

MINUTES

REGULAR MEETING

Honorable Bernard C. "Jack" Young, President
Honorable Stephanie Rawlings-Blake, Mayor - **ABSENT**
Harry Black, Director of Finance
Honorable Joan M. Pratt, Comptroller and Secretary
George A. Nilson, City Solicitor
Rudolph S. Chow, Director of Public Works
David E. Ralph, Deputy City Solicitor
Kimberly Morton, 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 would direct the Board members attention to the memorandum from my office dated April 14, 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."

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

Comptroller: "Second."

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

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BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

Abel Recon, LLC	\$ 7,416,000.00
Aaron Enterprises, Inc.	\$ 8,000,000.00
CCTV Master, LLC	\$ 1,500,000.00
Deca, Inc.	\$ 8,000,000.00
HGS, LLC d/b/a Angler Environmental	\$ 30,483,000.00
King Construction, Inc.	\$ 2,115,000.00
Live Green Landscape Associates, LLC	\$ 1,500,000.00
Michael F. Ronca & Sons, Inc.	\$ 77,796,000.00
PDI-Sheetz Construction Corporation	\$ 1,500,000.00
P & P Sewer Techs, Inc.	\$ 1,500,000.00
PIM Corporation	\$ 8,000,000.00
Power Component Systems, Inc.	\$ 8,000,000.00
PowerMax, Inc.	\$ 2,709,000.00
R.F. Warder, Inc.	\$ 6,426,000.00
Sparks Quality Fence Co.	\$ 918,000.00
Tutor Perini Corp.	\$868,806,000.00

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BOARDS AND COMMISSIONS - cont'd2. 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:

Allen & Shariff Engineering, LLC	Engineer
Alvi Associates, Inc.	Engineer
Crabtree, Rohrbaugh & Associates, Architects	Architect
DOO Consulting, LLC	Architect
Hillis-Carnes Engineering Associates, Inc.	Engineer
Holbert Apple Associates, Inc.	Engineer
MIN Engineering, Inc.	Engineer
Oasis Design Group, Inc.	Landscape Architect
Penza Bailey Architects	Architect

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

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

1320 - 1324

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.

Acting on behalf of

the Honorable Mayor, the Director of Finance

ABSTAINED on item no. 5.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
1. \$ 31.78 20 th EDF	9910-994001-9600 Constr. Reserve Unallocated Reserve	9910-902879-9601 Commercial Re- vitalization
5,136.00 21 st EDF	9910-902483-9600 Constr. Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
125.00 22 nd EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
2,090.00 22 nd EDF	9910-905575-9600 Constr. Reserve E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
10,997.50 23 rd EDF \$18,380.28	9910-913990-9600 Constr. Reserve Coml. Revit.	9910-902879-9601 Coml. Revit.

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending November 30, 2013.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
2. \$ 32.05 20 th EDF	9910-994001-9600 Constr. Reserve Unallocated Reserve	9910-902879-9601 Commercial Re- vitalization
5,837.00 21 st EDF	9910-902483-9600 Constr. Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
7,378.00 21 st EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
989.00 22 nd EDF	9910-904115-9600 Constr. Reserve West Side Init.	9910-906835-9603 Westside Project Initiative
6,000.00 23 rd EDF	9910-913990-9600 Constr. Reserve	9910-902879-9601 Coml. Revit.
<u>\$20,236.05</u>	Coml. Revit.	

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending December 31, 2013.

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>TO ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
3. \$ 33.28 20 th EDF	9910-994001-9600 Constr. Reserve Unallocated Reserve	9910-902879-9601 Commercial Re- vitalization
185.00 21 st EDF	9910-902483-9600 Constr. Reserve S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
3,795.00 21 st EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-902879-9601 Commercial Re- vitalization
125.00 22 nd EDF	9910-903354-9600 Constr. Reserve W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & Coml. Dev.
4,832.00 22 nd EDF	9910-905575-9600 Constr. Reserve E. Balto. Ind. & Coml. Dev.	9910-906575-9601 E. Balto. Ind. & Coml. Dev.
6,111.47 <u>23rd EDF</u> \$15,081.75	9910-913900-9600 Constr. Reserve Coml. Revit.	9910-902879-9601 Coml. Revit.

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending January 31, 2014.

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Baltimore Development Corporation</u>		
4. \$ 29.12 20 th EDF	9910-994001-9600 Construction Res. Unallocated Reserve	9910-902879-9601 Coml. Revit.
8,565.00 21 st EDF	9910-902483-9600 Construction Res. S. Balto. Ind. & Coml. Dev.	9910-903483-9601 S. Balto. Ind. & Coml. Dev.
250.00 22 nd EDF <u>\$ 8,844.12</u>	9910-903354-9600 Construction Res. W. Balto. Ind. & Coml. Dev.	9910-904354-9601 W. Balto. Ind. & & Coml. Dev.

This transfer will provide funds to reimburse Baltimore Development Corporation for eligible capital expenses for the month ending February 28, 2014.

Department of Housing and Community Development

5. \$200,000.00 24 th Econ. Dev. Bonds	9910-943003-9608 Pratt Street Phase II - Reserve	9910-914015-9607 Pratt Street Phase II
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This transfer will provide funds needed by Downtown Partnership to implement the designed improvements to the 400 block of Pratt Street. This is another implementation of the Pratt Street Master Plan and is being constructed in conjunction with the Department of Transportation.

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TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
6. \$ 85,000.00	9950-910700-9507	9950-911700-9506-2
MVR	Constr. Reserve	Contingency -
	Edison Hwy. over	Edison Hwy. over
	Amtrak	Amtrak

This transfer will cover the deficit in the account and fund the account for the Design and Construction Phase Agreement, National Railroad Passenger Corporation - Rehabilitation of the Edison Street Highway Bridge.

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 18** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on March 26, and April 2, 2014.

The Board **NOTED** receipt of the 18 favorable reports.

MINUTES

Department of General Services - Minor Privilege Permit Applications

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

	<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1.	4600 Curtis Avenue Inc.	TMN Enterprises, Inc.	Retain flat sign 16' x 3', one exhaust vent
	Annual charge: \$137.50		
2.	415 W. Baltimore Street	Balti-West 400, LLC	One double face electric sign 7'1" x 2½'
	Annual charge: \$140.60		
3.	1051 S. Charles Street	1051 S. Charles Street, LLC	Retain flat sign 16' x 1½', one bracket sign 1½' x 1½', one banner sign 7' x 2', and four gooseneck lights
	Annual charge: \$193.50		
4.	5428 Harford Road	Maverick 5428 Harford, LLC	Retain single face electric sign 26' x 3'
	Annual charge: \$218.40		

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Dept. of General Services - cont'd

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
5. 2263 Reisterstown	Garcia Davis Road	Retain awning 10' x 2', four fluorescent tubes

Annual charge: \$140.80

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

Department of General Services - Developer's Agreement No. 1338

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1338, with Bio-Medical Applications of Maryland, Inc., developer.

AMOUNT OF MONEY AND SOURCE:

\$16,150.00

BACKGROUND/EXPLANATION:

The organization needs to install new water service to its proposed construction located at 2801 Greenmount Avenue. This Developer's Agreement will allow Bio-Medical Applications of Maryland, Inc. to do its own installation in accordance with Baltimore City Standards.

An Irrevocable Letter of Credit in the amount of \$16,150.00 has been issued to Bio-Medical Applications of Maryland, Inc. which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1338, with Bio-Medical Applications of Maryland, Inc., developer.

MINUTES

Department of Housing and Community Development - 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, Shanikka Cooper.

