|---------------------------|-------------|-----------|

Contract No. 06000 - Regulatory Audit Review and Support for FCC Public Safety Authorizations Agreement - Mayor's Office of Information Technology - Req. No. R559119

The Board is requested to approve and authorize execution of an Agreement with RCC Consultants, Inc. The period of the Agreement is effective upon Board approval for one year. The contractor provided the original design and upgrades to the 800 MHz public safety radio communication system to Project 25 standards, which is a suite of standards for digital radio communications for use by federal, state and local public safety agencies in North America to enable them to communicate with other agencies and mutual aid response teams in emergencies. Due to unique involvement with Baltimore City and surrounding jurisdictions radio interoperability and installation, the RCC Consultants, Inc. is in the most uniquely qualified position to conduct the federally required audit as outlined in the scope of work. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board further approved and authorized execution of the agreement with RCC Consultants, Inc. (item no. 12). The President voted **NO** on item no. 3.

MINUTES

Office of the Labor Commissioner - Memoranda of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to **NOTE** a Memoranda of Understanding (MOU) between the City of Baltimore and the City Union of Baltimore (CUB).

- FY 2013, the City of Baltimore and CUB Unit I, and
- FY 2013, the City of Baltimore and CUB Unit II

AMOUNT OF MONEY AND SOURCE:

No wage increases were granted in FY 2013.

BACKGROUND/EXPLANATION:

In accordance with the Municipal Employees Relations Ordinance, the Office of the Labor Commissioner has concluded the negotiations with the City Union of Baltimore, Local 800, Units I and II. The results of these negotiations have been reduced to writing in the form of the submitted MOU for Fiscal Year 2013.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board **NOTED** the Memoranda of Understanding between the City of Baltimore and the City Union of Baltimore.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

as listed on the following page:

674

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

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> |

Dept. of Public Works - Office of Engineering & Construction

| | | | | |
|--|---|-------------------|---|---|
| 1. EWO #001, (\$18,460.00) - SC 868, Liquid Oxygen Plant | | | | |
| Improvements Patapsco Wastewater Treatment Plant | | | | |
| <u>\$5,970,000.00</u> | - | Ulliman Schutte | - | - |
| | | Construction, LLC | | |

Department of Transportation

| | | | | |
|--|--------------|-------------------|---|---|
| 2. EWO #004, (\$1,683.00) - TR 10317, Safe Routes to School, | | | | |
| Grant Years A, B, C, & D | | | | |
| <u>\$2,681,929.00</u> | \$305,124.25 | Machado Construc- | - | - |
| | | tion Co. | | |

MINUTES

Baltimore Development - Local Government Resolution
Corporation

ACTION REQUESTED OF B/E:

The Board is requested to approve a Local Government Resolution in support of Dreamers, LLC and its application to the State of Maryland's Department of Housing and Community Development's (MDDHCD) Neighborhood BusinessWorks Program (NBW). A local resolution of support is required for organizations to participate in the program.

AMOUNT OF MONEY AND SOURCE:

\$91,000.00 - MDDHCD - Neighborhood BusinessWorks Program

No City funds are requested at this time.

BACKGROUND/EXPLANATION:

315 W. Madison Street is on the western edge of Mount Vernon near Antique Row. The property is just a few blocks from the University of Maryland Medical Center Midtown Campus, formerly called Maryland General Hospital. The 315 W. Madison Street structure was built in 1825 and is a three-story 924 sq. ft. retail and residential property with a basement.

The building will be divided into five residential studio apartments with a retail coffee shop, Cool Beanz Coffee Bar, on the street level and an improved rooftop for sitting. The basement will have a laundry and fitness area. The apartments will have modern finishes and market rate rent. This property is one of the last two vacant and blighted properties on this street. The other blighted property is next door and the borrowers have plans to purchase it for future growth. The borrowers purchased 315 W. Madison Street in 2010 and began renovations, the project stalled recently due to lack of sufficient funding.

MINUTES

BDC - cont'd

The purchase and start of renovations were funded with loans from the borrower's retirement accounts. The remaining total project cost to complete renovations and open the coffee shop is \$182,655.00. The NBW program loan request is for \$91,000.00. The borrowers' will self-fund the remaining portion of the total project cost with a second loan from a pension account. The borrowers are committed to this project, the community, and Baltimore City.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the Local Government Resolution in support of Dreamers, LLC and its application to the State of Maryland's Department of Housing and Community Development's Neighborhood BusinessWorks Program.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

678

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|---|-----------------------|---------------------|
| <u>Department of Housing and Community Development (DHCD)</u> | | |
| 1. \$ 8,526.32 | 9910-921007-9588 | |
| 30 th Comm. | Planned Demolition | |
| Dev. Bonds | | |
| 103,327.21 | 9910-917983-9588 | |
| 31 st Comm. | Demo-Blighted | |
| Dev. Bonds | Structures | |
| 213,047.01 | 9910-908652-9588 | |
| 31 st Comm. | Demo-Blighted | |
| Dev. Bonds | Structures | |
| <u>\$ 324,900.54</u> | | |
| | | |
| \$ 8,526.32 | ----- | 9910-927004-9588 |
| | | Emergency |
| | | Demolition |
| 103,327.21 | ----- | 9910-913074-9588 |
| | | Urgent Demo |
| 213,047.01 | ----- | 9910-909651-9588 |
| <u>\$ 324,900.54</u> | | Urgent Demolition |

This transfer will provide appropriation to the Citywide Emergency Demolition programs.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release among the Mayor and City Council of Baltimore, Verizon Maryland Inc., now d/b/a Verizon Maryland LLC, and MCI Metro Access Transmission Srvs. LLC, d/b/a Verizon Transmissions Srvs., Plaintiffs.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 2044-000000-1450-165178-603070

BACKGROUND/EXPLANATION:

The Plaintiffs, two Verizon entities, claimed that their underground communications equipment was damaged on April 28, 2009 when a 20-inch water main broke at the intersection of Lombard and Gay Streets. The cause of the break could not be established. The amount claimed in the suit is \$205,419.67.

