

MINUTES

REGULAR MEETING

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

President: "Good morning, the April 22, 2015 meeting of the Board of Estimates is now called to order. I will direct the Board members attention to the memorandum from my office dated April 20, 2015, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say Aye. All opposed, Nay. The Motion carries. The routine agenda has been adopted."

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

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

Aaron Enterprises, Inc.	\$ 8,000,000.00
Archer Western Contractors, LLC.	\$2,730,474,000.00
Living Classrooms Foundation	\$ 32,166,000.00
Malstrom Electric, Inc.	\$ 1,500,000.00
Midasco, LLC	\$ 82,557,000.00
Midwest Mole, Inc.	\$ 56,304,000.00
PIM Corporation	\$ 8,000,000.00
Ruff Roofers, Inc.	\$ 8,000,000.00
Schemm Electric Co., Inc.	\$ 8,000,000.00
Spiniello Companies	\$ 175,581,000.00
W. Concrete, Inc.	\$ 1,500,000.00

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:

BLV Engineering Associates, Inc.	Engineer
Gilbert Architects, Inc.	Architect
Hord Coplan Macht, Inc.	Landscape Architect Architect

MINUTES**BOARDS AND COMMISSIONS**

iDesign Engineering, Inc.	Engineer
Modjeski and Masters, Inc.	Engineer
Spyder Engineers, LLC	Engineer
The Faux Group, Inc.	Landscape Architect
The JAED Corporation, t/a StudioJAED	Architect Engineer
Tucker, Young, Jackson, Tull, Inc.	Engineer
Urban Engineers, Inc.	Engineer Land Survey

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Prequalification of Architects and Engineers for the listed firms. The Mayor **ABSTAINED** on item no. 1, Living Classrooms Foundation only. The President **ABSTAINED** on item no. 1, Living Classrooms Foundation only.

MINUTES

Department of Audits - Training for Auditors

ACTION REQUESTED OF B/E:

The Board is requested to approve the expenditure of funds for the registration of staff members to attend a one-day fraud and ethics seminar, sponsored by the Association of Government Accountants on May 14, 2015.

AMOUNT OF MONEY AND SOURCE:

\$4,810.00 - 1001-000000-1310-157800-603020

BACKGROUND/EXPLANATION:

Government Auditing Standards require that each auditor obtain 80 hours of continuing professional education (CPE) every two years. The foregoing program is part of the Department's scheduled training for calendar year 2015 and will provide training for 37 auditors. Each auditor will earn 8 CPE's. The average cost per staff training hour will be \$16.25, which is well below industry average in relation to other training of this nature.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the expenditure of funds for the registration of staff members to attend a one-day fraud and ethics seminar, sponsored by the Association of Government Accountants on May 14, 2015.

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 8** favorable reports by the Planning Commission on April 9, 2015 on Transfers of Funds approved by the Board of Estimates at its meetings on April 1, and April 8, 2015.

The Board **NOTED** 8 favorable reports by the Planning Commission on April 9, 2015 on Transfers of Funds approved by the Board of Estimates at its meetings on April 1, and April 8, 2015.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment to the monthly rate and certain transient rates at the City-owned Water Street Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

Pursuant to Article 31, §13(f)(2) of the Baltimore City Code, subject to the approval of the Board of Estimates, the PABC may set the rates for any parking project. The PABC believes that rate adjustments at this parking facility are warranted at this time.

To bring the monthly rate and certain transient rates charged at Water Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendations attached hereto. These rate adjustments were unanimously approved by the PABC Board of Directors.

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PABC - cont'd

Location	Proposed Transient Rate Changes			Proposed Monthly Rate Changes				
Water Street Garage				Regular Monthly Rate				
		Current Rate	Proposed Rate	Last Rate Change		Current Rate	Proposed Rate	Last Rate Change
	Up to 2 hrs.	\$ 9.00	\$10.00	November 2013	Regular Rate	\$145.00	\$150.00	January 2014
	Up to 3 hrs.	\$11.00	\$12.00	November 2013				

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the monthly rate and certain transient rates at the City-owned Water Street Garage that is managed by the PABC.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following page:

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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

TRANSFER OF FUNDS

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>			
1.	\$125,000.00	9991-945002-9587 Comm. Dev. Unallocated Reserve Block Grant 24	9999-918201-9593 Park Heights Renaissance

This transfer will provide funds to Park Heights Renaissance for the rehabilitation deferred loan program in the Parks Heights community.

2.	\$ 49,960.00	9991-945002-9587 Comm. Dev. Unallocated Reserve Block Grant 28	9983-905350-9593 Baltimore Montessori Public Charter School
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This transfer will provide Community Development Block Grant funds to Baltimore Montessori Public Charter School to improve the security system.

MINUTES

Department of General Services - Developer's Agreement No. 1391

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1391 with Hopkins Village, LLC.

AMOUNT OF MONEY AND SOURCE:

\$1,953,436.00

BACKGROUND/EXPLANATION:

The developer will install new water, sanitary sewer, and streetscape improvements located in the vicinity of 3200 Saint Paul 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 \$1,953,436.00 has been issued to Hopkins Village, 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 Developer's Agreement No. 1391 with Hopkins Village, LLC.

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 225 W. 23rd Street	W.C. Harlan Company, LLC	Retain two double face electric signs 12'x3', one awning w/signage 7'x3', one awning w/signage 52'x'8", two handicap ramps, one @ 16'8" x 3'8", one @ 18'x4', one planter 13'x3'5"
Annual Charge: \$1,003.72		
2. 1710 Eastern Avenue	Stanley F. Oleszczuk	Retain flat sign 10'x2'
Annual Charge: \$ 35.20		
3. 873 W. Baltimore Street	RPC 829, LLC	One metal canopy 27'x3' brick veneer 200 sq. ft.
Annual Charge: \$ 240.40		

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

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

MINUTES

Department of General Services - Facility Encroachment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Facility Encroachment Agreement between the Department of Transportation and CSX Transportation, Inc. The period of the Facility Encroachment Agreement is effective upon Board approval and will terminate upon licensee's cessation of use of the facilities, by mutual consent, or failure of the licensee to complete the installation within five years.

AMOUNT OF MONEY AND SOURCE:

\$ 500.00	Encroachment Fee
750.00	Railroad Protective Liability Insurance Fee
<u>1,250.00</u>	Application Fee
\$2,500.00	- 9950-902416-9506-900020-704044

BACKGROUND/EXPLANATION:

The Department is proposing a project to reconstruct Hawkins Point Road from Chemical Road to the United States Coast Guard Yard. In the design of this project it has been determined that the City's contractor will need to install a new 30" diameter aerial water pipeline on the CSXT Bridge. The submitted agreement will allow the construction to proceed.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

General Services - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Facility Encroachment Agreement between the Department of Transportation and CSX Transportation, Inc.

MINUTES

Department of General Services - Limited Right of Entry and
License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Limited Right of Entry and License Agreement between the Maryland Port Administration (MPA) and Ports America Chesapeake, LLC, and the City. The agreement is effective upon Board approval and approval by Maryland Port Administration and Ports America Chesapeake, LLC, for a period of up to twelve consecutive months beginning on the date of the first actual entry by the City or its contractors upon the property.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Transportation has let a contract to perform work along Broening Highway, from Colgate Creek to Boston Street. A portion of this work involves entering onto MPA, landlord, and Ports America Chesapeake, LLC, tenant, site to install conduit as part of the upgrade to the traffic signals at the entrance to the Ports America Chesapeake, LLC site.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Limited Right of Entry and License Agreement between the Maryland Port Administration and Ports America Chesapeake, LLC, and the City.

MINUTES

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

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

1. **THE WOMEN'S HOUSING COALITION, INC.** **\$ 55,062.00**
(WHC)

Account: 4000-496215-3573-591435-603051

The WHC will provide supportive services at its Calverton permanent housing program site. The Calverton permanent housing program serves homeless, low-income, disabled women, the majority of whom have a history of chronic mental illness and/or substance abuse. The program provides support services, which include case management and referrals to health, mental health, employment, and educational resources that are designed to allow the women the greatest chances of success in permanent housing. The support and services will be provided to 14 households. The period of the Agreement is July 1, 2015 through June 30, 2016.

MWBOO GRANTED A WAIVER.

2. **THE WOMEN'S HOUSING COALITION, INC.** **\$306,000.00**
(WHC)

Account: 4000-496315-3573-591235-603051

The WHC will provide housing at the WHC Scattered Site permanent housing program. The WHC Scattered Site permanent housing program provides housing and supportive services to homeless, very low-income, physically and/or mentally (some dually diagnosed), challenged women. The support services include case management, financial literacy (credit repair, household budgeting, etc.), well-being and nutrition, job readiness (resume writing, job search, application process, interviewing skills), and computer skills training.