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>
Karon Moore	3
Marva E. Allette	1
Anita C. Buckson	2
Earnestine Carter	2
Karen Gilmore	2
Michael A. Guye	3
Olusegun Edidi	3
Mandy Breedlove	3
LaTosha Robertson	1
Rashelle Celestin	3
Tanya Frazier	3
TOTAL:	<u>26</u>

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, Shanikka Cooper.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the property leasehold interest in 28 S. Augusta Avenue as a gift from Ms. Donna Pulsipher and Mr. Brent Pulsipher, **SUBJECT** to any outstanding municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

The owners of the property agree to pay for any title work and all associated settlement costs, not to exceed \$600.00. Thus, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Ms. Donna Pulsipher and Mr. Brent Pulsipher have offered to donate to the City title to the property located at 28 S. Augusta Avenue. The City will receive clear and marketable title to the property, **SUBJECT** only to certain City liens. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The liens total approximately \$3,211.82 and are itemized as follows:

MINUTES

DHCD - cont'd

28 S. Augusta Avenue
Cumulative Real Property Taxes 2013-2014

Total Tax	\$3,174.20
Interest/Penalties	37.62
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	0.00
Total Municipal Liens	\$3,211.82

The municipal liens, other than current water bills, will be administratively abated after settlement.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved acquisition of the property leasehold interest in 28 S. Augusta Avenue as a gift from Ms. Donna Pulsipher and Mr. Brent Pulsipher, **SUBJECT** to any outstanding municipal liens other than current water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition of the property fee simple interest in 601 N. Glover Street and 806 McCabe Avenue as a gift from Rebuild America, Inc., **SUBJECT** to any outstanding municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

Rebuild America, Inc. agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 per property. Thus, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Rebuild America, Inc. has offered to donate to the City, title to the properties located at 601 N. Glover Street and 806 McCabe Avenue. The City will receive clear and marketable title to the properties, **SUBJECT** only to certain City liens. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The liens total approximately \$962.07 on 601 N. Glover Street and \$8,078.08 on 806 McCabe Avenue and are itemized as follows:

MINUTES

DHCD - cont'd

601 N. Glover Street
Cumulative Real Property Taxes 2013-2014

Total Tax	\$ 483.48
Interest/Penalties	113.52
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	219.47
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	145.60
Total Municipal Liens	\$ 962.07

806 McCabe Avenue
Cumulative Real Property Taxes 2013-2014

Total Tax	\$1,424.66
Interest/Penalties	166.92
Other	0.00
Tax Sale Interest	0.00
Miscellaneous Bills	464.10
Metered Water (Tax Sale)	0.00
Environmental Citation	5,700.00
Alley Paving Bill	0.00
Rental Registration	322.40
Total Municipal Liens	\$8,078.08

The municipal liens, other than current water bills, will be administratively abated after settlement.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition of the property fee simple interest in 601 N. Glover

MINUTES

DHCD - cont'd

Street and 806 McCabe Avenue as a gift from Rebuild America, Inc., **SUBJECT** to any outstanding municipal liens other than current water bills.

MINUTES

Department of Housing and - Acquisition by Gift
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve the acquisition by gift of the leasehold interest in 1430 McCulloh Street and the fee simple interest in 1511 E. Lafayette Avenue from Mr. Roland Lane, **SUBJECT** to any outstanding municipal liens other than current water bills.

AMOUNT OF MONEY AND SOURCE:

Mr. Lane agrees to pay for any title work and all associated settlement costs, not to exceed \$600.00 per property. Thus, no City funds will be expended.

BACKGROUND/EXPLANATION:

The DHCD's Land Resources Division strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use and improving Baltimore's neighborhoods.

Mr. Lane has offered to donate to the City title to the properties located at 1430 McCulloh Street and 1511 E. Lafayette Avenue. The City will receive clear and marketable title to the property, **SUBJECT** only to certain City liens. Acceptance of this donation is less costly than acquiring the property by tax sale foreclosure or eminent domain.

The liens total approximately \$923.71 on 1430 McCulloh and \$552.11 on 1511 E. Lafayette Avenue and are itemized as follows:

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DHCD - cont'd

1430 McCulloh Street
Cumulative Real Property Taxes 2013-2014

Total Tax	\$ 141.60
Interest/Penalties	16.62
Other	11.05
Tax Sale Interest	0.00
Miscellaneous Bills	136.84
Metered Water (Tax Sale)	0.00
Environmental Citation	500.00
Alley Paving Bill	0.00
Rental Registration	117.60
Total Municipal Liens	\$ 923.71

1511 E. Layette Avenue
Cumulative Real Property Taxes 2013-2014

Total Tax	\$ 354.00
Interest/Penalties	41.46
Other	11.05
Tax Sale Interest	0.00
Miscellaneous Bills	0.00
Metered Water (Tax Sale)	0.00
Environmental Citation	0.00
Alley Paving Bill	0.00
Rental Registration	145.60
Total Municipal Liens	\$ 552.11

The municipal liens, other than current water bills, will be administratively abated after settlement.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved the acquisition by gift of the leasehold interest in 1430 McCulloh

MINUTES

DHCD - cont'd

Street and the fee simple interest in 1511 E. Lafayette Avenue from Mr. Roland Lane, **SUBJECT** to any outstanding municipal liens other than current water bills.

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 Ms. Rita Turner and Mr. Ryan Donnelly, developers, for the sale of the City-owned properties located at 2602 and 2604 Shirley Avenue.

AMOUNT OF MONEY AND SOURCE:

\$1,000.00 - 2602 Shirley Avenue
2,000.00 - 2604 Shirley Avenue
\$3,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The City will convey all of its rights, title, and interest in 2602 and 2604 Shirley Avenue to Ms. Turner and Mr. Donnelly.

Ms. Turner and Mr. Donnelly will purchase the vacant lots known as 2602 and 2604 Shirley Avenue from the City for use as garden space. The property is located within the Park Heights community. The purchase price and improvements to the site will be financed through private sources.

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

Pursuant to the City's Appraisal Policy, "unimproved property with an assessed value of \$2,500.00 or less will not require an appraisal." The vacant lots located at 2602 and 2604 Shirley Avenue have been assessed for \$1,000.00 each and are being sold at and above the assessed values. The vacant lot at 2602 is being sold for \$1,000.00 and 2604 Shirley Avenue is being sold for \$2,000.00.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developers will purchase the properties 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 Ms. Rita Turner and Mr. Ryan Donnelly, developers, for the sale of the City-owned properties located at 2602 and 2604 Shirley Avenue.

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Department of Housing & Community Development - Debt Forgiveness of a Purchase Money Mortgage and Loan Assumption for Home Investment Partnerships Program Loan - Alcott Place Senior Apartments

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize forgiveness of a prior City loan to Alcott Place Limited Partnership and approve the assumption of a Home Investment Partnerships Program loan by Alcott Place, LLC. The Board is also requested to authorize the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review for form and legal sufficiency by the Department of Law.

AMOUNT OF MONEY AND SOURCE:

(All amounts are approximate)

SOURCES USES		SOURCES USES	
4% LIHTC	\$2,338,318.00	Acquisition & Related Costs	\$2,956,917.00
CDA/Tax Exempt Bonds	1,190,000.00	Construction	2,936,854.00
MD DHCD/MHRP	1,376,093.00	Fees Related to Construction	423,360.00
MD DHCD/MEEHA-EmPOWER	94,236.00	Financing Fees	630,715.00
<i>(Assumed Debt)</i>		Developer's Fee	741,091.00
MD DHCD/RHPP	1,425,057.00	Syndication Costs	72,377.00
HOME Loan	1,331,862.00	Guarantees/Reserves	\$ 294,058.00
Deferred Fee	119,868.00		
Interim Income	80,000.00		
Transferred RFR	\$ 99,938.00		
TOTAL	\$8,055,372.00	TOTAL	\$8,055,372.00

No additional City Funds are being requested.

BACKGROUND/EXPLANATION:

In 1989, the Mayor and City Council of Baltimore (the City) conveyed the former elementary school building #59, Louisa May Alcott, to Alcott Place Limited Partnership (the Owner). The

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DHCD - cont'd

former school is located at 2702 and 2701 through 2705 Keyworth Avenue, on the corner of Keyworth Avenue and Reisterstown Road, a major thoroughfare within the Park Heights community of Baltimore City. The property was redeveloped as the Alcott Place Senior Apartments.

The building contains approximately 22,000 square feet. As part of the acquisition, the City made to the Owner a Purchase Money Mortgage loan in the original principal amount of \$65,999.00 (the City PMM Loan). The City PMM Loan had a term of 20 years and provided that it shall be forgiven at maturity provided no event of default had occurred. The City also made a loan in the aggregate principal amount of \$305,000.00 to the Owner from CDBG funds (the City CDBG Loan). The City CDBG Loan has a term of 40 years, accrues interest at the rate of 6% per annum, and defers payments of principal and interest until the end of the term.

