

MINUTES

REGULAR MEETING

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

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

The meeting was called to order by the President.

President: "I will direct the Board members attention to the memorandum from my office dated January 21, 2014, identifying matters to be considered as routine agenda items, together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

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

MINUTES

Office of the President - Resolution of the Board of Estimates
of Baltimore City - The Regulation of
Board of Estimates Meetings and Protests

ACTION REQUESTED OF B/E:

The Board is requested to approve the Resolution on the Regulation of Board of Estimates Meetings and Protests.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

These regulations were formulated in cooperation with the Mayor, Comptroller, and Council President. These regulations are intended to provide guidelines for public participation during the meeting and to memorialize the process by which protests are submitted. The Resolution was approved for form and legal sufficiency by the Law Department.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

Kim A. Trueheart

January 22, 2014

Board of Estimates

Attn: Clerk

City Hall, Room 204

100 N. Holliday Street,

Baltimore, Maryland 21202

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal and asset management and a self serving, egotistical and contemptible approach to fiduciary stewardship by the Mayor, the President of the City Council and the Comptroller of Baltimore City that morally and ethically erodes their ability to serve in their elected positions on behalf of citizens in a manner that provides benefits to citizens instead of corporations.

1. Whom you represent: Self
2. What the issues are:
 - a. Page 2, Office of the President - Resolution of the Board of Estimates of Baltimore City - The Regulation of Board of Estimates Meetings and Protests, if approved:
 - i. This Regulation offends all sensibilities of this citizen of Baltimore City;
 - ii. This Regulation appears to partially "abridge" this citizen's right to petition government as guaranteed in the U.S. Constitution;
 - iii. This Regulation appears to mimic tactics by defenders of slavery when in 1836 the House of Representative imposed a "gag" rule which tabled, or postponed action on all petitions relating to slavery without hearing them;
 - iv. This Regulation appears to represent a step backwards in the ongoing anemic attempts by my home town government for increased transparency;
 - v. This Regulation represents the enactment of a crime of absolute moral turpitude by this board;
 - vi. This Regulation will ensure that the members of this board will go down in history and forever remembered for this contemptible act.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed the continued lack of transparency which pervades this administration. This Regulation fundamentally abridges my constitutional rights and is further evidence that transparency, in light of a fervent cry by the citizens of my home town, is generally ignored and rejected by this administration.
4. Remedy I desire: The BOE reject this Regulation.

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on January 22, 2014.

.

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

President: "The first item on the, ah -- non-routine agenda can be found on Pages 1-4 and that's the uh -- Regulations that have been set forth. Will the parties please come forward?"

Deputy Comptroller: "The protestant was Ms. Kim Truehart. Is she present?" (No response heard.)

President: "I'll entertain a Motion."

City Solicitor: "In the absence of any um -- protestants here to argue the Motion, I MOVE approval of Pages 1-4, the Regulations of the Board of Estimates, as submitted."

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

UPON MOTION duly made and seconded, the Board approved the Resolution on the Regulation of Board of Estimates Meetings and Protests.

MINUTES

RESOLUTION

OF

THE BOARD OF ESTIMATES OF BALTIMORE CITY
THE REGULATION OF BOARD OF ESTIMATES MEETINGS AND PROTESTS

WHEREAS, the Mayor and City Council of Baltimore, acting by and through the Board of Estimates (“Board”), pursuant to Article VI, § 1 et seq. of the Charter of Baltimore City, 1996 Edition, as amended (HEREIN after referred to as “Charter”), is responsible for formulating and executing the fiscal policy of the City, approvals of settlements, acquisitions and dispositions of real property, awarding contracts and supervising purchasing by the City; and other duties as prescribed in the Charter; and

WHEREAS, the Board, pursuant to Article VI, § 1 of the Charter is composed of the Mayor, President of the City Council, Comptroller, City Solicitor, and Director of Public Works, and the President of the City Council shall be President of the Board, and one of the members shall act as Secretary; and

WHEREAS, the members of the Board meet in public forum each Wednesday at 9:00 a.m. (unless in periodic recess) in the Hyman Pressman Hearing Room to conduct the business of government; and

WHEREAS, the Board, pursuant to Article VI, § 2 et seq. of the Charter, may promulgate rules and regulations and summon before it heads of departments, bureaus or divisions, municipal officers, and members of commissions and boards; and

WHEREAS, in the interest of promoting better government, order and efficiency the Board wishes to establish certain rules, applicable to all private individuals, business entities, fraternal organizations, special interest groups, associations and other entities, etc. (HEREIN after collectively referred to as “entity”) who wish to speak at the meetings of the Board.

MINUTES

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ESTIMATES OF BALTIMORE CITY, that the following rules for the conduct of Board meetings be formally adopted by the Board to apply to all issues to be acted upon, considered, noted, or received at any given meeting:

1. Anyone wishing to speak before the Board, whether individually or as the spokesperson of an entity must notify the Clerk of the Board in writing no later than by noon on the Tuesday preceding any Board meeting, or by an alternative date and time specified in the agenda for the next scheduled meeting. The written protest must state (1) whom you represent and the entity that authorized the representation (2) what the issues are and the facts supporting your position and (3) how the protestant will be harmed by the proposed Board action.

2. Requests to speak on matters submitted to the Board for its information, notation or status report from a previous Board action may be heard at the discretion of the President of the Board. This rule does not preclude the submitting agency from orally presenting the report or matter at the meeting of the Board.

3. Matters may be protested by any entity directly and specifically affected by a pending matter or decision of the Board. The person or entity must submit a written protest of that matter or pending decision. In order for a protest to be considered, the protestant must be present at the Board of Estimates meeting.

4. An entity affected by the disposition of the matter in a way different than an average taxpayer or citizen and who so specifies to the satisfaction of the Board may have their protest heard and considered by the Board. However, the President of the Board reserves the right to call a person or organization to give testimony that he/she determines furthers the effective and fair decision making process of the Board. Protests filed by persons not affected by the disposition of the matter in a way different than an average taxpayer or citizen will be handled and responded to as may be determined by the Clerk of the Board.