MINUTES

MOHS - cont'd

The housing and support services will be provided to 25 households. The period of the Agreement is May 1, 2015 through April 30, 2016.

MWBOO GRANTED A WAIVER.

3. **THE WOMEN'S HOUSING COALITION, INC.** **\$107,166.00**
(WHC)

Account: 4000-496315-3573-591235-603051

The WHC will provide housing as part of its WHC Family Scattered Site Shelter+Care (S+C) Program. In addition to housing, the WHC Family Scattered Site S+C Program provides comprehensive case management, drug testing, child care, and transportation assistance. Client support services also include financial literacy (credit repair, household budgeting, etc.), well-being and nutrition, job readiness (resume writing, job search, application process, interviewing skills), and computer skills training. The WHC will also make referrals to health, education, and employment resources in the Baltimore community. The housing and support services will be provided to seven households. The period of the Agreement is May 1, 2015 through April 30, 2016.

MWBOO GRANTED A WAIVER.

4. **THE BALTIMORE STATION, INC.** **\$ 86,000.00**

Account: 4000-480015-3572-333628-603051

The organization will use the funds to support the cost of treatment for homeless men and to provide much needed supplies, equipment, cots, sheets, and towels to the Overflow Shelter. The period of the Agreement is January 1, 2015 through June 30, 2015.

MINUTES

MOHS - cont'd

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

MWBOO GRANTED A WAIVER.

5. **UNION BAPTIST CHURCH-SCHOOL, INC. \$ 51,000.00**
(UNION BAPTIST)

Account: 5000-586815-6051-516000-603051

Union Baptist will use the funds to enhance children's social, physical, cognitive, and language development through its Head Start Program. The organization will, as necessary, hire Teachers, Assistant Teachers, and an Education Coordinator. The Union Baptist Head Start Program will serve 48 children for the summer session of Head Start. The period of the Agreement is June 15, 2015 through August 7, 2015.

MWBOO GRANTED A WAIVER.

6. **DAYSPRING PROGRAMS, INC. \$ 49,604.12**

Account: 5000-586815-6051-516800-603051

Dayspring Programs, Inc. will provide services to 100 children, five days per week for two months from the hours of 8:30 a.m. - 3:30 p.m. The education staff will continue to work towards goals that prepare children for school readiness during the period of performance. The organization will provide classroom supplies, including science and math kits to enhance school readiness. In addition, the organization will provide field trips to enhance the classroom experience. The period of the Agreement is June 29, 2015 through August 21, 2015.

MINUTES

MOHS - cont'd

7. **THE FIRST APOSTOLIC FAITH INSTITUTIONAL CHURCH, INCORPORATED** **\$ 29,748.00**

Account: 1001-000000-3572-327296-603051

The organization will provide a day shelter between the hours of 3:00 p.m. to 6:00 p.m. for up to 100 homeless women seven days a week. The period of the Agreement is January 1, 2015 through June 30, 2015.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Mayor's Office of Human Services (MOHS) - Employee Expense
Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Donna Clayton for November 18, 2014.

AMOUNT OF MONEY AND SOURCE:

\$46.85 - 4000-486315-6051-452200-604014

BACKGROUND/EXPLANATION:

The reimbursement covers the cost of food purchased for a working lunch staff meeting held by the Head Start Program under the MOHS.

Ms. Clayton neglected to submit the expense statement and was unable to complete the form in time to stay within the guidelines as set forth in AM 240-11. The MOHS apologizes for the tardiness of this request.

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

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

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Donna Clayton for November 18, 2014.

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 Emergent Biosolutions, Inc. The period of the agreement will commence upon Board of Estimates approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$14,427.01 - 9950-917089-9512-000000-490375

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 construct an approximately 22,878 sq. ft. addition to the existing 33,770 sq. ft. manufacturing facility at 5901 East Lombard Street. The Developer agrees to make a one-time contribution in the amount of \$14,427.01 to fund the City's multimodal transportation improvements in the development's vicinity to the extent practicable.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Emergent Biosolutions, Inc.

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 Richmond American Homes of Maryland, Inc. The period of the agreement will commence upon Board of Estimates approval and termination will be deemed in writing by the Department of Transportation.

AMOUNT OF MONEY AND SOURCE:

\$6,405.13 - 9950-903085-9512-000000-490375

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 construct Phase 2 of the development which consists of 23 townhouses with 54,533 sq. ft. for the Federal Place at Jackson Street & East Gittings Street: Ward 24, Section 13, Block 1924C, Lots 65 & 100A. The Developer agrees to make a one-time contribution in the amount of \$6,405.13 to fund the City's multimodal transportation improvements in the development's vicinity to the extent practicable.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Richmond American Homes of Maryland, Inc.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 28 to STV, Inc./PB Americas, Inc. (Joint Venture) under Project 1161, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$119,705.67 - 9950-904641-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for development of Phase 1 of the Strategic Transportation Master Plan for the Baltimore City Department of Transportation.

MBE/WBE PARTICIPATION:

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

MBE: 27.00%

WBE: 9.00%

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

MINUTES

Department of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$70,550.19	9950-902641-9509	9950-904641-9508-3
GF (HUR)	Constr. Reserve	Design and Study
	Feasibility Studies	Feasibility Studies

This transfer will partially fund costs associated with Task No. 28, Project 1161, for On-Call Construction Project Management Services with STV, Inc./PB Americas, Inc. (Joint Venture).

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 28 to STV, Inc./PB Americas, Inc. (Joint Venture) under Project 1161, On-Call Construction Project Management Services. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

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

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Housing and Community Development - Option</u>			
1. The Marion I. & Henry J. Knott Foundation	4659 Park Heights Avenue	G/R \$96.00	\$ 800.00

Funds are available in account 9910-903183-9588-900000-704040, Park Heights Acquisition/Project.

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

Department of Housing and Community Development - Condemnation

2. Walter Y. Goodwich	1111 N. Bradford St.	G/R \$48.00	\$ 320.00
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Funds are available in account 9910-908044-9588-900000-704040.

Law Department - Settlement

3. Clementina Floyd	3313 Woodland Ave.	F/S	\$1,920.00
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Funds are available in account 9910-903183-9588-900000-704040.

On September 22, 2014, the City filed a condemnation for the acquisition of the fee simple interest in the real property located at 3313 Woodland Avenue. On July 30, 2014, the Board approved the fair market value of the property in the amount of \$28,000.00, based upon an independent appraisal report.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Law Department - Settlement</u>			

The previous owner obtained a reverse mortgage for \$196,500.00. The mortgage holder initially suggested that the property was worth more than the City's fair market value but never produced an appraisal or documentation of the outstanding loan amount. After negotiations, the parties agreed to settle the condemnation suit for \$29,920.00. Therefore, the Board is requested to approve an additional \$1,920.00.

UPON MOTION duly made and seconded, the Board approved the Option, Condemnation, and the Settlement.

MINUTES

Baltimore City Sheriff's Office - Cooperative Reimbursement
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Cooperative Reimbursement Agreement with the State of Maryland Department of Human Resources (DHR) Child Support Enforcement Administration (CSEA). The period of the Cooperative Reimbursement Agreement is October 1, 2014 through September 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$1,829,864.00 - 1001-000000-1180-502800-401660

BACKGROUND/EXPLANATION:

The CSEA is a federally funded program that affords the State of Maryland to enter into an agreement with the Sheriff's Office to provide child support enforcement services. This program operates in accordance with the Federal Department of Health and Human Services, under the Title IV-D of the Social Security Act.

The services provided under this Cooperative Reimbursement Agreement are service of process, execution of writs, warrants, and body attachments, participation in departmental initiatives, location services, transportation of prisoners, and courthouse security.

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

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 Cooperative Reimbursement Agreement with the State of Maryland Department of Human Resources Child Support Enforcement Administration.