In 1990, the Owner rehabilitated and converted the building into 44 rental units of elderly apartments (the Original Project). In addition to the City PMM Loan and the City CDBG Loan, the Original Project was financed through a combination of private and State loans coupled with 4% Low Income Housing Tax Credits (LIHTC). When the Original Project was completed, the first-lien position was shared by Baltimore Community Lending, Inc. (BCL), formerly the Community Development Finance Corporation, which made a construction loan in the original principal amount of \$825,000.00 (the BCL Loan), and Maryland Department of Housing and Community Development (MD DHCD), which provided a loan in the original principal amount of \$1,300,000.00 (the RHPP Loan). The BCL Loan and the RHPP Loan each accrued interest at a rate of 1% per annum, provided that under certain circumstances, the interest could be increased to 3% per annum, and matured in 2021. Repayment of the RHPP Loan was based on 49% of surplus cash; repayment of the BCL Loan was based on 31% of surplus cash. At this time, the City PMM Loan and the City CDBG Loan were subordinated to the BCL Loan and the RHPP Loan. Finally, two separate housing assistance payment contracts provided rental subsidy.

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DHCD - cont'd

After the initial tax credit compliance period expired in 2006, the building required much needed repairs. The Owner requested assistance from the City to make certain improvements, which included systems, appliance and hardware replacement and upgrades, major roof repair and common area improvements and alterations that were required to come into compliance with Section 504 and Americans with Disabilities Act.

On January 10, 2007, the Board approved a HOME Investment Partnerships Program loan in an amount not to exceed \$1,320,000.00 (the HOME Loan) to make such repairs. The HOME Loan is subordinate to the previously described debt, has a permanent loan period of thirty years (commencing at the end of the construction), bears interest at a rate of 1% per annum, and is due and owing at the end of the permanent loan period.

As part of the 2007 upgrade, there was a reorganization of the two entities that made up the general partner of the Owner: Carter Development Corporation, which was owned by Savannah Development Corporation (Savannah Development), withdrew from the general partnership entity, and the interest in the Keyworth Alcott Corporation, owned by Struever Bros., Eccles and Rouse, Inc. was conveyed to Savannah Development.

In or after 2009, the City PMM Loan was forgiven pursuant to its terms.

Over the past 24 months, Ms. Betty Jean Murphy (the Owner's principal) has expressed a strong interest to divest herself of the property and the associated liabilities. She has agreed to sell the project to Alcott Place, LLC (the Borrower). The Borrower is a Maryland limited liability company controlled by Pax-Edwards, LLC (Pax-Edwards), which in turn is jointly owned by Mr. Jeff Paxon and Severn Development Company (Severn Development). Severn Development has successfully produced in excess 1,000 affordable rental units throughout Maryland.

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DHCD - cont'd

The Borrower has proposed to complete the necessary upgrades and add an additional seven units within the building. Upon completion, the project will provide 51 one and two bedroom units of senior housing restricted to individuals earning 50% to 60% of the Area Median Income (AMI). In order to finance this new component, the following restructuring is proposed.

First, the Borrower will make a partial payment in the amount of \$400,000.00 (BCL Partial Payment) on the BCL Loan, which is currently estimated to have approximately \$1,018,499.00 outstanding, and in return, BCL will forgive the remainder (approximately \$618,499.00). One-half (\$200,000.00) of the BCL Partial Payment will be funded from state sources described below and the remainder (\$200,000.00) will be contributed by Pax-Edwards outside of the Project budget.

Second, the Borrower will (i) assume the RHPP Loan (including all accrued interest, which is approximately \$1,425,057.00), (ii) enter into a new loan with MD DHCD from its MHRP program in the amount set forth above (MRPP Loan), (iii) enter into a new loan from the MD DHCD's EmPOWER program in the amount set forth above (EmPOWER Loan), and (iv) receive tax-exempt bond financing from the Maryland Community Development Administration (CDA) in the amount set forth above (Bond Loan). The RHPP Loan, MHRP Loan, and the EmPOWER Loan are each expected to accrue interest at 0% per annum and have a term of 40 years following construction completion. The terms of the Bond Loan will be based on market conditions, and the Bond Loan allows the developer to receive 4% low-income housing tax credits. The Bond Loan and the RHPP loan will require monthly payments of principal and interest, provided, however, in the event that the Borrower loses the benefit of the existing project-based housing assistance payment contracts, repayment of the RHPP loan will be paid out of surplus cash in accordance with the document terms to be negotiated by the parties. The MHRP Loan will also be repaid out of surplus cash (after payments due on the RHPP loan if the

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DHCD - cont'd

Borrower loses the benefit of the existing project-based housing assistance payment contracts) in accordance with the document terms to be negotiated by the parties. Payment requirements for the EmPOWER Loan will be deferred until maturity.

Third, the Borrower has agreed to assume the HOME Loan (including all interest accrued) if the City will agree to forgive the City CDBG Loan and all accrued interest, which is approximately \$711,185.00.

The City and the Borrower have also agreed to modify the terms of the HOME Loan so that the maturity date of the HOME Loan is no earlier than the maturity date of the state loans and the interest rate on the HOME Loan will be the applicable federal rate at the time of closing. The HOME Loan will remain on the property in the subordinate position to all other debt. Principal and interest payments will be made on an annual basis from surplus cash flow after payment of all required debt service on the superior loans in accordance with terms to be negotiated between the City and the Borrower. Any un-payable principal and interest payments will accrue and be deferred and will be due at the end of the loan term.

CITY BENEFITS:

The property is in need of further rehabilitation and new ownership which will put the property on strong financial footing going forward. The goal of the restructuring is to maintain the long term viability of the project as an affordable housing asset that serves seniors in the Park Heights neighborhood. The project's current debt far exceeds the appraised value of the property. In order for CDA to issue the bonds necessary to recapitalize the property, it is necessary to forgive certain debts or else the redevelopment would not be feasible. The proposed forgiveness of the City CDBG Loan will not terminate the regulatory restrictions associated with the

MINUTES

DHCD - cont'd

HOME Loan so the original 44 units will continue to be rented to individuals with incomes at or below 60% AMI in accordance with the rules governing the HOME program. The City will further benefit from this by preserving the affordable rental units which should catalyze further development in the Park Heights community, which has suffered from severe disinvestment.

An appraisal was prepared on June 7, 2003, for CDA by Karen Belinko Appraisals, LLC. The "As Proposed" Value at Income-Restricted Rents Assuming Stabilized Occupancy is \$2,503,500.00. Receiving an appraised value below the total cost of the completed project is common in transactions involving production of affordable housing such as this. Since the reduced rents decrease the appraised value, the combined debt is well under the appraised value. The DHCD is comfortable recommending the transaction under these circumstances.

UPON MOTION duly made and seconded, the Board approved and authorized forgiveness of the prior City loan to Alcott Place Limited Partnership and approved the assumption of a Home Investment Partnerships Program loan by Alcott Place, LLC. The Board also authorized the Commissioner of the Department of Housing and Community Development to execute any and all documents to effectuate this transaction subject to review for form and legal sufficiency by the Department of Law.

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 TDO Holdings, LLC, Developer, for the sale of the City-owned properties located at 1011 E. Preston Street and 704 E. 21st Street.

AMOUNT OF MONEY AND SOURCE:

\$ 5,000.00 - 1011 E. Preston Street
5,000.00 - 704 E. 21st Street
\$10,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The project will consist of the City-owned vacant buildings to be rehabilitated and maintained as single-family low to middle income rental properties. The properties are located in the Oliver and Baltimore Midway Neighborhoods, respectively. The purchase price and improvements to the site will be financed through private funding.

The authority to sell these properties, is given under Baltimore City Code, Article 13, § 2-7(h) of the Baltimore City Code.

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

The properties are being sold for \$5,000.00 each for a total of \$10,000.00. The Waiver Valuation Process determined the price to be \$7,000.00 for each property, totaling \$14,000.00. The properties are in far worse condition than many of the comparable properties in the area. The sale of these vacant properties at a price below the Waiver Valuation price will be a specific benefit to the immediate community, eliminate blight, create jobs during reconstruction and the property will be reoccupied and returned to the tax rolls.

MINUTES

DHCD - cont'd

MBE/WBE PARTICIPATION:

The developer will purchase the properties 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 TDO Holdings, LLC, Developer, for the sale of the City-owned properties located at 1011 E. Preston Street and 704 E. 21st Street.

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 Milestone, Inc., developer, for the sale of the City-owned property located at 5233 Reisterstown Road, Block 4543, Lot 014.

