

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

President: "Good Morning, the September 16, 2015, meeting of the Board of Estimates is now called to order. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. I will direct the Board members attention to the memorandum from my office dated September 14, 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."

Deputy City Solicitor: "I MOVE to approve the items on the routine agenda."

Comptroller: "Second."

President: "All those in favor say AYE. All those opposed, NAY. The Motion carries, the routine agenda has been adopted."

\* \* \* \* \*

**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:

|  |                  |
|--|------------------|
| Barco Enterprises, Inc.                | \$ 6,966,000.00  |
| Elite Sheet Metal Works, Inc.          | \$ 1,500,000.00  |
| Homewood General Contractors, Inc.     | \$ 8,000,000.00  |
| Ligon & Ligon, Inc.                    | \$ 52,146,000.00 |
| Mid-Atlantic General Contractors, Inc. | \$ 5,544,000.00  |

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:

|  |  |
|--|--|
| Chesapeake Environmental<br>Management, Inc. | Engineer<br>Land Survey<br>Landscape Architect |
| Coastal Resources, Inc.                      | Engineer<br>Landscape Architect                |
| Columbia Engineering, Inc.                   | Engineer                                       |

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

**MINUTES**

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

**ACTION REQUESTED OF B/E:**

The Board is requested to approve an adjustment to certain rates at the City-owned Caroline 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 this monthly rate charged at the Caroline Street Garage in line with its surrounding facilities, the PABC staff developed the submitted rate adjustment recommendations. These rate adjustments were unanimously approved by the PABC Board of Directors.

## MINUTES

PABC - cont'd

| Location               | Proposed Transient Rate Changes |              |               |                  | Proposed Monthly Rate Changes |               |                  |
|------------------------|---------------------------------|--------------|---------------|------------------|-------------------------------|---------------|------------------|
| Caroline Street Garage | <b>Regular Transient Rates</b>  |              |               |                  | <b>Rate Monthly Rate</b>      |               |                  |
|                        |                                 | Current Rate | Proposed Rate | Last Rate Change | Current Rate                  | Proposed Rate | Last Rate Change |
|                        | Up to 1 hour                    | \$ 6.00      | \$ 7.00       | June 2014        | Regular Rate                  | \$ 125.00     | \$ 130.00        |
|                        | Up to 2 hours                   | \$ 7.00      | \$ 8.00       | June 2014        |                               |               |                  |
|                        | Up to 3 hours                   | \$ 8.00      | \$ 9.00       | June 2014        |                               |               |                  |
|                        | Up to 4 hours                   | \$ 9.00      | \$ 10.00      | June 2014        |                               |               |                  |
|                        | Up to 5 hours                   | \$ 10.00     | \$ 11.00      | June 2014        |                               |               |                  |
|                        | 6 hrs to 12 hrs                 | \$ 13.00     | \$ 14.00      | June 2014        |                               |               |                  |
|                        | 13 hrs to 24 hrs                | \$ 14.00     | \$ 15.00      | June 2014        |                               |               |                  |
|                        | Thurs & Fri eves                | \$ 4.00      | \$ 5.00       | June 2014        |                               |               |                  |
| Sat & Sun all day      | \$ 4.00                         | \$ 5.00      | June 2014     |                  |                               |               |                  |
|                        |                                 |              |               |                  |                               |               |                  |

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to certain rates at the City-owned Caroline Street Garage that is managed by the PABC.



**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 at the City-owned Little Italy 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 charged at the Little Italy Garage in line with its surrounding facilities, the PABC staff developed the submitted rate adjustment recommendation. This rate adjustment was unanimously approved by the PABC Board of Directors.

## MINUTES

PABC - cont'd

| Location               | Proposed Transient Rate Changes | Proposed Monthly Rate Changes |               |                  |
|------------------------|---------------------------------|-------------------------------|---------------|------------------|
| Little Italy<br>Garage | No proposed rate adjustments    | <b>Regular Monthly Rate</b>   |               |                  |
|                        |                                 | Current Rate                  | Proposed Rate | Last Rate Change |
|                        |                                 | Regular Rate \$120.00         | \$125.00      | August 2014      |

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the monthly rate at the City-owned Little Italy Garage that is managed by the PABC.

**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 rates at the City-owned West 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 rates charged at the West Street Garage in line with its surrounding facilities. The PABC staff developed the submitted rate adjustment recommendation. This rate adjustment was unanimously approved by the PABC Board of Directors.

## MINUTES

PABC - cont'd

| Location                           | Proposed Transient Rate Changes | Proposed Monthly Rate Changes               |                |          |                |
|------------------------------------|---------------------------------|---|----------------|----------|----------------|
| West Street Garage                 | No proposed rate adjustments    | <b>Regular Monthly Rate</b>                 |                |          |                |
|                                    |                                 | Current Rate Proposed Rate Last Rate Change |                |          |                |
|                                    |                                 | Regular Rate (24/7)                         | \$115.00       | \$120.00 | September 2014 |
|                                    |                                 | Brickhead Lot                               | \$ 70.00       | \$ 75.00 | September 2014 |
|                                    |                                 | Transfer rate ( to Wall Street garage)      | \$110.00       | \$120.00 | September 2014 |
| Rooftop rate ( Wall Street garage) | \$130.00                        | \$135.00                                    | September 2014 |          |                |

**MBE/WBE PARTICIPATION:**

N/A

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved the adjustment to the monthly rates at the City-owned West Street Garage that is managed by the PABC.

MINUTES

EXTRA WORK ORDERS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

3286 - 3287

The EWOs were reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

The Transfer of Funds was approved,

SUBJECT to the receipt of a favorable report

from the Planning Commission, the Director

of Finance having reported favorably thereon,

in accordance with the provisions of

the City Charter.

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

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

Department of Transportation

1. EWO #004, \$3,130,875.48 - TR 05308, Dundalk Avenue Street-scape from Eastern Avenue to the City Line
- 
- |                 |                |                         |      |   |
|-----------------|----------------|-------------------------|------|---|
| \$14,163,131.25 | \$4,616,908.15 | Civil Construction, LLC | 90   | - |
|                 |                |                         | Days |   |

2. **TRANSFER OF FUNDS**

|                       |  |  |
|-----------------------|--|--|
| \$2,889,833.73        | 9950-944002-9507                             | 9950-903453-9508-2                       |
| Federal               | Construction Reserve - Reserve for Closeouts | Contingencies Dundalk Avenue Streetscape |
| 936,915.02            | 9962-938001-9563                             | 9962-914059-9562-2                       |
| <u>Other</u>          | Construction Res. Unallocated                | Contingencies Conduit System             |
| <b>\$3,826,748.75</b> |  |  |

This transfer will cover the deficit and fund the costs associated with Change Order No. 4 on Project TR 05308, Dundalk Avenue Streetscape from Eastern Ave. to the City Line with Civil Construction, LLC in the amount of \$3,141,123.62.

3. EWO #019, (\$77,243.45) - TR 03316, Rehabilitation and Streetscape of Eastern Avenue from Lehigh Street to the City Line
- 
- |                |                |                             |   |   |
|----------------|----------------|-----------------------------|---|---|
| \$6,225,353.25 | \$1,412,224.46 | M. Luis Construc. Co., Inc. | - | - |
|----------------|----------------|-----------------------------|---|---|

This EWO provides for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the contract.

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

|    | <u>Contract</u>   | <u>Prev. Apprvd.</u> | <u>Time</u>              | <u>%</u>           |
|----|---|----------------------|--------------------------|--------------------|
|    | <u>Awd. Amt.</u>  | <u>Extra Work</u>    | <u>Contractor</u>        | <u>Ext. Compl.</u> |
| 4. | EWO #025, (\$197,978.08) - TR 04311, Pennington Avenue<br>Bascule Bridge Rehabilitation |                      |                          |                    |
|    | \$14,530,627.00   | \$11,411,264.60      | Cianbro Corpora-<br>tion | - -                |

This EWO provides for payment of overrun items, deduction of amounts not needed due to underrun or not used items, and to balance out the contract.

Department of Public Works/Off. of Engineering and Construction

|    |  |        |                     |              |
|----|--|--------|---------------------|--------------|
| 5. | EWO #001, \$0.00 - S.C. 905, Improvements to Sanitary Sewers<br>in the Northern Region of the High Level Sewershed |        |                     |              |
|    | \$9,863,875.00   | \$0.00 | Spiniello Companies | 180 -<br>CCD |

This EWO will facilitate emergency sanitary sewer repairs at Washington and Eager Streets. Portions of unused items of work as bid under S.C. 905 will be used to fund these repairs.

MINUTES

TRANSFERS OF FUNDS

\* \* \* \* \*

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

3289

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.



**MINUTES****TRANSFER OF FUNDS**

| <u>AMOUNT</u>                          | <u>FROM ACCOUNT/S</u>   | <u>TO ACCOUNT/S</u>  |
|--|---|--|
| <u>Department of General Services</u>  |   |  |
| 1. <b>\$200,000.00</b><br>General Fund | 9916-904845-9194<br>Capital Constr.<br>& Maintenance -<br>Reserve | 9916-906963-9197<br>Firehouse Kitchen<br>Renovations -<br>Active |

Numerous firehouse kitchens throughout the City are aged, dilapidated and in need of replacement. This transfer will allow replacement for multiple kitchens and interior renovations within the firehouses.

**MINUTES**

Health Department - Consultant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Tiffany Skinner, RN. The period of the agreement is July 1, 2015 through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$50,000.00 - 4000-425516-3110-306500-603018

**BACKGROUND/EXPLANATION:**

The Adult Evaluation and Review Services (AERS) is a Maryland Medicaid Program. It provides comprehensive evaluations for aged and functionally disabled adults who need long-term care and are not at risk for institutionalization.

The Consultant will perform on-site face-to-face evaluations of clients in the community, enter all information regarding the InterRAI Home Care Assessment Evaluation and Plan of Services into the Long-Term Services and Support Maryland Tracking System for submission to the Department of Health and Mental Hygiene (DHMH). She will submit all evaluations and completed DHMH forms to the Department's AERS program staff.

The agreement is late because the Department was waiting for signatures.

**MWBOO GRANTED A WAIVER.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Tiffany Skinner, RN.

**MINUTES**Health Department - Employee Expense Statements

The Board is requested to approve the Employee Expense Statements from the various agencies for the following employees.

1. **ARDIE SHAW** **\$ 57.50**

Account: 5000-532815-3044-273300-603002

2. **CANDICE NICHOLS** **\$ 83.89**

Account: 5000-535415-3044-273300-603002

The Employee Expense Statement forms were submitted on time, but they were lost during routing. During an audit by the accountant, the original expense was discovered.

3. **KAREN SOLOMON** **\$250.09**

Account: 4000-422715-3080-279200-604003

Ms. Solomon submitted her expense statement and appropriate back up documents on time, but they were never received at the Department's administrative office for processing.

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 Employee Expense Statements from the various agencies for the above-listed employees.

**MINUTES**

Department of General Services - Amendment No. 2 to Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreement with Murphy & Dittenhafer, Inc., for Project 1125M, On-Call Architectural Consulting Design Services. The Amendment No. 2 extends the Agreement through September 11, 2016.

**AMOUNT OF MONEY AND SOURCE:**

N/A - Funds will be identified as Tasks are processed.

**BACKGROUND/EXPLANATION:**

On September 12, 2012, the Board approved the original agreement for two years with an upset dollar limit of \$748,836.69. On September 10, 2014, the Board approved a one-year extension which expired on September 11, 2015. Due to extra work that needs to be assigned to Murphy & Dittenhafer, Inc. by the Department of General Services, an increase of contract length is needed.

**MBE/WBE PARTICIPATION:**

The Consultant will comply with the MBE goal of 27% and WBE goal of 9% that was approved in the original agreement for Project 1125M.

**AUDITS NOTED THE TIME EXTENSION AND WILL REVIEW TASK ASSIGNMENTS.**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 2 to Agreement with Murphy & Dittenhafer, Inc., for Project 1125M, On-Call Architectural Consulting Design Services. The President voted  
**NO.**

**MINUTES**

Mayor's Office of Criminal Justice - Inter-Agency Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Inter-Agency Agreement with the Baltimore City Health Department. The period of the Inter-Agency Agreement is August 15, 2015 through June 30, 2016.

**AMOUNT OF MONEY AND SOURCE:**

\$25,000.00 - 4000-477515-2252-688000-607001

**BACKGROUND/EXPLANATION:**

On February 25, 2015, the Board approved a grant award for the Citywide Child Protection Review program. This grant provides funding for the Health Department, a sub-recipient, to perform child near-fatality review. The funding supports a consultant contract and a dedicated portion of the Child Fatality Review Director's salary.

The agreement is late because of the administrative process.

**APPROVED FOR FUNDS BY FINANCE**

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Inter-Agency Agreement with the Baltimore City Health Department.

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

| <u>Owner(s)</u>                                  | <u>Property</u>          | <u>Interest</u> | <u>Amount</u> |
|--|--------------------------|-----------------|---------------|
| <u>Department of Law - Payment of Settlement</u> |                          |                 |               |
| 1. Dorothy Osei Kuffour                          | 4721 Park Heights Avenue | L/H             | \$12,250.00   |

On January 14, 2015, the Board approved the acquisition of the leasehold interest in the property located at 4721 Park Heights Avenue for the fair market value of \$12,750.00, based upon an independent exterior appraisal report in 2014. An updated interior appraisal report revealed that the property valuation was \$17,400.00. The bank that held the mortgage on the property was due \$65,000.00. The bank commissioned a valuation report which indicated a value of \$45,000.00. At a pre-trial conference, the parties agreed to settle the case for \$25,000.00. Therefore, the Board is requested to approve an additional \$12,250.00 (i.e. the total settlement of \$25,000.00 minus the prior approval of \$12,750.00).

Funds are available in account 9910-903183-9588-900000-704040.

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

**MINUTES**

Department of Public Works - Leak Detection Pilot  
Project Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Leak Detection Pilot Project Agreement with Echologics, LLC. The period of the Agreement is for one year upon Board approval.

**AMOUNT OF MONEY AND SOURCE:**

\$0.00 - no funds required

**BACKGROUND/EXPLANATION:**

Echologics, LLC approached the City with an offer to supply and install a leak detection technology platform at agreed upon locations throughout the Baltimore Metro Water Distribution System. The Pilot Project will test the technology's effectiveness at detecting and correlating leaks within the system. It will test the performance of one permanent leak detection platform, which includes 40 acoustic nodes that will be placed throughout the extended downtown area. Echologics, LLC and the City agreed to conduct this Pilot Project at absolutely no cost or expense for the City pursuant to the terms of the Agreement.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Leak Detection Pilot Project Agreement with Echologics, LLC.

**MINUTES**

Department of Recreation and Parks - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of the Grant Award with the National Recreation and Parks Association (NRPA) in partnership with the National Recreation Foundation (NRF). The period of the award is August 20, 2015 through December 23, 2015.

**AMOUNT OF MONEY AND SOURCE:**

\$5,000.00 - 6000-604915-4803-371500-406001

**BACKGROUND/EXPLANATION:**

The NRPA, in partnership with the NRF, awarded the grant to the Department to further promote the national Commit to Health Initiative. This is a continuation of the NRPA/Walmart Out-of-School Time Grant awarded earlier this year for the purpose of implementing a nutrition literacy curriculum in 15 Camp Baltimore centers during Summer 2015. This funding will provide nutrition and physical activity resources for program participants and their families to encourage greater acceptance of the Commit to Health Initiative's nutrition and physical activity standards, as a way of promoting healthier lifestyles for the citizens of Baltimore.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Grant Award with the National Recreation and Parks Association in partnership with the National Recreation Foundation.



**MINUTES**

Baltimore City Fire Department - Grant Award

**ACTION REQUESTED OF B/E:**

The Board is requested to approve acceptance of additional funds to the Fireman's Fund Heritage Grant Award.

**AMOUNT OF MONEY AND SOURCE:**

\$2,500.00 - 6000-604315-2142-229500-605007

**BACKGROUND/EXPLANATION:**

On February 11, 2015, the Board approved the original grant award for \$12,500.00. This grant is intended for the shared support of the Department's ability to provide necessary equipment to safely achieve its mission of protecting the citizens of Baltimore City with the purchase of thermal imaging cameras. On August 24, 2015, the Department was notified that additional funds were being awarded for the Fireman's Fund Heritage Grant.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved acceptance of additional funds to the Fireman's Fund Heritage Grant Award.