MINUTES

Department of Housing and - HOME Investment Partnerships
Community Development Program Loan

ACTION REQUESTED OF B/E:

The Board is requested to approve a HOME Investment Partnerships Program Loan to the Mulberry at Park Limited Partnership (the Borrower). The Board is further requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

<u>Sources of Funds</u>		<u>Use of Funds</u>	
Bank of America	\$ 2,653,000.00	Constr. Costs	\$16,410,122.00
Bank of America	1,400,000.00	Fees Related to Construction	1,141,050.00
Baltimore City HOME Funds	870,000.00	Financing Fees & Charges	947,229.00
CDA/Rental Housing	1,484,000.00	Acquisition Costs	950,000.00
Federal Home Loan Bank	500,000.00	Syndication Related Costs	117,500.00
Deferred Developer Fee	375,145.00	Reserves	384,760.00
Tax Credit Syndicated Equity	<u>\$15,000,000.00</u>	Developer Fee	<u>2,331,484.00</u>
	\$22,282,145.00		\$22,282,145.00

Account: 9910-907718-9610

MINUTES

DHCD - cont'd

BACKGROUND/EXPLANATION:

The proceeds of the HOME Loan will be used to support a portion of the new construction and construction-related costs for approximately 68 residential units known as Mulberry at Park Apartments, to be located at 211 West Mulberry Street (the Project).

The Mulberry at Park Limited Partnership (the Borrower), a newly-created single purpose entity that is an affiliate of Enterprise Housing Corporation, has proposed to construct and operate a rental housing development which will be comprised of 68 units for families and the disabled (the Project) located in the Bromo Tower Arts and Entertainment District of the City's West Side. The site consists of vacant and underutilized lots and a single structure that will be demolished to make way for the project.

Upon construction completion, the Project is expected to contain 34 one-bedroom units, 27 two-bedroom units, and 7 three-bedroom units in a seven-story structure totaling approximately 84,000 gross square feet. All of the units will be restricted to residents whose incomes do not exceed 60% of the area median income, adjusted for family size (AMI). Amenities will include one level of below grade parking containing approximately 18 spaces, a lounge/cyber café, a homework/study room, a fitness center, and a second floor outdoor terrace/family activity area. The building will maximize the allowable footprint on the site and the exterior will be designed to complement the surrounding area in an effort to strengthen the block's urban fabric. The apartment units will include Energy-Star appliances and windows, in-unit washers and dryers, and high-efficiency HVAC systems, all of which will create a healthier and more energy efficient environment for the residents.

MINUTES

DHCD - cont'd

The Housing Authority of Baltimore City (HABC) intends to support the Project by providing Project-Based Section 8 subsidies for 19 units. As a condition to receiving the HOME Loan, the Borrower agrees to provide not less than 15% of the one-bedroom units (i.e., 11 units) (the NED units) targeted and restricted to NED (defined herein) residents earning 30% - 50% or less of the AMI. The Borrower has further agreed to provide additional eight units as Long Term Bailey UFAS Units which will be restricted to residents earning 30% or less of the AMI (the UFAS Units). The UFAS Units will each contain accessible features and will be certified by an architect designated by the HABC as compliant with the Uniform Federal Accessibility Standards (UFAS) adopted by HUD. The City and HABC will require the UFAS Units to be restricted for exclusive use for at least 40 years in accordance with the requirements of the Bailey Consent Decree. The NED Units will be restricted for at least 15 years, also in accordance with the requirement of the Bailey Consent Decree. The term NED or (non-elderly persons with disabilities) refers to residents that meet the following criteria: (i) the sole member, head of household, or head of household's spouse has a disability and is under age 62, (ii) the household is eligible for a one-bedroom public housing unit or for a two-bedroom public housing unit because a second bedroom public housing unit is needed for disability-related reasons, and (iii) the household is on the HABC waiting list for public housing or Section 8 subsidized housing.

The HOME Loan will be used solely to finance a portion of the hard construction costs of the Project.

Joseph J. Blake & Associates prepared an appraisal for Bank of America (defined herein) dated January 30, 2015. The estimated market value of the subject property as if completed and stabilized at restricted rents with consideration to the tax credits is \$15,000,000.00.

MINUTES

DHCD - cont'd

The appraised value is below the total development cost of the Project which is common for transactions involving LIHTCs subsidized rents and preferred governmental financing. The LIHTCs provide equity and are not considered as long-term debt to the property. The rents are considered restricted because they are supported with financing that require long-term income and rent restrictions. As a result, the rent levels are set below the market rate thereby decreasing the property's appraised value. Gap financing, such as the HOME Loan and the other governmental sources are in place in order to allow for continuing affordability. The appraised value meets the underwriting standards for the must-pay permanent superior lender. The Department is comfortable with recommending the HOME Loan as described under these circumstances.

PARTICIPATING PARTIES:

- A. Developer - The developer of record is Enterprise Housing Corporation, which is the sole member of EHC Mulberry at Park, LLC, which in turn is the general partner of Mulberry at Park Limited Partnership, a newly created single purpose entity. Enterprise Homes, Inc., will be the development consultant and a guarantor for the Project.
- B. General Contractor and Architect - Harkins Builders, Inc. will act as the general contractor and post a payment and performance bond. Marks, Thomas Architects will provide architectural services.

MINUTES

DHCD - cont'd

C. Participating Lenders

Bank of America - 1st, 3rd, and 5th lien construction, 1st and 4th lien permanent

Bank of America/Merrill Lynch, or its affiliate (BOA), is providing three loans: a construction/permanent loan in the approximate amount of \$2,700,000.00 (the BOA Permanent Loan), a construction loan in the approximate amount of \$11,800,000.00 (the BOA Bridge Loan), and a subordinated construction/permanent loan in the approximate amount of \$1,400,000.00 (the BOA Subordinate Loan).

The BOA Permanent Loan will be in first-lien position, accrue interest at a rate of approximately 5.75% and will have a permanent loan term of 18 years following completion of construction with principal amortizing over 30 years.

The BOA Bridge Loan will be in third-lien position during construction, have an interest rate equal to the 30-day LIBOR Market Index Rate plus approximately 275 basis points, and have a term of 24 months plus any applicable extensions. Interest only payments will be required. The BOA Bridge Loan is expected to be repaid from installments of tax credit equity.

The BOA Subordinate Loan will be in fifth lien position during construction and fourth lien position after the BOA Bridge Loan is repaid. The BOA Subordinate Loan will have an interest rate of 0% and will have a term of 30 years. The BOA Subordinate Loan is expected to be forgiven at maturity.

MD CDA - RENTAL HOUSING PROGRAM - 2nd lien construction/permanent

The Community Development Administration (CDA), a unit of the Division of Development Finance of the Maryland Department of Housing and Community Development, will be providing a loan from

MINUTES

DHCD - cont'd

its Rental Housing Production Program funds in an approximate amount of \$1,484,000.00 (the State Loan). The State Loan will be in second-lien position. Interest on the State Loan will accrue on sums advanced at the rate of 0% and the loan will have a permanent term of 40 years. The Borrower will make annual contingent payments of principal and interest based on available cash flow as required by CDA following payment of Project expenses authorized by CDA (including superior loan payments) so as to fully amortize the principal sum by the maturity date. Any interest and principal not paid because of insufficient surplus cash will accrue and defer and be paid each subsequent payment date to the extent there is sufficient surplus cash. The State Loan will be long-term, subordinate, non-recourse debt.

BALTIMORE CITY HOME PROGRAM - 4th lien construction/3rd lien permanent

The City is making a construction/permanent loan from amounts available under the HOME Program in the principal amount not to exceed \$870,000.00 (the HOME Loan). The HOME Loan will be in fourth-lien position until the repayment of the BOA Bridge Loan at which point it will move into third lien position for the permanent loan period. The construction loan period will be for a term not to exceed 24 months from the date of closing (the HOME Loan Construction Loan Period). The permanent loan period will be 40 years commencing at the end of the HOME Loan Construction Loan Period (the HOME Loan Permanent Loan Period). The interest rate charged on the Home Loan will be 0%.

MINUTES

DHCD - cont'd

The final day of the HOME Permanent Loan Period is the HOME Loan Maturity Date. No payments on the HOME Loan will be required during construction, but during the HOME Loan Permanent Loan Period, contingent annual payments on principal and interest will be due from available cash flow based on CDA requirements following payment of Project expenses authorized by CDA. Any such payments due and owing but unable to be made will be deferred in accordance with CDA requirements. The outstanding principal balance, plus any deferred and accrued payments, will be due and payable on the HOME Loan Maturity Date. The HOME Loan will be long-term, subordinate, non-recourse debt.

FEDERAL HOME LOAN BANK LOAN - 6th lien construction/5th lien permanent

Enterprise Housing Corporation will provide a deferred loan in an approximate amount of \$500,000.00 (AHP Loan) with proceeds of a grant from the Federal Home Loan Bank of Atlanta's Affordable Housing Program. The AHP Loan will be in the fifth-lien position until the repayment of the BOA Bridge Loan. During the construction loan period of the AHP Loan, no interest will be charged on the outstanding principal balance of the AHP Loan. The permanent loan period of the AHP Loan will be 40 years commencing at construction completion and during such period, interest on the AHP Loan will accrue at 1.00% simple interest per annum.