AMOUNT OF MONEY AND SOURCE:

\$2,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The developer will be using private funds to pay for the acquisition and rehabilitation of the property.

The DHCD's Land Resources Division, on behalf of the City, strategically acquires and manages vacant or abandoned properties, ultimately enabling these properties to be returned to productive use, thereby improving Baltimore's neighborhoods.

The City has agreed to convey the property known as 5233 Reisterstown Road to Milestone, Inc.

The City may dispose of the 5233 Reisterstown Road by virtue of the following legal authorities: Article 28, Subtitle 8 of the Baltimore City Code (2011 Edition); and Article 13 § 2-7 (h) of the Baltimore City Code.

The property was journalized and approved for sale on December 22, 2010.

STATEMENT OF PURPOSE AND RATIONALE FOR SALE BY AUCTION:

The property was sold for \$2,000.00 via auction. Pursuant to the appraisal policy under, "Exceptions to Requiring an Appraisal,"

MINUTES

DHCD - cont'd

no appraisal is required for the sale of properties under an approved Board of Estimates Policy, which allows for an alternative method in determining value such as a Broker Price Opinion, will not require an appraisal. The sale of City-owned property via auction was approved on November 3, 2010.

MBE/WBE PARTICIPATION:

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Land Disposition Agreement with Milestone, Inc., developer, for the sale of the City-owned property located at 5233 Reisterstown Road, Block 4543, Lot 014.

MINUTES

DHCD - cont'd

FOR FY 2014, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$22,127.00.

MBE: \$5,974.00

WBE: \$2,212.00

3. NEIGHBORHOOD HOUSING SERVICES OF BALTIMORE, INC. (NHS) \$346,750.00

Accounts: 2089-208914-5930-433562-603051	\$177,000.00
2089-208914-5930-433583-603051	\$ 8,020.00
2089-208914-5930-433581-603051	\$ 49,730.00
2089-208914-5930-433591-603051	\$112,000.00

Under this agreement the NHS will provide public information, housing counseling and rehabilitation services including owner-occupancy, rehabilitation loan underwriting and the development of rehabilitation specifications. The NHS will service each loan. The period of the agreement is September 1, 2013 through August 31, 2014.

FOR FY 2014, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$28,000.00.

MBE: \$7,560.00

WBE: \$2,800.00

On June 26, 2013, 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 2013 Annual Action Plan for the following formula programs:

MINUTES

DHCD - cont'd

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

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2013 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 Community Development Block Grant Agreements.

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 - Options</u>			
1. CE Realty, LLC	939 N. Collington Ave.	G/R \$36.00	\$ 240.00
2. Debra Miller	1713 Ellsworth St.	G/R \$30.00	\$ 200.00

Funds are available in account 9910-906409-9588-900000-704040, EBDI Project, Phase II.

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 amounts.

DHCD - Condemnations

3. Ruth Gorham	1826 E. Biddle St.	F/S	\$12,345.00
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Funds are available in account 9910-906409-9588-900000-704040, EBDI Project, Phase II.

4. Lillian & Jesse Masson	2064 E. Eager St.	G/R \$36.00	\$ 240.00
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Funds are available in account 9910-906409-9588-900000-704040, EBDI Project.

The Board is requested to approve acquisition of the ground rent interest by condemnation, or in the alternative may, SUBJECT to the prior approval of the Board, make application

MINUTES**OPTIONS/CONDEMNATION/QUICK-TAKES** - cont'd

to the Maryland Department of Assessments and Taxation to redeem or extinguish the ground rent interest for this property.

UPON MOTION duly made and seconded, the Board approved and authorized the foregoing options, condemnations, and quick-takes.

MINUTESBaltimore Development Corporation - Lease Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Lease Agreement with Inland Waters Pollution Control, Inc. (IWPC), tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites A44, at the Business Center @ Park Circle, consisting of approximately 442 square feet. The period of the agreement is April 1, 2014 through March 31, 2015, with one 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$7,956.00	\$663.00

The lessee will have the option to renew for one additional one-year term. The annual rent will be increased annually by an amount equal to 4% of the annual rent each year of the renewal term beginning with the anniversary date of the lease.

BACKGROUND/EXPLANATION:

The IWPC is a national company based in Detroit, Michigan with a regional office in Beltsville, Maryland. The IWPC does infrastructure rehabilitation work for various clients and will be working with the Department of Public Works (DPW) SC 907 Project.

The premises will be utilized as the Project Management Team Office to coordinate daily activities with the DPW inspection team.

The space is leased on an "as is" basis. The tenant will be responsible for any improvements or build out of the premises.

MINUTES

BDC - cont'd

All other landlord services such as utilities, limited janitorial services, maintenance, and repairs to the premises are included in the base rent.

In addition, the tenant is obligated to maintain and keep in force general public liability, contractual liability, and property damage insurance protection for the premises and name the City as additionally insured under the insurance policies.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Inland Waters Pollution Control, Inc., tenant, for the rental of a portion of the property known as 2901 Druid Hill Park Drive, Suites A44, at the Business Center @ Park Circle, consisting of approximately 442 square feet.

MINUTES

Mayor's Office on Criminal - Interagency Agreement
Justice (MOCJ)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Interagency Agreement with the Office of the State's Attorney for Baltimore City. The period of agreement is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$55,440.00 - 4000-472013-2252-694206-607001

BACKGROUND/EXPLANATION:

On September 12, 2012, the Board approved the grant award from the U.S. Department of Justice for the JAG VIII. Funded by this grant, the Office of the State's Attorney will utilize current cellular technology to enhance the ability to communicate with defense attorneys, police officers, victims, and witnesses related to court cases.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Interagency Agreement with the Office of the State's Attorney for Baltimore City.

MINUTES

Department of Transportation - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a License Agreement with the Maryland Jockey Club of Baltimore City, Inc. The period of the agreement is effective upon Board approval for five years with two 5-year renewal options.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

The Department of Transportation desires to enter into a License Agreement with the Maryland Jockey Club of Baltimore, Inc. to secure parking for nearby residents during Phase II and III Snow Emergency. One thousand unmarked parking spaces located at Belvedere Avenue and Park Heights Avenue will be utilized by residents in this area until the snow emergency has been downgraded to Phase I.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement with the Maryland Jockey Club of Baltimore City, Inc.

MINUTES

Department of Transportation - Design and Construction
Phase Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Design and Construction Phase Agreement with the National Railroad Passenger Corporation (AMTRAK). The period of the Agreement is effective upon Board approval and will remain in full force until the construction of the Edison Street Highway Bridge is complete.

AMOUNT OF MONEY AND SOURCE:

\$49,984.00 - 9950-911700-9506-900010-707032

BACKGROUND/EXPLANATION:

The Department of Transportation desires to enter into a Design and Construction Phase Agreement with the National Railroad Passenger Corporation (AMTRAK) to rehabilitate the Edison Street Highway Bridge referred to by Amtrak as O.H. Bridge 93.23 located between E. Monument Street and E. Biddle Street.

The City is in the design phase of the project and is desirous of finalizing the design and commencing the construction phase. The City also desires that AMTRAK perform various services that include, but are not limited to plan review, inspection services, and flagging. The Department will be responsible for funding the entire cost of the Project, including the cost of Amtrak's services.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Design and Construction Phase Agreement with the National Railroad Passenger Corporation (AMTRAK).

MINUTES

Law Department - Claim Settlements

The Board is requested to approve the settlements of the following claims. The settlements have been reviewed and approved by the Settlement Committee of the Law Department.

1. John Bonkowski v. Det. McSpadden and Sgt. Harvey Martini \$75,000.00

Account: 1001-000000-2041-19550-603070

2. Elizabeth Murphy, et al. v. Baltimore City Board of School Commissioners, et al. \$35,000.00

Account: 2036-000000-1752-175200-603070

The Law Department, on behalf of the Legal Counsel for the Baltimore City Board of School Commissioners, requests authorization to approve this settlement.

The settlements have been approved by the Settlement Committee of the Law Department.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the settlements of the above claims.

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the Agreement is January 1, 2014 through December 31, 2014, unless otherwise indicated.

1. **BON SECOURS BALTIMORE HEALTH CORPORATION** **\$ 90,000.00**

Account: 4000-499014-3023-513201-603051

The organization will provide 3,000 HIV tests for all patients with reactive rapid HIV tests, ensure the provision of HIV test results to all patients, provide post-test prevention counseling to patients newly diagnosed with HIV, link patients to HIV medical care, and refer all patients newly diagnosed for Partner Services to Baltimore City Health Department. Services will also include actively re-linking previously diagnosed patients who are currently not in medical care and complying with all HIV testing, reporting, documentation requirements and submission of data.