**MINUTES**

Mayor's Office of Employment - Notice of Grant Award and  
Development (MOED) Inter-governmental Agreements

The Board is requested to approve and authorize acceptance of the Notice of Grant Award and approve and authorize execution of the Inter-governmental Agreements. The period of the Grant Award and Inter-governmental Agreements is July 1, 2015 through June 30, 2017, unless stated otherwise.

GRANT AWARD

1. **MARYLAND DEPARTMENT OF LABOR, LICENSING AND REGULATION** **\$4,899,073.00**

Account: 4000-807416-6312-456000-404001

The Grant Award is for the One Baltimore for Jobs Initiative. This a demonstration project operated by MOED, which will use resources to strengthen the current workforce development system and initiate innovative practices to reach communities that have been previously disconnected from services. The grant funds will increase access to occupational skills training, reduce barriers to employment and training, support community based projects, and establish linkages to career opportunities for Baltimore City residents between the ages of 16-29.

INTER-GOVERNMENTAL AGREEMENTS

2. **MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES - DIVISION OF PAROLE AND PROBATION** **\$ 500,000.00**

Account: 5000-804816-6396-456000-405001

This Inter-governmental Agreement funds the Baltimore City Re-Entry Center, operated by MOED. It is an innovative program that offers comprehensive services essential to successful ex-offender re-entry. The grant funds will support services provided at the Re-Entry Center or through its referral network which include: linkages to housing, securing State-issued identification cards, assistance with addressing child support arrearages, occupational skills training, education, and job placement.

## MINUTES

MOED - cont'd

The period of the Award is July 1, 2015 through June 30, 2016.

3. **MARYLAND STATE DEPARTMENT** **\$ 510,906.00**  
**OF JUVENILE SERVICES**

Account: 4000-809516-6331-456000-404001

The PACT Center integrates evening reporting/supervision with assessments, service planning, and transition to community-based placements for youth as an alternative to secure detention. The Grant funds will provide youth with connections to targeted services to meet their personal, mental health, academic, and career goals.

The Notice of Grant Award and the Inter-governmental Agreements are late because of the late notification of approval from grantor.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Grant Award. The Board further approved and authorized execution of the Inter-governmental Agreements.

**MINUTES**

Mayor's Office of Employment - Notice of Grant Award  
Development (MOED)

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize acceptance of the Notice of Grant Award. The period of the award is July 1, 2015 through June 30, 2017.

**AMOUNT OF MONEY AND SOURCE:**

| <b><u>Original Amounts</u></b> | <b><u>Accounts</u></b>         |
|--------------------------------|--------------------------------|
| \$ 196,091.00                  | 4000-807516-6312-456000-404001 |
| 2,468,102.00                   | 4000-806416-6313-456000-404001 |
| 204,392.00                     | 4000-806716-6312-456000-404001 |
| <b><u>\$2,868,585.00</u></b>   |                                |

**BACKGROUND/EXPLANATION:**

The MOED, in partnership with core partners, will design and deliver Workforce Innovation and Opportunity Act (WIOA)-funded services to adults, dislocated workers, and youth. The award will be utilized for specific program costs associated with providing eligible youth, adults and employers with coordinated employment and training activities which include, but are not limited to: labor market information, career assessment, specific skills training, job readiness training, pre-vocational training, other intensive services and workforce development supportive services.

The Notice of Grant Award is late because of the late notification of approval from grantor.

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Notice of Grant Award.

**MINUTES**

Department of Transportation - Ratification of Addendum  
No. 1 to Grant Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to ratify Addendum No. 1 to the Grant Agreement for the Maryland Bikeways Program Grant with the Maryland Department of Transportation (MDOT). This Addendum No. 1 to the Grant Agreement extends the period of the Grant through January 16, 2016.

**AMOUNT OF MONEY AND SOURCE:**

N/A

**BACKGROUND/EXPLANATION:**

On January 16, 2013, the Board approved the original Grant Agreement with the MDOT for the Maryland Bikeways Program for the period January 16, 2013 through January 16, 2015. The Grant Agreement was for the Baltimore City Waterfront Promenade Feasibility Assessment and Design Project.

The Addendum No. 1 will extend the period of the Grant Agreement through January 16, 2016, to allow additional time for the completion of the design of the project. All other terms and conditions of the original Grant Agreement remain unchanged. This request is late because of a miscommunication with the external agency.

**MBE/WBE PARTICIPATION:**

N/A

**AUDITS NOTED THE TIME EXTENSION.**

UPON MOTION duly made and seconded, the Board ratified the Grant Agreement for the Maryland Bikeways Program Grant with the Maryland Department of Transportation.

**MINUTES**

Department of Transportation - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Assignment of Task No. 20 to Whitman, Requardt & Associates under Project No. 1134, On-Call Traffic Engineering Studies.

**AMOUNT OF MONEY AND SOURCE:**

\$174,066.75 - 9950-913024-9508-900020-703032

**BACKGROUND/EXPLANATION:**

This authorization will permit an American with Disabilities Act self-evaluation of pedestrian facilities within the Central Business District (downtown) to identify existing barriers and insufficiencies to accessibility.

**MBE/WBE PARTICIPATION:**

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

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

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**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> |
|---------------------|-----------------------|---------------------|
| <b>\$191,473.43</b> | 9950-906023-9509      | 9950-913024-9508-3  |
| GF (HUR)            | Constr. Reserve       | Design and Study    |
|                     | Seton Hill Com-       | Seton Hill Complete |
|                     | plete Streets         | Streets             |

This transfer will fund the costs associated with Task No. 20, Project 1134, On-Call Traffic Engineering Studies with Whitman, Requardt & Associates.

UPON MOTION duly made and seconded, the Board approved the Assignment of Task No. 20 to Whitman, Requardt & Associates under Project No. 1134, On-Call Traffic Engineering Studies. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

**MINUTES**

Department of Transportation - Traffic Mitigation Agreement

**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with Duke Baltimore, LLC. The period of the Traffic Mitigation Agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$31,620.00 - 9950-917089-9512-900000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for the Chesapeake Area Building A-263 at Broening Highway and Holabird Avenue (Ward 26, Block 6871-C, Lot 1/5) constructing an industrial development with 263,500 sq. ft. The Developer agrees to make a one-time contribution in the amount of \$31,620.00 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Duke Baltimore, LLC.



**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 Calvert & Chase Corporation. The period of the Traffic Mitigation Agreement will commence upon Board approval and termination will be deemed in writing by the Department of Transportation.

**AMOUNT OF MONEY AND SOURCE:**

\$3,986.74 - 9950-905088-9512-900000-490375

**BACKGROUND/EXPLANATION:**

Baltimore City Ordinance 11-529, approved on May 9, 2012, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the Scope of Work for 201 S. Conkling St. (Ward 26, Section 16, Block 6302, Lot 001) constructing apartments with a total of 25,000 sq. ft. and 27 dwelling units. The Developer agrees to make a one-time contribution in the amount of \$3,986.74 to fund the City's multimodal transportation improvements in the Development's vicinity.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with Calvert & Chase Corporation.

**MINUTES**Circuit Court for Baltimore City - Transfer of LIFE-TO-DATE Sick Leave

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Veronica Ciarpella.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

| <u>Donors</u>            | <u>Days</u> |
|--------------------------|-------------|
| Jan Bowser               | 2           |
| Frank Broccolina         | 5           |
| Dana L. Buttion          | 2           |
| Michelle A. Chavis       | 3           |
| Penny C. George          | 5           |
| Christopher W. McKenziey | 5           |
| Kathleen Smith           | 3           |
| Stephanie Young-Medina   | <u>3</u>    |
| <b>Total</b>             | <b>28</b>   |

Ms. Ciarpella is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Ciarpella to remain in pay status.

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Veronica Ciarpella.

**MINUTES**

Circuit Court for Baltimore City - Transfer of LIFE-TO-DATE  
Sick Leave

---

The Board is requested to approve the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Robin Travis.

The transfer of sick leave days is necessary in order for the designated employee to remain in pay status with continued health coverage. The City employees have asked permission to donate the sick leave days that will be transferred from their LIFE-TO-DATE sick leave balances as follows:

| <u>Donors</u>      | <u>Days</u> |
|--------------------|-------------|
| Theresa A. Furnari | 5           |
| Penny C. George    | 5           |
| Teresa S. German   | 2           |
| Linda A. Mili      | <u>5</u>    |
| <b>Total</b>       | <b>17</b>   |

Ms. Travis is not a member of a union sick leave bank and is not eligible for membership in a union sick leave bank. All of her leave has been used. This transfer will allow Ms. Travis to remain in pay status.

**APPROVED FOR FUNDS BY FINANCE**

**THE LABOR COMMISSIONER RECOMMENDED APPROVAL.**

UPON MOTION duly made and seconded, the Board approved the transfer of LIFE-TO-DATE sick leave days from the listed City employees to the designated employee, Ms. Robin Travis.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONSVENDOR AMOUNT OF AWARD AWARD BASISBureau of Purchases

- |    |  |                |                |
|----|--|----------------|----------------|
| 1. | <u>SWARCO INDUSTRIES, INC.</u>   | <u>\$ 0.00</u> | <u>Renewal</u> |
|    | Contract No. B50003140 - Preformed Thermoplastic Pavement Markings - Department of Transportation - Req. No. Various |                |                |

On September 9, 2013, the City Purchasing Agent approved the initial award in the amount of \$19,405.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period September 10, 2015 through September 9, 2016.

- |    |   |                    |                |
|----|---|--------------------|----------------|
| 2. | WITMER PUBLIC SAFETY GROUP, INC. d/b/a MASON-DIXON FIRE EQUIPMENT   | <u>\$ 5,000.00</u> | <u>Renewal</u> |
|    | Contract No. B50003130 - Alco-Lite Fire Ladders - Baltimore City Fire Department - Purchase Order No. P524732 |                    |                |

On September 3, 2013, the City Purchasing Agent approved the initial award in the amount of \$25,000.00. The award contained three 1-year renewal options. On August 7, 2014, the City Purchasing Agent approved the first renewal in the amount of \$0.00. This second renewal in the amount of \$5,000.00 is for the period September 11, 2015 through September 9, 2016 with one 1-year renewal option remaining.

- |    |   |                    |                    |
|----|---|--------------------|--------------------|
| 3. | <u>AGILENT TECHNOLOGIES, INC.</u>   | <u>\$39,276.00</u> | <u>Sole Source</u> |
|    | Contract No. 08000 - Maintenance for the GC-MS Software Updates - Baltimore City Police Department - Req. No. R702610 |                    |                    |

Agilent Technologies, Inc. is the sole manufacturer and will be providing service on the GC-MS directly. They are the only provider of maintenance services. The software is currently in use by the Baltimore City Police Department.

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |  |              |         |
|--|--------------|---------|
| 4. BATTLE & BATTLE   | \$ 10,930.00 | Renewal |
| Contract No. B50002569 - Supply and Deliver a Variety of Batteries - Citywide - Purchase Order No. P521475 |              |         |

On September 19, 2012, the Board approved the initial award in the amount of \$35,515.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$10,930.00 is for the period November 11, 2015 through October 31, 2016.

- |  |              |         |
|--|--------------|---------|
| 5. UNIVAR USA, INC.  | \$ 50,000.00 | Renewal |
| Contract No. B50002133 - Sodium Hydroxide (25% Solution) - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P518556 |              |         |

On October 19, 2011, the Board approved the initial award in the amount of \$122,265.00. The award contained four 1-year renewal options. Subsequent renewals have been exercised. This final renewal in the amount of \$50,000.00 is for the period November 1, 2015 through October 31, 2016. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

- |   |              |         |
|---|--------------|---------|
| 6. STAUFFER GLOVE & SAFETY COMPANY  | \$100,000.00 | Renewal |
| Contract No. B50002098 - Steel-Toe Rubber Hip Boots - Department of Public Works - P.O. No. P528104 |              |         |

On October 5, 2011, the Board approved the initial award in the amount of \$44,457.00. The award contained three 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$100,000.00 is for the period September 28, 2015 through September 27, 2016. 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> |
|---------------|------------------------|--------------------|
|---------------|------------------------|--------------------|

Bureau of Purchases

9. **ITEM 1** - Supply of Liquid Chlorine in One Ton Container  
KUEHNE CHEMICAL COMPANY, INC.

**ITEM 2** - Supply of Liquid Chlorine in 150 LB Cylinders  
UNIVAR USA, INC.

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\$700,000.00

Renewal

Contract No. B50003713 - Liquid Chlorine - Department of Public Works, Bureau of Water and Wastewater - P.O. Nos. P529084 and P529085

On October 15, 2014, the Board approved the initial award in the amount of \$954,000.00. The award contained four 1-year renewal options. This renewal in the amount of \$700,000.00 is for the period of November 1, 2015 through October 31, 2016, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

10. **ITEM 1B**  
SIVELS TRANSPORTATION, INC.

**ITEMS #3A, #5A & #6**  
JUST-4-U TRANSIT, LLC

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\$ 0.00

Renewal

Contract No. B50002366 - General Charter Bus Transportation Service - Agencies Various - P.O. Nos. P521496 and P521504

On September 19, 2012, the Board approved the initial award in the amount of \$750,000.00. The award contained two 1-year renewal options. On October 8, 2014, the Board approved the first renewal in the amount of \$0.00.





## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

|  |  |                                |
|--|--|--------------------------------|
| 13. AIR AMBULANCE SPECIALISTS,<br>INC. | \$ 45,360.00<br><u>150,000.00</u><br><b>\$195,360.00</b> | Ratification and<br>Term Order |
|--|--|--------------------------------|

Contract No. 06000 - Non-Emergent Intra-Hospital Air Transportation Services - Health Department, Field Health Services - Req. No. R707251

Non-Emergent Air Transportation services for critical care patients are provided by the Maryland Department of Health and Mental Hygiene (DHMH) through the Transportation Grants Program. The DHMH protocol states "All Air Ambulance transport costs for Maryland Medicaid Recipient will be paid by the Baltimore City Health Department," through the Transportation Grants Program.

The Transportation Grants Program operated without a Program Director for several months, during which time procurement procedures were not followed and the vendor was not paid. The City did not establish a contract due to information from the State of Maryland that the State would be responsible for payment for these services. After the State informed the Health Department that it would not be responsible for payment, the Health Department was unable to submit necessary information to allow for timely payment. Although the vendor had not been paid, they continued to provide services to the City. Authority is requested to ratify payments to the selected vendor to pay outstanding invoices and to allow for future payments until a new contract can be established. The period of the ratification is April 1, 2015 through September 16, 2015. The period of the term order is September 17, 2015 through May 31, 2016. There are no renewals.



## 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>       |                        |                          |
|                                  | <u>Commitment</u>      | <u>Performed</u>         |
| <b>WBE:</b> The Donne Group, LLC | 4.4%                   | \$ 3,480.00 0.1%         |
| Hopkins Fuel Oil Co., Inc.       | 0%                     | 150,503.72 5.4%          |
| Cleo Enterprises, Inc.**         | <u>5.6%</u>            | <u>See note below</u>    |
|                                  | <b>10%</b>             | <b>\$153,983.72 5.5%</b> |

\*Phipps Construction Contractors, Inc. is no longer in business. Replaced by Hammerhead Trucking and Burley Construction.

\*\* Cleo Enterprises, Inc. is no longer certified at WBE with Baltimore City. Contractor has submitted an approved plan to achieve the WBE goal.

**MWBOO FOUND VENDOR IN COMPLIANCE.**K&K ADAMS, INC.

|   |            |                     |              |
|---|------------|---------------------|--------------|
| <b>MBE:</b> Dease Concrete Services, Inc. | 20%        | \$345,369.25        | 10.4%        |
| Ball & Breckenridge Trucking, Inc.        | 7.5%       | 0.00                |              |
| Solomon's Termite & Pest Control*         | 0          | 18,514.32           | 0.6%         |
| JJ Adams Fuel Oil Co., Inc.               | <u>0</u>   | <u>548,017.63</u>   | <u>16.5%</u> |
|   | <b>27%</b> | <b>\$911,901.20</b> | <b>27.5%</b> |
| <b>WBE:</b> Fallsway Trucking             | 10%        | \$ 96,280.62        | 2.9%         |
| Ball & Breckenridge Trucking, Inc.*       | 0          | 391,137.49          | 11.7%        |
| Barbie's Recycling & Hauling, Inc.*       | 0          | 15,159.50           | 0.5%         |
|   | <u>10%</u> | <u>\$502,577.61</u> | <u>15.1%</u> |

\*These companies have been approved for MBE/WBE participation.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

## 15. WASTE EQUIPMENT SALES

|   |              |           |
|---|--------------|-----------|
| AND SERVICE, LLC  | \$325,000.00 | Extension |
| Contract No. B50001524 - OEM Parts and Service for FUSO Mitsubishi Cab and Chassis Vehicles - Department of General Services, Fleet Management - P.O. No. P514834 |              |           |

On August 18, 2010, the Board approved the initial award. Subsequent actions were approved. Authority is requested to extend the current contract while a new solicitation (B50004299) can be advertised and awarded. The period of the extension is October 1, 2015 through January 31, 2016. The above amount is the City's estimated requirement.