MBE/WBE PARTICIPATION:

Article 5, Subtitle 28 of the Baltimore City Code Minority and Women's Business Program is fully applicable and no request for a waiver or exception has been made.

MINUTES

DHCD - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$870,000.00	9910-923006-9609	9910-907718-9610
Federal Home	Home FY-2014	Mulberry at Park
FY 2014	Reserve	Apartments

This transfer will provide Federal HOME funds to the Mulberry at Park Limited Partnership to support a portion of the construction and construction-related costs for 68 residential units known as Mulberry at Park Apartments.

UPON MOTION duly made and seconded, the Board approved the HOME Investment Partnerships Program Loan to the Mulberry at Park Limited Partnership. The Board further authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review and approval for form and legal sufficiency by the Department of Law. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with GBAHC Park Heights Homes, LLC for the sale of the City-owned lot located at 2617 Violet Avenue.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - Purchase price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in the property. The purchase will be financed through private funding.

The project will consist of the vacant lot being used as greenspace for the property the developer owns 2619 Violet Avenue. The property is located in the Park Circle Neighborhood.

The authority to sell the property comes from the Park Heights Urban Renewal Plan, approved by the Mayor and City Council of Baltimore by Ordinance No. 14-297, dated October 1, 2014.

The property is valued at \$1,000.00. Pursuant to the Baltimore City Appraisal Policy, properties assessed below \$2,500.00 by the State Department of Assessments and Taxation does not have to be appraised for value. As such, appraisals are not necessary for these properties.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with GBAHC Park Heights Homes, LLC for the sale of the City-owned lot located at 2617 Violet Avenue.

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

1253

All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDERS

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

Department of Transportation

- | | | | | |
|----|--|-------------------|-----|---|
| 1. | EWO #001, \$0.00 - TR 14005, Resurfacing Highways at Various Locations Northeast, Sector I | | | |
| | \$1,867,821.89 - | M. Luis Construc- | 120 | - |
| | | tion Co., Inc. | | |

The 120-day time extension will allow the contractor to complete additional work. The contract completion date was March 26, 2015. The new extension date is July 24, 2015.

- | | | | | |
|----|---|-----------------|---|---|
| 2. | EWO #004, (\$211,425.72) - TR 10302, Replacement of Fort Avenue Bridge over CSXT Railroad | | | |
| | \$6,927,766.00 \$188,620.00 | American Infra- | - | - |
| | | structure-MD, | | |
| | | Inc. | | |

The overrun and underrun balance each other out.

This Expenditure Authorization is necessary for payment of overrun items, deduction of amounts not paid due to underrun or not used items, and to balance out the subject contract.

MINUTES

Employees' Retirement System (ERS) - Subscription Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Board of Trustees of the Employees' Retirement System Subscription Agreement with RCPDirect II Feeder, LP.

AMOUNT OF MONEY AND SOURCE:

\$4,000,000.00 - approximately of ERS assets

No General Fund monies are involved in this transaction.

BACKGROUND/EXPLANATION:

The RCPDirect II Feeder, LP, managed by RCP Advisors 2, LLC, RCPDirect II Feeder, LP is a limited partnership that makes private equity co-investments in the lower middle market.

All investment management fees and expenses (1.0% plus an additional 10% profits share after a preferred return to limited partners) will be expended from the ERS. RCP Advisors 2, LLC will be managing approximately \$4,000,000.00 of ERS assets in the RCPDirect II Feeder, LP fund.

The ERS Board of Trustees is currently an investor in two other RCP Advisors private equity funds. With the recommendation of the ERS investment consultant, Marquette Associates, the Board voted to invest in RCPDirect II Feeder, LP.

The annual fees for this contract are less than \$50,000.00 and consequently, MBE/WBE utilization requirements do not apply.

MINUTESEmployees' Retirement System - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Board of Trustees of the Employees' Retirement System Subscription Agreement with RCPDirect II Feeder, LP. The Comptroller **ABSTAINED**.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to purchase incentive cards from various vendors for Dating Matters Program.

AMOUNT OF MONEY AND SOURCE:

\$2,500.00	-	100 Downtown Locker Room Gift Cards
1,250.00	-	50 Family Dollar Stores of Maryland, Inc. Gift Cards
2,500.00	-	100 Shoppers Food Warehouse Gift Cards
1,250.00	-	50 AMC Theaters Gift Cards
9.95	-	Shipping and handling
\$7,509.95	-	4000-428515-3160-271400-604051

(300 incentive cards @ \$25.00 each)

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to youth in the Office of Youth Violence Prevention - Dating Matters Program as a way of rewarding them for achievements such as, progress in school, etc. They will also be given to the youths to help with their living situations such as, purchase of hygienic products, clothing, etc. as needed.

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

MINUTES

Health Dept. - cont'd

This policy has been reviewed by both the Solicitor's Office and by the Department of Audits. Consistent with the original Board of Estimates approval, all requests for payment for the incentive cards are subject to the Department of Audits approval.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to purchase incentive cards from various vendors for Dating Matters Program.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Ms. Paulette Tucker for the month of August 2014.

AMOUNT OF MONEY AND SOURCE:

\$15.98 - 1001-000000-3100-295900-604003
Uniform Expenses

BACKGROUND/EXPLANATION:

Ms. Tucker misplaced her paperwork. Therefore, her expense statement was not processed in a timely manner. The Bureau of School Health has instituted measures to ensure that expense statements are processed on time. The Department apologizes for the lateness.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expense statement for Ms. Paulette Tucker for the month of August 2014.

MINUTES

Health Department - Agreements, Amendment to Transfer Agreement, and Notification of Grant Award

The Board is requested to approve and authorize execution of the Agreements and Amendment to Transfer Agreement and to approve and authorize acceptance of the Notification of Grant Award.

1. **PARK WEST HEALTH SYSTEM, INC.** **\$150,000.00**

Account: 5000-569715-3023-274410-603051

The organization will provide non-medical case management services or client outreach services. Clients will be assessed for Ryan White Part B eligibility (HIV status, residency, income, and insurance) and will sign all agency forms. A bio-psychosocial assessment will be completed and an action plan will be developed outlining the goals and objectives for each client. Referrals will be made and documented follow-ups will be conducted on referrals until they are resolved. The period of the Agreement is July 1, 2014 through June 30, 2015.

2. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$298,849.00**

Account: 5000-569715-3023-274408-603051

The JHU AIDS Service (JHUAS) is a multidisciplinary program of over 180 practitioners dedicated to treatment and prevention of HIV infection. JHUAS will provide, through Project LINK, a readiness program that uses a multidisciplinary approach to address barriers by offering individualized and tailored support for medication adherence and retention in care. Interventions include: 1) individual nurse education sessions; 2) case management support to facilitate rapid access to needed services; 3) group education and support sessions that are curricula driven; and 4) peer navigators to provide support and reinforcement of the clinical principles of medication adherence. The period of the agreement is July 1, 2014 through June 30, 2015.

MINUTES

Health Department - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$82,733.00**

Account: 4000-424515-3023-599630-603051

The JHU AIDS Service (JHUAS) is a multidisciplinary program of over 180 practitioners dedicated to treatment and prevention of HIV infection. Through the substance abuse program, JHUAS will provide integrated behavioral care for HIV positive patients with co-occurring substance abuse and mental health disorder, who also receive medical care from JHUAS. Techniques used in the delivery of services include motivational interviewing, Cognitive Behavioral Treatment, and combines pharmacotherapy for mental health illness and counseling by a drug addict specialist. Counseling strategies include individual and group meetings with the substance abuse counselor. The period of the Agreement is July 1, 2014 through June 30, 2015.

MWBOO GRANTED A WAIVER.

4. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$27,601.00**

Account: 4000-425615-3023-599613-603051

The JHU School of Medicine will provide Medical Case Management services to support women through the perinatal period with referrals to HIV and non-HIV resources not offered through other regular case management. Services will be directed to immediate problem solving provided by a peer client advocate and will include, but are not limited to, assistance with: legal, financial, housing, transportation and other psychosocial issues that will support the pregnant women with the ultimate goal of prevention of mother to child transmissions of HIV and maintenance or improvement in maternal health.

MINUTESHealth Department - cont'd

The Agreements are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manages Ryan White Part B, D, and State Special Funds 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.