MWBOO GRANTED A WAIVER.

2. **THE AFTER-SCHOOL INSTITUTE, INC. (TASI)** **\$ 25,000.00**

Account: 4000-499014-3023-513200-603051

TASI will provide services in the area of an annual Youth Summit to increase awareness, knowledge, risk-reduction measures, and change in behavior that leads to the prevention of new HIV infections among African American youth in Baltimore City.

MINUTES

Health Department - cont'd

3. **AIDS ACTION BALTIMORE, INC.** **\$ 72,750.00**

Account: 4000-499014-3023-513200-603051

The organization will provide services to help prevent new HIV infections among transgender persons and their partners in Baltimore City. Positive wellness and renewal (POWER) provides the structure for the delivery of individual level intervention services delivered in this project. POWER combines traditional case management and client-centered prevention counseling to provide highly individualized and intensive support for behavioral change.

MWBOO GRANTED A WAIVER.

The Agreements are late because of budget negotiations and the need to obtain an acceptable scope of services.

4. **THE UNIVERSITY OF MARYLAND, BALTIMORE (UMB)** **\$147,881.00**

Accounts: 4000-427114-3080-294304-603051	\$ 63,117.00
4000-428214-3080-294304-603051	\$ 84,764.00

The UMB will provide services in the Premature Infant Development Enrichment Program (PRIDE²). Maryland's PRIDE² program is a collaborative endeavor between the Department of Pediatrics at the University of Maryland, Baltimore, and the Baltimore Infants & Toddlers Program (BITP).

The purpose of Maryland's PRIDE² is to provide a collaborative effort of identifications, evaluation and service coordination for the BITP eligible infants in the University of Maryland Hospital for Children (UMHC) Neonatal Intensive Care Unit (NICU) and Mercy NICU, or who attend the UMHC NICU follow-up clinic. The period of the Agreement is July 1, 2013 through June 30, 2014.

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

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

5. **THE JOHNS HOPKINS UNIVERSITY BLOOMBERG** **\$ 34,100.00**
SCHOOL OF PUBLIC HEALTH (JHU)

Account: 4000-480114-3001-268400-603051

The JHU Bloomberg School of Public Health will provide the services of Dr. Carlos Castillo-Salgado who will provide training and technical assistance related to data analysis and interpretation.

The purpose of this Agreement is to increase Baltimore City's expertise and capacity to conduct necessary data analysis and data sharing activities that are integral to Health Impact Assessments, Baltimore City Health Department technical achievement reports, and data presentations. The period of the Agreement is September 1, 2013 through August 31, 2014.

The Agreement is late because of a change in program staff, budget revisions, and waiting on signatures from the provider.

6. **THE JOHNS HOPKINS UNIVERSITY** **\$603,940.00**
(JHU)

Accounts: 1001-000000-3030-271500-603051	\$407,792.00
1001-000000-3030-271700-603051	\$196,148.00

The JHU will provide clinical services that include but are not limited to Sexually Transmitted Disease care, tuberculosis care, HIV counseling and testing, HIV primary care, and contraceptive services for women. The JHU will provide medical care which includes obtaining a medical history, performing appropriate physical examinations, assessing patient's problems, and resolution of identified problems by appropriate medical management. The period of the Agreement is July 1, 2013 through June 30, 2014.

MINUTES

Health Department - cont'd

The Agreement is late because the Department received the request on January 29, 2014 and because of a delay in receiving an acceptable budget and scope of services.

MWBOO GRANTED A WAIVER.

7. **THE JOHNS HOPKINS UNIVERSITY** **\$ 71,000.00**
(JHU)

Account: 4000-424514-3023-599654-603051

The JHU will provide medical case management program services in the intensive Primary Care clinic to facilitate uninterrupted access to a comprehensive and coordinated continuum of developmentally appropriate HIV, health, and social services to underinsured and uninsured children, youth, adolescents, and young adults infected by HIV/AIDS. The period of the Agreement is July 1, 2013 through June 30, 2014.

MWBOO GRANTED A WAIVER.

8. **HEALTH CARE FOR THE HOMELESS, INC.** **\$ 27,170,00**

Accounts: 4000-424514-3023-599661-603051

The organization will provide outreach and engagement services and entitlement assistance to HIV+ persons experiencing homelessness who are not in care, or who have fallen out of care.

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

MINUTES

Health Department - cont'd

9. **THE SHRIVER CENTER AT UNIVERSITY OF MARYLAND BALTIMORE COUNTY (UMBC)** **\$ 15,040.00**

Account: 1001-000000-3001-599000-601002

This agreement is a Federal Work Study Community Partner Agreement for the Shriver Peaceworker Program. The program supports returned Peace Corps volunteers in a graduate services learning program that includes full-time graduate study, part-time community service work, and an ongoing ethical reflection curriculum designed to integrate study and service.

The Peaceworker assigned to the Department will work as a Neighborhood Health Outreach Associate to assist in the conception, development, and implementation of community-selected and driven health improvement initiatives designed to improve outcomes and reduce health disparities in Baltimore City. The period of the agreement is July 1, 2013 through May 23, 2014.

The agreement is late because it was requested late in the fiscal year and it was recently finalized.

MBE/WBE PARTICIPATION:

N/A

10. **JOHNS HOPKINS UNIVERSITY, SCHOOL OF MEDICINE (JHU, SOM)** **\$ 21,200.00**

Account: 6000-630713-3030-295900-406001

Under the terms of this sub-award agreement, the JHU, SOM will perform an Identigene research study. The Identigene STD Test Collection Kit is an at-home kit that allows

MINUTES

Health Department - cont'd

individuals to utilize the Gen-Probe technology to test for C.trachomatis and N.gonorrhoeae in privacy and in a more convenient manner.

The participants will be recruited at the Department's Family Planning Clinic located at 1515 W. North Avenue. The clinical coordinator will consent and enroll patients into the study. After a clinic collection of a urogenital sample, the subject collects his/her sample again at home and transports their urogenital samples by mail to Identigene for testing by using the STD Test Collection Kit with labeled instructions. The laboratories will only receive samples by study number; no patient identifiers will be used.

Each participant will receive incentives for participating in the study. The JHU will pay the Department \$40.00 for each subject enrolled. The maximum number of subjects enrolled in the study will not exceed 500 subjects. In addition, the JHU will pay the Department \$1,200.00 for the clinic access fee. The period of the sub-award agreement is June 13, 2013 through May 31, 2014.

The sub-award agreement is late because of delays in the Department's administrative review process.

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NO. 9) AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the various Agreements. The President **ABSTAINED** on Item Nos. 5, 6, 7, and 10.

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the purchase of gift cards from Rite Aid Headquarters, Corporation for incentives for the HIV/STD Prevention Program.

AMOUNT OF MONEY AND SOURCE:

\$1,400.00 - 280 Rite Aid gift cards @ \$5.00 ea.

Account: 4000-424514-3023-274451-604051

BACKGROUND/EXPLANATION:

The incentive cards will be distributed to help reduce the number of new HIV infections and improve the health of persons living with HIV/AIDS. Also, to enhance staff ability to attract those encountered to receive counseling and testing on the STD/HIV testing van, T-shirts are purchased and provided to the outreach team.

The STD/HIV Prevention Program adheres to all policies associated with the usage of incentives and has sufficient procedures in place to address the safeguarding and accountability of incentives purchased.

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

MINUTES

Health Dept. - cont'd

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the purchase of gift cards from Rite Aid Headquarters, Corporation for incentives for the HIV/STD Prevention Program.

MINUTES

Health Department - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Agreement with Arbor E & T d/b/a Care Resources.

AMOUNT OF MONEY AND SOURCE:

\$120,127.00 - 4000-428214-3080-294312-603051

BACKGROUND/EXPLANATION:

On November 27, 2014, the Board approved the initial agreement in the amount of \$596,015.00 for the period July 1, 2013 through June 30, 2014.

This Amendment to Agreement will provide funding for additional Special Instruction, Occupational Therapy and Speech Language Pathology services for the Baltimore Infants & Toddlers Program. This Amendment to Agreement in the amount of \$120,127.00 will make the total amount of the agreement \$716,142.00.