**MWBOO GRANTED A WAIVER.**

## 16. DUNBAR ARMORED d/b/a

|  |              |          |
|--|--------------|----------|
| DUNBAR ARMORED, INC.   | \$ 40,000.00 | Increase |
| Contract No. B50003386 - Armored Transport Services - Department of Finance, Transportation, etc. - P.O. No. P528141 |              |          |

On July 23, 2014, the Board approved the initial award in the amount of \$41,255.59. The award contained three 1-year renewal options. Subsequent actions have been approved. The agency underestimated the amount needed. Therefore, an increase in the amount of \$40,000.00 is necessary to continue services through the remainder of this term. This increase in the amount of \$40,000.00 will make the award amount \$121,883.39. The contract expires July 31, 2016, with three 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

## MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the informal awards, renewals, increases to contracts, sole source, and extensions. The Comptroller **ABSTAINED** on item no. 14.

**MINUTES**

Department of Recreation and Parks - Task Assignment

**ACTION REQUESTED OF B/E:**

The Board is requested to approve the assignment of Task No. 31 to GWWO, Inc., under Project No. 1164, On-Call Architectural Design Services.

**AMOUNT OF MONEY AND SOURCE:**

\$120,709.71 - 9938-915051-9474-000000-703032

**BACKGROUND/EXPLANATION:**

The Consultant will provide design services in accordance with their proposal dated July 10, 2015. This task will include design services for the Winans Meadow Nature Center.

**MWBOO FOUND VENDOR IN COMPLIANCE.**

**APPROVED FOR FUNDS BY FINANCE**

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 31 to GWWO, Inc., under Project No. 1164, On-Call Architectural Design Services.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

UPON MOTION duly made and seconded, the Board  
awarded the formally advertised contracts

listed on the following pages:

3320 - 3352

to the low bidders meeting the specifications,  
or rejected bids on those as indicated

for the reasons stated.

The President voted

**NO** on item no. 1.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- |    |   |                 |
|----|---|-----------------|
| 1. | B50004056, Enterprise<br>Technology Staffing<br>Support | \$15,000,000.00 |
|    | Koniag Services, Inc.                                   |                 |
|    | TeleCommunication<br>Systems, Inc.                      |                 |
|    | Trigyn Technologies,<br>Inc.                            |                 |

The award is recommended to the three lowest responsive and responsible bidders who were found in compliance by MWBOO.

(MOIT, DPW, DOT, Others)

**MWBOO SET GOALS OF 27% MBE AND 10% WBE.**KONIAG SERVICES, INC.

**MBE:** Williams Consulting, LLC 28%

**WBE:** P.K.W. Associates, Inc. 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**TELECOMMUNICATION SYSTEMS, INC.

**MBE:** Bithgroup Technologies, Inc. 27%

**WBE:** Realistic Computing, Inc. 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

TRIGYN TECHNOLOGIES, INC.

**MBE:** UVS Info Tech, LLC 27%

**WBE:** RECA Technology, LLC 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

This staffing support contract will not be used to replace staff or services provided on B50003985 Telecommunications Improvement and Procurement Project (TIPP), which was opened on June 24, 2015 for VoIP, or other City information technology and telecommunications contracts separately solicited or awarded.

**A PROTEST WAS RECEIVED FROM SKYLINE NETWORK ENGINEERING, LLC D/B/A SKYLINE TECHNOLOGY SOLUTIONS.**

President: "The first item on the non-routine agenda can be found on page 42-43 item no. 1 (of agenda), Recommendation for Contract Awards and Rejection, Bureau of Purchases, B50004056, Enterprise Technology Staffing Support. Will the parties please come forward?"

Mr. Tim Krus: "Tim Krus, City Purchasing Agent. This is the award of Enterprise Technology Staffing Support to three vendors, Koniag Services, Inc., TeleCommunication Systems, Inc., and Trigyn Technologies in an estimated amount of \$15,000,000.00."

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

Bureau of Purchases - B50004056 - cont'd

Mr. Brian Holsonbake: "Good Morning, my name is Brian Holsonbake from Skyline Network Engineering. Uh, we filed the protest, we have several concerns about how the uh, -- other bids were reviewed. We were on the first uh -- recommendation for award and then another review came out where we were not on the bid for recommendations for award. We've done some research on some of the documents that were submitted as it relates to MBE and we feel that um our bid was the only one that had all the proper documentation submitted at time of submittal. So we were -- so our recommendation is that we are to look at that and to -- it's our understanding that if something that is not submitted with all the proper paperwork um -- is not to be permitted, so --"

President: "Madam Mayor."

Mayor: "It was my understanding that uh -- your client was added to the list of uh -- potential uh -- vendors for this contract, correct?"

Mr. Holsonbake: "Sorry ma'am, I do not--"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mayor: "This is about -- we had the one, two, and three and your client was number four, correct?"

Mr. Holsonbake: "Yes ma'am, we're -- under the second round we were rated number four."

Mayor: "But that was changed subsequently, correct or no?"

Mr. Krus: "No, Madam Mayor We -- we uh the Solicitation specifically stated that no more than three vendors would be awarded this contract and therefore, um Skyline Technologies was the fourth responsive and responsible bidder um and did not make award for that reason."

Mayor: "I'm sorry, I got, -- I thought that that was changed."

President: "Well, before you say anything um my only issue was -- with this whole process was um -- the last time it came before the Board, it had Skyline and it had um two other um, you know, subs on there and then when we got it again they were eliminated. That's why I asked for the uh deferral, because I couldn't clearly understand that. Mr. Krus explained that it was an administrative error."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Krus: "There were two administrative errors very rare but that did occur. One on Purchasing side, one on the MWBOO side. We caught those errors, corrected them, recalculated the award and um --"

Mr. Arthur Robinson: "May, I -- uh speak now?"

President: "Yeah, you can go ahead."

Mr. Robinson: "Arthur Robinson, um the issue is -- um like um Mr. Young, the President said, that we were on the first award and then amazingly we weren't on the -- um -- the award for the next week. Um, we were told about an administrative oversight that was never clarified for us. The thing that kind of stood out for us is that we were also told that there were MWBOO issues. And just like Mr. Krus said, they were later corrected. I been doing business with the City --"

Deputy City Solicitor: "Excuse me, just for the record, uh um Mr. Robinson, if you can clarify who you're with."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Robinson: "I'm with Full Circle Solutions, we are the minority MBE sub-contractor with Skyline. We are part of the Skyline team."

Deputy City Solicitor: "Ok, thank you, and just so the process goes orderly, anyone that speaks if you identify yourself and indicate where you're from, thank you."

Mr. Robinson: "And it's our understanding in this was part of um our supplemental protest um I've been doing business with the City for 20 years and it's always been the case where if your MBE/WBE paperwork was not correct, you were automatically disqualified. The fact that we're hearing that there were issues that were supplement -- subsequently fixed after bid opening and review seems very odd to me because for the past twenty years, these issues have always had to been taken care of prior to bid submission and bid opening. As part of the law and rules that um -- you guys, you know, put together for this program."

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

Bureau of Purchases - B50004056 - cont'd

The other thing is since the deferral as part of the supplement, we've had an opportunity to go back and review everyone else's bid and the public access copy located in the Comptroller's office, and what we've found was that every other vendor has um -- problems with their MBE paperwork which we've cited um -- in the supplemental, our complaint. Uh -- If you want, we could go through that. I know it was kind of lengthy and detailed but the reason why that was done that way is to give you a context of everything. And that if certain people were disqualified, then why were other people not disqualified? Because like I said, the rules that we've always lived under for the past 20 years have been um -- if your paperwork is not correct, then you're automatically disqualify um -- I'm looking at Mr. Young's copy now. Unfortunately, I guess his printout didn't come out as well as we hoped. Um, if we can, we can take five minutes, go right next door, and look at the public copies and their there. I apologize for the fact that the printouts didn't print out clearly. Of course, when we did it, it was clear on our screen, it was clear on our printout.

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

I'm looking at yours and I didn't realize that they look that horrible. Um -- but the public copies are in the office over here. They can take a look at them -- we can provide clearer copies if you want."

President: "Um, Ralph."

Deputy City Solicitor: "Uh, Mr. Robinson, you mentioned that there were uh -- issues that were subs -- subsequently corrected?"

Mr. Robinson: "No that's what Mr. Krus said."

Deputy City Solicitor: "Okay."

Mr. Krus: "Yeah, on 9/4/15, Skyline reached out after we -- we had told them on August 28<sup>th</sup> that the Board withdrew its recommendation of an award and a revised recommendation of an award would be forthcoming. Skyline reached out on 9/4/15. I -- I emailed to them, 'Please try to understand that there was no official recommendation because we withdrew our letter to the Board so that we could cure the administrative oversights."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

The three recommended awardees are indeed the three lowest responsive and responsible bidders on a solicitation that explicitly limited the number of awardees to three. There was nothing wrong with your bid.'--

Deputy City Solicitor: "Mr. Krus, let me just um -- clarify something. So, this subsequently corrected item that uh -- Mr. Robinson referred to is not something that was the bidders correcting subsequently?"

Mr. Krus: "No, the bidders did not correct these subsequently. Our process went along as it normally would. We withdrew the letter of recommendation of award to the Board, corrected the errors that we found, and came forth with the proper recommendation."

Comptroller: "Could you state what the errors were and how they were corrected?"



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Krus: "Well um, in the case of MWBOO uh -- they -- they revisited the determination on Koniag Services based on what they had submitted and determined that they were compliant. In the case of the Bureau of Purchases, Trigyn had been omitted in the shuffling of the paperwork between non-compliant and compliant vendors. Um -- once we realized that Trigyn was submitted to MWBOO for review and found to be compliant, and they were indeed the third responsive and responsible bidder. As a result of that, um -- Skyline became the fourth and was not eligible for award."

Mr. Robinson: "Um, what we found--"

President: "Can you talk in the mic?"

Mr. Robinson: "I'm sorry, what we found in the review of Trigyn in particular is that they listed the contract bid amount as TBD where they didn't list the bid amount. Where, in Koniag's case, we found that they listed the bid amount as \$48.9 million

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

dollars which doesn't agree with what their bid amount was and in TCS's case, we found that they did not identify any of their MBE/WBE subcontractors on their paperwork. Now, I'm no lawyer but if you go to Subtitle 28 of the City Law, it clearly states, you know, under Mandatory terms, that "must" and "shall" are each mandatory terms used to express a requirement or to impose a duty. Then, if you go to the actual utilization requirements, it says clearly that, um -- prior to bid opening, bidders must submit to the City the Certified Business Enterprise Participation statement including executed copies of Intent that specify. And then it goes through a whole list of details that - - but part of the that detail is identifying whether a subcontractor as a minority or as a Women Business Enterprise. TCS did not do that."

Comptroller: "Can you respond to his--"

Mr. Krus: "Uh, Courtney Billups from MWBOO can respond. But I - - I would like to make a point about the copies."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Um, Skyline did deliver a reasonably legible copy to my office as well as the Board and I immediately took that to Mr. Billups so that he could review this in detail."

Mr. Courtney Billups: "With resp-- Courtney Billups, Chief of the Minority and Women Business Opportunity Office. With respect to the issue of the sub-contract dollar amount, the Statement of Intent form specifically state um -- that the dollar amount may be omitted for requirements contracts. This was a requirements contract. There is no specified dollar amount so therefore the sub-contract dollar amount, the over --overall contract dollar amount is not relevant for our determinations when it comes to requirements contract. In fact, we had at least one firm that was found non-compliant because in their requirements portion - for their requirements contract, they put to be determined or up to 27%. That is not -- the requirement was 27%, they were found non-compliant based on that but for requirements contract, what is the responsive is the subcontractor percentage amount which was in this case 27% MBE and 10% WBE."

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

Bureau of Purchases - B50004056 - cont'd

Mr. Robinson: "Um, that is a new interpretation of the law. That has always been um -- I think what Mr. Courtney is referring to is on the other form where you label the -- where each MBE and WBE have to fill out specifically, that you're allowed to put in percentages there. That's the way it has been for the past 20 years. On the actual participation affidavit, it actually asks you for the contract amount, which in our experience has always equaled the amount of the bid, not on the um, what is this -- the prime contractor um -- Statement of Intent for each individual. Those are two different things. You're talking about page B-14 what we're talking about is page B -- I believe its page B-16, hold on for one second, I got it right here -- on page B-16."

Mr. Billups: "--You're referring to the prime contractor affidavit. In that case--"

Mr. Robinson: "Yes."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "If it's a requirements contract and what is required is the appropriate subcontractor percentage, not the dollar amount."

Mr. Robinson: "That's not what the -- the paperwork says, what the rules have been or have said. It says that on the other form you can do that, but not on that form. And then to further--"

Deputy City Solicitor: "Well, Mr. Robinson, look you would agree though that on a requirements contract, its -- what's not material is the uh -- dollar amount, because we don't know what what's going to be--"

Mr. Robinson: "Then if that's the case then how can you judge a bid on price? If price is not material, then, you know, because they put in their bid \$9,000,000.00 but they put on their MBE paperwork \$48,000,000.00. I mean, we're not talking rounding error here, you know, that's a big difference, so that is a glaring mistake. There's no way around that. In the past, that has been grounds for disqualification."

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

Bureau of Purchases - B50004056 - cont'd

Deputy City Solicitor: "Not on a requirements contract."

Mr. Robinson: "Absolutely. In my experience over the past 20 years, if you get the paperwork wrong, if your numbers don't agree, you're out."

Deputy City Solicitor: "And I agree with you. If its material, then that would be an issue, but--"

Mr. Robinson: "I think the difference between 48 and 9 million is definitely material. And that just one of the examples. What about the example of TCS not identifying their WBE or MBE's on their page B-14's?"

Mr. Billups: "They did in fact identify those firms. What you're suggesting is that they didn't circle MBE/WBE. Again, that's not material because we reviewed the uh -- certifications of those firms that are submitted and verified before we find them compliant, that they are in fact certified with the City--"

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

Bureau of Purchases - B50004056 - cont'd

Deputy City Solicitor: "Mr. Billups, you need to come a little closer."

Mr. Robinson: "That--"

Comptroller: "What did you say?"

Deputy City Solicitor: "Talk into the mic."

President: "You got to get up close to talk."

Mr. Billups: "What you're -- what you're stating is that -- uh -- is incorrect. They didn't identify their WBE and MBE subcontractor, your point is that they didn't circle MBE and WBE on those respective forms. That in fact, again, is not a material issue for us because we independently verify whether or not they are certified MBE's or WBE's with the City. In fact, some bidders actually submit the certification letters and their actual certificate of certification. But, even in that case, we still independently verify that they are certified MBE and WBE's. So, to suggest that the failure to circle that on each form--"

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

Bureau of Purchases - B50004056 - cont'd

President: "I'm going to give the Comptroller a chance to speak."

Comptroller: "On the \$48,000,000.00, if you were to divide -- it's a two year contract with three renewals and so if you divide the five years into the \$48,000,000.00, it comes out to the -- to the \$9,000,000.00 something, so that's how the 48.9 comes into effect."

Mr. Billups: "But, I didn't necessarily consider the math because again it's a requirements contract and it requires that they cite the requisite percentage, so I didn't necessarily try to calculate where they came up with that differential."

Mr. Robinson: "In the past, it's never been like that. Um, the other thing I want to point out too is that, um -- you know, with all due respect Mr. Courtney, like I said, you know, I understand that you just got here and I'm not being disrespectful, at all. I've been here for 20 years, I been in these Board meetings."



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

There have been times where I have sat in and seen other contractors bids disqualified for the very thing that you just said they didn't do. Now, what we're not doing is, we're not questioning whether these firms are certified. But, for example, Realistic Computing, are they counted as a MBE or WBE? -- because they're both."

Mr. Billups: "What specific prime contractor are you referring to?"