MINUTES

5. Protests may be submitted, orally presented and argued by representatives or entities directly impacted by a matter or pending decision before the Board. A Procurement Lobbyist, as defined by Part II, Sec. 8-8 (c) of The City Ethics Code must register with the Board of Ethics as a Procurement Lobbyist in accordance with Section 8-12 of The City Ethics Code. If any member of the Board has sufficient information to determine that Section 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

6. The President of the Board shall have the right to limit all speakers to items and issues on the Board agenda, as well as provide a maximum time limit available to a speaker who wishes to address the Board.

7. In the interest of promoting order and efficiency of hearings, persons who are disruptive to the hearing may be required to leave the hearing room.

8. A copy of this Resolution shall be posted in the Department of Legislative Reference, the President of the Board's web site, and the Secretary to the Board's web site and shall be included in all Solicitations.

9. This Resolution shall apply to all Board meetings which are convened two (2) weeks or more after its formal adoption.

Adopted by the Board of Estimates:

Clerk Date

Approved As To Form and Legal
Sufficiency This 14th Day of
January, 2014



Chief Solicitor

MINUTESDepartment of General Services - Minor Privilege Permit Application

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	202 E. Redwood St.	The Helm Foundation, Inc.	One double face electric sign 80 sq. ft.
	Annual Charge: \$560.00		
2.	506 S. Central Ave.	Gapgallant, LLC	Service connection one 3" conduit @ 10 linear feet
	Annual Charge: \$ 35.00		

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

There being no objections, the Board, UPON MOTION duly made and seconded, approved the minor privilege permits.

MINUTES

Mayor's Office of Human Services - Agreements and Amendment
To Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the various agreements and amendment to agreement.

AGREEMENTS

1. **HOUSE OF RUTH MARYLAND, INC.** **\$ 248,148.00**

Account: 4000-496213-3572-591418-603051

The House of Ruth Maryland, Inc. will provide 15 homeless families and four homeless individuals, who are homeless due to incidences of violence in their lives with transitional housing in single room occupancy and apartments. The period of the agreement is November 1, 2013 through October 31, 2014.

The agreement is late because of delays at the administrative level.

MWBOO GRANTED A WAIVER.

2. **MARIAN HOUSE, INC.** **\$ 30,692.50**

Account: 4000-496213-3573-591419-603051

Marian House, Inc. will provide permanent housing and supportive services to five homeless families and 14 homeless individuals. The period of the agreement is December 1, 2013 through November 30, 2014.

The agreement is late because of delays at the administrative level.

MINUTES

MOHS - cont'd

3. **BALTIMORE COUNTY, MARYLAND** **\$1,122,267.00**

Account: 4000-490914-3573-333678-603051

Baltimore County will use the funds to provide housing assistance and supportive services to individuals or to families who have a family member with AIDS. Baltimore County will serve 85 clients. The period of the agreement is July 1, 2013 through June 30, 2016.

The agreement is late because of delays in the approval process for Baltimore County.

MWBOO GRANTED A WAIVER.

AMENDMENT No. 1 TO AGREEMENT

4. **DAYSRING PROGRAMS, INC.** **\$ 16,550.00**

Account: 4000-496313-3573-591236-603051

On May 8, 2013, the Board approved the original agreement with Dayspring Programs, Inc., in the amount of \$876,572.00, for the period April 1, 2013 through March 31, 2014. This amendment in the amount of \$16,550.00 will cover additional administration costs for the program, which serves 45 homeless clients. The increase makes the total amount of the contract \$893,122.00. All other terms and conditions of the original agreement remain unchanged.

MWBOO GRANTED A WAIVER.

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 various agreements and the amendment to agreement.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2013 through June 30, 2014, unless otherwise indicated.

1. **PROJECT PLASE, INC.** **\$ 29,407.00**

Account: 4000-425614-3023-599607-603051

The organization will provide counseling to HIV positive persons. Clients will be selected from the at risk population (African American women, male youth who have sex with males, gay, bi-sexual, lesbian, transgendered), after considering additional factors such as lack of medical assistance, those who are newly diagnosed and currently not in care, and those who have multiple needs including issues of mental health or substance abuse.

2. **THE JOHNS HOPKINS UNIVERSITY** **\$231,775.00**
(JHU)

Account: 4000-424514-3023-599656-603051

The JHU will provide services to enhance client adherence with taking medication, keeping medical appointments, and increasing clients' knowledge of HIV, and symptom management. Services will also include providing emotional support in the form of peer instruction and project evaluation to address the question of effectiveness.

MWBOO GRANTED A WAIVER.

The agreements are late because the Infectious Disease and Environmental Health Administration (IDEHA) programmatically manages Ryan White Part B and D Services. The providers are asked to submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates.

MINUTES

Health Department - cont'd

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

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 aforementioned agreements. The President **ABSTAINED** on item no. 2.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Mary Lynch, Personal Rep. of the Estate of James Henry Lynch	2406 E. Eager Street	F/S	\$23,000.00
Funds are available in account 9910-904488-9588-900000-704040, Milton-Montford Project.			
2. Paul W. Nochumowitz and Amy S. Nochumowitz	1900 N. Longwood Street	G/R \$90.00	\$ 825.00
3. Amy Sue Nochumowitz Substitute Trustee under the Paul Wye Nochumowitz Trust for Ethan Shale Nochumowitz, by Deed dated April 17, 1991.	1904 N. Longwood Street	G/R \$96.00	\$ 880.00

Funds are available in account: 9910-908044-9588-900000-704040,
North Avenue Gateway Project.

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

UPON MOTION duly made and seconded, the Board approved the option agreements.

MINUTES

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

The Board is requested to approve a refund of real property taxes for Mr. Ernest Lucas.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Ernest Lucas	6009 Eurith Avenue	2012/2013	\$2,891.22
		2011/2012	2,911.05
		2010/2011	<u>2,911.05</u>
		Total Refund	\$8,713.32

Mr. Lucas filed his application on December 18, 2013.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on December 18, 2013. In order to avoid interest being paid, the refund must be made within 60 days of that date.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Ernest Lucas.

MINUTES

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

The Board is requested to approve a refund of real property taxes for Mr. Sylvester Duncan.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Sylvester Duncan	1644 Ingram Road	2012/2013	\$ 184.56
		Total Refund	\$ 184.56

Mr. Duncan filed his application on December 13, 2013.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on December 13, 2013. In order to avoid interest being paid, the refund must be made within 60 days of that date.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Mr. Sylvester Duncan.