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 Amendment to Agreement with Arbor E & T d/b/a Care Resources.

MINUTES

Health Department - Correction to Account Number
and Period of a Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve the correction to the previous account number and the period of the grant award from Weight Watchers Healthy Communities.

AMOUNT OF MONEY AND SOURCE:

<u>Previously Approved Account Number</u>	<u>Previous Grant Period</u>
6000-618914-3080-294600-406001	February 1, 2013 through January 31, 2016
<u>Corrected Account Number</u>	<u>Corrected Grant Period</u>
6000-619014-3080-290700-406001	February 1, 2014 through January 31, 2016

BACKGROUND/EXPLANATION:

On March 5, 2014, the Board approved acceptance of the grant award from Weight Watchers in the amount of \$25,000.00 for the period February 1, 2013 through January 31, 2016.

The Department incorrectly listed the grant award period as February 1, 2013 through January 31, 2016 and the budget account number as 6000-618914-3080-294600-406001. The Board is requested to approve the corrections to the grant period to February 1, 2014 through January 31, 2016 and the budget account number to 6000-619014-3080-290700-406001. The Department apologizes for the error.

All other terms and conditions of the original grant award remain unchanged.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the correction to the previous account number and the period of the grant award from Weight Watchers Healthy Communities.

MINUTES

Health Department - Notice of Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Notice of Award (NOA) from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Injury Prevention and Control. The period of the NOA is September 1, 2013 through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$338,000.00 - 4000-428514-3160-520900-404001

BACKGROUND/EXPLANATION:

Under the terms of this NOA, the funds will be used for the project titled, Dating Matters Initiative in Baltimore. The goal of the Dating Matters Initiative in Baltimore is to promote respectful, nonviolent dating relationships among youth in high-risk urban communities. The program will focus on the 11 - 14 age groups.

Two models of teen dating violence prevention (standard and comprehensive) will be implemented and evaluated to determine the effectiveness, feasibility, and sustainability of these approaches in high-risk urban communities.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Notice of Award from the Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Injury Prevention and Control.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies
hereinafter named, the Board,

UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

1374 - 1377

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

The Transfers of Funds were 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.

Acting on behalf of
the Honorable Mayor, the Director of Finance

ABSTAINED on Item Nos. 3 and 6.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Department of Transportation

1. TR 13311R, Traffic Signal Construction & Rewiring Citywide (JOC) Midasco, Inc. \$3,470,737.50

DBE: M&V Contractual Services \$399,135.50 11.50%

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>TO ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$513,078.50	9950-906034-9512	
Federal	Signal Timing Optimization	
\$446,155.22	-----	9950-903077-9512-6 Struc. & Improv
44,615.52	-----	9950-903077-9512-5 Inspection
<u>22,307.76</u>	-----	9950-903077-9512-2
\$513,078.50		Contingencies - Traffic Signal Construction & Rewiring Citywide (JOC)

This transfer will partially fund the costs associated with award of the Project TR 13311R, Traffic Signal Construction and Rewiring Citywide (JOC) to Midasco, LLC., in the amount of \$3,470,737.50. The remaining balance is available in the project account.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | |
|--|---------------------------------|--------------|
| 3. B50003210, Fencing
Installation & Repair | Sparks Quality Fence
Company | \$394,187.00 |
|--|---------------------------------|--------------|

(Departments: General
Services, Public Works,
Transportation, Recreation
& Parks, Police, Fire, &
Baltimore Convention Center)

MWBOO SET GOALS OF 13% MBE AND 0% WBE.

MBE: Precision Fence Co. 13%

MWBOO FOUND VENDOR IN COMPLIANCE.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

- | | | |
|--|-------------------------------------|--------------|
| 4. B50003309, Audio
Video Upgrade
Equipment for City
Council Chambers | Contract Video
Specialists, Inc. | \$ 95,171.00 |
|--|-------------------------------------|--------------|

(Mayor's Office of
Cable & Communications)

MWBOO GRANTED A WAIVER.

Kim A. Trueheart

April 15, 2014

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

Dear Ms. Taylor:

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

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

1. Whom you represent: Self
2. What the issues are:
 - a. Page 54, Item 3, Bureau of Purchases, RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS - B50003210, Fencing Installation & Repair - Sparks Quality Fence Company, if approved:
 - i. Before Board consideration, this item should be moved to the non-routine agenda;
 1. This action clearly depicts the arbitrary and capricious decision making of the chief of the MWBOO who has, since 2012, mis-applied participation goals for similar purchases;
 - a. Participation goals for this award are:
 - i. MWBOO SET GOALS OF 13% MBE AND 0% WBE.
 - b. Participation goals for a similar award B50002530 to Long Fence 02/29/2012 were:
 - i. MWBOO SET GOALS OF 11% MBE AND 4% WBE.
 - c. Participation goals for a similar award B50002530 to Long Fence 09/19/2012 were:
 - i. MWBOO SET GOALS OF 8% MBE AND 1% WBE.
 - d. Participation goals for a similar award B50002530 to Long Fence 09/11/2013 were:
 - i. MWBOO SET GOALS OF 8% MBE AND 10% WBE.
 - e. Participation goals for a similar award B50002530 to Long Fence 09/18/2013 were:

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | |
|--------------------------------|--|--------------|
| 5. B50003352, Turnout
Boots | Jodie Rogers and
Marjorie Rogers
d/b/a Rogers Uniforms | \$ 95,000.00 |
|--------------------------------|--|--------------|

(Fire Department)

MWBOO GRANTED A WAIVER.

- | | | |
|--|---------------------------|--------------|
| 6. B50003359, Services
to Repair Exterior
Panels at Baltimore
Convention Center | Tito Contractors,
Inc. | \$ 98,700.00 |
|--|---------------------------|--------------|

(Baltimore Convention
Center)

MWBOO SET GOALS FOR MBE 0% AND WBE 0%.

- | | | |
|--|----------------------------------|--------------|
| 7. B50003368, Services
to Replace/Retrofit
Fixtures & Energy
Efficient Lighting | SIMMS Project
Management, LLC | \$135,000.00 |
|--|----------------------------------|--------------|

(Dept. of General
Services, Energy
Section & Permits)

MBE: Hunt Consulting 10%

WBE: Shantech Electric, Inc. 5%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

8. B50003392, TV25	Contract Video	\$217,608.00
Master Control	Specialists, Inc.	
Upgrade Equipment		

(Mayor's Office of
Cable & Communications)

MWBOO GRANTED A WAIVER.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the parking facility rate increase at the Penn Station Garage that is managed by the Parking Authority of Baltimore City.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

Due to the current high demand for monthly parking at the Penn Station Garage, and the fact that the last monthly rate increase was December 2011, the PABC staff developed the proposed rate change. This rate change was unanimously approved by the PABC Board of Directors.

Location	Proposed Transient Rate Changes	Proposed Monthly Rate Changes		
Penn Station Garage	Regular Transient Rates		Current	Proposed
	<u>Current</u>	<u>Proposed</u>		
	9-14 Hrs. \$15.00	\$16.00	No proposed rate changes	

MINUTES

Department of Finance - Appropriation Adjustment Order

ACTION REQUESTED OF B/E:

The Board is requested to approve an appropriation adjustment order (AAO) to transfer State Funds from the Baltimore City Health Department, Service 715 (Health Administration) to the Baltimore City Health Department, Service 723 (Advocacy and Support for Seniors).

AMOUNT OF MONEY AND SOURCE:

\$6,983.00 - From: Health Department, Service 715
5000-500014-3001-599000-603050
Unallocated State funds

To: Health Department, Service 723
5000-575914-3044-273300-405001
Advocacy and Support for Seniors

The source of funds is a grant from the Maryland Department of Aging for the FY14 Affordable Care Act-Medicare Improvements for Patients and Providers Act (ACA-MIPPA) which was approved by the Board on March 19, 2014.

BACKGROUND/EXPLANATION:

The AAO is necessary to provide funding for the ACA-MIPPA programs that will allow the Department to expand outreach, education, and counseling services to Medicare beneficiaries.

Initially, State funding was appropriated within an unallocated State fund account in the Fiscal 2014 Ordinance of Estimates. This AAO will allow funding to be moved from the unallocated grant source, in accordance with the actual grant award.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Mayor's Commission on Disabilities - Governmental/Charitable Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Dr. Nollie Wood, Jr., Mr. Thomas Huggins, Ms. Lou Ann Blake, and Ms. Gayle Adams to solicit donations from friends, family members, and associates to benefit the Mayor's Commission on Disabilities' (MCD) Annual Mayor's Accomplishment and Awards Ceremony. The period of the campaign is effective upon Board approval through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

No general funds are involved in this transaction.