Mr. Robinson: "Oh, TCS. And how would you know that?"

Mr. Billups: "Because they -- they would have submitted that with their bid application--"

Mr. Robinson: "Yeah, let me see what you have because on our paperwork, it's impossible to tell and that's the problem. There's also a third subcontractor--"

Deputy City Solicitor: "Give him a chance to respond."

Mr. Robinson: "Ok."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "Um -- Realistic Computing Incorporated was submitted as a WBE. They're certified as a Minority and Woman owned businesses. For the purpose of this contract, they were submitted as a WBE."

Mr. Robinson: "How do you know that?"

Mr. Billups: "Because that's what they listed."

Mayor: "Do you have something -- something that's contrary to that?"

Mr. Robinson: "Absolutely."

Mr. Billups: "They're 10%, this is their Statement of Intent. This is the 10% WBE goal and we verified that they were a WBE, they were compliant."

Mr. Robinson: "Ok, but if you can show the Mayor that-- his copy-- I have a copy here, but if you could show on this form, they're not identified as being utilized as a WBE. In the past, that has been grounds for disqualification and dismissal. I mean, and the rules clearly state under Subtitle 28 that they must be identified prior to the bid opening and submission, so--  
"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "Again, I can't speak to the past, but I will specifically state that the MBE, which I believe was Bithgroup was listed as 27% which was the MBE goal. Realistic was listed at 10% which is a WBE goal. We verified that both, Bithgroup is a certified MBE with the City and we verified that Realistic is a certified WBE with the City."

Mr. Robinson: "We are not questioning that at all."

Mr. Billups: "Well that's the only issue."

Mr. Robinson: "No, the issue is that the law requires -- the law says that they must identify on the form, that's what the law says, Sir. I didn't make this law up, this law that I've lived under for the past 20 years that it says they must identify. They did not identify on any of their paperwork, plus to add to this point, there is a mystery um MBE/WBE that's in their paperwork that is not identified in the totals either."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "That particular uh -- that particular firm that you're referring to is not certified with the City as a MBE or WBE so they were not counted. They were not considered and nor did they need to meet the requisite percentage goals. So that--"

Mr. Robinson: "Ok."

Mr. Billups: "Serigor, I believe was listed at 5%, they were not counted towards that goal because they're not certified with the City so they were not considered."

Mr. Robinson: "It's my understanding that they are because I saw them on the website and they should be counted in the goal."

Mr. Billups: "They are not."

Mr. Robinson: "Why were they submitted as part of the MBE paperwork?"

Mr. Billups: "I can't answer that question but the fact of the matter is that were -- they are not certified so they could not be counted, nor were they -- nor did the prime need them to meet their goal."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

They achieved the 27, 10% goal with other firms. That was an additional 5% that we could not count because Serigor is not certified with the City."

Mr. Robinson: "Uh, you know, I have examples of in the recent past where these type of -- ok."

President: "You can go ahead."

Mr. Robinson: "So, I mean and, I also have examples in the recent past where, you know, other companies have come before the Board and they have gotten their bids disqualified for these very reasons. Um, you know, some -- some as recently as in March, where um I'll read a quote from the Mayor, you know, um, you know the City rules -- it said that Mayor Rawlings-Blake said, 'The City has to abide by its rules that forbid subcontractors from not abiding by the rules.' I mean, these are the rules that we live under and, you know, as recently as March when I was able to find an example of people who didn't follow the rules and they were disqualified."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Deputy City Solicitor: "Mr. Robinson, I think you're absolutely correct, that -- that the rules are there so that there's an even playing field. And what we look at is whether there's competition, whether it adversely affects competition. But what we look at is whether it's material or immaterial. My question to you is would you agree that if you can tell on the face because of the 27-10 split, which one is a MBE or WBE that's circling MBE or WBE is immaterial?"

Mr. Robinson: "Then the whole integrity of the program that I can speak to for the past 20 years goes out the window, because it's always--"

Deputy City Solicitor: "I just want, I want you to answer my question. If you can tell from the split, 27-10, who's a WBE and who's a MBE, then whether or not--"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mayor: "On the face of the document--"

Deputy City Solicitor: "On the face of the document, then whether or not circling MBE or WBE would be immaterial?"

Mr. Robinson: "I -- I disagree with you whole-heartily."

Deputy City Solicitor: "So, even if I could tell based on the face of the document who's a MBE and who's a WBE based on the percentage, the 27-10 uh split that you think it would be still material for the WBE to be circled as oppose to M -- MBE?"

Mr. Robinson: "Absolutely, absolutely because that's what the law says."

Deputy City Solicitor: "It does not say that."

Mr. Robinson: "I'm -- I'm looking at it right here."

Deputy City Solicitor: "It does not say - there's a difference between material and immaterial defects."

Mr. Robinson: "It -- It doesn't speak to that--"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mayor: "And it's also, I think -- if I may, Mr. President? I think there's a difference between what the law says and what the form says. The law says that's there's a 27-10, the law says we set the goals, we set those goals at 27-10, the form says just circle, to make sure that we can understand very clearly um -- whose being used for what. While it wasn't circled as Mr. Ralph is stating, the face of the document is clear. You don't have to go outside of the face of the document to answer the question, what's the percentage, whose being used for what because on one it says, while it's not circled, when you look down on the thing, it says MBE -- MBE 10% on the other one it says, I don't have that, it's the other, it says 27 so without asking a question, so that's within the four corners of the document, without uh -- needing clarification, without anything. Although, it wasn't circled, the -- the documents still is clear. There's no - it wasn't, um."



## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Deputy City Solicitor: "-- not material for us determining what the answer is."

Mr. Robinson: "Well, the law says that, uh -- prior to bid opening, bidders must submit to the City certified enterprise, certified business enterprise participation statements including the executed Statements of Intent that specify the name of each certified business enterprise to whom the bidder intends to award contract and whether the subcontractor is a Minority Business Enterprise or a Woman Business Enterprise. It says that in the law that you have to identify them and for the past 20 years, that's what everybody has done. And those who haven't done it, were disqualified."

Deputy City Solicitor: "Do you agree that the name appears on that form?"

Mr. Robinson: "Yes."

Deputy City Solicitor: "And the percentage agree -- appears on that?"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Robinson: "Absolutely, but you have a case where you have a company that is a WB and a MBE so even though you are saying and remember, like you said, the percentages are minimums, so even though you say you're giving this company 10%, it's not clear that 10% is a MBE or WBE because you didn't say on your form why that 10% was going to MBE. There's, it's always been, this is the form, this is the way you fill it out, and we -- and like I said, as recently as March, you know, the Board has disqualified people for immaterial differences and, you know, I don't understand why now all of a sudden an immaterial difference doesn't count for disqualification."

Mr. Billups: "Because immaterial differences do not count for disqualification --"

Mr. Robinson: "They always have though."

Deputy City Solicitor: "No, they haven't--"

Mr. Robinson: "I mean, you can go back and check the history, I have never heard of this before."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "Let me also -- let me also add, state for the record Bithgroup -- Bithgroup Technologies is a certified MBE."

Mr. Robinson: "We're not talking about them--"

Mr. Billups: "Please let me finish--"

Deputy City Solicitor: "Please, let him finish."

President: "Let him finish."

Mr. Billups: "They are a certified MBE, they could not meet any portion of the WBE subcontracting goal. They had to do 27% because they were not certified as a WBE. So, therefore we know that percentage specifically identified the Bithgroup."

Mr. Robinson: "That's not the way it worked in the past, but even if you made that argument, how do you account for Realistic?"

Mr. Billups: "If Bithgroup is the MBE at 27%, then by default Realistic Group has to be the WBE, and -- and let me finish"

Mr. Robinson: "That's not the way it works--"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "--And in fact, they are listed at 10%, and in fact they are certified as a WBE. Your issue is the fact that it was not circled. That is not a material issue."

Mr. Robinson: "No."

Mr. Billups: "The other, the other facts that I put forward are material issues and are material facts."

Mr. Robinson: "What I'm saying is this that like it was stated before, if the numbers are minimums and you have a company that can certify -- that is certified on both sides, MBE and WBE, you cannot tell by that form because the form doesn't necessarily correlate or doesn't have to correlate with the contract, the minimums, which you could go over. So the fact that you are giving the company 10% and the company is certified as both, it can be counted for MBE or WBE. That's -- that's what I'm saying to you, it doesn't tell you--"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Billups: "The Statement of Intent form for Realistic was for 10%, it had to count towards them."

Mr. Robinson: "That's not -- that's not true."

Mr. Billups: "The Statement of Intent form has to be complied with and by the prime contractor. If they list Bithgroup at 27% --"

Mr. Robinson: "But it wasn't because they didn't identify."

Mr. Billups: "If they list Bithgroup at 27%, they have -- Bithgroup has to perform 27%, if Realistic is listed at 10%, they have to perform 10%."

Mr. Robinson: "That -- that but that 10% is a--"

President: "This is the -- this is the last um -- argument I want to hear, okay. This is -- do you have a question?"

Mayor: "Give it to Ralph."

Deputy City Solicitor: "No, I don't"

President: "Okay, you have any closing arguments?"

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Robinson: "Yeah, I just want to say -- that um -- I'm speaking for myself here, um -- you know, Mr. Holsonbake, if you give him the opportunity, but my closing statement is simply that I've been here for 20 years and I've seen companies disqualified for far less and as recently as March, this Board right here, disqualified a company for far less. And this whole new thing about interpretation and you know, doing math, and figuring things out, that was never the case before. And um -- I'm just shocked. I mean, like I said, I just feel like, you know, I've never seen this happen before the Board um -- you know besides the fact that, you know, we still have not been told what the administrative oversight was or what the MWBOO mistakes were. You know, all this stuff was supposed to be done before um -- submission and opening. But, apparently, you know, it looks like things are different know, so, I'm sorry Mr. Holsonbake, you can go ahead and say what you need to say."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Mr. Holsonbake: "I just appreciate the opportunity to hear our perspective and I appreciate all your attention. We -- it's very important for us that the City gets the best contractor um, that's all we're trying to do so I appreciate your time."

Comptroller: "Briefly, could you explain what the oversight was for the record, since he said he didn't--"

Mr. Billups: "Initially, I believe one of the awardees uh -- their WBE firm was not identified in our database. PKW Associates is P.K.W. Associates. If you put that in either the website database, or internal database, it will not come up because they do not --they do not read punctuation marks. So, if you put in PKW, it still won't come up. So, we finally realize if you put a space, then PKW will pull up. We identified that PKW was a certified WBE, we had to find uh -- the vendor compliant."

President: "I'll entertain a Motion."

## MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - B50004056 - cont'd

Deputy City Solicitor: "I MOVE that we approve uh the item 1 on page 42-43 as recommended by the Bureau of Purchases and reject the protest by Skyline."

Director of Public Works: "Second."

President: "All those in favor say AYE. Please note Council President Votes **NO** simply because um -- the subcontractors that are losing the contracts are based right here in Baltimore City. The other subcontractors are not here in the City of Baltimore. They are outside of the City of Baltimore and I believe in making sure that um -- the contractors at least are located here in the City of Baltimore, therefore I vote NO. Ok, the Motion carries."

\* \* \* \* \*





September 15, 2015

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

Dear Members of the Board of Estimates:

My name is Brian Holsonbake, I am the owner of Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions. On Tuesday September 8, 2015 I filed a protest of the recommendation of an award of **Solicitation Number B50004056 – Enterprise Technology Staffing Support** scheduled for the Board of Estimates Agenda on Wednesday September 9, 2015. This item addresses the contract the City of Baltimore will have with certain companies to provide technical staffing to the Mayor's Office of Information Technology (MOIT).

On Wednesday September 9, 2015 the Board of Estimates deferred this item for one week until Wednesday September 16, 2015. Skyline Network Engineering, LLC and our MBE and WBE partners (Full Circle Solutions, Inc. and Bay-Tek Consulting, Inc., respectively) appreciate your time and consideration of this matter.

Since then we have done research on this solicitation and have discovered a number of inconsistencies and deficiencies in several of the public access copies of the bids that we reviewed in the Comptroller's office. This includes all three of the teams that are recommended for award on the Board's Agenda (Koniag Services, Inc., Telecommunication Systems, Inc. and Trigyn Technologies, Inc.). These are serious issues and they cannot be dismissed as "administrative oversights". It is our belief that our findings are cause for these bidders to be considered non-responsive and their bids to be considered non-compliant with the City of Baltimore's MBE and WBE regulations and laws.

The outcome of these findings should be the disqualification of those bidders that are non-responsive and non-compliant **and the addition of Skyline Network Engineering, LLC and our MBE and WBE partners (Full Circle Solutions, Inc. and Bay-Tek Consulting, Inc., respectively) to be recommended for the contract award.**



Attached is a supplement to our original protest filed on Tuesday September 8, 2015. This supplement includes a reference copy of the MBE and WBE regulations and laws along with the findings from our research (in alphabetical order by bidder's name). Also included is a copy of our original protest filed on Tuesday September 8, 2015.

Once again thank you for your time and attention to this matter. If you have any questions I can be reached at 410-590-2001 or [bholsonbake@skylinenet.net](mailto:bholsonbake@skylinenet.net).

Sincerely,

A handwritten signature in black ink, appearing to read "Bryan H. Baker". The signature is fluid and cursive.

Cc: Timothy Krus, City Purchasing Agent

COMPT/BOE SEP 15 10:08

COMPT/BOE SEP 15 11:09

The following is a supplement to our protest filed on Tuesday September 8, 2015 for the recommendation of an award of Solicitation Number B50004056 – Enterprise Technology Staffing Support. As a reference we have included the following:

**SUBTITLE 28**  
**MINORITY AND WOMEN'S BUSINESS ENTERPRISES**  
***PART I. DEFINITIONS; GENERAL PROVISIONS***

**§ 28-5. Rules of construction. (Page 75)**

(b) *Mandatory, prohibitory, and permissive terms.*

(1) *Mandatory terms.*

“Must” and “shall” are each mandatory terms used to express a requirement or to impose a duty.

***PART VI. UTILIZATION REQUIREMENTS***

**§ 28-48. Contracts of \$50,000 or more. (Page 85 - 86)**

(a) *In general.*

The following standards and procedures apply to every contract for which the estimated cost is \$50,000 or more.

(b) *Participation affidavit required.*

(1) In addition to any other applicable requirements, the bid conditions and requests for proposals must require each bidder to include in its bid a certified business enterprise participation affidavit in which the bidder commits to utilize certified business enterprises in a percentage that equals or exceeds the applicable contract goals.

(2) Any bid that does not include the certified business participation affidavit is non-responsive.

(c) *Participation affidavit requirements.*

(1) Prior to bid opening, bidders must submit to the City the certified business enterprise participation statement, including executed statements of intent, that specify:

(i) the name of each certified business enterprise to whom the bidder intends to award a subcontract;

(ii) whether that subcontractor is:

(A) a minority business enterprise; or

(B) a women's business enterprise.

(iii) the dollar value of each subcontract;

(iv) the scope of the work to be performed under that subcontract; and

(v) any other information the Office requires to determine whether the contract goals have been satisfied.

(d) *Verifying certification.*

Each bidder is responsible for verifying that all MBEs and WBEs to be used have been certified by the Office before bid opening.

(e) *Maintaining levels during contract term.*

During the term of the contract, any unjustified failure to comply with the levels of certified business enterprise participation identified in the bid is a material breach of contract.

(f) *Report for final payment.*

(1) Before final payment may be made under the contract, the contractor must submit a list of all subcontractors utilized on the contract, both MBE/WBE and non-MBE/WBE.

(2) The list must include, as to each subcontractor:

(i) its name;

(ii) the service or goods provided;

(iii) the total amount paid to it; and

(iv) its owner's race/ethnicity and sex.