The Settlement Committee of the Law Department has reviewed this matter and recommends that the Board of Estimates approve the proposed settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release among the Mayor and City Council of Baltimore, Verizon Maryland, Inc. now d/b/a as Verizon Maryland LLC, and MCI Metro Access Transmission Srvs. LLC d/b/a Verizon Transmission Srvs.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**

* * * * *

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:
681 - 683
to the low bidder meeting specifications,
or rejected bids on those as indicated
for the reasons stated.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Department of General Services

| | | | |
|----|---|------------------------------|----------------|
| 1. | GS 13815, Abel Wolman Building Elevator Upgrade | Nichols Contracting, Inc. | \$2,514,000.00 |
| | MBE: Absolute Supply & Services, LLC. | \$ 46,000.00 | 1.83% |
| | United Elevator Co., LLC | *See note | .00% |
| | | \$ 46,000.00 | 1.83% |
| | WBE: Anderson Fire Protection, Inc. | \$ 60,600.00 | 2.41% |

* Bidder did not achieve the MBE goal. United Elevator Co., LLC, named as MBE, is not certified with Baltimore City.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

Award is recommended subject to the contractor coming into compliance with the MBE/WBE program within 14 days of the award.

Bureau of Purchases

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|----|---|---------------------------------------|----------------|
| 2. | B50003879, Major Repairs, Upgrades & Replacement of Fuel Tanks | Total Environmental Concepts, Inc. | \$1,000,000.00 |
| | (Dept. of General Services) | | |

MWBOO set goals of 3% MBE and 2% WBE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases - cont'd

| | | | |
|-------------|---|--------------------|--------------|
| MBE: | Machado Construction Co., Inc. | \$ 3,538.00 | 1.00% |
| | Chevy Chase Contractors, Inc. | 3,538.00 | 1.00% |
| | Cenken Group, LLC | <u>3,538.00</u> | <u>1.00%</u> |
| | | \$10,614.00 | 3.00% |
| WBE: | A2Z Environmental Group, LLC | \$ 4,422.00 | 1.25% |
| | Bay Associates Environ- mental, Inc. | 1,769.00 | .50% |
| | Acorn Supply & Distri- buting Inc. | <u>1,769.00*</u> | <u>.50%</u> |
| | | \$ 7,960.00 | 2.25% |

*maximum dollar amount allowed for expenditures from suppliers

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM MARYLAND PUMP & TANK, INC.

President: "The first item on the non-routine agenda can be found on Page 19, item no. 2, Recommendation for Contract Awards/Rejections, Bureau of Purchases, B50003879, Major Upgrades, Major Repairs and Replacement of Fuel Tanks. Will the parties please come forward? Is the protesting party here? (no response) I'll entertain a Motion."

MINUTES

City Solicitor: "MOVE approval of the item on Page 19, item no. 2, as recommended by the Bureau of Purchases."

Comptroller: "Second."

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



VIA: EMAIL, FACSIMILE AND HAND-DELIVERY

March 9, 2015

Board of Estimates c/o
Clerk to the Board of Estimates
Room 204, City Hall
100 N. Holliday Street
Baltimore, Maryland 21202

**Re: Solicitation Number B50003879
Major Repairs, Upgrades and Replacement of Fuel Tanks**

To whom it may concern:

Please be advised that we hereby protest the award of any contract pursuant to the above-referenced solicitation to any company other than Maryland Pump & Tank, Inc. (MPT).

MPT submitted our offer timely, offered the lowest cumulative price, adhered to all instructions contained in the solicitation, properly completed all requested MDE documentation and is indeed, the lowest responsive bidder for this solicitation.

Our Estimator, Joshua Karrasch, understanding that we had offered the lowest responsive bid, made multiple inquiries relative to the award of this contract and was unable to reach anyone that could or would provide any meaningful information about our offer and why we had not yet been awarded the contract. That is until this morning, when he received an email from the City Bureau of Purchases stating the City's intent to award this contract to another contractor.

As of this writing, we still do not understand why our response has been deemed unresponsive.

Kindly provide me speaking time at the Board of Estimates meeting on Wednesday, 03/11/15.

Sincerely,

Michael J. Schammel
President & CEO

MJS/sl

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

| <u>Owner(s)</u> | <u>Property</u> | <u>Interest</u> | <u>Amount</u> |
|------------------------------------|--------------------|-----------------|---------------|
| <u>Law Department - Settlement</u> | | | |
| 1. Harrison J. Morten | 3311 Woodland Ave. | L/H | \$12,600.00 |

Funds are available in account 9910-903180-9588-900000-704040.

On June 4, 2014, the City filed a condemnation for the acquisition of the leasehold interest in the real property located at 3311 Woodland Avenue. On May 28, 2014, the Board approved the fair market value of the property in the amount of \$4,400.00, based upon an independent appraisal report. The owner's appraisal valued the property at \$46,000.00. After negotiations, the parties agreed to settle the condemnation suit for \$17,000.00. Therefore, the Board is requested to approve an additional \$12,600.00.

UPON MOTION duly made and seconded, the Board approved the payment of settlement.