BACKGROUND/EXPLANATION:

The above named individuals will solicit donations from friends, family members, associates, and various businesses to support the MCD's efforts at the Annual Mayor's Accomplishment and Awards Ceremony. The MCD has an end of the year meeting with the Mayor to present accomplishments of the MCD in view of City and the MCD goals, discuss disability issues and innovations, and potential new goals for the upcoming year.

The purpose of the MCD is to promote equal rights and opportunities for people with disabilities. The MCD assists the City in assessing the accessibility of City facilities, programs, and services for citizens with disabilities. It provides information and education programs to City government, businesses, and industries concerning issues relevant to citizens with disabilities. And lastly, it helps the City comply with the Americans with Disabilities Act.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An

MINUTES

Mayor's Commission on Disabilities - cont'd

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

UPON MOTION duly made and seconded, the Board approved the endorsement of the Governmental/Charitable Solicitation Application for submission to the Board of Ethics of Baltimore City for Dr. Nollie Wood, Jr., Mr. Thomas Huggins, Ms. Lou Ann Blake, and Ms. Gayle Adams to solicit donations from friends, family members, and associates to benefit the Mayor's Commission on Disabilities' (MCD) Annual Mayor's Accomplishment and Awards Ceremony. Acting on behalf of the Honorable Mayor, the Director of Finance **ABSTAINED**.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|---|---------|---------|
| 1. 3M COMPANY | \$ 0.00 | Renewal |
| Solicitation No. B50002406 - Traffic Marking Tape - Department of Transportation - Req. No. Various | | |

On May 7, 2012, the City Purchasing Agent approved the initial award in the amount of \$13,027.50. The award contained two 1-year renewal options. On August 24, 2012, the City Purchasing Agent approved an increase in the amount of \$10,000.00. On April 3, 2013, the Board approved a renewal in the amount of \$25,000.00. This final renewal in the amount of \$0.00 is for the period May 7, 2014 through May 6, 2015.

- | | | |
|--|-------------|---------------------------|
| 2. BALTIMORE GAS AND ELECTRIC COMPANY | \$84,735.00 | Sole Source/
Agreement |
| Contract No. 06000 - Gas Line for C.C. Jackson Recreation Center - Department of Recreation and Parks - Req. No. R652143 | | |

The Board is requested to approve and authorize execution of a Sole Source Agreement with Baltimore Gas and Electric Company. The period of the agreement is April 16, 2014 until completion of the project.

The Department of Recreation and Parks requires Baltimore Gas and Electric Company to relocate the gas line for the C.C. Jackson Recreation Center to allow for construction work to be completed at the site. This work must be done by Baltimore Gas and Electric Company because the gas lines are the property of the utility. The above amount is the City's estimated requirement.

It is hereby certified, that the above procurement is of such a nature that no advantage will result in seeking nor would it be

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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.

3. FOLCOMER EQUIPMENT

CORPORATION	\$ 0.00	Renewal
Contract No. 06000 - OEM Parts and Service for Case Construction Equipment - Department of General Services, Fleet Management - P.O. No. P512373		

On April 21, 2010, the Board approved the initial award in the amount of \$200,000.00. The award contained two 1-year renewal options. On February 27, 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 May 1, 2014 through April 30, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

4. INTEGRATED COMMERCIALIZATION

SOLUTIONS, INC. t/a PARAGARD DIRECT	\$ 59,780.00	Sole Source
Solicitation No. 08000 - Paragard IUD - Health Department - Req. No. R656117		

Teva Women's Health, Inc. through its ParaGard Direct Program operated by Integrated Commercialization Solutions, Inc. is the sole distributor/supplier of ParaGard T 380A intrauterine copper contraceptive. The period of the award is April 9, 2014 through April 8, 2015 with three one-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

It is hereby certified, that that 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.

- | | | |
|---|----------------|-------------|
| 5. GEIGER PUMP AND
EQUIPMENT COMPANY | \$1,000,000.00 | Sole Source |
|---|----------------|-------------|
- Solicitation No. 08000 - MOYNO Pump Parts and Complete Units - Department of Public Works, Bureau of Water and Wastewater - Req. No. R660138

This requirement is specific for these patented items, which must be compatible with the existing installed equipment. The vendor is the sole authorized distributor of these items for this area. The above amount is the City's estimated requirement. The period of the award is April 16, 2014 through April 15, 2017.

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. SOLUTIONWERKS, INC. | \$570,000.00 | Renewal |
|------------------------|--------------|---------|
- Contract No. B50001909 - Technical Services for Liquid Oxygen Plants - Department of Public Works, Bureau of Water and Wastewater - P.O. No. P517183

On May 25, 2011, the Board approved the initial award in the amount of \$850,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$570,000.00 is for the period June 1, 2014 through May 31, 2015, with one 1-year renewal option 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>
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Bureau of Purchases

- | | | |
|--|--------------|-----------------|
| 7. BOWIE VOLUNTEER FIRE
DEPARTMENT AND RESCUE
SQUAD, INC. | \$ 50,000.00 | Selected Source |
| Solicitation No. 06000 - Pierce Lance 1500 GPM Pumper Trucks -
Fire Department - Req. R658747 | | |

The Fire Department identified two pre-owned pumper trucks that will be utilized as reserve apparatus to supplement their fleet response vehicles. The two units being purchased have been evaluated by the Fire Department in conjunction with Fleet Management and have been determined to be in acceptable condition. The pricing is considered fair and reasonable.

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.

- | | | |
|---|--------------|----------|
| 8. ACME AUTO LEASING, LLC | \$250,000.00 | Increase |
| Contract No. B50001886 - Vehicle Leasing - Baltimore City
Police Department - P.O. No. P519341 | | |

On January 18, 2012, the Board approved the initial award in the amount of \$372,018.00. The award contained two 2-year renewal options. On January 23, 2013, the Board approved an increase and correction in the amount of \$1,043,682.00. On November 27, 2013, the Board approved an increase in the amount of \$467,532.00. This increase in the amount of \$250,000.00 is necessary for the continued transition from the monthly renewal vehicle contract to this contract in order to provide for three-year leased vehicles for the Police Department. This increase in the amount of \$250,000.00 will make the total award amount \$2,133,232.00. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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9. FIRST CALL

THE WATERS COMPANY,
BALTIMORE

SECOND CALL

CRW PARTS, INC.	\$ 0.00	Renewal
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Contract No. B50001371 - Tire Repair and Maintenance Supplies -
Department of General Services - P.O. Nos. P513787 and P513788

On April 14, 2010, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. On February 27, 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 May 1, 2014 through April 30, 2015. The above amount is the City's estimated requirement.

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

10. KEYSTONE AUTOMOTIVE

INDUSTRIES, INC.	\$ 0.00	Renewal
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Contract No. 06000 - Aftermarket Body and Fender Parts -
Department of General Services - P.O. No. P517203

On April 6, 2011, the Board approved the initial award in the amount of \$75,000.00. The award contained two 1-year renewal options. On November 6, 2013, the Board approved an increase in the amount of \$40,000.00. This renewal in the amount of \$0.00 is for the period May 1, 2014 through April 30, 2015, with one 1-year renewal option 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>
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Bureau of Purchases

11. ACCUSOURCE, INC.	\$ 20,000.00	Increase
Solicitation No. B50001855 - Background Investigation Services - Human Resources Department - P.O. P524072		

On May 4, 2011, the Board approved the initial award in the amount of \$30,666.00. The award contained three 1-year renewal options. On June 7, 2013, the City Purchasing Agent approved an increase in the amount of \$4,700.00. On June 26, 2013, the Board approved the first renewal in the amount of \$20,000.00. An increase is necessary because the City's requirements on an annual basis are more than were anticipated, partially due to the discontinuation of another contract that was utilized for some of these services, and partially due to a change in City policies which increased the need for these services. This increase in the amount of \$20,000.00 is for the period of July 1, 2013 through June 30, 2014 and will make the total award amount \$75,366.00. The above amount is the City's estimated requirement.