*(Ord. 00-098; Ord. 07-606; Ord. 11-557.)*

**MBE / WBE Affidavit Issues**  
**for Bids in Response to**  
**Solicitation Number B50004056**  
**Enterprise Technology Staffing Support**

**Apex – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>   | <p align="center"><b>Issues</b></p>                                | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p>  |
|---|--|---|
| <p>M/WBE<br/>PARTICIPATION<br/>COMMITMENT<br/>FORMS / B-10</p>  | <p><b>NO CONTRACT NUMBER</b></p>                                   | <p>(b) <i>Participation affidavit<br/>required.</i></p>   |
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT</p> <p>B-14</p> <p>1 of 4</p> | <p><b>MBE / WBE NOT IDENTIFIED</b></p>                             | <p>(c) <i>Participation affidavit<br/>requirements.</i></p> <p>(ii) whether that<br/>subcontractor is:</p> <p>(A) a minority business<br/>enterprise; or</p> <p>(B) a women's business<br/>enterprise.</p>  |
| <p>(SAME AS<br/>PREVIOUS)</p> <p>B-14</p> <p>2 of 4</p>   | <p><b>MBE PERCENTAGE AS A MAXIMUM</b></p>                          | <p>(1) In addition to any other<br/>applicable requirements,<br/>the bid conditions and<br/>requests for proposals must<br/>require each bidder to<br/>include in its bid a certified<br/>business enterprise<br/>participation affidavit in<br/>which the bidder commits<br/>to utilize certified business<br/>enterprises in a percentage<br/>that equals or exceeds the<br/>applicable contract goals.</p> |
| <p>(SAME AS<br/>PREVIOUS)</p> <p>B-14</p>   | <p><b>DOES NOT IDENTIFY WHAT WORK<br/>THE MBE WILL PERFORM</b></p> | <p>(iv) the scope of the work<br/>to be performed under that<br/>subcontract; and</p>   |

|                                      |   |  |
|--------------------------------------|---|--|
| 2 of 4                               |   |  |
| (SAME AS PREVIOUS)<br>B-14<br>2 of 4 | <b>MBE PERCENTAGE AS A MAXIMUM</b>                      | (1) In addition to any other applicable requirements, the bid conditions and requests for proposals must require each bidder to include in its bid a certified business enterprise participation affidavit in which the bidder commits to utilize certified business enterprises in a percentage that equals or exceeds the applicable contract goals. |
| (SAME AS PREVIOUS)<br>B-14<br>3 of 4 | <b>DOES NOT IDENTIFY WHAT WORK THE MBE WILL PERFORM</b> | (iv) the scope of the work to be performed under that subcontract; and   |
| (SAME AS PREVIOUS)<br>B-14<br>3 of 4 | <b>WBE PERCENTAGE AS A MAXIMUM</b>                      | (1) In addition to any other applicable requirements, the bid conditions and requests for proposals must require each bidder to include in its bid a certified business enterprise participation affidavit in which the bidder commits to utilize certified business enterprises in a percentage that equals or exceeds the applicable contract goals. |





The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the  
 purchase of the above described goods for the dollar amount or percentage indicated to meet the  
 needs of the City of Baltimore. The Subcontractor is formally certified as an MBE or WBE with the City of  
 Baltimore Minority and Women's Business Opportunity Office to perform the work described  
 above.

|  |                       |
|--|-----------------------|
| <u>James Smith</u><br>Signature of Prime Contractor (REQUIRED) | <u>6/9/15</u><br>Date |
| <u>James Smith</u><br>Signature of MBE or WBE (REQUIRED)       | <u>6/9/15</u><br>Date |

ALL CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY  
 BOTH PARTIES.



STATE OF MARYLAND  
 DEPARTMENT OF TRANSPORTATION  
 CONTRACT NO.                       
 PROJECT NO.                       
 DATE                     

Subcontract Dollar Amount                                                                 
 Subcontract Percentage of Total Contract                                                               

IF ANY subgoals apply, please indicate the sub-goal covered by this Statement of Intent:  
 African American                      Asian American                       
 Hispanic American                      Native American                     

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the work items indicated above for the dollar amount or percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Subcontractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

                                                                
 Signature of Prime Contractor (REQUIRED)                                            
 Date                       
                                                                
 Signature of MBE or WBE (REQUIRED)                                            
 Date                     

ANY CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY BOTH PARTIES

Contract Order Amount: 10760.00 (MBE or WBE participation goal to be achieved)

Subcontract percentage of total contract:        %

(If MBE categories apply, please indicate the sub-goal covered by this Statement of Intent.)

African American:        %      Asian American:        %  
Hispanic American:        %      Native American:        %

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the services indicated above for the dollar amount or percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Subcontractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

[Signature]  
Signature of Prime Contractor (REQUIRED)

6/9/2015  
Date

[Signature]  
Signature of MBE or WBE (REQUIRED)

6/11/15  
Date

ANY CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY BOTH PARTIES.

**Collaborative – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>   | <p align="center"><b>Issues</b></p>                             | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p>  |
|---|---|---|
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT</p> <p>B-14</p> <p>2 of 2</p> | <p align="center"><b>MBE / WBE NOT IDENTIFIED</b></p>           | <p><i>(c) Participation affidavit requirements.</i></p> <p><i>(ii) whether that subcontractor is:</i></p> <p><i>(A) a minority business enterprise; or</i></p> <p><i>(B) a women's business enterprise.</i></p> |
| <p>PART D: M/WBE<br/>PARTICIPATION<br/>AFFIDAVIT</p> <p>B-16</p>  | <p align="center"><b>TOTAL CONTRACT AMOUNT IS<br/>BLANK</b></p> | <p><i>(b) Participation affidavit required</i></p>  |

DATE: \_\_\_\_\_ THE WBE DATE: \_\_\_\_\_

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_  
STATE: \_\_\_\_\_

**THIS PACKAGE OF MBE AND WBE PARTICIPATION  
COMMITMENT FORMS IS DUE WITH THE BID.**

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:  
Minority and Women's Business Opportunity Office (MWB/OB)  
Harrisburg City Department of Law  
Room 101, City Hall  
100 N. Holliday Street  
Harrisburg, PA 17102  
717-635-4155



Contract No. \_\_\_\_\_ of \_\_\_\_\_ (Name of Prime Contractor) \_\_\_\_\_ (Name of Subcontractor)  
is hereby certified as a contract for the purpose of the Small Business Set-Aside Program. However, the subcontract percentage

of the contract is \_\_\_\_\_ %

The subcontract shall also indicate the sub-goal covered by (the Statement of Intent):  
Hispanic American: \_\_\_\_\_ % Asian American: \_\_\_\_\_ %  
African American: \_\_\_\_\_ % Native American: \_\_\_\_\_ %

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the amount indicated above for the dollar amount or percentage indicated to meet the participation goals, subject to the Prime Contractor's execution of a contract with the City of Chicago. The Subcontractor is currently certified as an MBE or WBE with the City of Chicago Minority and Women's Business Opportunity Office to perform the work described

Signature of Prime Contractor (REQUIRED)

June 9, 2015  
Date

Signature of MBE or WBE (REQUIRED)

6/7/2015  
Date

DISCLAIMER TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY BOTH PARTIES

Contract No. \_\_\_\_\_  
Contract Title \_\_\_\_\_  
Contract Value \_\_\_\_\_  
Contract Start Date \_\_\_\_\_  
Contract End Date \_\_\_\_\_  
Contract Location \_\_\_\_\_

Percentage of total contract: 10 %

Contract Breakdown (Please indicate the sub-goal covered by this Statement of Intent.)

|                              |         |                 |         |
|------------------------------|---------|-----------------|---------|
| Minority Business Enterprise | _____ % | Asian American  | _____ % |
| Minority Woman               | _____ % | Native American | _____ % |

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the performance of the work described above for the dollar amount or percentage indicated to meet the goals of the contract. The Subcontractor is currently certified as an MBE or WBE with the City of Houston. The Subcontractor is currently certified as an MBE or WBE with the City of Houston. The Subcontractor is currently certified as an MBE or WBE with the City of Houston.

[Signature]  
Signature of Prime Contractor (REQUIRED)

June 9, 2015

Date

[Signature]  
Signature of MBE or WBE (REQUIRED)

6/9/15  
Date

**ANY CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY BOTH PARTIES.**



*[Faint, mostly illegible text at the top of the page, likely the beginning of a contract or affidavit.]*

I, the undersigned, do hereby certify that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

*[Signature]*  
\_\_\_\_\_  
Principal

2100 ... Ave, Glen Burnie, MD 21061 ...  
\_\_\_\_\_  
Print Name and Title

Witnessed and subscribed before me this 17th day of June, in the year 2015

*[Signature]*  
Notary Public

**MARKOFF, KELLER Notary Public**  
New Annapolis County, Maryland  
My Commission Expires August 31, 2018

Date

**Indus – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>   | <p align="center"><b>Issues</b></p>   | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p> |
|---|---|--|
| <p>M/WBE<br/>PARTICIPATION<br/>COMMITMENT<br/>FORMS<br/><br/>B-10</p>   | <p><b>NO CONTRACTING AGENCY</b><br/><br/><b>NO CONTRACT (PROJECT) TITLE</b><br/><br/><b>NO CONTRACT NUMBER</b></p>  | <p><i>(b) Participation affidavit<br/>required.</i></p>  |
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT<br/><br/>B-14<br/><br/>1 of 1</p> | <p><b>FORM NOT COMPLETED OR SIGNED</b></p>  | <p><i>(b) Participation affidavit<br/>required.</i></p>  |
| <p>PART C:<br/>STATEMENT OF<br/>INTENT TO<br/>SELF-PERFORM<br/><br/>B-15</p>                                  | <p><b>FORM NOT COMPLETED OR SIGNED</b></p>  | <p><i>(b) Participation affidavit<br/>required.</i></p>  |
| <p>PART D: M/WBE<br/>PARTICIPATION<br/>AFFIDAVIT<br/><br/>B-16</p>  | <p><b>MBE LISTED AS "50%"</b><br/><br/><b>WBE LISTED AS "40%"</b><br/><br/><b>TOTAL CONTRACT AMOUNT LISTED<br/>AS "BASED ON AWARDED VALUE"</b><br/><br/><b>FORM NOT COMPLETED OR SIGNED</b></p> | <p><i>(b) Participation affidavit<br/>required</i></p>   |

THE CITY OF BALTIMORE  
DEPARTMENT OF PUBLIC WORKS  
BIDDING

THE CITY OF BALTIMORE  
DEPARTMENT OF PUBLIC WORKS

THE CITY OF BALTIMORE  
DEPARTMENT OF PUBLIC WORKS  
BIDDING

THE CITY OF BALTIMORE DEPARTMENT OF PUBLIC WORKS

THE CITY OF BALTIMORE DEPARTMENT OF PUBLIC WORKS

THIS PACKAGE OF MBE AND WBE PARTICIPATION  
COMMITMENT FORMS IS DUE WITH THE BID.

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:

Minority and Women's Business Opportunity Office (MWBOO)  
Baltimore City Department of Law  
Room 111, City Hall  
100 N. Holliday Street  
Baltimore, MD 21202  
(410)396-4342



Percentage of Total Contract to be Self-Performed by DBE Contractor on this Contract:          %

(If MBE/WBE goals apply, please indicate this sub-goal covered by this Statement of Intent.)

- African American
- Hispanic American
- Asian American
- Native American

The undersigned Prime Contractor agrees to self-perform the Work/Service indicated above for the Dollar Amount and/or Percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Prime Contractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

Signature of Prime Contractor (REQUIRED)

June 10, 2013  
Date

[Heavily obscured text, likely a header or introductory paragraph]

I, \_\_\_\_\_, a duly licensed and authorized representative of the City of Baltimore, may  
have the books, records and files of my firm to the extent that such material is relevant  
to the investigation of the MBI and WBE participation requirements.

I hereby declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

\_\_\_\_\_  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
\_\_\_\_\_  
Print Name and Title

Witnessed and subscribed before me this 10th day of June, in the year 2015.

\_\_\_\_\_  
Notary Public





**IPAC – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>             | <p align="center"><b>Issues</b></p>  | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p> |
|---|--|--|
| <p>M/WBE<br/>PARTICIPATION<br/>COMMITMENT<br/>FORMS<br/><br/>B-10</p> | <p><b>NO CONTRACTING AGENCY</b></p>  | <p><i>(b) Participation affidavit<br/>required.</i></p>  |
| <p>PART D: M/WBE<br/>PARTICIPATION<br/>AFFIDAVIT<br/><br/>B-16</p>    | <p><b>THE TOTAL CONTRACT AMOUNT IS<br/>INCORRECT (\$15.9M ON THE<br/>DOCUMENT vs. \$5.7M ON THE BID)</b></p> | <p><i>(b) Participation affidavit<br/>required</i></p>   |



COMMITMENT FORMS

NAME  
NAME  
NAME  
NAME

THE ABOVE FORMS ARE DUE

THIS PACKAGE OF MBE AND WBE PARTICIPATION  
COMMITMENT FORMS IS DUE WITH THE BID.

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:

U.S. Small Business Administration  
Minority Business Opportunity Office (MBOO)  
U.S. Department of Law  
1200 G Street, N.W.  
Washington, D.C. 20540



**PART D: MBE/WBE PARTICIPATION AFFIDAVIT**

The Undersigned authorized representative of Contractor does hereby acknowledge that Contractor has read the Bidder Information and Instructions regarding the MBE goal of 27% and the WBE goal of 10% for this contract and has achieved the following participation:

MBE 27 % and WBE 10 %

of the total contract amount which is \$5,790,173.17

My firm has made good faith efforts to achieve the MBE and WBE participation goals. I understand that, if awarded the contract, my firm must submit to the Business Opportunity Office (MWBOO) copies of all executed agreements being utilized to achieve the participation goals and other requirements of Baltimore City Code (2014 Edition). I understand that these documents are a condition of a notice to proceed.

I understand that, if awarded the contract, my firm must submit to the MWBOO all other documentation and reports required by MWBOO.

**Koniag – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>             | <p align="center"><b>Issues</b></p>  | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p> |
|---|--|--|
| <p>M/WBE<br/>PARTICIPATION<br/>COMMITMENT<br/>FORMS<br/><br/>B-10</p> | <p><b>NO CONTRACTING AGENCY</b><br/><br/><b>NO CONTRACT (PROJECT) TITLE</b><br/><br/><b>NO CONTRACT NUMBER</b></p> | <p><i>(b) Participation affidavit<br/>required.</i></p>  |
| <p>PART D: M/WBE<br/>PARTICIPATION<br/>AFFIDAVIT<br/><br/>B-16</p>    | <p><b>THE TOTAL CONTRACT AMOUNT IS<br/>INCORRECT (\$48.9M ON THE<br/>DOCUMENT vs. \$9.7M ON THE BID)</b></p>       | <p><i>(b) Participation affidavit<br/>required.</i></p>  |

Asst. Dir. of Admin. Serv. (AS) \_\_\_\_\_  
Asst. Dir. of Bus. Aff. (BA) \_\_\_\_\_  
Asst. Dir. of Gen. Inv. (GI) \_\_\_\_\_  
Asst. Dir. of Int. Aff. (IA) \_\_\_\_\_  
Asst. Dir. of Legal Coun. (LC) \_\_\_\_\_  
Asst. Dir. of Plan. & Insp. (PI) \_\_\_\_\_  
Asst. Dir. of Rec. Mgmt. (RM) \_\_\_\_\_  
Asst. Dir. of Tech. Serv. (TS) \_\_\_\_\_  
Asst. Dir. of Training (TR) \_\_\_\_\_  
Asst. Dir. of Off. of Cong. & Public Aff. (OCA) \_\_\_\_\_  
Asst. Dir. of Off. of Int. Aff. (OIA) \_\_\_\_\_  
Asst. Dir. of Off. of Int. Aff. (OIA) \_\_\_\_\_  
Asst. Dir. of Off. of Int. Aff. (OIA) \_\_\_\_\_

**THIS PACKAGE OF BID AND WBE PARTICIPATION  
COMMITMENT FORMS IS DUE WITH THE BID.**

**FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:**

Minority and Women's Business Opportunity Office (MWBDOO)  
Baltimore City Department of Law  
1000 Mt. Vernon Ave., City Hall  
1000 N. Holliday Street  
Baltimore, MD 21202  
(410) 251-4135







I have reviewed the contract and find that I am unable to utilize the services of the contractor because the contractor has not provided the necessary information to the City of Baltimore. I have reviewed the contract and find that I am unable to utilize the services of the contractor because the contractor has not provided the necessary information to the City of Baltimore.

I have reviewed the contract and find that I am unable to utilize the services of the contractor because the contractor has not provided the necessary information to the City of Baltimore. I have reviewed the contract and find that I am unable to utilize the services of the contractor because the contractor has not provided the necessary information to the City of Baltimore.