MINUTESHealth Department - Agreements and Notification of Grant Award

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

AGREEMENTS

1. **FOREST PARK SENIOR CENTER, INC.** **\$ 50,987.00**

Account: 4000-433515-3024-295903-603051

Forest Park Senior Center, Inc. will operate a senior program and serve as the community focal point for seniors and their caregivers. The services provided will include, but are not limited to social, recreational, and educational programs, information and assistance, outreach, wellness and transportation. The period of the agreement is October 1, 2014 through September 30, 2015.

The Agreement is late because the Baltimore City Health Department was waiting on finalization of the budget and signatures from the provider.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$241,916.00**

Account: 4000-406315-3030-271500-603051

The JHU, School of Medicine (SOM) will provide technical guidance to Baltimore City Health Department regarding the implementation of the Connect-to-Protect process to reduce chlamydia and gonorrhea disparities among youth in Baltimore City. The specific goal will be accomplished through the implementation of community engagement operationalized through the formation of a Community Advisor Board/Coalition.

MINUTES

Health Department- cont'd

Through the work of the community partners and other multi-sectional groups, the JHU, SOM will monitor the short-term and mid-term outcomes of this three year program. The period of the agreement is September 30, 2014 through September 29, 2015.

The Agreement is late because there was a delay in receiving an acceptable budget and scope of services for this new initiative.

3. **TOTAL HEALTH CARE, INC.** **\$ 244,382.00**

Account: 5000-569715-3023-274413-603051

Total Health Care, Inc. will provide individualized case management assessment and develop a treatment plan for 325 clients in need of non-medical case management services, including clients needing referral for Emergency Financial Assistance, legal, housing, child care, and basic entitlement programs such as Maryland Medical Assistance or Primary Adult Care services. The period of the agreement is July 1, 2014 through June 30, 2015.

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

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

4. **HEALTH CARE FOR THE HOMELESS, INC.** \$ **48,583.00**

Account: 5000-569715-3023-274407-603051

Health Care for the Homeless, Inc. (HCH) will provide Minority AIDS Initiative outreach and engagement services and entitlement assistance to HIV+ persons experiencing homelessness who are not in care or who have fallen out of care.

The HCH will provide one-to-one relationship building, street/outreach encounters to 62 homeless minority high risk individuals. The HCH will facilitate access to Medicaid or MADAP for at least 10 HIV+ clients. The HCH will also provide targeted tracking to 10 homeless minority HIV+ individuals who have not been seen in the HCH clinic for two or more months or who require critical medical intervention. The period of the agreement is July 1, 2014 through June 30, 2015.

The 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. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MINUTES

Health Department - cont'd

| | <u>Rate of Pay</u> | <u>Amount</u> |
|-------------------------------------|--------------------|---------------------|
| 5. WAKILI OLAYIWOLA, MS, PMP | \$48.38 | \$ 50,315.00 |

Account: 6000-624915-3100-295900-603018

The Department provides health suite services to 183 health suites and clinics to nearly 84,000 students in Baltimore City. The Department is partnering with the Baltimore City Public School System (BCPSS) to implement electronic health records at the City schools and requires a Consultant/Project Manager to ensure that all deliverables are met.

The Consultant/Project Manager will provide consultant services at a maximum of 20 hours per week and will consult with appropriate stakeholders. The consultant Project Manager will prepare and manage project plans in accordance with the Project Management Institute's project management standards, as well as well as the Project Management Office standards.

In addition, the Consultant/Project Manager will work with the various Department's school health personnel, and document, verify, and get approved project requirements, and other development needs of the project. The period of the agreement is effective upon Board approval through December 31, 2015.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

NOTIFICATION OF GRANT AWARD

| | | |
|----|---|------------------------|
| 6. | HIV EMERGENCY RELIEF PROJECT GRANT | \$13,270,675.00 |
| | Account: 4000-427715-3023-606100-404001 | \$11,934,692.00 |
| | 4000-498715-3023-606100-404001 | \$ 1,335,983.00 |

These funds are to be used to provide essential HIV/AIDS health care and other support services to those who lack or are only partially covered by health insurance. The period of the award is March 1, 2015 through February 28, 2016.

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 forgoing Agreements and authorized acceptance of the Notification of Grant Award. The President **ABSTAINED** on item no. 2.

MINUTES

Department of Housing and - Employee Expense Report
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the various expense reports for following employees.

1. **KIMBERLY CLARK** **\$350.64**

Account: 1001-000000-5832-412899-603002
 July, August, and September 2014 - Mileage

Ms. Clark's expense report was delayed because of a review of the submission from the employee.

2. **BUSHRA ABDUL-JABBAR** **\$154.60**

Account: 4000-468515-5825-608400-603002
 November 2014 - Mileage

Mr. Abdul-Jabbar's expense report was delayed because the Division of Green Healthy & Sustainable Homes requested back-up documentation before processing it for approval.

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 various employee expense reports.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to ratify Amendment No. 1 to Contract No. 36025 with the Gaudenzia Foundation, Inc. The period of the original contract is August 16, 2012 through November 15, 2014. The ratification will extend the Amendment to February 28, 2017.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 9, 2014, the Board approved the original contract with the Gaudenzia Foundation, Inc. (Gaudenzia), in the amount of \$797,166.00. Under the contract, Gaudenzia was provided funds to construct an addition to the Gaudenzia Park Heights Women's and Children Center and to provide permanent housing and supportive services to 18 households. The construction of units was delayed, but recently the units were completed and the delivery of services can now begin within that addition. The Amendment No. 1 to contract will extend the contract to February 28, 2017 and Gaudenzia will provide housing and support services during that time. All other terms and conditions of the original agreement will remain unchanged.