5. **DEPARTMENT OF RECREATION AND PARKS** **\$33,000.00**

Account: 4000-433515-3024-295917-603051

The Department will provide senior center service to older adults residing in the Cherry Hill and neighboring communities of Baltimore City. The organization will also provide adults ages 60 and over in the Cherry Hill Community with recreational programming two days per week under the mandates of the Older Americans Act funding. The services will be held at the Middle Branch Rowing Facility located at 3301 Waterview Avenue. The period of the agreement is May 1, 2015 through September 30, 2015.

AUDITS REVIEWED AND HAD NO OBJECTION.

AMENDMENT TO TRANSFER AGREEMENT

6. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 0.00**

On November 5, 2014, the Board approved the original agreement with JHU School of Medicine for the transfer of operations of the School Based Health Centers (SBHC) and School Health Suites (SHS) at KIPP Ujima/KIPP Harmony Schools, located at 4701 Greenspring Ave., Baltimore, MD 21209. The transfer of operations was to begin on March 2, 2015.

MINUTESHealth Department - cont'd

Since renovations at the KIPP Ujima/KIPP Harmony School will not be completed until June 30, 2015, the parties want to amend the original agreement to change the start date to July 1, 2015, and the Department signatory from Jacquelyn Duval-Harvey, Interim Health Commissioner to Leana S. Wen, M.D., M.Sc., Commissioner of Health.

NOTIFICATION OF GRANT AWARD (NGA)7. **MARYLAND DEPARTMENT OF AGING** **\$2,939,592.00**

Account:	4000-433515-3024-268400-404001	\$ 845,035.00
	4000-432915-3024-268400-404001	\$1,083,917.00
	4000-432915-3024-268400-404001	\$ 559,562.00
	4000-432915-3024-268400-404001	\$ 36,842.00
	4000-432915-3024-268400-404001	\$ 364,288.00
	4000-432915-3024-268400-404001	\$ 49,948.00

The original NGA was approved on February 25, 2015 in the amount of \$709,515.00. This grant is contingent upon approval of the FY15 Federal Appropriation of funds for the Administration of the Older Americans Act.

Approval of this NGA will allow the Department to provide coordinated and accessible services for seniors in Baltimore City.

This revised NGA in the amount of \$2,939,592.00 reflects an increase from the original funding for FY15, making the total NGA amount \$3,649,107.00. The period of the agreement is October 1, 2014 through September 30, 2015.

MINUTES

Health Dept. - cont'd

8. **MARYLAND DEPARTMENT OF AGING** \$ **5,307.00**

Account: 4000-433415-3023-273300-404001

On August 20, 2014, the Board approved the original FY15 NSIP NGA for the amount of \$81,933.00, for the period of April 1, 2014 through March 31, 2015.

The revised NGA in the amount of \$5,307.00 reflects an increase from the original funding for FY15.

This award will provide funds to support public education about health insurance plan options to Baltimore City senior residents and their families. These funds will also supplement the Senior Information & Assistance program.

This Agreement is late because the Department just received the information on March 12, 2015.

MBE/WBE PARTICIPATION:

N/A

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreements and the Amendment to Transfer Agreement. The Board further approved and authorized acceptance of the Notification of Grant Award. The President **ABSTAINED** on item nos. 2, 3, 4, 5, and 6.

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 of action brought by Mr. Timothy Ashe.

AMOUNT OF MONEY AND SOURCE:

\$80,000.00 - 1001-000000-2041-716700-603700

BACKGROUND/EXPLANATION:

On January 16, 2011, around 12:20 a.m., Officer Rassi was working uniformed patrol in the area of 400 E. Lombard Street, when he observed a black vehicle illegally parked in a tow away zone. There was no operator in the vehicle and the stereo was playing loudly. As the Officer approached the vehicle the owner later identified as Plaintiff Timothy Ashe, came out of a business in the block. At some point a verbal confrontation ensued. Defendant Rassi called for back-up units. When officers ordered Plaintiff to sit on the curb he refused. Officer Drummond alleges that Plaintiff lunged at him with his fist balled, and that Officer Drummond stepped back and delivered two strikes to Plaintiff's face with his fist. Plaintiff was placed in handcuffs, and then placed in the police transport wagon where he was transported to Maryland General Hospital and then to Central Booking for processing. Plaintiff incurred medical and dental expenses of over \$55,000.00 as a result of his injuries.

As a result of the incident, Plaintiff Ashe filed suit seeking in excess of \$75,000.00 in compensatory and \$1,000,000.00 in punitive damages for each of the counts asserted in the Complaint. Because of conflicting factual issues, questions regarding probable cause, and objective injuries to Plaintiff as a result of the incident, and given the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$80,000.00 in return for a dismissal of the litigation.

MINUTES

Dept. of Law - cont'd

Based on a review of the facts and legal issues specific to this case, the Settlement Committee of the Law Department recommends that the Board of Estimates approve the settlement of this case as set forth herein.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release of action brought by Mr. Timothy Ashe.

MINUTES

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

The Board is requested to approve a refund of real property taxes for Mr. Gary Schoppert, claimant:

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
GARY P. SCHOPPERT	302 Taplow Rd.	2014/2015	\$7,707.06

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. In order to avoid interest being paid, the refund must be made within 60 days of the application. Mr. Schoppert filed his application on March 30, 2015.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Gary Schoppert, claimant.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contracts

listed on the following pages:

1268 - 1269

to the low bidders meeting the specifications,

and rejected the bid as indicated

for the reasons stated.

The Comptroller voted **NO** on item no. 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|--|------------------------------|---------------------|
| 1. | B50003935, Install
& Service Rental
Storage Lockers for
Pools | Tiburon Lockers (USA)
LLC | Revenue
Contract |
|----|--|------------------------------|---------------------|

(Dept. of Recreation & Parks)

This is a revenue contract with the City receiving 10% of gross receipts estimated at \$100,000.00 (\$20,000.00 annually) during the contract period.

MWBO GRANTED A WAIVER.

- | | | | |
|----|--|--------------------------------|----------------|
| 2. | B50003952, Provide
Personnel for CCTV
Monitoring | Crown Security System,
Inc. | \$2,225,610.00 |
|----|--|--------------------------------|----------------|

(Mayor's Office of
Criminal Justice,
Police Dept.)

MWBO SET GOALS OF 15% MBE AND 0% WBE.

MBE:	Aasim Security Agency, Inc.	15%
-------------	--------------------------------	-----

MWBO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

3. B50003978, Portable Correlli, Inc. \$ 99,450.00
Air Compressor with
Trailer

(Dept. of General
Services)

On May 9, 2014, it was determined that no goals would be set because of no opportunity to segment the contract.

MWBOO GRANTED A WAIVER MAY 9, 2014.

4. B50003997, Welding Airgas USA, LLC \$ 150,000.00
Equipment & Supplies

(Department of General
Services)

MWBOO GRANTED A WAIVER.

MINUTES

Bureau of Water and Wastewater - 2015 Sewer Surcharge Abatement

ACTION REQUESTED OF B/E:

The Board is requested to concur with an abatement of the 2015 Sewer Surcharge assessed to Joe Corbi's Wholesale Pizza, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Article 25 of the Baltimore City Code (2000 ed., as amended) grants the City the authority to assess industries a sewer surcharge for industrial waste. Industries are billed in advance each January covering the period January 1 through December 31 of each billing year. Joe Corbi's Wholesale Pizza, Inc. was originally assessed \$2,099.65 for Calendar Year 2015. However, in a letter dated March 17, 2015, Merritt-DJ1, LLC terminated the lease for Joe Corbi's Wholesale Pizza, Inc. located at the premises known as 1416-38 Desoto Road, Baltimore, Maryland 21230. Therefore, the Pollution Control Section has requested that the 2015 Sewer Surcharge assessed to Joe Corbi's Wholesale Pizza, Inc. be abated.

The Bureau agreed that abatement was warranted. As neither Joe Corbi's Wholesale Pizza, Inc. nor Merritt-DJ1, LLC has paid the annual surcharge assessment, a refund would not be necessary.

UPON MOTION duly made and seconded, the Board approved the abatement of the 2015 Sewer Surcharge assessed to Joe Corbi's Wholesale Pizza, Inc.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Rummel, Klepper & Kahl, LLP, under Project No. 1180.2 WC 1287 and WC 1288 Small Water Main Replacement and Rehabilitation Design at Various Locations. The period of the Agreement is effective upon Board approval for two years or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$899,923.78 - 9960-905721-9557-900020-703032

BACKGROUND/EXPLANATION:

Rummel, Klepper & Kahl, LLP will provide water main design and engineering services related to the existing water infrastructure that has been identified by the City at various locations for replacement and/or rehabilitation. The scope of work includes preparation of contract documents including plans, specifications, cost estimates, permit applications, community outreach meetings, right-of-ways, etc.