I solemnly declare and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

Signature Services, Inc. David Castle  
Contractor/Company Name Signature

1101 Lafayette Center Dr. #303, Chantilly, VA 20151 David Castle, Vice President and General Manager  
Address Print Name and Title

Witness and subscribed the foregoing on this 8th day of June 2017

Pratul Chandra Patel  
Notary Public

**PRATULCHANDRA PATEL**  
NOTARY PUBLIC  
BALTIMORE COUNTY  
MARYLAND  
My Commission Expires April 12, 2017



PART D - MBE/WBE PARTICIPATION

The undersigned, authorized representative of Contractor does hereby make and I hereby acknowledge the MBE goal of 27% and the WBE goal of 10% for this project the following participation:

MBE 23 % and WBE 10 %

of the total contract amount which is \$48,969,248.30.

My firm has made good faith efforts to achieve the MBE and WBE participation goals. I understand that, if awarded the contract, my firm must submit to the Minority Business Opportunity Office (MWBOO) copies of all executed agreements being utilized to achieve the participation goals and other requirements of the Chicago City Code (2014 Edition). I understand that these documents are a condition of a notice to proceed.

I understand that, if awarded the contract, my firm must submit to the

I, the undersigned, do hereby certify that the foregoing is a true and correct copy of the original as the same appears in the records of the City of Baltimore, Maryland, and that the same have been compared with the original and found to be a true and correct copy of the original as the same appears in the records of the City of Baltimore, Maryland.

I, the undersigned, do hereby certify that the foregoing is a true and correct copy of the original as the same appears in the records of the City of Baltimore, Maryland, and that the same have been compared with the original and found to be a true and correct copy of the original as the same appears in the records of the City of Baltimore, Maryland.

I do solemnly swear and affirm under the penalty of perjury that the contents of the foregoing Affidavit are true and correct to the best of my knowledge, information and belief.

City of Baltimore, MD. David Leung  
City and County Name Signature

1000 Lakeside Center Dr., #203, Chinatown, VA 20151 David Leung, Vice President and General Manager  
Address Print Name and Title

Given and subscribed before me this 24 day of JUNE in the year 2015

Pratul Chandra Patel  
Notary Public

**PRATULCHANDRA PATEL**  
NOTARY PUBLIC  
BALTIMORE COUNTY  
MARYLAND  
My Commission Expires April 12, 2017

**PART D: MBE/WBE PARTICIPATION AFFIDAVIT**

The Undersigned authorized representative of Contractor does hereby make Contractor has read the Bidder Information and Instructions regarding the MBE goal of 27% and the WBE goal of 10% for this contract and acknowledges the MBE goal of 27% and the WBE goal of 10% for this contract and achieved the following participation:

MBE 28 % and WBE 10 %

of the total contract amount which is \$48,969,248.30.

My firm has made good faith efforts to achieve the MBE and WBE participation goal. I understand that, if awarded the contract, my firm must submit to the Business Opportunity Office (MWBOO) copies of all executed agreements being utilized to achieve the participation goals and other requirements of Baltimore City Code (2014 Edition). I understand that these documents must be submitted in accordance with a notice to proceed.

**Orangepeople – MBE / WBE Affidavit Issues**

| <p align="center"><b>Form<br/>and<br/>Page Number</b></p>             | <p align="center"><b>Issues</b></p>  | <p align="center"><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p> |
|---|--|--|
| <p>M/WBE<br/>PARTICIPATION<br/>COMMITMENT<br/>FORMS<br/><br/>B-10</p> | <p><b>NO CONTRACTING AGENCY</b><br/><br/><b>NO CONTRACT (PROJECT) TITLE</b><br/><br/><b>NO CONTRACT NUMBER</b><br/><br/><b>NO BID DUE DATE</b></p> | <p><i>(b) Participation affidavit<br/>required.</i></p>  |

**THIS PACKAGE OF MBE AND WBE PARTICIPATION  
COMMITMENT FORMS IS DUE WITH THE BID.**

**FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:**

County and Branch's Business Opportunity Office (MWBOO)  
County Dept. of Law  
County City Hall  
10000 Street  
Baltimore, MD 21202  
410-455



*[Faint, mostly illegible text at the top of the page, possibly containing contract details or header information.]*

... 18,700,000.00 ...  
... 9,300,000.00 ...  
... 100 % ...

... (Indicate the sub-goal covered by this Statement of Intent.)  
Asian American: \_\_\_\_\_  
Native American: \_\_\_\_\_

The Prime Contractor agrees to self-perform the work/service indicated above for the total amount of \$\_\_\_\_\_ indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Prime Contractor is currently certified MBE/WBE with the City of Baltimore Minority and Women's Business Opportunity Office as indicated above.

Signature of Prime Contractor (REQUIRED) \_\_\_\_\_ Date: \_\_\_\_\_



TCS – MBE / WBE Affidavit Issues

| <p><b>Form<br/>and<br/>Page Number</b></p>  | <p><b>Issues</b></p>   | <p><b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b></p>  |
|---|--|--|
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT</p> <p>B-14</p> <p>1 of 3</p> | <p><b>MBE / WBE NOT IDENTIFIED</b></p>   | <p>(c) <i>Participation affidavit requirements.</i></p> <p>(ii) whether that subcontractor is:</p> <p>(A) a minority business enterprise; or</p> <p>(B) a women's business enterprise.</p> |
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT</p> <p>B-14</p> <p>2 of 3</p> | <p><b>MBE / WBE NOT IDENTIFIED</b></p>   | <p>(c) <i>Participation affidavit requirements.</i></p> <p>(ii) whether that subcontractor is:</p> <p>(A) a minority business enterprise; or</p> <p>(B) a women's business enterprise.</p> |
| <p>PART B: M/WBE<br/>AND PRIME<br/>CONTRACTOR'S<br/>STATEMENT OF<br/>INTENT</p> <p><b>B-19</b></p>        | <p><b>INCORRECT FORM</b></p> <p><b>MBE / WBE NOT IDENTIFIED</b></p> <p><b>PERCENTAGES DO NOT ADD UP<br/>CORRECTLY ON BOE AGENDA</b></p> <p><b>SERIGOR NOT LISTED ON BOE<br/>AGENDA</b></p> | <p>(c) <i>Participation affidavit requirements.</i></p> <p>(ii) whether that subcontractor is:</p> <p>(A) a minority business enterprise; or</p> <p>(B) a women's business enterprise.</p> |



|   |  |   |
|---|--|---|
| <p>PART D: M/WBE PARTICIPATION AFFIDAVIT</p> <p>B-16</p>  | <p><b>PERCENTAGES DO NOT ADD UP CORRECTLY</b></p> <p><b>SERIGOR NOT INCLUDED IN TOTAL PERCENTAGES</b></p>  | <p><i>(b) Participation affidavit required.</i></p> |
| <p>PART F: SUBCONTRACTOR UTILIZATION FORM</p> <p>B-18</p> | <p><b>PERCENTAGES DO NOT ADD UP CORRECTLY</b></p> <p><b>PERCENTAGES DO NOT ADD UP CORRECTLY ON BOE AGENDA</b></p> <p><b>SERIGOR NOT LISTED ON BOE AGENDA</b></p> | <p><i>(b) Participation affidavit required.</i></p> |

Contract Number: \_\_\_\_\_  
Contract Title: \_\_\_\_\_

Contractor Name: \_\_\_\_\_  
Contract Value: \_\_\_\_\_  
Contract Start Date: \_\_\_\_\_  
Contract End Date: \_\_\_\_\_

Subcontract percentage of total contract: 27 %

(If MBE sub-goals apply, please indicate the sub-goal covered by this Statement of Intent.)  
African American: 27 % Asian American: \_\_\_\_\_ %  
Hispanic American: \_\_\_\_\_ % Native American: \_\_\_\_\_ %

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the work/service indicated above for the dollar amount or percentage indicated to meet the MBE/WBE participation goals, subject to the Prime Contractor's execution of a contract with the City of Baltimore. The Subcontractor is currently certified as an MBE or WBE with the City of Baltimore Minority and Women's Business Opportunity Office to perform the work described above.

Richard A. Young  
Signature of Prime Contractor (REQUIRED)

May 27, 2015  
Date

Robert L. Wallace  
Signature of MBE or WBE (REQUIRED)

May 27, 2015  
Date

**ANY CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY BOTH PARTIES.**

Contract No. \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Contractor's Address \_\_\_\_\_

The undersigned Prime Contractor and Subcontractor agree to enter into a contract for the \_\_\_\_\_  
\_\_\_\_\_ for the dollar amount or percentage indicated to meet the  
\_\_\_\_\_ goals, subject to the Prime Contractor's execution of a contract with the  
\_\_\_\_\_ The Subcontractor is currently certified as an MBE or WBE with the City of  
\_\_\_\_\_ and Women's Business Opportunity Office to perform the work described

Richard A. Hensley  
Prime Contractor (REQUIRED)

May 27, 2015  
Date

\_\_\_\_\_  
Subcontractor (REQUIRED)

May 27, 2015  
Date

CHANGES TO THE INFORMATION ON THIS FORM MUST BE INITIALED BY  
SUBMITTER





THE FACTS OF MICHIGAN AND WBE PARTICIPATION  
COMMITMENT TOWARDS IS OUR WITH THE BILL

|                   |      |
|-------------------|------|
| Michigan          | 1985 |
| Alabama           | 1985 |
| North Carolina    | 1985 |
| Police Department | 1985 |

FOR MORE INFORMATION OR ASSISTANCE WITH THESE FORMS CONTACT:

Minority and Women's Business Opportunity Office (MWBBO)  
Baltimore City Department of Law  
Room 101, City Hall  
100 N. Holliday Street  
Baltimore, MD 21202  
(410) 396-4355



|  |   |
|--|---|
| <p>1. Name of the person or organization</p> <p>2. Address</p> <p>3. City and State</p> <p>4. Zip Code</p>     | <p>5. Date of birth or date of organization's formation</p> <p>6. Date of last meeting or activity</p> <p>7. Name of the person or organization</p> <p>8. Address</p> <p>9. City and State</p> <p>10. Zip Code</p>      |
| <p>11. Name of the person or organization</p> <p>12. Address</p> <p>13. City and State</p> <p>14. Zip Code</p> | <p>15. Date of birth or date of organization's formation</p> <p>16. Date of last meeting or activity</p> <p>17. Name of the person or organization</p> <p>18. Address</p> <p>19. City and State</p> <p>20. Zip Code</p> |
| <p>21. Name of the person or organization</p> <p>22. Address</p> <p>23. City and State</p> <p>24. Zip Code</p> | <p>25. Date of birth or date of organization's formation</p> <p>26. Date of last meeting or activity</p> <p>27. Name of the person or organization</p> <p>28. Address</p> <p>29. City and State</p> <p>30. Zip Code</p> |

*Richard H. [Signature]*  
 Director of [Title]

July 19, 1965  
 6:00 p.m.

Trigyn – MBE / WBE Affidavit Issues

| <b>Form<br/>and<br/>Page Number</b>                     | <b>Issues</b>                                    | <b>SUBTITLE 28 M/WBE<br/>PART VI. UTILIZATION<br/>REQUIREMENTS<br/>§ 28-48. Contracts of<br/>\$50,000 or more<br/>(Page 85 - 86)</b> |
|---|--|--|
| PART D: M/WBE<br>PARTICIPATION<br>AFFIDAVIT<br><br>B-16 | <b>TOTAL CONTRACT AMOUNT LISTED<br/>AS "TBD"</b> | <i>(b) Participation affidavit<br/>required.</i>   |



MBE AND WBE PARTICIPATION  
COMPLETION FORM

Contractor (Proposer) Topva Technologies Inc

Address 300 Metropolitan Drive, Edison, NJ 08817

Contracting Agency City of Baltimore, Department of Finance, Bureau of Purchases

Contract (Project) Title Enterprise Technology Staffing Support

Contract Number B50004056

Contract Date June 10, 2015

The total MBE goal is 37%

The WBE goal is 10%

Contract Goal/Apply

|                     |     |
|---------------------|-----|
| Contract Goal/Apply | NA% |
| Contract Goal/Apply | NA% |
| Contract Goal/Apply | NA% |
| Contract Goal/Apply | NA% |





**PART 9 - MBE AND WBE PARTICIPATION PLAN**

The undersigned, authorized representative of Contractor has read the Bidder Information and Instructions regarding the acknowledgement of MBE goal of 27%, and the WBE goal of 10% and agrees to the following participation:

MBE 27 % and WBE 10 %

of the total contract amount which is \$ TBD

My firm has made good faith efforts to achieve the MBE and WBE. I understand that if awarded the contract, my firm must comply with the Business Opportunity Office (MWBBO) copies of all executed contracts to achieve the participation goals and other requirements of the City Code (2014 Edition). I understand that these documents are to be provided to proceed.

CITY OF BALTIMORE

BOARD OF ESTIMATES

Room 204, City Hall  
Baltimore, Maryland 21202  
410-396-4755



BERNARD C. "JACK" YOUNG  
PRESIDENT, CITY COUNCIL

STEPHANIE RAWLINGS-BLAKE  
MAYOR

JOAN M. PRATT  
COMPTROLLER

RUDOLPH S. CHOW, P.E.  
DIRECTOR OF PUBLIC WORKS

GEORGE A. NILSON  
CITY SOLICITOR

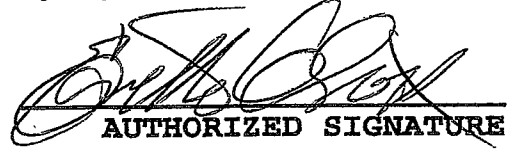
BERNICE H. TAYLOR  
DEPUTY COMPTROLLER  
AND CLERK TO THE BOARD

CONTRACT NO.: Protest for 350004056 *Letter Hand delivered*

THIS IS TO CERTIFY THAT A SEALED BID ENVELOPE FOR THE ABOVE

CONTRACT WAS RECEIVED ON: 9/8/2015 AT 11:26 am

FROM: 5 Skyline Technology Solutions

  
AUTHORIZED SIGNATURE



## Confirmation of Receipt

This is to confirm that:

Name: Dianne Jefferson Dianne Jefferson

Title: Office Assistant II

Date: 09/08/15

Time: 11:30

Signature: Dianne Jefferson

Has received Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions protest for the Board of Estimates (September 8, 2015) addressed to:

Timothy Krus  
City Purchasing Agent  
231 East Baltimore Street  
Suite 300  
Baltimore, Maryland 21202







September 8, 2015

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

Dear Members of the Board of Estimates:

My name is Brian Holsonbake, I am the owner of Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions and I am filing this protest of the recommendation of an award of **Solicitation Number B50004056 – Enterprise Technology Staffing Support** scheduled for the Board of Estimates Agenda on Wednesday September 9, 2015. This item addresses the contract the City of Baltimore will have with certain companies to provide technical staffing to the Mayor's Office of Information Technology (MOIT).

Skyline Network Engineering, LLC has provided many customers and clients in the local region with information technology support services since August of 2004. Our customers include numerous Maryland State agencies as well as many of the county and local municipalities in Maryland. We have proven ourselves to be both reliable and innovative in serving the needs of our customers.

Our concern is that Skyline Network Engineering, LLC along with our MBE and WBE partners (Full Circle Solutions, Inc. and Bay-Tek Consulting, Inc., respectively) was selected as one of the companies that were recommended for award to be approved on the Wednesday August 26, 2015 Board of Estimates agenda (page 105). It is to our understanding that MOIT deemed Skyline Network Engineering, LLC to be a value adding vendor that would provide staffing for current and upcoming projects that would advance the technological functionality of the City government as well as benefit the citizens that populate the great City of Baltimore.

We are now being told that an "administrative oversight" was made regarding the initial recommendation and that we are no longer being considered for award. We are very concerned and confused by this decision. Our company has highly qualified and experienced technical resources that specialize in supporting multi-agency environments. During the initial review, our company was deemed "qualified, responsible, and responsive"





NO LIMITS.

yet we are now not being included in the recommendation for award. We feel this will have a negative impact on the City government as well as the way the citizens of Baltimore City are served.

We feel it is not in the City's best interest to make award selections for technical staffing services based solely on lowest bid. We feel the City would be better served by including technical capabilities of companies and proposed staff as part of the evaluation process and ranking for these types of contracts. We feel the City should not solely consider the cost of a resource without knowing the technical capabilities and past performance of those individuals and companies. For technical staffing related contracts, most of the agencies we typically work with award based on best value (which is a combination of technical and cost). We typically only see evaluations based only on lowest bid reserved for hardware or software related contracts.

We have been providing our customers with innovative support in establishing multiservice networks since our company was founded. One of our most successful examples in this local area is networkMaryland™. We believe the City would greatly benefit from the knowledge and experience we can bring to the City.