APPROVED FOR FUNDS BY FINANCE**AUDITS NOTED THE NO-COST TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board approved the Ratification of Amendment No. 1 to Contract No. 36025 with the Gaudenzia Foundation, Inc.

MINUTES

Department of Transportation - Conduit Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Conduit Lease Agreement with the Lighttower Fiber Networks II, LLC, lessee. The period of the Conduit Lease Agreement is December 11, 2014 through December 31, 2019.

AMOUNT OF MONEY AND SOURCE:

\$5,700.00 - 2024-000000-5480-259401-401980

BACKGROUND/EXPLANATION:

The lessee is a new user and this is its first request to lease conduit space in the City's Conduit System. The initial linear installation is anticipated to be approximately 6,000 linear feet, which will be billed at approximately \$2,850.00 semi-annually.

The Conduit Lease Agreement is late because of the necessary review by agencies.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Conduit Lease Agreement with the Lighttower Fiber Networks II, LLC.

MINUTES**PERSONNEL MATTERS**

* * * * *

UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

694 - 695

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.

MINUTES**PERSONNEL**

| | <u>Hourly Rate</u> | <u>Amount</u> |
|---|--------------------|--------------------|
| <u>Department of Communication Services</u> | | |
| 1. ESMERELDA YIK | \$15.00 | \$22,620.00 |

Account: 2039-000000-1330-158400-601009

Ms. Yik will work as a Contract Services Specialist II (Telephone Operator I) for the Municipal Telephone Exchange. Her duties will include, but are not limited to operating a Centrex telephone console and computer terminal to answer incoming calls, making connections to complete incoming, outgoing, and extension to extension calls. She will also be responsible for answering calls for assistance and help from City residents, routing calls to the proper authorities and maintaining confidentiality of phone calls between government and legal officials. In addition, she will report telephone equipment that is out of order. The period of the agreement is effective upon Board approval for one year.

| | | |
|-------------------------|---------|--------------------|
| 2. KIMBERLY DENT | \$15.00 | \$22,620.00 |
|-------------------------|---------|--------------------|

Account: 2039-000000-1330-158400-601009

Ms. Dent will continue to work as a Contract Services Specialist II (Telephone Operator I) for the Municipal Telephone Exchange. Her duties will include, but are not limited to operating a Centrex telephone console and computer terminal to answer incoming calls, making connections to complete incoming, outgoing, and extension to extension calls. She will also be responsible for answering calls for assistance and help from City residents, routing calls to the proper authorities and maintaining confidentiality of phone calls between government and legal officials.

MINUTES**PERSONNEL**

| | <u>Hourly Rate</u> | <u>Amount</u> |
|--|--------------------|---------------|
|--|--------------------|---------------|

Office of the Comptroller - Communication Services - cont'd

In addition, she will report telephone equipment that is out of order. This contract has a 3% increase in the hourly rate from the previous contract period. The period of the agreement is effective upon Board approval for one year.

Office of the State's Attorney

| | | | |
|----|-----------------------|---------|--------------------|
| 3. | CAROLYN SALLEY | \$26.93 | \$46,598.00 |
|----|-----------------------|---------|--------------------|

Account: 1001-000000-1150-118000-601009

Ms. Salley, retiree, will continue to work as a Contract Services Specialist I (Investigator). This hourly rate is a 2% increase from the previous contract. In March 1999, the Board approved a waiver of AM 212-1 to hire retired Police Officers as investigators for the Office of the State's Attorney with no restrictions on the number of work hours or rate of pay.

Ms. Salley will handle investigations of general felony cases. She will review charging documents and statement of charges, interview and locate witnesses, perform records checks and appear before the grand jury. The period of the agreement is one year, effective upon Board approval.

MINUTES

Department of Public Works (DPW) - Ratification and
Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services provided and approve an Expenditure of Funds to pay Waterfront Partnership of Baltimore, Inc. The services were rendered during the period of September 2014 through January 2015.

AMOUNT OF MONEY AND SOURCE:

\$8,275.00 - 2070-000000-5501-397210-603016

BACKGROUND/EXPLANATION:

The Waterfront Partnership of Baltimore, Inc. provides cleaning and greening services to the DPW, Eastern Avenue Pumping Station, located at 751 Eastern Ave., east of the Inner Harbor. The pumping station vendor had an agreement in which both parties agreed on costs and services. The agreement expired. This request is for payment of services for the period September 2014 through January 2015.

A new agreement has been submitted to the Law Department to have these services continued.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the ratification of services provided and approved the Expenditure of Funds to pay Waterfront Partnership of Baltimore, Inc.

MINUTES

Department of Public Works/ - Renewable Energy Credit
Office of Sustainable Energy Sales Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore, Northeast Maryland Waste Disposal Authority, and DTE Energy Trading, Inc. The period of the Renewable Energy Credit Sales Agreement is effective upon Board approval and will terminate on the date that all parties have completed their duties under the agreement.

AMOUNT OF MONEY AND SOURCE:

\$136,012.80 - 2070-000000-5500-506300-402170 (Revenue)

BACKGROUND/EXPLANATION:

The Renewable Energy Credit Sales Agreement is a contract for a transaction between the Mayor and City Council of Baltimore, seller, DTE Energy Trading, Inc., buyer, and Northeast Maryland Waste Disposal Authority, agent for the seller, in which the Mayor and City Council will sell 7,728 Renewable Energy Credits to DTE Energy Trading, Inc. The Renewable Energy Credits will be sold that are produced during the generation period of January 1, 2014 through December 31, 2014.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Department of Public Works/
Office of Sustainable Energy - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Renewable Energy Credit Sales Agreement among the Mayor and City Council of Baltimore, Northeast Maryland Waste Disposal Authority, and DTE Energy Trading, Inc.