MBE/WBE PARTICIPATION:

MBE: Dhillon Engineering, Inc.	\$223,711.59	24.85%
DM Enterprises of Baltimore, LLC	10,161.25	1.13%
Baker Engineering, Inc.	9,585.25	1.07%
WBE: J.A. Rice, Inc.	\$73,005.18	8.11%
Phoenix Engineering, Inc.	17,648.67	1.96%

MINUTES

DPW/Office of Engineering & Constr. - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,000,000.00	9960-909100-9558	
Water Rev.	Constr. Res. Water	
Bonds	Infrastructure	
	Rehab	
\$ 899,923.78	" "	9960-905721-9557-3
		Engineering
100,076.22		9960-905721-9557-9
		Administration
<u>\$1,000,000.00</u>		

The funds are required to cover the cost for the design of Project 1180.2 WC 1287 & WC 1288 Small Water Main Replacement and Rehabilitation Design at Various Locations.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with Rummel, Klepper & Kahl, LLP, under Project No. 1180.2 WC 1287 and WC 1288 Small Water Main Replacement and Rehabilitation Design at Various

MINUTES

DPW/Office of Engineering & Constr. - cont'd

Locations. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Public Works and - Baltimore County Water Rates
Department of Finance

ACTION REQUESTED OF B/E:

The Board is requested to approve a new metered water and fire service rate for Baltimore County residents, as proposed by Baltimore County in a communication dated March 24, 2015.

AMOUNT OF MONEY AND SOURCE:

Approximately a 15% increase over the current rates for Baltimore County residents which became effective July 1, 2010.

BACKGROUND/EXPLANATION:

These rates are submitted to the Board for concurrence in accordance with the terms of the Metropolitan District Act of 1924, as amended. Under the Act, the City is obligated to provide water to Baltimore County at cost. Revenue from these proposed rates will be used to fund Baltimore County's share of expenditures in Baltimore City Water Utility operation. If revenues from billings to County customers exceed the cost, the City remits the excess to the County, if there is a shortfall, the County must pay the difference. If agreed to, these rates will be applied to all Baltimore County water bills issued on and after July 1, 2015.

MINUTES

DPW and Dept. of Finance - cont'd

Metered Water Rate Schedule Applicable to
Baltimore County

Minimum Quarterly Charges

<u>Meter Size</u>	<u>Consumption Allowed</u>	<u>Minimum Charge</u>
5/8"	1,000 Cubic Feet	\$ 16.73
3/4"	1,800 Cubic Feet	\$ 30.12
1"	4,000 Cubic Feet	\$ 66.94
1-1/2"	7,000 Cubic Feet	\$ 117.15
2"	16,000 Cubic Feet	\$ 267.78
3"	28,000 Cubic Feet	\$ 468.60
4"	64,000 Cubic Feet	\$1,071.10
6"	115,000 Cubic Feet	\$1,924.64
8"	180,000 Cubic Feet	\$3,012.47
10"	255,000 Cubic Feet	\$4,267.67
12" and larger	455,000 Cubic Feet	\$7,614.86

Quarterly Consumption Charge

First 1,000,000 cubic feet per quarter or fraction thereof -
\$16.73 per 1,000 cubic feet

Over 1,000,000 cubic feet per quarter or fraction thereof -
\$11.12 per 1,000 cubic feet

The following changes to the various Rate Codes for Baltimore County are to be made effective on July 1, 2015:

MINUTES

DPW and Dept. of Finance - cont'd

Rate Code - Description	Change
51 - Regular Accounts	Apply new Metered Water Rate Schedule
53 - Metered Fire Service	Increase annual service charge to \$254.44 and apply quarterly consumption charges
58 - Special Customers	All consumption to be charged at \$11.12 per 1,000 cubic feet
97 - City Property in the County	Apply new Metered Water Rate Schedule

Metered Fire Service should be billed at the new rate effective July 1, 2015.

UPON MOTION duly made and seconded, the Board approved the new metered water and fire service rate for Baltimore County residents, as proposed by Baltimore County in a communication dated March 24, 2015.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
WBE: Shalom Catering Corporation	8% \$136,911.00	7%
MR Enterprises, Inc.	2% <u>50,082.98</u>	<u>2%*</u>
	\$186,993.98	9%

*Maximum amount allowed for expenditures from non-manufacturing suppliers.

MWBOO FOUND VENDOR IN COMPLIANCE.

3. ABB INC. \$100,000.00 Renewal
 Contract No. 08000 - Process Control Service and Parts -
 Department of Public Works, Bureau of Water and Wastewater
 - P.O. No. P520280

On May 16, 2012, the Board approved the initial award in the amount of \$200,000.00. This sole renewal in the amount of \$100,000.00 is for the period May 16, 2015 through May 15, 2017. The above amount is the City's estimated requirement.

4. SOLUTIONSWERKS, INC. \$ 0.00 Renewal
 Contract No. B50001909 - Technical Services for Liquid
 Oxygen Plants - Department of Public Works, Bureau of Water
 and Wastewater - P.O. No. P517183

On May 25, 2011, the Board approved the initial award in the amount of \$850,000.00. The award contained two 1-year renewal options. On April 16, 2014, the Board approved the first renewal in the amount of \$570,000.00.

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

*According to the contracting agency, there was very little requirement for hauling work during this period.

MWBOO FOUND VENDOR IN COMPLIANCE.

6.	PARAGARD DIRECT	\$ 59,780.00	Renewal
	Contract No. 08000 - Paragard IUD - Health Department - P.O. No. P526935		

On April 16, 2014, the Board approved the initial award in the amount of \$59,780.00. The award contained three 1-year renewal options. This renewal in the amount of \$59,780.00 is for the period April 9, 2015 through April 8, 2016, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

7.	CHESAPEAKE UNIFORM RENTAL LLC d/b/a LORD BALTIMORE UNIFORMS	\$400,000.00	Renewal
	Contract No. B50002829 - Industrial Work Uniforms - Departments of Public Works, General Services and Others - P.O. No. P523185		

On April 10, 2013, the Board approved the initial award in the amount of \$297,344.00. The award contained one 1-year renewal option. Subsequent increases have been approved.

This sole renewal in the amount of \$400,000.00 is for the period April 15, 2015 through April 14, 2017. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

It will also allow investigations to be conducted simultaneously by the Police, ATF, ICE and DEA. The ADACS and its software are proprietary and allowing other vendors to upgrade or service the system would void any coverage.

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 (e)(i) of the City Charter the procurement of the equipment and/or service is recommended.

- | | | | |
|-----|---|---------|-----------|
| 14. | THE WATERS COMPANY | \$ 0.00 | Extension |
| | Contract No. B50001371 - Tire Repair and Maintenance Supplies - Department of General Services - P.O. No. P513788 | | |

On April 14, 2010, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. All renewals have been exercised. Authority is requested to approve a three month extension to allow continuity of supplies while a new solicitation is advertised and awarded. The period of the extension is May 1, 2015 through July 31, 2015.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
WBE: Sreansis, LLC	\$ 2,316.00	.33%
The Well Workplace, LLC dba Well Advantage	2,200.00	.31%
Curry Printing & Copy Center	<u>116,500.00</u>	<u>16.55%</u>
	\$121,016.00	17.19%

MWBOO FOUND VENDOR IN COMPLIANCE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Informal Awards, Renewals, Increases to Contracts, and Extensions. The Board further approved and authorized execution of the Seventh Amendment to Agreement with Express Scripts, Inc. (item no. 15).

MINUTES

Department of Finance - PILOT Agreement Template

ACTION REQUESTED OF B/E:

The Board is requested to approve the submitted Payment in Lieu of Taxes (PILOT) Agreement Template. The Board is further requested to authorize the Director of Finance to execute the individual PILOT Agreements in the form of the Template with the entities listed therein or their subsidiaries (the Owners), subject to review and approval for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

No City funds are requested at this time and the PILOTS will have no impact on City revenue.

BACKGROUND/EXPLANATION:

The Housing Authority of the City of Baltimore (HABC) is a public corporation of the State of Maryland, separate from the City of Baltimore and established to serve the City. The HABC owns and operates the largest inventory of affordable housing in Maryland, with over 11,000 public housing units available to the City's most vulnerable residents. The HABC is the fifth largest public housing authority (PHA) in the country.

Public housing has been inadequately funded by the Federal government, which has been solely responsible for paying for the program for many years. As a result, there is a loss of 10,000 to 15,000 public housing units nationwide each year. Baltimore has felt the pinch of underfunding and has lost public housing units. In addition, the remaining stock of public housing is in desperate need of rehabilitation. The HABC estimates that its entire portfolio requires about \$800,000,000.00 of capital improvements.