MINUTES

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

The Board is requested to approve a refund of real property taxes for Ms. Patience Norfleet.

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

<u>Claimant</u>	<u>Property</u>	<u>Taxable Year</u>	<u>Amount</u>
Patience	6212 Falkirk	2012/2013	\$2,309.76
Norfleet	Road	2011/2012	375.96
		Total Refund	\$2,685.72

Ms. Norfleet filed her application on December 17, 2013.

Pursuant to the Tax Property Article, Section 208(h)(2) it is required that interest shall be paid at the rate the county or municipal corporation charges on overdue taxes and that the interest shall accrue from the date the application is filed with the county or municipal corporation. Claimant's application for a refund was filed on December 17, 2013. In order to avoid interest being paid, the refund must be made within 60 days of that date.

UPON MOTION duly made and seconded, the Board approved the refund of real property taxes for Ms. Patience Norfleet.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Harford Homes, LLC, developer, for the sale of the City-owned properties located at 401, 405, 407, 409, and 411 N. Bradford Street.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - 401 N. Bradford Street
 1,000.00 - 405 N. Bradford Street
 1,000.00 - 407 N. Bradford Street
 1,000.00 - 409 N. Bradford Street
 1,000.00 - 411 N. Bradford Street
\$5,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 401, 405, 407, 409, and 411 N. Bradford Street to Harford Homes, LLC.

Harford Homes, LLC will purchase from the City, the five vacant lots known as 401, 405, 407, 409, and 411 N. Bradford Street for use as a parking lot for nearby properties. The properties are located within the McElderry Park Community. The purchase price and improvements to the site will be financed through private funding.

The authority to sell the four properties is through Article 13, §2-7 (h) (2) (ii) (C) of the Baltimore City Code.

MINUTES

DHCD - cont'd

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

The vacant lots located at 401, 405, 407, 409 and 411 N. Bradford Street are being sold to Harford Homes, LLC for \$1,000.00 each for a total price of \$5,000.00. The waiver valuation process determined the price for the vacant lots to be \$1,300.00 each. The properties are being sold for less than the waiver valuation price because of the following reasons:

1. the renovations will be to the specific benefit to the immediate community,
2. this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood,
3. this sale and rehabilitation will return four vacant lots to the tax rolls, and
4. the properties are being sold for less than the price determined by the waiver valuation process because of their condition, which will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation, therefore Minority Business Enterprise/Women's Business Enterprise is not applicable.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Harford Homes, LLC.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with Williamsville Properties Holdings, LLC, developer, for the sale of the City-owned properties located at 1603, 1615, 1617, 1619, and 1621 Aisquith Street, and 1724 and 1728 N. Broadway.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 1603 Aisquith Street
 5,000.00 - 1615 Aisquith Street
 5,000.00 - 1617 Aisquith Street
 5,000.00 - 1619 Aisquith Street
 5,000.00 - 1621 Aisquith Street
 5,000.00 - 1724 N. Broadway
 5,000.00 - 1728 N. Broadway
\$35,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 1603, 1615, 1617, 1619, and 1621 Aisquith Street, and 1724 and 1728 N. Broadway to Williamsville Properties Holdings, LLC.

Williamsville Properties Holdings, LLC, will purchase from the City, the seven vacant buildings known as 1603, 1615, 1617, 1619, and 1621 Aisquith Street, and 1724 and 1728 N. Broadway and rehabilitate the properties for single family rental units. The properties are located within the Oliver Community. The purchase price and improvements to the site will be financed through private funding.

The authority to sell the property located at 1728 N. Broadway comes from the Oliver Urban Renewal Plan, approved by the City by Ordinance No. 02-458, dated December 05, 2002. The authority to sell the remaining six properties is through Article 13, § 2-7 (h) (2) (ii) (C) of the Baltimore City Code.

MINUTES

DHCD - cont'd

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

The properties located at 1603, 1615, 1617, 1619 and 1621 Aisquith Street, and 1724 and 1728 N. Broadway are being sold to Williamsville Properties Holdings, LLC for \$5,000.00 each for a total price of \$35,000.00. The waiver valuation process determined the price for 1603, 1615, 1617, 1619 and 1621 Aisquith Street to be \$7,900.00 each, and the properties located at 1724 and 1728 N. Broadway to be \$12,000.00 each. The properties are being sold for less than the price determined by the waiver valuation process because of the following reasons:

1. the renovations will be to the specific benefit to the immediate community,
2. this transaction will eliminate blight from the block, and thus eliminate blight from the neighborhood,
3. this sale and rehabilitation will return four vacant building to the tax rolls, and
4. the properties are being sold for less than the price determined by the waiver valuation price because of their conditions, which will require extensive and immediate remediation.

MBE/WBE PARTICIPATION:

The developer will purchase the property for a price that is less than \$50,000.00 and will receive no City funds or incentives for the purchase or rehabilitation, therefore Minority Business Enterprise and Women's Business Enterprise is not applicable.

MINUTES

DHCD - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Williamsville Properties Holdings, LLC.

MINUTES

Department of Housing and - Land Disposition Agreement
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Land Disposition Agreement with JMF Legacy, LLC, developer, for the sale of the City-owned vacant building located at 1414 N. Bond Street, in the Oliver Neighborhood.

AMOUNT OF MONEY AND SOURCE:

\$5,750.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all rights, title, and interest in 1414 N. Bond Street to the developer. The developer will pay \$5,750.00 at the time of settlement.

The developer will acquire and rehabilitate the property with private funds.

The project will consist of the rehabilitation of the vacant property. Once the property is rehabilitated, it will be used as a rental unit. The developer plans to invest approximately \$88,000.00 into this project.

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

The property was priced pursuant to the appraisal policy of Baltimore City at \$6,800.00 and the Waiver Valuation Process was used. The property will be sold for \$5,750.00.

MINUTES

DHCD - cont'd

The property is being sold below the price determined in accordance with the Appraisal Policy of Baltimore City for the following reasons:

1. the sale and rehabilitation of this property will help to promote a specific benefit to the immediate community;
2. elimination of blight; and,
3. promote economic development through the placement of the property on the City's tax rolls.

Pursuant to the provisions under the Baltimore City Code, Article 28 §8-3, All terms and conditions of the agreement were approved.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with JMF Legacy, LLC.