MINUTES

Department of Public Works/Office - Memorandum of Understanding of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Memorandum of Understanding with Mt. Washington Pediatric Hospital, Inc. The term of this Memorandum of Understanding will begin upon Board approval and continue until the conclusion of a one year warranty period, following the designation of the pump station as complete and operational by the Department of Public Works.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Public Works in an effort to provide reliable and safe wastewater disposal will fund the construction of a new sanitary pump station to alleviate the continual sanitary sewer overflow occurring at an existing undersized pipe located near the rear of the Mt. Washington Pediatric Hospital.

Upon completion of the new sanitary pump station the Mayor and City Council will warranty the construction for the period of one year, after which time, all future maintenance and upkeep will be transferred to the Mt. Washington Pediatric Hospital.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Department of Public Works/
Office of Sustainable Energy - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with Mt. Washington Pediatric Hospital, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 004 to Hazen & Sawyer, PC under Project No. 1406, SC 857 On-Call Project and Construction Management Assistance Services Inspection Services. The duration of this Task Assignment is approximately 12 months.

AMOUNT OF MONEY AND SOURCE:

\$120,395.00 - 9956-903572-9551-900020-705032

BACKGROUND/EXPLANATION:

The Consultant will provide inspection services for SC 857-Chlorination/Dechlorination Facilities Process Conversion at the Patapsco Wastewater Treatment Plant.

THIS REQUEST WAS APPROVED BY MWBOO.

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 assignment of Task No. 004 to Hazen & Sawyer, PC under Project No. 1406, SC 857 On-Call Project and Construction Management Assistance Services Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 007 to Rummel, Klepper & Kahl, LLP, under Project No. 1402, SC 924 On-Call Project and Construction Management Assistance Services Inspection Services. The duration of this Task Assignment is approximately 14 months.

AMOUNT OF MONEY AND SOURCE:

\$150,291.13 - 9956-907334-9551-900020-705032

BACKGROUND/EXPLANATION:

The Consultant will provide inspection services for SC 924 - Arc Flash Hazard Improvements at Patapsco Wastewater Treatment Plant.

THIS REQUEST WAS APPROVED BY MWBOO.

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 the assignment of Task No. 007 to Rummel, Klepper & Kahl, LLP, under Project No. 1402, SC 924 On-Call Project and Construction Management Assistance Services Inspection Services.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 009 to Rummel, Klepper & Kahl, LLP, under Project No. 1402, On-Call Project and Construction Management Assistance Services Claims Services. The duration of this Task Assignment is approximately 15 months.

AMOUNT OF MONEY AND SOURCE:

| | | | | |
|---------------------|---|--------------------------------|---|---------|
| \$ 60,282.20 | - | 9956-905565-9551-900020-703032 | - | SC 882 |
| 60,282.20 | - | 9956-907651-9551-900020-703032 | - | SC 908 |
| 60,282.20 | - | 9956-904564-9551-900010-703032 | - | SC 877 |
| 60,282.20 | - | 9956-905620-9551-900020-703032 | - | SC 932 |
| 60,282.20 | - | 9960-908724-9557-900020-706063 | - | WC 1294 |
| \$301,411.00 | | | | |

BACKGROUND/EXPLANATION:

The Consultant will provide construction management assistance for claims analysis on various projects listed, but not limited to others for the Bureau of Water and Wastewater, Department of Public Works.

THIS REQUEST WAS APPROVED BY MWBOO.

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. 009 to Rummel, Klepper & Kahl, LLP, under Project No. 1402, On-Call Project and Construction Management Assistance Services Claims Services.

MINUTES

Department of Public Works/Office - Amendment to Agreement
of Engineering and Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with RJN Group, Inc. under Project No. 1163, Rainfall and Flow Monitoring Services for Sanitary Sewer System. The Amendment to Agreement extends the period of the agreement for two years through March 13, 2017.

AMOUNT OF MONEY AND SOURCE:

\$ 943,600.00 - Wastewater Revenue Bonds
1,056,400.00 - Baltimore County
\$2,000,000.00 - 9956-904596-9551-900020-703032

BACKGROUND/EXPLANATION:

In March 2012, the Board approved the agreement with RJN Group, Inc. to provide flow, rainfall, and groundwater monitoring services for a period of three years ending March 2015.

Under this amendment, RJN Group, Inc. will continue to provide flow, rainfall, and groundwater monitoring services and additionally provide engineering services support and use of Slicer RTK automated solver with existing Baltimore City wastewater flow data. The City is required under the Consent Decree to monitor flow and rainfall prior to and following completion of any sanitary sewer construction project to ascertain the effectiveness of the construction project. This amendment will increase the upset limit to \$5,000,000.00.

MBE/WBE PARTICIPATION:

RJN Group, Inc. will continue to comply with all terms and conditions of the MBE/WBE program in accordance with Baltimore City Code, Article 5, Subtitle 28.

MINUTES

DPW - cont'd

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION AND INCREASE IN THE UPSET LIMIT.

TRANSFER OF FUNDS

| <u>AMOUNT</u> | <u>FROM ACCOUNT/S</u> | <u>TO ACCOUNT/S</u> |
|-----------------------|-----------------------|---------------------|
| \$1,162,040.00 | 9956-903569-9549 | |
| County Approp. | Constr. Reserve | |
| | O/C Sanitary | |
| 1,037,960.00 | " " | |
| Wastewater Rev. | | |
| Bonds | | |
| <u>\$2,200,000.00</u> | | |
| \$2,000,000.00 | ----- | 9995-904596-9551-3 |
| | | Design |
| 200,000.00 | ----- | 9956-904596-9551-9 |
| <u>\$2,200,000.00</u> | | Administration |

The funds are required to cover the cost of Project 1163, Amendment to Agreement, Rainfall, and Flow Monitoring Services for the Sanitary Sewer System.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Agreement with RJN Group, 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 General Services - Developer's Agreement No. 1390

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1390 with 26 Calvert Street, LLC.