We believe Skyline provides the City with the best overall value. We have a proven track record in establishing the necessary infrastructure to enable multiagency environments to consolidate IT infrastructure and reduce overall costs.

Given our company experience and technical capabilities of our staff, we believe it is in the City's best interest to add Skyline Network Engineering, LLC (and our MBE and WBE partners) as the fourth vendor on this contract and allow us the opportunity to serve this great City and its citizens.

If the City deems that it is not possible to add Skyline as the fourth company to this contract we are requesting a reissue of the solicitation. We feel the new solicitation should also include a technical evaluation and oral presentation as part of the evaluation process.

At the very least, because we were notified late afternoon on this past Friday September 4, 2015 (prior to a holiday weekend) we request that the Board postpone the vote on this matter to fully assess this issue.





NO LIMITS.

Thank you for your time and attention to this matter. If you have any questions I can be reached at 410-590-2001 or [bholsonbake@skylinenet.net](mailto:bholsonbake@skylinenet.net).

Sincerely,

A handwritten signature in cursive script that reads "Brian Alsalabi".

Cc: Timothy Krus, City Purchasing Agent



AGENDA

BOARD OF ESTIMATES

08/26/2015

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

**MWBOO SET GOALS OF 17% MBE AND 5% WBE.**

Highlander Contracting Company, LLC

|  |             |     |
|--|-------------|-----|
| <b>MBE:</b> Machado Construction Company, Inc. | \$53,975.00 | 17% |
|--|-------------|-----|

|                                     |             |    |
|-------------------------------------|-------------|----|
| <b>WBE:</b> Cuddy & Associates, LLC | \$15,875.00 | 5% |
|-------------------------------------|-------------|----|

**MWBOO FOUND VENDOR IN COMPLIANCE.**

Bluestar Technologies, Inc.

|                                |             |     |
|--------------------------------|-------------|-----|
| <b>MBE:</b> A-Connection, Inc. | \$64,260.00 | 17% |
|--------------------------------|-------------|-----|

|   |             |    |
|---|-------------|----|
| <b>WBE:</b> The Allocated Formula Group, Inc. | \$15,120.00 | 4% |
|---|-------------|----|

|                |                    |          |
|----------------|--------------------|----------|
| K Supply, Inc. | 3,780.00           | 1%       |
|                | <u>\$18,900.00</u> | <u>5</u> |

**MWBOO FOUND VENDOR IN COMPLIANCE.**

|  |                                 |                 |
|--|---------------------------------|-----------------|
| 5. B50004056, Enterprise Technology Staffing Support | Telecommunication Systems, Inc. | \$15,000,000.00 |
|--|---------------------------------|-----------------|

Skyline Network Engineering, LLC  
d/b/a Skyline Technology Solutions

(MOIT, DPW, DOT and Others)

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





RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

Telecommunication Systems, Inc.

MBE: Bithgroup Technologies, Inc. 27%

WBE: Realistic Computing, Inc. 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

Skyline Network Engineering, LLC d/b/a Skyline Technology Solutions

MBE: Full Circle Solutions, Inc. 27%

WBE: Bay-Tek Consulting, Inc. 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

6. B50004074, J.I.T. Rudolph's Office & \$9,000,000.00  
Office Supplies Computer Supply,  
Inc.

(City-wide)

MWBOO SET GOALS AT 5% MBE AND 0% WBE.

MBE: Sue Ann's Office Supply, Inc. 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM WHITEFORD, TAYLOR, AND PRESTON, L.L.P. ON BEHALF OF MY OFFICE PRODUCTS.

A RESPONSE TO THE PROTEST FROM WHITEFORD, TAYLOR, AND PRESTON, L.L.P. ON BEHALF OF MY OFFICE PRODUCTS WAS RECEIVED FROM RUDOLPH'S OFFICE & COMPUTER SUPPLY, INC.

**AGENDA**

BOARD OF ESTIMATES

08/26/2015

**TRAVEL REQUESTS**

| <u>Name</u>                             | <u>To Attend</u>   | <u>Fund Source</u> | <u>Amount</u> |
|---|--|--------------------|---------------|
| <u>Office of the Labor Commissioner</u> |  |                    |               |
| 1. Yvette Brown                         | International Public Management Association for Human Resources International Training Conference and Expo<br>Denver, CO<br>Sept. 27 - Oct. 1, 2015<br>(Reg. Fee \$649.00) | General Funds      | \$2,228.60    |

The subsistence rate for this location is \$229.00 per night. The cost of the hotel is \$199.00 per night plus taxes of \$29.35 per night. The airfare in the amount of \$418.20 and the registration fee in the amount of \$649.00 were pre-paid on a City-issued credit card assigned to Ms. Deborah F. Moore-Carter.

The Office of the Labor Commissioner is requesting additional subsistence of \$10.00 per day for meals and incidentals and a required fee of \$50.00 round trip for luggage. Therefore, Ms. Brown will be disbursed \$1,161.40.

Department of Public Works

|                    |   |               |            |
|--------------------|---|---------------|------------|
| 2. Rudolph S. Chow | 2015 National Brownsfields Training Conference<br>Chicago, IL<br>Sept. 1-3, 2015<br>Reg. Fee \$200.00 | General Funds | \$1,172.64 |
|--------------------|---|---------------|------------|

The airfare in the amount of \$319.00 and the registration fee were prepaid by a City-issued procurement card assigned to Ms. Lyque O'Connor. The amount of funds to be disbursed to Mr. Chow is \$653.64.

**From:** "Adams, Deborah E." <[Deborah.Adams@baltimorecity.gov](mailto:Deborah.Adams@baltimorecity.gov)>  
**Date:** August 21, 2015 at 3:21:11 PM EDT  
**To:** ""[COB@telecomsys.com](mailto:COB@telecomsys.com)"" <[COB@telecomsys.com](mailto:COB@telecomsys.com)>, ""[jross@skylinenet.net](mailto:jross@skylinenet.net)"" <[jross@skylinenet.net](mailto:jross@skylinenet.net)>, ""[vmehtha@apexsystemsinc.com](mailto:vmehtha@apexsystemsinc.com)"" <[vmehtha@apexsystemsinc.com](mailto:vmehtha@apexsystemsinc.com)>, ""[snarayanan@induscorp.com](mailto:snarayanan@induscorp.com)"" <[snarayanan@induscorp.com](mailto:snarayanan@induscorp.com)>, ""[Tom.Gordon@Trigyn.com](mailto:Tom.Gordon@Trigyn.com)"" <[Tom.Gordon@Trigyn.com](mailto:Tom.Gordon@Trigyn.com)>, ""[Enrique.lopez@orangepeople.com](mailto:Enrique.lopez@orangepeople.com)"" <[Enrique.lopez@orangepeople.com](mailto:Enrique.lopez@orangepeople.com)>, ""[collaborativeitserv@gmail.com](mailto:collaborativeitserv@gmail.com)"" <[collaborativeitserv@gmail.com](mailto:collaborativeitserv@gmail.com)>, ""[idonohue@koniag.com](mailto:idonohue@koniag.com)"" <[idonohue@koniag.com](mailto:idonohue@koniag.com)>, ""[Shawn@ipac-us.com](mailto:Shawn@ipac-us.com)"" <[Shawn@ipac-us.com](mailto:Shawn@ipac-us.com)>  
**Cc:** "Krus, Timothy" <[Timothy.Krus@baltimorecity.gov](mailto:Timothy.Krus@baltimorecity.gov)>, "Sher, Erin" <[Erin.Sher@baltimorecity.gov](mailto:Erin.Sher@baltimorecity.gov)>, "Parnau, Christine" <[Christine.Parnau@baltimorecity.gov](mailto:Christine.Parnau@baltimorecity.gov)>, "Vasavada, Mukesh" <[Mukesh.Vasavada@baltimorecity.gov](mailto:Mukesh.Vasavada@baltimorecity.gov)>  
**Subject:** Solicitation Number B50004056 Enterprise Technology Staffing Support

The Bureau of Purchases will recommend an award of **Solicitation Number B50004056 Enterprise Technology Staffing Support** to the vendor(s) listed below at the Board of Estimates meeting on Wednesday, 8/26/15. This is our best estimate of when the award will be considered; however, in unusual circumstances the Board's consideration may be delayed. If so, you will be notified of that delay as quickly as possible. A copy of the Board agenda may be obtained via the Internet at [www.comptroller.baltimorecity.gov](http://www.comptroller.baltimorecity.gov).

1. Telecommunication Systems, Inc.
2. Skyline Network Engineering, LLC

Sent on behalf of  
Timothy M. Krus, CPPO  
City Purchasing Agent  
Baltimore City Bureau of Purchases

*Mrs. Deborah E. Adams  
Office Assistant III  
Department of Finance  
Bureau of Purchases  
231 E. Baltimore Street Suite 300  
Baltimore, Maryland 21202  
Phone: 410-545-0720  
Fax: 410-396-1822  
Email: [Deborah.Adams@baltimorecity.gov](mailto:Deborah.Adams@baltimorecity.gov)*

*This communication does not contain any procurement authority unless expressly cited as such by the author. If you are a vendor or represent a vendor, you must have a valid Purchase Order prior to providing goods and/or services. If you do not have a valid Purchase Order, the City may not be obligated to pay on invoices when presented.*

*The information contained in this communication may be confidential, and is intended only for the use of the recipient named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination distribution, or copying of this communication, or any of its contents, is strictly prohibited. If you have received this communication in error, please inform the sender and delete the original message and any copy of it from your computer system.*

## Dale Bowen

---

**From:** Jason Ross  
**Sent:** Friday, August 21, 2015 3:41 PM  
**To:** DG\_Skyline\_Executive\_Team  
**Cc:** Eric Bathras; Dale Bowen; Darby Ashmore  
**Subject:** Fwd: Solicitation Number B50004056 Enterprise Technology Staffing Support

Hello Team,

Exciting news below. Not sure what it means for new business growth but great news for sure.

Thanks,

Jason Ross  
Vice President & COO  
Skyline Technology Solutions  
410-590-2002 Office  
443-398-7917 Cell

Begin forwarded message:

**From:** "Adams, Deborah E." <[Deborah.Adams@baltimorecity.gov](mailto:Deborah.Adams@baltimorecity.gov)>  
**Date:** August 21, 2015 at 3:21:11 PM EDT  
**To:** "[COB@telecomsys.com](mailto:COB@telecomsys.com)" <[COB@telecomsys.com](mailto:COB@telecomsys.com)>, "[jross@skylinenet.net](mailto:jross@skylinenet.net)" <[jross@skylinenet.net](mailto:jross@skylinenet.net)>, "[vmehtha@apexsystemsinc.com](mailto:vmehtha@apexsystemsinc.com)" <[vmehtha@apexsystemsinc.com](mailto:vmehtha@apexsystemsinc.com)>, "[snarayanan@induscorp.com](mailto:snarayanan@induscorp.com)" <[snarayanan@induscorp.com](mailto:snarayanan@induscorp.com)>, "[Tom.Gordon@Trigyn.com](mailto:Tom.Gordon@Trigyn.com)" <[Tom.Gordon@Trigyn.com](mailto:Tom.Gordon@Trigyn.com)>, "[Enrique.lopez@orangepeople.com](mailto:Enrique.lopez@orangepeople.com)" <[Enrique.lopez@orangepeople.com](mailto:Enrique.lopez@orangepeople.com)>, "[collaborativeitserv@gmail.com](mailto:collaborativeitserv@gmail.com)" <[collaborativeitserv@gmail.com](mailto:collaborativeitserv@gmail.com)>, "[jdonohue@koniag.com](mailto:jdonohue@koniag.com)" <[jdonohue@koniag.com](mailto:jdonohue@koniag.com)>, "[Shawn@ipac-us.com](mailto:Shawn@ipac-us.com)" <[Shawn@ipac-us.com](mailto:Shawn@ipac-us.com)>  
**Cc:** "Krus, Timothy" <[Timothy.Krus@baltimorecity.gov](mailto:Timothy.Krus@baltimorecity.gov)>, "Sher, Erin" <[Erin.Sher@baltimorecity.gov](mailto:Erin.Sher@baltimorecity.gov)>, "Parnau, Christine" <[Christine.Parnau@baltimorecity.gov](mailto:Christine.Parnau@baltimorecity.gov)>, "Vasavada, Mukesh" <[Mukesh.Vasavada@baltimorecity.gov](mailto:Mukesh.Vasavada@baltimorecity.gov)>  
**Subject:** Solicitation Number B50004056 Enterprise Technology Staffing Support

The Bureau of Purchases will recommend an award of **Solicitation Number B50004056 Enterprise Technology Staffing Support** to the vendor(s) listed below at the Board of Estimates meeting on Wednesday, 8/26/15. This is our best estimate of when the award will be considered; however, in unusual circumstances the Board's consideration may be delayed. If so, you will be notified of that delay as quickly as possible. A copy of the Board agenda may be obtained via the Internet at [www.comptroller.baltimorecity.gov](http://www.comptroller.baltimorecity.gov).

1. Telecommunication Systems, Inc.
2. Skyline Network Engineering, LLC

Sent on behalf of  
Timothy M. Krus, CPPO  
City Purchasing Agent  
Baltimore City Bureau of Purchases

*Mrs. Deborah E. Adams  
Office Assistant III  
Department of Finance  
Bureau of Purchases  
231 E. Baltimore Street Suite 300  
Baltimore, Maryland 21202  
Phone: 410-545-0720  
Fax: 410-396-1822  
Email: [Deborah.Adams@baltimorecity.gov](mailto:Deborah.Adams@baltimorecity.gov)*

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RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

\* \* \* \* \*

The Board is requested to  
approve award of  
the formally advertised contract  
listed on the following pages:  
103 - 104  
to the low bidder meeting specifications,  
or reject bids on those as indicated  
for the reasons stated.

AGENDA

BOARD OF ESTIMATES

09/09/2015

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases

- 1. B50004056, Enterprise Technology Staffing Support \$15,000,000.00  
Koniag Services, Inc.  
Telecommunication Systems, Inc.  
Trigyn Technologies, Inc.

Award is recommended to the three lowest responsive and responsive bidders who were found in compliance by MWBOO.

(MOIT, DPW, DOT, Others)

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

KONIAG SERVICES, INC.

**MBE:** Williams Consulting, LLC 28%

**WBE:** P.K.W. Associates, Inc. 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

TELECOMMUNICATION SYSTEMS, INC.

**MBE:** Bithgroup Technologies, Inc. 27%

**WBE:** Realistic Computing, Inc. 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**



AGENDA

BOARD OF ESTIMATES

09/09/2015

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Purchases - cont'd

TRIGYN TECHNOLOGIES, INC.

**MBE:** UVS Info Tech, LLC 27%

**WBE:** RECA Technology, LLC 10%

**MWBOO FOUND VENDOR IN COMPLIANCE.**

This staffing support contract will not be used to replace staff or services provided on B50003985 Telecommunications Improvement and Procurement Project (TIPP), which was opened on June 24, 2015 for VoIP, or other City information technology and telecommunications contracts separately solicited or awarded.

**A PROTEST WAS RECEIVED FROM SKYLINE NETWORK ENGINEERING, LLC D/B/A SKYLINE TECHNOLOGY SOLUTIONS.**

AGENDA

BOARD OF ESTIMATES

09/09/2015

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- |    |                                  |                    |                    |
|----|----------------------------------|--------------------|--------------------|
| 1. | <u>T. E. BYERLY COMPANY, INC</u> | <u>\$31,318.00</u> | <u>Sole Source</u> |
|----|----------------------------------|--------------------|--------------------|
- Contract No. 08000 - BIF Hydraulic Valve Cylinder Parts - Department of Public Works, Bureau of Water & Wastewater - Req. No. R703367.

The agency has the requirement for procuring OEM parts. The vendor is the sole authorized supplier/distributor of these items in our area.

- |    |                                |                    |                 |
|----|--------------------------------|--------------------|-----------------|
| 2. | <u>J. C. EHRLICH CO., INC.</u> | <u>\$13,000.00</u> | <u>Increase</u> |
|----|--------------------------------|--------------------|-----------------|
- Contract No. B50003238 - Rodent Chemical - Department of Public Works, Bureau of Solid Waste - Purchase Order No. P525627

On November 19, 2013, the City Purchasing Agent approved the initial award in the amount of \$6,423.45. The award contained three 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$13,000.00 will make the award amount \$40,846.90. The period of the award is November 22, 2014 through November 21, 2015, with one 1-year renewal option remaining.