MINUTES

City Council - Governmental/Charitable
Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental charitable solicitation application for submission to the Baltimore City Ethics Board to permit Ms. Mary Pat Clarke to join the Baltimore City College campaign, to raise capital funds to renovate and re-equip the Media Center in Baltimore City College's school building located at 3220 The Alameda, located in Ms. Clarke's District. The campaign will begin in February 2014.

AMOUNT OF MONEY AND SOURCE:

No general funds involved

BACKGROUND/EXPLANATION:

Substantial funding has already been raised by Baltimore City College alumni and through an Abell Foundation grant for this Media Center renovation. Design work is being done by the architect assigned by the Baltimore City Public Schools (BCPS).

The City's Department of Planning has been involved in this design phase. Plans are complete and awaiting State approval. The public campaign begins in February 2014 to raise the final \$300,000.00 required. As one of many volunteers in this campaign, Ms. Clarke will participate in phone-banking, make personal calls, and send solicitation emails and letters primarily to businesses, institutions, neighborhood organizations, and individuals with geographic and educational ties to Baltimore City College.

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

MINUTES

City Council - cont'd

Baltimore City College's Media renovation is a program of the Baltimore City Public Schools (BCPS). The architect was assigned by the BCPS, and plans are subject to State approval.

UPON MOTION duly made and seconded, the Board endorsed the governmental charitable solicitation application for submission to the Baltimore City Ethics Board to permit Ms. Mary Pat Clarke to join the Baltimore City College campaign to raise capital funds to renovate and re-equip the Media Center in Baltimore City College's school building located at 3220 The Alameda. The President **ABSTAINED.**

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---|---------|---------|
| 1. TRANZONIC COMPANIES | | |
| T/A CCP INDUSTRIES | \$ 0.00 | Renewal |
| Solicitation No. B50002802 - Shop Towels/Shop Rags -
Department of General Services - Req. No. P523056 | | |

On March 20, 2013, the Board approved the initial award in the amount of \$49,000.00. The award contained one 1-year renewal option. This renewal in the amount of \$0.00 is for the period April 1, 2014 through March 31, 2015.

- | | | |
|--|---------|---------|
| 2. MARYLAND FIRE | | |
| EQUIPMENT CORPORATION | \$ 0.00 | Renewal |
| Solicitation No. B50002298 - Fire Helmet Repairs - Police
Department - Req. No. N/A | | |

On February 17, 2012, the Board approved the initial award in the amount of \$20,000.00. The award contained two 1-year renewal options. On January 23, 2013, the Board approved the first renewal in the amount of \$20,000.00. This final renewal in the amount of \$0.00 is for the period February 17, 2014 through February 16, 2015.

- | | | |
|--|-------------|----------|
| 3. CAPLAN BROTHERS, INC. | \$25,000.00 | Increase |
| Solicitation No. 06000 - Miscellaneous Glass Repairs and
Related Installation Services - Department of General
Services - Req. No. P524670 | | |

On September 3, 2013, the City Purchasing Agent approved the initial award in the amount of \$24,999.00. This increase in the amount of \$25,000.00 is necessary due to the addition of agencies, and to allow time to complete the specifications for a new formal solicitation. This increase in the amount of \$25,000.00 will make the total award amount \$49,999.00.

- | | | |
|--|--------------|----------|
| 4. GANS & PUGH ASSOCIATES, INC. | \$ 32,053.00 | Only Bid |
| Solicitation No. B50003302 - Pinhole Cameras - Police
Department - Req. No. R651443 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|---------------|--------------|---------|
| 5. AT&T CORP. | \$120,000.00 | Renewal |
|---------------|--------------|---------|
- State of Maryland Contract No. 060B14000058 - Long Distance Calling Services - Office of the Comptroller, Department of Communication Services - P.O. No. P524482

On February 13, 2013, the Board approved the initial award in the amount of \$120,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$120,000.00 is for the period February 13, 2014 through February 12, 2015, with one 1-year renewal option remaining.

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

- | | | |
|--|---------|-----------|
| 6. a. CUMMINS COOLING PRODUCTS, INC.
t/a CUMMINS RADIATOR CO. AND
b. ABC RADIATOR & WELDING
CORPORATION | \$ 0.00 | Extension |
|--|---------|-----------|
- Contract No. B50000633 - Automotive Radiators and Heaters - Department of General Services, Fleet Management - P.O. Nos. P505706 and P505709

On December 10, 2008, the Board approved the initial award in the amount of \$1,000,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This extension is necessary to allow time to solicit bids for a new contract. This extension in the amount of \$0.00 is for the period March 1, 2014 through May 31, 2014.

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

- | | | |
|-------------------------------|--------------|---------------------------|
| 7. ONE CALL CONCEPTS,
INC. | \$250,000.00 | Sole Source/
Agreement |
|-------------------------------|--------------|---------------------------|
- Solicitation No. 08000 - Miss Utilities - Call Center -
Department of Public Works, Bureau of Water and Wastewater -
Req. No. R647013

The Board is requested to approve and authorize execution of an agreement with One Call Concepts, Inc. The period of the agreement is January 22, 2014, through January 21, 2016 with four 2-year renewal options.

An intent to waive competition was advertised (B50003282) with no creditable responses received. One Call Concepts, Inc. is the only known contractor certified, pursuant to Maryland Law, to take all Miss Utility calls, and to provide information to end users.

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

- | | | |
|-----------------------------------|--------------|---------|
| 8. COMPRISE TECHNOLOGIES,
INC. | \$ 23,979.00 | Renewal |
|-----------------------------------|--------------|---------|
- Contract No. 08000 - Annual Renewal of SAM (Smart Access Manager) Support - Enoch Pratt Free Library - Req. No. R651622

On May 11, 2011, the City Purchasing Agent approved the initial award in the amount of \$21,274.31. The award contained four 1-year renewal options. Subsequent renewals have been approved. This renewal in the amount of \$23,979.00 is for the period February 1, 2014 through January 31, 2015, with one 1-year renewal option remaining.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

- | | | |
|--|----------------|----------------|
| 9. <u>AIRGAS USA, LLC</u> | <u>\$ 0.00</u> | <u>Renewal</u> |
| Contract No. B50001283 - Welding Equipment and Supplies -
Department of General Services - Req. No. Various | | |

On January 20, 2010, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. On January 23, 2013, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period February 1, 2014 through January 31, 2015.