AMOUNT OF MONEY AND SOURCE:

\$15,380.00

BACKGROUND/EXPLANATION:

The developer would like to install new water service to their proposed building located in the vicinity of 26 South Calvert Street. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$15,380.00 has been issued to 26 Calvert Street, LLC. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Developer's Agreement No. 1390 with 26 Calvert Street, LLC.

MINUTES

Department of General Services (DGS) - Approve Services and Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve services to be performed and approve an Expenditure of Funds to pay Bob Andrews Construction, Inc. under GS-12810, Govans Library (the Library) No. 22 Roof Replacement.

AMOUNT OF MONEY AND SOURCE:

\$278,387.41 - 9936-915050-9457-900000-702064

BACKGROUND/EXPLANATION:

On May 8, 2013, the Board awarded Contract GS-12810, Govans Library No. 22 Roof Replacement, to Bob Andrews Construction, Inc.

The base contract work for this project was for roof replacement, repair of water-damaged interior plaster walls, re-pointing exterior masonry and other work necessary to secure the integrity of the building envelope and ensure a water tight facility. In order to alleviate the systematic entry of water into the basement of the building, which was causing excessive damage to the floor tile, carpet, and basement walls and was encouraging mold growth in the basement, a partial basement waterproofing system was installed on one side of the building. However, this partial system did not fully alleviate the problem.

To further attempt to alleviate the problem, it is necessary to install the waterproofing system around the entire perimeter of the building basement and make it one continuous system. This work requires tying these additional parts of the waterproofing system into the partial waterproofing system that has already been installed and must be performed by the existing contractor so that a warranty for the entire waterproofing system can be secured at work completion.

MINUTES

DGS - cont'd

Should the additional waterproofing be installed by a different contractor, the two resulting waterproofing systems likely would not be warranted together and/or the City's ability to invoke a warranty claim against either system contractor would be compromised.

Consequently, in accordance with the City Charter, Article VI, §11(e), the DGS hereby certifies to the Board that no advantage will result in seeking bids nor is it practicable to obtain competitive bids to install the remaining portions of the waterproofing system because should a different contractor be selected to do the waterproofing work, no warranty may be available for the waterproofing system.

The DGS is proposing to allow the contractor that installed the first portion of the waterproofing system to complete the installation of the full waterproofing system around the full perimeter of the building. The Library has already provided funds necessary to perform this work and the design consultant for the project has reviewed the contractor's detailed proposal and determined the costs to be reasonable and acceptable.

THE DIRECTOR OF FINANCE CONCURRED AND RECOMMENDED APPROVAL.

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved service to be performed and the Expenditure of Funds to pay Bob Andrews Construction, Inc.

MINUTES

Department of General Services/ - Ratify Services and
Facilities Maintenance Division Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services provided and approve an Expenditure of Funds to pay outstanding invoices for CNK Enterprises, Inc. The services were rendered during the period of September 14, 2013 through July 1, 2014.

AMOUNT OF MONEY AND SOURCE:

| | | |
|--------------------|---|--------------------------------|
| \$ 7,850.00 | - | 1001-000000-1982-192500-603026 |
| 1,875.00 | - | 1001-000000-1982-192500-603026 |
| 9,875.00 | - | 1001-000000-1982-192500-603026 |
| 4,675.00 | - | 1001-000000-1982-192500-603026 |
| 7,675.00 | - | 1001-000000-1982-192500-603026 |
| 8,125.00 | - | 1001-000000-1982-192500-603026 |
| 1,675.00 | - | 2029-000000-1982-709512-603026 |
| 2,350.00 | - | 2029-000000-1982-709518-603026 |
| 1,525.00 | - | 2029-000000-1982-709547-603026 |
| 4,125.00 | - | 2029-000000-1982-709516-603026 |
| \$49,750.00 | | |

BACKGROUND/EXPLANATION:

CNK Enterprises, Inc. performed environmental/sanitary remediation and specialty ornamental restorations as an On-Call vendor for the Department of General Services.

CNK Enterprises, Inc. was utilized in this capacity for a number of years prior to the Department acquiring a new contract through the Bureau of Purchases. During the changeover period, several jobs were started prior to the inception of the new contracts because facilities' staff were unaware of the new contracts and directed the work to CNK Enterprises, Inc.

MINUTES

Department of General Services/ - cont'd
Facilities Maintenance Division

Internally, staff has been instructed on the proper procedures to secure the services of the new vendors. Also, a Standard Operating Procedure was drafted and shared with all building staff and managers to assure services are only procured through contracted vendors.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the ratification of the services provided and approved the Expenditure of Funds to pay outstanding invoices for CNK Enterprises, Inc.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an Expenditure of Funds to The Greater Baltimore Committee Leadership Program (Program). The period of the Program is January 26, 2015 through November 12, 2015.

AMOUNT OF MONEY AND SOURCE:

\$7,500.00 - 6000-611215-2013-197500-603020

BACKGROUND/EXPLANATION:

This expenditure of funds will cover the cost of tuition for Colonel Garnell W. Green.

The training is used to enhance the leadership and competency of members in upper level supervisory roles within the department. The training provides a focus on accountability and responsibility within the ethical scope of leading other members of the department. Focus is given to community service and improving the relationships with community through services.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the Expenditure of Funds to The Greater Baltimore Committee Leadership Program (Program).