- |    |                                 |                    |                |
|----|---------------------------------|--------------------|----------------|
| 3. | <u>LABORATORY SYNERGY, INC.</u> | <u>\$25,412.79</u> | <u>Low Bid</u> |
|----|---------------------------------|--------------------|----------------|
- Contract No. B50004181 - Automatic TL 7000 Titration System - Department of Public Works - Req. No. R702040

Maintenance period covered is one year from initial installation, with four one-year renewal options.

- |    |                      |                     |                 |
|----|----------------------|---------------------|-----------------|
| 4. | <u>HUMANIM, INC.</u> | <u>\$600,000.00</u> | <u>Increase</u> |
|----|----------------------|---------------------|-----------------|
- Contract No. B50003276 - Building Deconstruction - Department of Housing and Community Development - P.O. No. P527233

## 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 25** favorable reports by the Planning Commission on August 27, 2015 on Transfers of Funds approved by the Board of Estimates at its meetings on its meetings on August 12, 19, and 26, 2015.

The Board **NOTED 25** favorable Reports on Transfers of Funds approved by the Board of Estimates at its meetings on August 12, 19, and 26, 2015.

**MINUTES**

Department of Housing and - Community Development Block  
Community Development      Grant Agreements

The Board is requested to approve and authorize execution of the below-listed Community Development Block Grant Agreements (CDBG). The period of the Agreement is July 1, 2015 through June 30, 2016, unless otherwise indicated.

1. **BALTIMORE OFFICE OF PROMOTION** **\$ 51,300.00**  
**& THE ARTS, INC.**

Account: 2089-208916-5930-423230-603051

The CDBG funds will be used for the Bright StARTS Workshop for Children Program. The Bright StARTS Program will provide free art instruction to children ages 3-19 with workshops in such areas as visual, literacy, and performing arts. Thirty-two after-school workshops will be held from October 2015 to May 2016 and eight summer workshops at locations throughout Baltimore City. Professional artists who are experienced teachers will conduct the workshops. It has become a model arts educational program in Baltimore City, introducing under-served children to their rich heritage and to their own potential.

**MWBOO GRANTED A WAIVER.**

2. **COLDSTREAM-HOMESTEAD-MONTEBELLO** **\$ 68,585.00**  
**(CHM) COMMUNITY CORPORATION, INC.**

|   |              |
|---|--------------|
| Account: 2089-208916-5930-432726-603051 | \$ 11,120.00 |
| 2089-208916-5930-432730-603051          | \$ 21,049.00 |
| 2089-208916-5930-432735-603051          | \$ 8,067.00  |
| 2089-208916-5930-432781-603051          | \$ 22,423.00 |
| 2089-208916-5930-432783-603051          | \$ 5,926.00  |

The CDBG funds will be used to subsidize CHM's operating costs. The CHM will administer activities and coordinate citizen participation in the planning and implementation of community development activities in the CHM Urban Renewal Area.

**MWBOO GRANTED A WAIVER.**

## MINUTES

DHCD - cont'd

3. **EMPIRE HOMES OF MARYLAND, INC.** **\$ 76,950.00**

Account: 2089-208916-5930-434561-603051

The CDBG funds will be used to support activity delivery costs associated with acquiring, rehabilitating, and leasing properties for low and moderate-income rental housing, particularly for homeless and non-elderly disabled persons.

**MWBOO GRANTED A WAIVER.**

4. **JULIE COMMUNITY CENTER, INC.** **\$ 41,000.00**

|   |              |
|---|--------------|
| Account: 2089-208916-5930-435530-603051 | \$ 12,857.14 |
| 2089-208916-5930-435534-603051          | \$ 9,748.18  |
| 2089-208916-5930-435526-603051          | \$ 3,238.50  |
| 2089-208916-5930-435539-603051          | \$ 15,156.18 |

The organization will provide a variety of public services to low and moderate-income persons that reside in Southeast Baltimore. The services include direct services and/or referrals to emergency social services, health services, youth services, and adult education/GED classes.

5. **PUBLIC JUSTICE CENTER, INC.** **\$ 35,000.00**

Account: 2089-208916-5930-433329-603051

The CDBG funds will be used to support the Tenant Advocacy Project (TAP) for one year. TAP pairs indigent tenants facing eviction and/or living in substandard housing with well-trained volunteer advocates and pro bono supervising attorneys who will counsel and represent them during summary eviction and rent escrow proceedings. TAP also provides community education and outreach, initiates and participates in coalition building for low-income communities and advocates for important legal reforms in landlord/tenant law.

## MINUTES

DHCD - cont'd

6. **BANNER NEIGHBORHOODS COMMUNITY CORPORATION, INC.** **\$ 59,864.00**

Account: 2089-208916-5930-436630-603051

The CDBG funds will be used to provide educational, recreational, and cultural enrichment activities for youth in Southeast Baltimore.

**FOR FY 2016, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$13,200.00, AS FOLLOWS:**

**MBE: \$3,564.00**

**WBE: \$1,320.00**

On June 17, 2016, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2015 Annual Action Plan for the following formula programs:

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

The DHCD began negotiating and processing the CDBG Agreements effective July 1, 2015 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the Agreements were delayed due to final negotiations and processing.

**APPROVED FOR FUNDS BY FINANCE**

**AUDITS REVIEWED AND HAD NO OBJECTION.**

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

**MINUTES**

Department of Housing and - Local Government Resolutions  
Community Development

**ACTION REQUESTED OF B/E:**

The Board is requested to approve Local Government Resolutions in support of the Baltimore Regional Neighborhood Initiative (BRNI) program and the Community Legacy Program (CLP) and applications to the Maryland Department of Housing and Community Development (MD-DHCD). A local resolution of support is required for organizations to participate in the programs.

**AMOUNT OF MONEY AND SOURCE:**

No City Funds are requested.

**BACKGROUND/EXPLANATION:****BALTIMORE REGIONAL NEIGHBORHOOD INITIATIVE:**

| <u>Applicant</u>                                       | <u>Organization</u>                                    | <u>Project Name</u>  | <u>Requested</u><br><u>BRNI Funds</u> |
|--|--|--|---------------------------------------|
| <b>Central<br/>Baltimore<br/>Partnership,<br/>Inc.</b> | <b>Central<br/>Baltimore<br/>Partnership,<br/>Inc.</b> | <b>Homewood Community<br/>Partners Initiative<br/>(HCPI) Community<br/>Spruce-Up Grant<br/>Program</b> | <b>\$100,000.00</b>                   |

The HCPI Spruce-Up Grant program awards grants ranging from \$10,000.00 to \$25,000.00 to neighborhood groups for projects that help strengthen the 10 neighborhoods in the HCPI target area.

|  |  |   |                     |
|--|--|---|---------------------|
| <b>Central<br/>Baltimore<br/>Partnership,<br/>Inc.</b> | <b>The<br/>Reinvestment<br/>Fund (TRF)</b> | <b>Homewood Community<br/>Partners Initiative<br/>(HCPI) Development<br/>Fund</b> | <b>\$215,000.00</b> |
|--|--|---|---------------------|

This will provide gap financing to encourage real estate development in the HCPI project area.

## MINUTES

DHCD - cont'd

| <u>Applicant</u>                                       | <u>Organization</u>                  | <u>Project Name</u>                             | <u>Requested</u><br><u>BRNI Funds</u> |
|--|--------------------------------------|---|---------------------------------------|
| <b>Central<br/>Baltimore<br/>Partnership,<br/>Inc.</b> | <b>HCPI<br/>Development<br/>Fund</b> | <b>Acquisition Fund<br/>Project Coordinator</b> | <b>\$ 50,000.00</b>                   |

The project is for funding for a part-time coordinator who will facilitate acquiring and redeveloping properties as part of the HCPI Development Fund.

COMMUNITY LEGACY PROGRAM:

| <u>Applicant</u>                                      | <u>Organization</u>            | <u>Project Name</u>    | <u>Requested</u><br><u>BRNI Funds</u> |
|---|--------------------------------|------------------------|---------------------------------------|
| <b>Central<br/>Baltimore<br/>Partnership<br/>Inc.</b> | <b>Seawall<br/>Development</b> | <b>201 W. Lorraine</b> | <b>\$124,500.00</b>                   |

Redevelopment of corner row house as a mixed-use project.

**A PROTEST WAS RECEIVED FROM REMINGTON NEIGHBORHOOD ALLIANCE, INC. THROUGH MS. JOAN FLOYD, HAS INDICATED THAT IT RECEIVED INFORMATION ON THE FIRST THREE ITEMS ON PAGES 48-49, AND THEREFORE NO LONGER HAS AN INTEREST OR PROTEST ON THAT ITEM.**

Deputy Comptroller: "For pages 48-49 (of the agenda), the Board received a protest from the Remington Neighborhood Alliance, Inc. The Remington Neighborhood Alliance, Inc., through Ms. Joan Floyd, has indicated that it received information on the first three items on pages 48-49 (of the agenda), and therefore no longer has in interest for a protest for that item.



## MINUTES

DHCD - cont'd

COMMUNITY LEGACY PROGRAM:

The remaining item, which is on page 49, for the Community Legacy Program -- uh -- the Remington Neighborhood Alliance still maintains a protest. However, the Board has determined it will not hear that protest because the response to Ms. Floyd did respond appropriately to the inquiries that she made."

UPON MOTION duly made and seconded, the Board approved the Local Government Resolutions in support of the Baltimore Regional Neighborhood Initiative program and the Community Legacy Program and applications to the Maryland Department of Housing and Community Development.



15 September 2015

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

**Re: Board of Estimates Agenda, 16 September 2015  
PROTEST - pages 49-50 (Central Baltimore Partnership, 4 items)**

Dear Clerk:

I am writing as president of the Remington Neighborhood Alliance (RNA), the civic association for residents of Remington since 2000. The RNA is not an affiliate of the Central Baltimore Partnership.

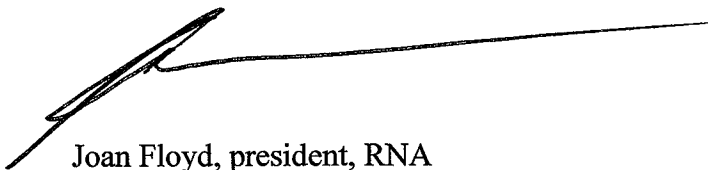
It is with regret that I file this protest of the four Central Baltimore Partnership requests for State funding on pages 49 and 50. We have been unsuccessful in our efforts to obtain specific information about the proposed use of these funds for redevelopment projects in Remington. Deputy Mayor Colin Tarbert has never acknowledged our request for information, and Gus Augustus, Director of the Mayor's Office of Neighborhoods, has provided no information — even though he is the Secretary of the Central Baltimore Partnership.

When the proposed use of public money is kept secret from those potentially impacted, it is the responsibility of the civic association to object.

With respect to the specific \$124,500 request to redevelop 201 W. Lorraine Avenue for "mixed use," that property is residentially zoned, making the request inappropriate.

I will be present at the Board of Estimates meeting.

Sincerely,



Joan Floyd, president, RNA

**MINUTES****TRAVEL REQUESTS**

| <u>Name</u>                         | <u>To Attend</u>   | <u>Fund Source</u> | <u>Amount</u> |
|-------------------------------------|--|--------------------|---------------|
| <u>Department of Transportation</u> |  |                    |               |
| 1. Caitlin Doolin                   | 2015 Professional Development Seminar<br>St. Louis, MO<br>Sept. 29 -<br>Oct. 01, 2015<br>(Reg. Fee \$635.00) | General Fund       | \$1,278.99    |

The registration fee was prepaid on a City-issued procurement card assigned to Dharendra Sinha. The amount of funds to be disbursed to Ms. Doolin is \$643.99.

|                                    |   |              |            |
|------------------------------------|---|--------------|------------|
| 2. Veronica McBeth<br>Ciara Willis | Transportation Association of MD Inaugural Expo<br>Ocean City, MD<br>Sept. 28 - Oct. 2, 2015<br>(Reg. Fee \$450.00 ea.) | General Fund | \$1,924.21 |
|------------------------------------|---|--------------|------------|

The subsistence rate for this location is \$156.00 per day. The hotel cost is \$99.00 per day plus taxes of \$41.58. Ms. McBeth and Ms. Willis will be travelling together and sharing the hotel room. Ms. Willis is requesting \$40.00 per day for meals and incidentals. Registration fees for each attendee has been prepaid on a City issued credit card assigned to Mr. Dharendra Sinha.

Ms. McBeth will be disbursed \$864.21 and Ms. Willis will be disbursed \$160.00.

**MINUTES****TRAVEL REQUESTS**

| <u>Name</u>                                  | <u>To Attend</u>   | <u>Funds</u>    | <u>Amount</u> |
|--|--|-----------------|---------------|
| <u>Department of Transportation - cont'd</u> |  |                 |               |
| 3. Roy Weil<br>Manmohan Singh                | 2015 County - Engineers<br>Association of<br>Maryland Fall<br>Conference<br>Ocean City, MD<br>Sept. 23 - 25, 2015<br>(Reg. Fee \$235.00 ea.) | General<br>Fund | \$1,595.09    |

The subsistence rate for this location is \$156.00 per night. The cost of the hotel is \$152.00 per night plus hotel taxes of \$15.96 per night.

The Department is requesting additional subsistence of \$36.00 per day for meals and incidentals for each attendee. The registration fees for each attendee were prepaid on a City-issued credit card assigned to Mr. Dhirendra Sinha. Mr. Weil will be disbursed \$649.17 and Mr. Singh will be disbursed \$475.92.

Mayor's Office of Criminal Justice

|  |  |                  |            |
|--|--|------------------|------------|
| 4. Sulakshana<br>Bhattacharya<br>Alejandro Colon | National League of<br>City 3 <sup>rd</sup> REAL Talk<br>Forum<br>Orlando, FL<br>Sept. 15 - 17, 2015<br>(Reg. Fee \$0.00) | General<br>Funds | \$1,921.52 |
|--|--|------------------|------------|

The transportation and the hotel for each attendee was prepaid using a City-issued credit card assigned to Kathe Hammond. The subsistence rate for this area is \$171.00 per day.

**MINUTES****TRAVEL REQUEST**

The Hotel rate is \$179.00 per day plus taxes of \$22.38 per day. The Department is requesting additional subsistence in the amount of \$80.00 to cover the cost of food and \$8.00 per day for hotel expenses. The disbursement for each attendee is \$140.00.

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

**MINUTES****PROPOSALS AND SPECIFICATIONS**

1. Department of Public Works/ - WC 1230R, Prettyboy Reservoir  
Office of Engineering & Dam Gatehouse Facility  
Construction Improvements  
**BIDS TO BE RECV'D: 10/07/2015**  
**BIDS TO BE OPENED: 10/07/2015**

There being no objections, the Board, UPON MOTION duly made and seconded, approved the above 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 PAGES OF 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

September 15, 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 - 53, City Council President and members of the Board of Estimates, BOE Agenda dated September 16, 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.

Email: [kimtrueheart@gmail.com](mailto:kimtrueheart@gmail.com)

5519 Belleville Ave  
Baltimore, MD 21207



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 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 September 16, 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: "Okay. 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 agency had issued an addendum extending the dates for receipt and opening of bids on the following contract. There were no objections.

Department of Public Works - WC 1173R, Guilford Finished  
Water Reservoir Improvements  
**BIDS TO BE RECV'D: 09/23/2015**  
**BIDS TO BE OPENED: 09/23/2015**

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

Bureau of Purchases - B50004150, Baltimore City Building  
Demolition

K & K Adams, Inc.  
Goel Services, Inc.  
JLN Construction, Inc.  
P&J Contracting Co., Inc.

MINUTES

Bureau of Purchases - B50004256, Laboratory Gases,  
Chemicals & Related Supplies

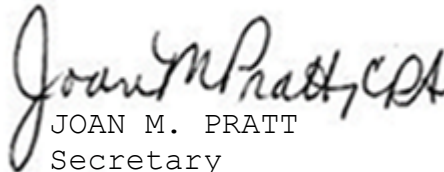
School Specialty Inc./Frey Scientific  
VWR International, LLC  
Airgas USA, LLC  
Fisher Scientific

General Services - GS 14826R, Waxter Center Interior  
Renovations

Jeffrey Brown Contracting, LLC  
JLN Construction, Inc.  
Trionfo Builders, Inc.

\* \* \* \* \*

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, September 23, 2015.

  
JOAN M. PRATT  
Secretary