MWBOO GRANTED A WAIVER.

- | | | |
|---|----------------|------------------|
| 10. <u>COMMONWEALTH CONTROLS, CORP.</u> | <u>\$ 0.00</u> | <u>Extension</u> |
| Contract No. 08000 - Programmable Logic Controllers (PLC)
Replacement Parts - Department of Public Works, Bureau of
Water and Wastewater - P.O. No. P519357 | | |

On February 1, 2012, the Board approved the initial award in the amount of \$65,000.00. The agency is in the process of providing detailed specifications and justification for a new requirements contract. This extension in the amount of \$0.00 is necessary to provide sufficient time for bidding, evaluation, and to award a new contract. The extension is for the period February 1, 2014 through May 31, 2014.

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

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

11. <u>METRO BOBCAT, INC.</u>	<u>\$ 0.00</u>	<u>Extension</u>
Contract No. 06000 - OEM Parts and Service for Bobcat Equipment - Department of General Services, Fleet Management Division - P.O. No. P521442		

On February 4, 2009, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. The second renewal was approved by the Board on November 21, 2012. This extension for the period February 4, 2014 through May 31, 2014 is necessary to allow time to solicit bids for a new contract.

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

MWBOO GRANTED A WAIVER.

12. <u>NSI LAB SOLUTIONS, INC.</u>	<u>\$11,000.00</u>	<u>Renewal</u>
Contract No. B50001816 - Analysis of Drinking Water - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P516057		

On February 4, 2011, the City Purchasing Agent approved the initial award in the amount of \$12,627.60. The award contained three 1-year renewal options. On February 17, 2012, the City Purchasing Agent approved the first renewal in the amount of \$10,000.00. On January 23, 2013, the Board approved the second renewal in the amount of \$10,000.00. This final renewal in the amount of \$11,000.00 is for the period February 9, 2014 through February 8, 2015.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases - cont'd

UPON MOTION duly made and seconded, the Board approved the informal Awards, renewals, increases to contracts, extensions, and approved and authorized execution of the sole source agreement with One Call Concepts, Inc. (item no. 7).

MINUTES

Department of Planning - Amendment No. 2 to Supplemental Agreement for Professional Services

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 2 to Supplemental Agreement (Amendment No. 2) for Professional Services with Camiros, LTD. The Amendment No. 2 extends the period of the agreement through January 31, 2016.

AMOUNT OF MONEY AND SOURCE:

(\$50,000.00)

BACKGROUND/EXPLANATION:

This Amendment No. 2 will reduce the available fee by \$50,000.00 and will extend the period to a total of approximately 90 months. On July 16, 2008, the Board approved a \$350,000.00 Agreement with the Camiros, LTD. to assist the City with planning and zoning services necessary to rewrite the existing zoning code. On August 26, 2009, the Board approved Amendment No. 1, which allowed for further evaluations and studies so the best rewrite could be provided at a cost of \$170,000.00.

On January 12, 2011, the Board approved a \$225,000.00 Supplemental Agreement that extended the period of the Agreement through December 31, 2012 to complete the zoning code rewrite and comprehensive rezoning in three phases. On December 12, 2012, an Amendment to Supplemental Agreement was approved that extended the period of the Agreement from December 31, 2012 through January 31, 2014. That extension was requested to have Camiros, LTD's services available while the new code went through the legislative review process.

Since the City Council's review process of the new zoning code continues, Amendment No. 2 is needed for the vendor to continue providing on-call services throughout this process. The period of the extension is for an additional two years from February 01, 2014 through January 31, 2016. This Amendment No. 2 also provides that Camiros, LTD. will be paid \$175,000.00, which is a \$50,000.00 reduction to the amount of the Supplemental Agreement.

AUDITS REVIEWED AND HAD NO OBJECTION

MINUTES

Department of Planning - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Supplemental Agreement for Professional Services with Camiros, LTD.

MINUTES

Space Utilization Committee - 1st Amendment to Lease

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a 1st Amendment to Lease with BMF Limited Partnership, LLC, landlord, for the rental of the property located at 111 Kane Street, consisting of 3.3595 acres more or less. The 1st Amendment to Lease extends the period of the Lease from January 17, 2014 through July 16, 2014.

AMOUNT OF MONEY AND SOURCE:

Monthly Rent

\$30,300.86 - 1001-000000-5152-386500-603013

BACKGROUND/EXPLANATION:

The leased premises will be used for offices and warehouse space by the Department of Public Works (DPW), Bureau of Solid Waste. The DPW has been utilizing 111 Kane Street since January 2007. The lease had an option to purchase which the DPW requested to exercise. The Department of Real Estate met with the landlord and negotiations are on-going for the sale of property. Therefore, the Lease Agreement dated January 17, 2007 needs to be extended.

If an agreement is not reached on the sale of the property, the City has the option to continue the lease for five (5) years. All other rentals, conditions, and provisions of the lease dated January 17, 2007 will remain in full force and effect.

The Space Utilization Committee approved this 1st Amendment to Lease on January 14, 2014.

MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the 1st Amendment to Lease with BMF Limited Partnership, LLC.

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

The Board is requested to approve and authorize execution of a Lease Agreement with Court Appointed Special Advocates of Baltimore, Inc. (CASA), lessee, for the rental of a portion of the property at 4 S. Frederick Street, being on the first floor, containing approximately 1,781 sq. ft. The period of the Lease Agreement is March 1, 2014 through February 28, 2016 with an option to renew for one additional 1-year term at a negotiated rate.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$14,192.16	\$1,182.68
Year 2	\$14,617.92	\$1,218.16

BACKGROUND/EXPLANATION:

The leased premises will be used for administrative offices by CASA.

The lessor will be responsible for utilities such as electric power, heat, sewer and water, maintenance and repairs of the exterior and interior of the building, janitorial services, trash removal, fire insurance, and snow removal.

The lessee will be responsible for providing telephone and computer services to the leased premises and maintaining liability insurance.

The Space Utilization Committee approved this Lease Agreement on January 14, 2014.

MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Court Appointed Special Advocates of Baltimore, Inc. for the rental of the property at 4 S. Frederick Street.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Maryland Department of Transportation, State Highway Administration, for Jones Falls Trail - Phase V.