MINUTES

Department of Finance - cont'd

Recently, in order to address the shortfall of capital funds for public housing, Congress passed the Rental Assistance Demonstration (RAD) Program. The HABC applied for the conversion of about 4,200 public housing units under the RAD. The U.S. Department of Housing and Urban Development (HUD) approved the HABC's applications. The RAD allows the HABC to convert its current public housing subsidy to a Project Based Housing Choice Voucher, the effect of which is to allow the HABC to attract about \$350,000,000.00 of new capital in the form of federal, state, and private funds for the repair and maintenance of its properties.

The HABC properties, including the properties covered by this request, are currently governed by a Cooperation Agreement between the City and the HABC which, among other things, allows for a PILOT by the HABC for its properties. The PILOT calls for a payment of 10% of the shelter rents collected by the HABC, which is 10% of the revenue collected directly from tenants. Due to the financing structure that will be necessary to support the rehabilitation work in the RAD properties, the HABC will ground lease the land under the buildings and sell its ownership interest in the buildings to a new owner entity that will be partly owned by the HABC. The effect of this new ownership will be that the properties are no longer covered by the Cooperation Agreement.

In order to maintain the existing property tax status, the HABC has requested and the Department supports a new PILOT Agreement for each RAD property. The owners will be entities controlled by a partnership between the HABC and the indicated development partners. Each owner will be eligible to receive a PILOT under Section 12-104 of the Housing and Community Development Article of the Annotated Code of the State of Maryland.

MINUTES

Department of Finance - cont'd

The PILOT is necessary to preserve the properties' present tax levels, which are in turn necessary to raise sufficient capital for rehabilitation. Without the PILOTs, these properties would not be financeable, would not be able to take advantage of the RAD program, and the HABC would not be able to secure the significant capital resources necessary to complete the full modernization and updates to these buildings.

The RAD properties are in various stages of completing their financing. They should all close by the fall of 2015. The financing is being secured for the State of Maryland and the HUD, which must complete their reviews before the transactions can close. The executed PILOTs are a necessary part of completing that review. The executed PILOT agreements must be provided before loan commitments can be issued and loans closed.

Because there are 12 individual PILOTs that will all be identical, the Department is proposing that the PILOT Agreement Template be approved and the Director of Finance be authorized to execute these PILOT agreements, one for each project, at such time as they become necessary to complete the transactions.

A list of the RAD properties, the unit count, the HABC developer partner, and the addresses is set forth below. The names of the ultimate ownership entities are not shown as they will be created as part of the closing process for each transaction.

MINUTES

Department of Finance - cont'd

Project Name	Units	Developer	Management Officer Address
Allendale	164	Enterprise Home	3600 W. Franklin Street, 21229
BE Mason	223	PIRHL	2121 Windsor Gardens Lane, 21207
McCulloh Extension	349	The Community Builders	501 Dolphin Street, 21217
PVG - Townhouses	201	Michaels Group	201 N. Aisquith Street, 21202
PVG - Senior	110	Michaels Group	202 N. Aisquith Street, 21202
Primrose Place	125	CHP - French Company	820 S. Caton Avenue, 21229
Chase House	189	Homes for America	1037 Cathedral Street, 21201

MINUTES

Department of Finance - cont'd

Project Name	Units	Developer	Management Office Address
The Brentwood	149	Telesis Corporation	401 E. 25 th Street, 21218
Bel Park Tower	253	Landex Development	3800 W. Belvedere Avenue, 21215
Wyman House	168	Pennrose Development	123 W. 29 th Street, 21218
Hollins House	130	CPDC	1010 W. Baltimore Street, 21223
Lakeview Tower	301	Landex Development	717 Druid Park Lake Drive, 21217

MBE/WBE PARTICIPATION:

Per the HABC, the MBE policy is attached to the PILOT Agreement.

UPON MOTION duly made and seconded, the Board approved the submitted Payment in Lieu of Taxes (PILOT) Agreement Template. The Board further authorized the Director of Finance to execute the individual PILOT Agreements in the form of the Template with the entities listed therein or their subsidiaries (the Owners), subject to review and approval for form and legal sufficiency by the Department of Law. The President voted **NO**.

MINUTES

Department of Finance/Office - Renewal of FY 15 Flood
of Risk Management _____ Insurance _____

ACTION REQUESTED OF B/E:

The Board is requested to approve the renewal of flood insurance for the Baltimore City Police Headquarters and Annex Buildings. This policy is written through the National Flood Services and renews April 22, 2015.

AMOUNT OF MONEY AND SOURCE:

\$45,652.00 - 2043-000000-1450-162900-603014

BACKGROUND/EXPLANATION:

On September 13, 2003, storm surge and heavy rain from Hurricane Isabel flooded the basement of the Baltimore City Police Headquarters Building to a depth of 22". A claim was made with the Federal Emergency Management Agency (FEMA). The Public Assistance reimbursement has been approved. Since the facility is located in a 100-year floodplain, distribution of FEMA Public Assistance is contingent on securing and maintaining of coverage for flood.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of flood insurance for the Baltimore City Police Headquarters and Annex Buildings.

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. Melissa R. Hyatt Sheree Briscoe	Leadership for New Era, The 2015 Public Safety Summit Boston, MA April 24 - 26, 2015 (Reg. Fee \$0.00)	Asset Forfeiture Fund	\$2,072.00
The airfare was pre-paid on a City issued credit card assigned to Tribhuvan Thacker. Therefore the amount to be disbursed to Ms. Hyatt is \$664.00.			
2. Stephanie E. Melnick Michael C. Martin Shivdayal Bawa Aileen Villodas Joseph D. Fisher Troy Blackwell Benjamin M. Critzer Jorge O. Bernardez- Ruiz John D. Gossett Neil D. Worrell Dean M. McFadden Michael J. Rocks Jr.	Top Gun MD-XIV Training Ft. Indiantown Gap, PA April 26 - May 2, 2015 (Reg. Fee. \$50.00 ea.)	MD State Police	\$ 600.00

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire Department</u>			
3. Niles R. Ford	Metropolitan Fire Chiefs' Conf. Las Vegas, NV Apr. 29 - May 3 2015 (Reg. Fee \$350.00)	General Funds	\$2,756.13

The subsistence for this location is \$167.00 per day. The hotel cost is \$199.00 per night, plus hotel taxes and fees of \$48.88 per night. The Department is requesting additional subsistence of \$32.00 per night for the hotel balance and \$40.00 per day for meals and incidentals. The airfare in the amount of \$1,194.61 was prepaid on a City-issued purchasing card assigned to Mr. James Fischer and the registration in the amount of \$350.00 was prepaid using a City-issued purchasing card assigned to Mr. Niles R. Ford. The amount to be disbursed to Mr. Ford is \$1,211.52.

Mayor's Office of Emergency Management

4. Connor Scott	National Prepared- ness Leadership Initiative Cambridge, MA April 25 - May 2, 2015 (Reg. Fee \$6,100.00)	FY 2014 State Homeland Security Program	\$6,100.00
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The registration fee covers tuition, housing, meals and classroom materials meals for both the opening and concluding sessions and was paid by Requisition No. R693589. Mr. Scott will be driving a City vehicle to travel to the training.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Transportation</u>			
5. Adrienne Barnes	2015 Conference of Minority Transportation Officials Boston, MA July 11 - 15, 2015 (Reg. Fee \$710.00)	General Funds	\$2,093.09

The registration fee in the amount of \$710.00 was pre-paid on a City-issued credit card assigned to Dharendra Sinha. The amount to be disbursed to Ms. Barnes is \$1,383.09.

BCHD/Maternal and Infant Care Program

6. Sandra Haskett LaTarsha Henderson	Dance Fundamentals Training Denver, CO May 4 - 8, 2015 Denver, CO (Reg. Fee \$0.00)	DHMH Home Visiting Grant, DHMH Child Health System Improvement Grant	\$3,157.04
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The conference ends on May 07, 2015 at 5:00 p.m. the attendees will not have adequate time to make the last flight out of Denver, CO. Therefore, the Department is requesting that the attendees be allowed to return on May 8, 2015.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
7. Shaaron Phillips	American Water Works Association Annual Conference & Exposition "Uniting the World of Water" Anaheim, CA June 6 - 11, 2015 (Reg. Fee \$795.00)	Water Utility Fund	\$2,741.00

The subsistence rate for this location is \$209.00 per night. The cost of the hotel is \$199.00 per night, plus hotel taxes of \$35.00 per night. The Department is requesting additional subsistence of \$30.00 per day for meals and incidentals. The registration fee in the amount of \$795.00 was pre-paid on a City-issued credit card assigned to Lorenzo Garrett. The amount to be disbursed to Ms. Phillips is \$1,946.00.