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Funds</u> | <u>Amount</u> |
|--------------------------|--|------------------|---------------|
| <u>Health Department</u> | | | |
| 1. Christy Skipper | Training of Quality Leaders Chicago, IL Mar. 30 - April 3, 2015 | Federal Funds | \$1,135.44 |
| 2. Tonya Johnson | Youth in the Context of Their Lives New Orleans, LA Mar. 30 - April 1, 2015 | PREP | \$ 828.78 |

The airfare in the amount of \$274.20 was prepaid on a City-issued credit card assigned to Ms. Jacquelyn Duval-Harvey. The amount to be disbursed to Ms. Johnson is \$554.58.

Health Department

| | | | |
|----------------|--|----------------|-----------|
| 3. Alan McLain | Just Food Conference New York, NY Mar. 13 - 15, 2015 (Reg. Fee \$40.00) | State Grant | \$ 486.00 |
|----------------|--|----------------|-----------|

This conference includes weekend travel and requires Board of Estimates approval. The attendee will stay one additional night at his own expense.

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Funds</u> | <u>Amount</u> |
|-----------------------------------|------------------|--------------|---------------|
| <u>Health Department</u> - cont'd | | | |

RETROACTIVE TRAVEL APPROVAL

| | | | |
|------------------------|---|---------------|------------|
| 4. Shannon Mace-Heller | Mobilization for Action Through Planning and Partnership (MAPP) Conference Oakland, CA Jan. 9 - 14, 2015 (Reg. Fee \$1,500.00) | General Funds | \$2,417.56 |
|------------------------|---|---------------|------------|

On January 9-14, 2015, Ms. Mace-Heller traveled to Oakland California to attend the MAPP Conference held on January 12-13, 2015. The additional two days (Jan. 9-10, 2015) were at her expense.

The airfare in the amount of \$368.70 and the registration in the amount of \$1,500.00 were prepaid on a City-issued credit card assigned to Jacquelyn Duval-Harvey.

TRAVEL APPROVAL

The conference began on Monday, January 12, 2015 and ended on January 13, 2015. Because of the time difference, Ms. Mace-Heller requested one additional night stay and returned on January 14, 2015. Therefore, Ms. Mace-Heller will be reimbursed \$548.86.

TRAVEL REIMBURSEMENT

| |
|-----------------------------------|
| \$447.00- Hotel (@\$149.00 x 3) |
| 62.61- Hotel Taxes (@\$20.87 x 3) |
| 39.25- Meals |
| \$548.86 |

MINUTES

Department of Finance

- | | | | |
|-------------------|--|---------|------------|
| 5. Bill Harris* | Nat'l Grants Mgt. | General | \$4,000.04 |
| Nichole Purcell** | Assoc. 2015 Annual Grants Training Program Arlington, VA Apr. 21 -24, 2015 (Reg. Fee \$785.00)* (Reg. Fee \$910.00)** | Funds | |

The registration fees in the amount of \$785.00 for Mr. Harris and \$910.00 for Ms. Purcell were pre-paid on a City-issued credit card assigned to Andrew Kleine. Therefore, Mr. Harris will be disbursed \$1,104.51 and Ms. Purcell will be disbursed \$1,200.53.

Police Department

- | | | | |
|-----------------------------|--|----------------------------------|------------|
| 6. Matthew S. Johnson | 31 st International Symposium on Child Abuse Huntsville, AL Mar. 22 - 26, 2015 (Reg. Fee \$519.00) | SORO Grant | \$1,578.00 |
| 7. Jeronimo Rodriguez | Managing Police Discipline Myrtle Beach, SC Mar. 22 - 25, 2015 (Reg. Fee \$465.00) | Asset Forfei- ture Fund | \$ 907.00 |
| 8. Torrence D. Bar- bour | Maryland Police Training Commission Fundamentals of Criminal Investigation Sykesville, MD Mar. 30 - Apr. 10, 2015 (Reg. Fee \$55.00) | General Fund | \$ 55.00 |

MINUTES**TRAVEL REQUESTS**

| <u>Name</u> | <u>To Attend</u> | <u>Funds</u> | <u>Amount</u> |
|---|---|--------------------------|---------------|
| <u>Police Department</u> | | | |
| 9. Jodie P. McFadden | MD Top Guns-XIV Investigating & Prosecuting Drug Cases Indiantown Gap, PA April 26 - May 2, 2015 (Admin Fee \$50.00 - Paid by attendee) | | \$ 0.00 |
| 10. Michael J. Lavery | Bomb Technician Tactical Integration Course Prince Georges Co., MD Apr. 20 - May 1, 2015 | | \$ 0.00 |
| <u>Department of General Services</u> | | | |
| 11. Chichi Nyagah-nash | NAFA Institute & Expo Orlando, FL April 13 - 17, 2015 (Reg. Fee \$619.00) | Internal Service Fund | \$1,824.90 |
| <u>Bureau of the Budget & Management Research</u> | | | |
| 12. Andrew Kleine | GFOA109 th Annual Conference Philadelphia, PA May 31 - June 3, 2015 (Reg. Fee \$540.00) | General Fund | \$1,775.78 |

MINUTES

TRAVEL REQUESTS

| <u>Name</u> | <u>To Attend</u> | <u>Funds</u> | <u>Amount</u> |
|--|------------------|--------------|---------------|
| <u>Bureau of the Budget & Management Research - cont'd</u> | | | |

The registration fee of \$540.00 was prepaid on a City-issued credit card assigned to Mr. Andrew Kleine. The disbursement amount to Mr. Kleine will be \$1,235.78.