AMOUNT OF MONEY AND SOURCE:

\$2,050,000.00 - 9938-907740-9474-000000-490360

BACKGROUND/EXPLANATION:

The funding is for the Jones Falls Trail Phase V through grant funds from the Federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) program for the purpose of providing funding to the transportation system Transportation Enhancement Program.

The purpose of the MOU is to construct a shared use bicycle and pedestrian trail consisting of 3.1 miles of trail from the entrance of the Cylburn Arboretum to the Mt. Washington Light Rail Stop, including improvements within Mt. Washington. The City will receive \$2,050,000.00 to be deposited into the above account once the agreement has been executed by all parties.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Maryland Department of Transportation, State Highway Administration, for Jones Falls Trail - Phase V.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the State of Maryland, State Highway Administration, for Safe Routes to School.

AMOUNT OF MONEY AND SOURCE:

\$413,020.00 - 4000-418214-6971-251300-404001

BACKGROUND/EXPLANATION:

The funding is for Safe Routes to School through grant funds from the Federal Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) program.

The purpose of the MOU is to provide funding to help communities make it safer for students to walk and bike to school and to promote the safety, health, and general welfare of the citizens of Baltimore. The funding associated with this MOU will be used for the installation of crosswalks, school zone signs, flashing school beacons, bike racks, ADA compliant ramps, and pedestrian countdowns in the vicinity of targeted schools.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Department of Transportation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the State of Maryland, State Highway Administration, for Safe Routes to School.

MINUTESDepartment of Transportation (DOT) - Amendment No. 2 to On-Call
Consultant Agreements

The Board is requested to approve and authorize execution of Amendment No. 2 to Agreements with the various On-Call Consultants, for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects DOT Projects.

The On-Call Consultants will assist the Transportation, Engineering & Construction Division in engineering design services to include, but not limited to: site project support, GIS support, and tasks for various Capital Improvement Projects for Project No. 1162, On-call Consultant Services for Reconstruction and Resurfacing Projects. The Amendment No. 2 will increase the upset limit by \$500,000.00 for each consultant.

1. **CENTURY ENGINEERING, INC.** **\$500,000.00**

On December 7, 2011, the Board approved the initial agreement for two years, in the amount of \$1,000,000.00. On December 18, 2013, the Board approved Amendment No. 1 to extend the agreement for one year. Amendment No. 2 will increase the upset limit by \$500,000.00 in order to fully complete the extra work. This increase will make the total upset limit \$1,500,000.00.

2. **JOHNSON, MIRMIRAN & THOMPSON, INC.** **\$500,000.00**

On November 9, 2011, the Board approved the initial agreement for two years, in the amount of \$1,000,000.00. On November 20, 2013, the Board approved Amendment No. 1 to extend the agreement for one year. Amendment No. 2 will increase the upset limit by \$500,000.00 in order to fully complete the extra work. This increase will make the total upset limit \$1,500,000.00.

MINUTES

DOT - cont'd

3. **KCI TECHNOLOGIES, INC.** **\$500,000.00**

On November 9, 2011, the Board approved the initial agreement for two years, in the amount of \$1,000,000.00. On November 20, 2013, the Board approved Amendment No. 1 to extend the agreement for one year. Amendment No. 2 will increase the upset limited by \$500,000.00 in order to fully complete the extra work. This increase will make the total upset limit \$1,500,000.00.

4. **SABRA, WANG & ASSOCIATES, INC.** **\$500.000.00**

On December 7, 2011, the Board approved the initial agreement for two years, in the amount of \$1,000,000.00. On December 18, 2013, the Board approved amendment No. 1 to extend the agreement for one year. Amendment No. 2 will increase the upset limit by \$500,000.00 in order to fully complete the extra work. This increase will make the total upset limit \$1,500,000.00.

5. **WALLACE, MONTGOMERY & ASSOCIATES, LLP** **\$500,000.00**

On November 23, 2011, the Board approved the initial agreement for two years, in the amount of \$1,000,000.00. On December 18, 2013, the Board approved amendment No. 1 to extend the agreement for one year. Amendment No. 2 will increase the upset limit by \$500,000.00 in order to fully complete the extra work. This increase will make the total upset limit \$1,500,000.00.

MBE/WBE PARTICIPATION:

The Consultants will comply with Article No. 5, Subtitle 28 of the Baltimore City Code and the MBE and WBE goals established in the original agreements.

AUDITS NOTED THE INCREASE IN THE UPSET LIMIT AND WILL REVIEW TASK ASSIGNMENTS.

MINUTES

DOT - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 2 to Agreements with the aforementioned On-Call Consultants, for Project No. 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects DOT Projects.

MINUTES

Department of Transportation - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding with the Maryland Department of Transportation, State Highway Administration (SHA). The period of the Memorandum of Understanding is effective upon Board approval for ten years.

AMOUNT OF MONEY AND SOURCE:

\$629,811.00 - 9950-909203-9527-900020-703032

BACKGROUND/EXPLANATION:

The purpose of this Memorandum of Understanding is to establish the framework for automated web-based assistance from the SHA for processing permits for oversize and/or overweight vehicles throughout the limits of the City.

The SHA is currently providing web-based vehicle permits for oversized/overweight vehicles to and from the Port of Baltimore. In order to facilitate additional services for locations beyond the Port of Baltimore, the SHA must first make modifications to its web based Automated Hauling Permit System, to include processing all City hauling permits.

The Department has agreed to reimburse the SHA for all cost incurred for the modifications. The SHA will process all oversized/overweight vehicle permits throughout the entire City. In addition, the Department agrees that the SHA may deduct a fee of \$2.00 for each permit.

DBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Dept. of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 350,000.00 GF (HUR)	9950-906203-9528 Constr. Reserve Comm'l Vehicle Routing	
279,811.00 <u>MVR</u>	9950-902186-9528 Comm'l District Street Light	
\$ 629,811.00	-----	9950-909203-9527-3 Design and Study Comm'l Vehicle Routing

This transfer will fund the costs associated with the project "Automatic Hauling Permit System for oversize/overweight vehicles with MDOT," as per the Memorandum of Understanding with the SHA in the amount of \$629,811.00.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Maryland Department of Transportation, State Highway Administration. The transfer of funds was approved subject to receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter.