RETROACTIVE TRAVEL APPROVALHealth Department

8. Christian Fuller	The Community of Practice for Public Health Improvement Open Forum for Quality Improvement in Public Health San Antonio, TX Mar. 18 - 21, 2015 (Reg. Fee \$125.00)	General Funds	\$1,009.34
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MINUTES**RETROACTIVE TRAVEL APPROVAL**

Health Dept. - cont'd

On March 18 - 21, 2015, Mr. Fuller traveled to San Antonio, Texas to attend the above referenced forum.

The subsistence rate for this location was \$181.00 per night. The cost of the hotel was \$129.95 per night plus hotel taxes of \$21.77 per night. The cost of the airfare was \$360.20 and the registration was \$125.00. Mr. Fuller personally incurred the cost of the airfare, taxi, hotel, hotel taxes, food, and registration, for which reimbursement is requested.

Mr. Fuller's request for one additional night stay was granted because the last flight from Texas to Baltimore on Friday, March 20, 2015 would arrive in Baltimore at midnight. Mr. Fuller booked the first available flight on Saturday, March 21, 2015 to return to Baltimore.

This weekend travel request is late because of the transition of leadership in the Health Department between the time of the initial approval and the event.

TRAVEL REIMBURSEMENT

\$ 360.20	- Airfare
32.00	- Taxi
389.85	- Hotel (\$129.95 x 3)
65.31	- Hotel taxes (\$21.77 x 3)
36.98	- Food
125.00	- Registration
<u>\$1,009.34</u>	

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>			
9. Peter Keith	Strategic Invest- ment Conference San Diego, CA Apr. 29 - May 2, 2015 (Reg. Fee \$2,195.00)	Special Funds F&P	\$3,754.99

The subsistence for this location is \$213.00 per day. The hotel cost is \$259.00 per night plus hotel taxes. The Department is requesting additional subsistence of \$46.00 per night for the hotel balance and \$40.00 per day for meals and incidentals.

Department of Housing & Community Development

10. James Hicks	NeighborhoodWorks Training Institute (Fed.) Kansas City, MO May 3 - 6, 2015 (Reg. Fee \$329.00)	CDBG	\$ 746.50
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The airfare and local ground transportation will be paid by the Neighborhood America, the Conference Sponsor. Mr. Hicks is a Board member of the Neighborhood Housing Services of Baltimore. The amount to be disbursed to Mr. Hicks is \$746.50.

UPON MOTION duly made and seconded, the Board approved the foregoing travel requests, the retroactive travel approval, and the travel reimbursement. The Comptroller **ABSTAINED** on item no. 9.

MINUTES

Department of Transportation - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to approve a correction to and reaffirm its endorsement of the Governmental/Charitable Solicitation Application to be submitted to the Board of Ethics of Baltimore City on behalf of the Department of Transportation to solicit donations for the Department's "Born to Ride" program. The program that will hold its funds in an account with the Baltimore City Foundation, a 501 (c) (3) non-profit organization. The period of the campaign will be effective upon Board approval through March 27, 2016.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction. The donations will be solicited from local and national businesses that identify with the "Born to Ride" cause.

BACKGROUND/EXPLANATION:

The original request to the Board on February 04, 2015 and the application had an incorrect ending date of March 27, 2015. The correct ending date is March 27, 2016.

The Department of Transportation is launching its inaugural Born to Ride Program. A program designed to teach children the fundamentals of bicycle safety. In addition, Born to Ride will also secure future resident retention by granting the gift of bicycle ownership to individuals that may not otherwise have access to a bicycle. As the Department of Transportation works to improve bicycle safety, infrastructure, and accessibility, it has become apparent that a grassroots effort is needed to move this initiative forward.

MINUTES

Department of Transportation - cont'd

In 2014, the Department launched its' Safe Routes to School Program, a platform that uses a Federal grant to create secure travel routes for students who walk and bicycle to school. Born to Ride would serve as a complement to the Safe Routes to School program, providing students from these schools an opportunity to participate in the program.

To qualify for the Baltimore City Foundation's account, the Department must first obtain an endorsement from the Board of Estimates. The City intends to enlist the help of the Baltimore City Foundation, the City's 501(c) (3), to secure donations from local and national businesses that support the Born to Ride cause. As a City agency, the Department is prohibited from using its' funds to purchase items outright for charitable donations.

The 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.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved the correction to and reaffirmed its endorsement of the Governmental/Charitable Solicitation Application to be submitted to the Board of Ethics of Baltimore City on behalf of the Department of Transportation to solicit donations for the Department's "Born to Ride" program.

MINUTES**PERSONNEL** - Employment Agreements

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

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Board of Liquor License Commissioner</u>		
1. DIANE ROBERTS	\$18.00	\$10,000.00

Account: 1001-000000-2501-259500-601063

Ms. Roberts will serve as a Contract Specialist II (Liquor Board Inspector II). Her duties will include, but are not limited to conducting routine inspections of licensed locations, conducting compliance checks, conducting inspections of one day liquor licensed events, responding to 311 complaints and issues as delegated by the Liquor Board Chief Inspector and/or Inspector III staff members, conducting investigations on licensed establishments under the supervision of Liquor Board staff, assisting in the Liquor Board renewal process, making deliveries of paperwork, and posting signage for the Liquor Board for new applications and/or transfer. The period of the Agreement is effective upon Board approval for one year.

State's Attorney's Office

2. BLAKE B. BARON	\$33.20	\$39,840.00
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Account: 5000-504715-1150-118300-601009

Mr. Baron will serve as a Contract Services Specialist II (Assistant State's Attorney). His duties will include, but are not limited to preparing and trying cases of various complexities as well as a wide-range of other legal matters. The period of the Agreement is effective upon Board approval for one year.

MINUTES

PERSONNEL - cont'd

THE EXPENDITURE CONTROL COMMITTEE REVIEWED AND RECOMMENDED APPROVAL.

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

MINUTES**PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/
Office of Engineering and
Construction - WC 1336, Sidewalk Restoration
BIDS TO BE RECV'D: 05/27/2015
BIDS TO BE OPENED: 05/27/2015

2. Department of Public Works/
Office of Engineering and
Construction - WC 1228R, Ashburton
Washwater Lake Dam Stream
Stabilization
BIDS TO BE RECV'D: 06/17/2015
BIDS TO BE OPENED: 06/17/2015

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 dates 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

April 21, 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 - 79, City Council President and members of the Board of Estimates, BOE

Agenda dated April 22, 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 April 22, 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 Addenda extending the dates for receipt and opening of bids on the following contracts. There were no objections.

Department of Transportation - TR 15008R, Urgent Need Contract
Citywide
BIDS TO BE RECV'D: 05/06/2015
BIDS TO BE OPENED: 05/06/2015

Bureau of Purchases - B50004014, Paving Materials
(Hot & Cold Patch)
BIDS TO BE RECV'D: 05/06/2015
BIDS TO BE OPENED: 05/06/2015

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

Department of Transportation - TR 15014, Resurfacing Highways
Southeast Sector IV

Manuel Luis Construction Co., Inc.
P. Flanigan & Sons, Inc.

MINUTES

Department of Public Works - SC 939, Maiden's Choice Pressure Sewer Condition Assessment and Uplands Sewer Replacement

NO BIDS WERE RECEIVED

Bureau of Purchases - B50004028, Tandem Axle Tractors

Beltway International, LLC
Harbor Truck Sales & Service
d/b/a Baltimore Freightliner

Bureau of Purchases - B50004007, Baltimore Convention Center Removal and Reinstallation of Pavers

*Walter Brown Roofing, LLC
Innovative Building Solutions
E&R Services, Inc.
DSM Properties, LLC
D&B Construction, Inc.

Bureau of Purchases - B50003917, Unidirectional Flushing of Various Water Distribution Systems

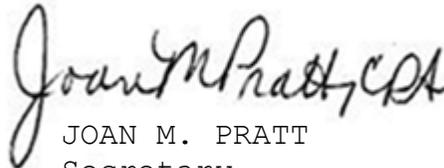
Wachs Valve and Hydrant
Services, LLC

*UPON FURTHER MOTION, the Board found the bid of Walter Brown Roofing, LLC **NON-RESPONSIVE** because of the company's failure to proffer the bid guarantee as mandated by the solicitation instructions.

MINUTES

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There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 29, 2015.



JOAN M. PRATT
Secretary