Police Department

| | | | |
|--------------------|-------------------------|------------|------------|
| 13. Anthony Batts | 2015 NOBLE CEO | Asset | \$3,503.60 |
| Darryl D. De Sousa | Winter Symposium | Forfeiture | |
| Garnell W. Green | Atlanta, GA | | |
| | Mar. 12 - 15, 2015 | | |
| | (Reg. Fee \$200.00 ea.) | | |

The airfare for Mr. Batts is \$328.20 and the airfare for Messrs. De Sousa and Green is \$347.20 each. The registration fee is \$200.00 per attendee.

The airfare and registration fee for each attendee were prepaid on a City-issued credit card assigned to Mr. Tribhuvan Thacker. The amount to be disbursed to each attendee is \$627.00, respectively.

| | | | |
|-----------------------|-----------------------|------------|------------|
| 14. Ganesha M. Martin | Leadership MD Class | Asset | \$7,320.00 |
| | of 2015 | Forfeiture | |
| | Cambridge, MD | | |
| | April 14 - 16, 2015 | | |
| | (Reg. Fee \$6,950.00) | | |

MINUTES**TRAVEL REQUESTS** - cont'd

| <u>Name</u> | <u>To Attend</u> | <u>Funds</u> | <u>Amount</u> |
|---|---------------------------------------|------------------|---------------|
| <u>Employees' Retirement System (ERS)</u> | | | |
| 15. Dorothy L. Bryant | NCPERS Annual Conf. and Exhibition | Special Funds | \$3,226.94 |
| Doris Y. Brightful | New Orleans, LA May 3 - 7, 2015 | ERS | \$2,526.84 |
| Rosemary H. Atkinson | (Reg. Fee \$800.00 ea.) | | \$3,226.94 |

The subsistence rate for this location is \$222.00 per day. The hotel rate is \$266.00 per night plus \$42.24 per night hotel taxes. The ERS is requesting additional subsistence of \$44.00 per night for each attendee to cover the cost of the hotel.

Ms. Bryant is requesting additional subsistence of \$40.00 per day for four days for food and incidentals.

Ms. Brightful is requesting additional subsistence of \$40.00 per day for four days for food and incidentals.

Ms. Atkinson is requesting additional subsistence of \$40.00 per day for four days for food and incidentals.

Due to the time of the return travel and time zone difference the ERS is requesting an additional \$20.00 for each attendee for food and incidentals for the fifth day.

Department of Recreation and Parks

| | | | |
|---------------------|--|------------------|------------|
| 16. Francesco Spero | National Recreation & Parks Association Innovation Lab Miami, FL Mar. 11 - 15, 2015 (Reg. Fee \$250.00) | General Funds | \$1,386.74 |
|---------------------|--|------------------|------------|

MINUTES**TRAVEL REQUESTS** - cont'd

The conference is March 12 - 13, 2015. Ms. Spero will travel the day before the event because the Innovation Lab begins early on March 12, 2015. She will stay two additional days at her own expense.

The registration fee in the amount of \$250.00 was pre-paid on a City-issued credit card assigned to Francesco Spero. Therefore, Ms. Spero will be disbursed \$1,136.74.

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests, retroactive travel approval, and travel reimbursement. The Comptroller **ABSTAINED** on item no. 15.

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of Transportation - TR 15012, Resurfacing
Highways at various
locations, Northwest Sector
II
BIDS TO BE RECV'D: 04/08/2015
BIDS TO BE OPENED: 04/08/2015

2. Department of Public Works/
Department of Recreation & Parks - RP 13806, Sloman Drive and
Parking Loop Improvements
BIDS TO BE RECV'D: 04/15/2015
BIDS TO BE OPENED: 04/15/2015

3. Department of Public Works/
Department of Recreation & Parks - RP 13826R, Wegworth Park
Improvements
BIDS TO BE RECV'D: 04/15/2015
BIDS TO BE OPENED: 04/15/2015

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.

MINUTES

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

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

Kim A. Trueheart

March 10, 2015

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 - 52, City Council President and members of the Board of Estimates, BOE

Agenda dated March 11, 2015, 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 agencies and

Email: kimtrueheart@gmail.com

5519 Belleville Ave
Baltimore, MD 21207

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 March 11, 2015.

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 an Addendum extending the dates for receipt and opening of bids on the following contract. There were no objections.

Department of Public Works/
Department of Recreation & Parks

- WC 1295, Towson Generator
and Main Substation

BIDS TO BE RECV'D: 03/25/2015

BIDS TO BE OPENED: 03/25/2015

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 Public Works - RP14825R, Roofing and Related
Work at Callowhill Pool &
Cherry Hill Bath House

Ruff Roofers, Inc.
Boulevard Contractors Corp

Bureau of Purchases - B50003952, Provide Personnel
For CCTV Monitoring

Amazing Security & Investigations, LLC
Stronghold Security, LLC
Coleman Security Services, LLC
Crown Security Systems, Inc.
Legal Services Assoc. d/b/a
Legal Security Associates
Code 3 Security & Protection
Services, Inc.
ASG Security

Bureau of Purchases - B50003935, Install and Service
Rental Storage Lockers for
Pools

Tiburon Lockers

MINUTES

Bureau of Purchases - B50003895, Provided Public
Swimming Pool Maintenance, Repair
Services & New Replacement Parts

NO BIDS RECEIVED

Bureau of Purchases - B50003946, Traffic Signal Cable

NO BIDS RECEIVED

* * * * *

There being no objections, the Board, UPON MOTION duly made
and seconded, adjourned until its next regularly scheduled
meeting on Wednesday, March 18, 2015.


JOAN M. PRATT
Secretary