MINUTES

Bureau of Water and Wastewater - Partial Release of Retainage Agreements

The Board is requested to approve and authorize execution of the Partial Release of Retainage Agreement with the following contractors for the various contracts:

<u>Contractor</u>	<u>Contract No. and Description</u>	<u>Retainage Release Amount</u>
1. SPINIELLO COMPANIES	WC 1203, Various Locations Infrastructure Rehabilitation	\$ 77,820.73

Account: 9960-910703-9557-000000-200001

All work was completed on May 20, 2013. The contractor has accordingly requested a partial release of retainage in the amount of \$77,820.73. The City holds \$131,327.44. The remaining \$53,506.71 is sufficient to protect the interests of the City.

2. SPINIELLO COMPANIES	WC 1235, Meter Setting Installations and Replacements - Southwest Baltimore	\$146,877.13
-------------------------------	---	---------------------

Account: 9960-906653-9557-000000-200001

On March 7, 2013, Spiniello Companies was granted Conditional Acceptance of Water Contract No. 1235. The Contractor has accordingly requested a partial release of retainage in the amount of \$146,877.13. The City holds \$209,824.47 in retainage. The remaining \$62,947.34 is sufficient to protect the interests of the City.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an Expenditure of Funds to cover the cost of Mr. Darryl DeSousa's tuition for the 2014 session of the Greater Baltimore Committee's LEADERSHIP program. The program is January 27, 2014 and concludes November 06, 2014.

AMOUNT OF MONEY AND SOURCE:

\$7,250.00 - 6000-611214-2013-197500-603020

BACKGROUND/EXPLANATION:

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

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 Expenditure of Funds to cover the cost of Mr. Darryl DeSousa's tuition for the 2014 session of the Greater Baltimore Committee's LEADERSHIP program.

MINUTESPolice Department - Agreement and Addenda to Agreements

The Board is requested to approve and authorize execution of an Agreement and Addenda to Agreements.

AGREEMENT

1. **THE HOUSE OF RUTH MARYLAND, INC.** **\$ 60,000.00**
(HOUSE OF RUTH)

Account: 4000-474314-2252-248100-607001

On November 27, 2013, the Board approved acceptance of a Grant Award from the Governor's Office of Crime Control and Prevention for the "STOP Violence Against Women" Program for the grant entitled "Lethality Assessment" Project. This project will give officers who are responding to domestic calls an additional tool to evaluate the potential danger to domestic violence victims. The House of Ruth will be reimbursed for expenditures incurred in connecting victims to needed support and services in order to decrease domestic violence fatalities. The grant funds will provide salary support for a full-time Project Coordinator and a part-time Data Entry Assistant. The period of the agreement is October 1, 2013 through September 30, 2014.

The agreement is late because it was recently returned from the House of Ruth.

ADDENDA TO AGREEMENTS

2. **THE HOUSE OF RUTH MARYLAND, INC.** **\$ 10,056.25**
(HOUSE OF RUTH)

Account: 4000-470212-2021-212600-607001

On January 25, 2012, the Board approved the original agreement in the amount of \$244,499.00 with the House of Ruth to support Baltimore's Domestic Violence Reduction Initiative, for the period January 1, 2013 through September 30, 2013. On October 9, 2013, the Board approved acceptance of the no-cost addendum to extend the period of the agree-

MINUTES

Police - cont'd

ment through March 31, 2014. This second addendum, in the amount of \$10,056.25, will increase the award to allow the House of Ruth to enlarge the capacity of the Family Crimes Unit by conducting home visits to "high danger" domestic violence victims. All other terms and conditions remain unchanged.

AUDITS REVIEWED AND HAD NO OBJECTION.

3. MARYLAND COALITION AGAINST SEXUAL ASSAULT, INC. (MCASA)	\$	0.00
---	-----------	-------------

Account: 4000-470712-2021-197500-607001

On September 4, 2013, the Board approved and authorized acceptance of a Grant Adjustment Notice (GAN) for the 2010 "Baltimore City Sexual Assault Response II" Program. The GAN extended the period of the grant through May 31, 2014. The MCASA, a sub-grantee, provided technical assistance to the Sexual Assault Response Team. This addendum to the sub-award will allow services to continue through May 31, 2014. All other terms and conditions remain unchanged.

The addendum is late because of an oversight by the entities involved.

AUDITS NOTED THE TIME EXTENSION.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

TRANSFER OF FUNDS

* * * * *

The Transfer of Funds

listed on the following page:

234

was **WITHDRAWN** by the Department of
Housing and Community Development.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$250,000.00	9910-901969-9587	9910-912135-9588
29 th Community	Westport - Reserve	Planned Demo
Development		Special Projects
Bonds		

This transfer will move appropriations to the Citywide Demolition account for current and immediate needs.

A PROTEST WAS RECEIVED FROM WESTPORT IMPROVEMENT ASSOCIATION AND PROJECT T.O.O.U.R., INC.

Westport Improvement Association



2631 Waterview Avenue
Baltimore, Maryland 21230
410-783-7541

January 6, 2014

Honorable President Jack Young
Members of the Baltimore City Board of Estimates
Clerk of the Baltimore City Board of Estimates
100 W. Holliday Street
Baltimore, Maryland 21202

Dear members of the Baltimore City Board of Estimates:

We are writing to you today as the President of the Westport Improvement Association and Project T.O.O.U.R., the umbrella organization for the neighborhoods of Lakeland, Mt. Winans and Westport in protest to the transfer of funds of \$250,000.00 (9910-901969-9587 to 9910-907155-9588) 29th Community Westport – Reserve Planned Demo Development Special Projects Bonds. This transfer will move appropriations to the Citywide Demolition account for current and immediate needs. (Page 34 Item 1)

This is the third time that we have requested that these funds remain in Westport. We have talked to President Jack Young and Council Vice President Edward Reisinger who were both surprised and upset that funds are being removed. To turn around right after the item was removed from the Agenda for the December 17th Board of Estimates and see it on first agenda for 2014 is disgraceful and disrespectful to the residents of Westport. Council President Jack Young said last month "I want to know why the money can't be used in the Westport community". Council Reisinger wants to know the same thing. Residents of Westport want to know why there is so much persistence to move this money and nothing is being done to help the neighborhood. Those who want to move the money have not had the decency to have a conversation with us knowing that our needs are great. If the funding was good enough to support the developer in Westport, it is good enough to be put to use to address the needs of a fragile neighborhood.

We ask you for the third time to leave these funds in Westport and allow our Councilman and community associations, organizations and residents to work together to make needed improvements where they are needed.

.Sincerely

Ruth Sherrill

Ruth Sherrill, President

Contact:

Ruth Sherrill – 410-783-7541

Linda Towe – 410-336-9118 – project_tour@yahoo.com

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation & Parks</u>			
1. Marques Jackson Jackie Payne-EL	The Park & Recreation Maintenance Mgmt. School Wheeling, WV Jan. 26 - 31, 2014 (Reg. Fee \$753.60 ea.) (Tuition Fee \$525.00 ea.)	Gen. Funds	\$3,313.62

The registration and tuition fees were paid using EA000130867 and EA000130958. The rental vehicle being used to transport the representatives from Baltimore to Wheeling, WV was procured under PO P514005-188. Therefore, the disbursement amount to each representative will be \$40.00 per day for food. The rental vehicle will be picked up and returned outside of the training dates because the car has to be picked up on Friday, January 24, and has to be returned on Monday, February 3, 2014.

2. Calvin Ford Mack Allison, III	National Silver Gloves Tournament Jackson County, MO Jan. 29 - Feb. 2, 2014	Special Funds	\$2,337.01
--	--	------------------	------------

Participants of the Upton Boxing Program have qualified to compete in the National Silver Gloves Tournament. Messrs. Ford and Allison will serve as both coaches and chaperones while attending this event. The rental van is necessary to travel from and to the airport and to transport the participants and equipment.

If official City business at the event site will require extensive inspection trips, tours, or other unusual but necessary land travel, the Board of Estimates must approve funds for such expenses in advance of the trip. (AM-240-8)

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Fire & Police Employees' Retirement System</u>			
3. William Hudson	2014 Legislative Conference & Healthcare Symposium Washington, DC Jan. 26 - 27, 2014 (Reg. Fee \$300.00)	Special Funds Fire & Police	\$ 690.04

UPON MOTION duly made and seconded, the Board approved the travel requests. The Comptroller **ABSTAINED** on item no. 3.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,
UPON MOTION duly made and seconded,
rejected the formally advertised contract
listed on the following page:

238

as indicated for the reasons stated.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Water & Wastewater

1. SC 922, Large Diameter Sewer Cleaning in the Lower Sewer Shed
REJECTION: On September 18, 2013, the Board opened five bids for SC 922. The bids ranged from a low of \$1,372,884.25 to a high of \$4,293,300.00. Due to the high variation in bids from low to high (213%), the Bureau of Water & Wastewater wishes to reject all bids and re-advertise at a later date.

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

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

American Contracting & Environmental Services, Inc.	\$ 23,553,000.00
North Star Painting Company, Inc.	\$ 50,499,000.00
Restoration East, LLC	\$ 8,000,000.00
The Lane Construction Corporation	\$859,860,000.00
The Six-M Company, Inc.	\$ 69,624,000.00
W.M. Schlosser Company, Inc.	\$113,067,000.00

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:

Dhillon Engineering, Inc.	Architect Engineer
E2CR, Inc.	Engineer
RJN Group, Inc.	Engineer
Sidhu Associates, Inc.	Engineer

There being no objection, the Board, UPON MOTION duly made and seconded, approved the prequalification of contractors and architects and engineers.

MINUTES

Sheriff's Office - 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, Jeffrey D. Redd.

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>NAMES</u>	<u>DAYS</u>
Terrence Parker	2
Allan Swenson	2
Jae S. Kim	1
John J. Parker	2
Eric P. Shepperson	2
Charles Bryant	<u>2</u>
TOTAL	11

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, Jeffrey D. Redd.

MINUTES

BBMR - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Supplementary General Fund Operating Appropriation to the M-R: Service 352, Baltimore City Public Schools. The President **ABSTAINED.**

MINUTES

PROPOSALS AND SPECIFICATIONS

1. Department of Public Works/
Bureau of Water & Wastewater - WC 1226, McElderry and
Various Streets Water Main
Replacement & Relocation
BIDS TO BE RECV'D: 02/26/2014
BIDS TO BE OPENED: 02/26/2014

2. Department of Public Works/
Bureau of Water & Wastewater - WC 1260, Edmondson Village
Neighborhood & Vicinity,
Water Main Replacements
BIDS TO BE RECV'D: 02/26/2014
BIDS TO BE OPENED: 02/26/2014

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

President: "There being no more business before the Board, the meeting will recess until bid opening at 12 Noon. Thank you."

* * * * *

MINUTES

* * * * *

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

Bureau of Purchases

- B50003276, Building Deconstruction
BIDS TO BE RECV'D: 01/29/14
BIDS TO BE OPENED: 01/29/14

Department of Transportation

- TR 13311R, Traffic Signal Construction and Rewiring Citywide-JOC
BIDS TO BE RECV'D: 01/29/14
BIDS TO BE OPENED: 01/29/14

MINUTES

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

Bureau of Water & Wastewater - WC 1296, Urgent Need Metering Infrastructure Repair and Replacement-Various Locations

Spiniello Infrastructure Worldwide

Bureau of Purchases - B50003256, Various Medical Supplies

Buy Indian Medical
 Moore Medical, LLC
 Midwest Medical Supply Co., LLC
 Bound Tree Medical, LLC
 Medford Direct
 Ever Ready First Aid Medical Supply Co.
 Lifeline Medical Services, Inc.
 Housen Homecare, Inc.
 Cole Medical, Inc.

Bureau of Purchases - B50003321, New Holland OEM Parts & Service

Security Equipment Company

Bureau of Purchases - B50003381, Steel Products

DS Pipe and Steel Supply LLC

MINUTES

Bureau of Purchases

- B50003244, Fiber Optic Cable
Material & Supplies

Highlander Contracting Company, LLC
Graybar
Comstar Supply
Power & Telephone Supply Company

* * * * *

There being no objections, the Board UPON MOTION duly made and seconded, adjourned until its next scheduled meeting on Wednesday, January 29, 2014.


JOAN M. PRATT
Secretary