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

12. BALTIMORE INTERNATIONAL COLLEGE, INC.	\$240,000.00	
REGENT DEVELOPMENT CONSULTING, INC.	0.00	
	\$240,000.00	Increase

Contract No. B50002701 - Relocation Services (Hotels/Motels) - Lead Hazard Reduction Program - Department of Housing and Community Development - P.O. No. P522457

On January 16, 2013, the Board approved the initial award in the amount of \$75,000.00 to two vendors. The award contained two 1-year renewal options. On August 14, 2013, the Board approved an increase in the amount of \$40,000.00. This increase in the

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

amount of \$240,000.00 for Baltimore International College, Inc. owner and operator of the Mount Vernon Hotel is necessary due to increased usage. The current rate is 7 families per month who require relocation. The average cost is \$1,900.00 per family. This increase is required for the remaining 18 months of the federal-state-local grant. The contract expires on January 15, 2016. The above amount is the City's estimated requirement.

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

13. VERIZON MARYLAND, INC.	\$634,315.00 <u>133,540.00</u> \$767,855.00	Ratification award amount/ Agreement
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Contract No. 08000 - Enhanced 911 Service - Mayor's Office of Information Technology - P.O. No. P519088

The Board is requested to ratify services provided in the amount of \$634,315.00. The Board is requested to approve and authorize execution of an agreement with Verizon Select Services, Inc. The period of the Agreement is July 1, 2013 through June 30, 2014, with annual 12-month renewals.

The vendor is the sole provider of Enhanced 911 services for the State of Maryland, which service is regulated by the Maryland Public Service Commission. This agreement will provide the continuation of E911 service to route phone calls into Baltimore City Emergency Communications Center.

The agreement is late because additional time was required to allow the Law Department to negotiate the agreement. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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.

14. SECTION 1

NATIONAL SAFETY SUPPLY,
INC.

SECTIONS 2 & 3

FISHER SCIENTIFIC COMPANY,
L.L.C.

SECTION 4

HAGEMEYER NORTH AMERICA,
INC.

\$ 0.00

Renewal

Contract No. B50001439 - PPE Ensembles & Tactical Face Mask Breathing Systems - Police and Sheriff's Departments - P.O. Nos. P513531, P513532 and P513533

On May 26, 2010, the Board approved the initial award in the amount of \$680,000.00. The award contained four 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$0.00 is for the period May 26, 2014, through May 25, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

lighting program utilizes only one contractor per region (county or city) because of (1) economies of scale, as the contract was negotiated, based on the high number of small business customers in the region, to be as cost efficient as possible to achieve the 16% reduction for the BGE's service area. The selected contractor is also required to report energy savings and to provide a one year warranty; (2) it is a direct install program and most "G" and "GS" account owners are not familiar with the contractor process; and (3) database connection- using only one contractor makes it possible for the BGE to utilize a database without constantly training contractors in order to collect data to track the percent reduction in their service area from their lighting program. Further, the BGE Small Business Lighting Incentives Program and its calculation of the energy savings were approved by the Maryland Public Service Commission and the Maryland Energy Administration. Facilities Solutions Group, Inc. was selected as the most qualified bidder by the BGE after a public bidding process and approved by the Public Service Commission.

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.

AUDITS REVIEWED AND HAD NO OBJECTION.

BOARD OF ESTIMATES

04/16/2014

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the agreements with Baltimore Gas and Electric Co. (Item No. 2), Verizon Maryland, Inc. (Item No. 13), and Facilities Solutions, Group, Inc. (Item No. 16).

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement of Sale with the Greater Zion Community Outreach Center, Inc., Purchaser, for the property located at 301 Parrish Street, 311 Parrish Street, 1500 Norman Court, and 1502 Norman Court.

AMOUNT OF MONEY AND SOURCE:

\$4,000.00 - Purchase Price

BACKGROUND/EXPLANATION:

The authority to sell these properties was approved by City Council Ordinance No. 477 approved on December 6, 1973. The properties are being sold for its appraised value of \$4,000.00. The purchaser will use the properties for parking.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement of Sale with the Greater Zion Community Outreach Center, Inc., Purchaser, for the property located at 301 Parrish Street, 311 Parrish Street, 1500 Norman Court, and 1502 Norman Court.

MINUTESDepartment of Real Estate - Lease Renewal**ACTION REQUESTED OF B/E:**

The Board is requested to approve a renewal of the lease with Mr. Mark Fuller and Ms. Carrie Fuller, Tenants, for the rental of a portion of the property known as 4809 Bucks School House Road, consisting of approximately 7 acres of farmland and a one-story dwelling.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Installments</u>
\$7,545.53	\$628.79

BACKGROUND/EXPLANATION:

The leased premises are primarily for agricultural use. The original term of the lease agreement was for one year, commencing on March 1, 2013, and terminating on February 28, 2014, with an option to renew for two additional 1-year terms. The period of the first renewal is March 1, 2014 through February 28, 2015.

The City will carry adequate fire insurance on the leased premises under the City's self-insurance program. The Tenants will be responsible for maintenance and repairs, payment of utilities, trash removal and snow removal, real estate taxes, and the liability insurance on the leased premises.

This renewal was delayed because of the administrative review process.

UPON MOTION duly made and seconded, the Board approved the renewal of the lease with Mr. Mark Fuller and Ms. Carrie Fuller,

MINUTES

Department of Real Estate - cont'd

Tenants, for the rental of a portion of the property known as 4809 Bucks School House Road, consisting of approximately 7 acres of farmland and a one-story dwelling.

MINUTES

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment to Lease Agreement with Leader Realty Company, landlord, for the rental of the property known as 211 E. 25th Street, containing 4,468 sq. ft. The Amendment to Lease Agreement extends the period of the agreement through April 30, 2016.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1 - \$58,500.52	\$4,875.04
Year 2 - \$59,963.03	\$4,996.92

Account: 5000-524014-3150-271300-603013

BACKGROUND/EXPLANATION:

This Amendment to Lease Agreement extends the period of the original agreement for two years effective May 1, 2014 through April 30, 2016 with the right to renew for three additional 1-year options. The leased premises are used by the Health Department.

All other terms and conditions of the original lease agreement dated April 30, 2008 and the renewal option dated March 2, 2011 will remain in full force and effect.

The Space Utilization Committee approved this Amendment to Lease Agreement on April 8, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with

MINUTES

Space Utilization Committee -cont'd

Leader Realty Company, landlord, for the rental of the property known as 211 E. 25th Street, containing 4,468 sq. ft.

MINUTES

Department of Real Estate - Deed

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the execution of a deed with the State of Maryland for the use of the University System of Maryland on behalf of its constituent institution, Coppin State University, to condemn and close and open all streets and alleys or portions bounded by North Avenue, Warwick Avenue, Baker Street, and the CSX Transportation, Inc., Railroad Right-of-Way, which has been legally closed.

AMOUNT OF MONEY AND SOURCE:

\$107,536.00

BACKGROUND/EXPLANATION:

On October 6, 2011, the City entered into closing agreements with the State of Maryland for the use of the University System of Maryland, on behalf of its constituent institution, Coppin State University, to condemn and close and open certain streets and alleys or portions of them bounded by North Avenue, Warwick Avenue, Baker Street, and the CSX Transportation, Inc., Railroad Right-of-Way.

The Coppin State University is constructing a new Science and Technology Center building as part of the University's Facilities Master Plan. The approximately 152,305 square foot building is planned to address critical needs in science and related disciplines, provide a campus data center and general classroom space. The building will be located at the southwest corner of West North Avenue and North Warwick Avenue. The site is currently supporting a temporary parking lot and includes vacant townhouses.

The sale was authorized by means of Sales Ordinance No. 13-137 approved on June 20, 2013 and Ordinance No. 13-141 approved on June 20, 2013. The street closing process is intricate and

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Real Estate - cont'd

involves public notice and other procedures before the deed can be prepared for submission to the Board for approval. This deed was recently submitted by the Department of General Services to the Law Department for approval.

UPON MOTION duly made and seconded, the Board approved and authorized the execution of the deed with the State of Maryland for the use of the University System of Maryland on behalf of its constituent institution, Coppin State University, to condemn and close and open all streets and alleys or portions bounded by North Avenue, Warwick Avenue, Baker Street, and the CSX Transportation, Inc., Railroad Right-of-Way, which has been legally closed.

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TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of General Services</u>			
1. William Merritt* Marwan Alkarajat	Comprehensive Training Program for Energy Managers Research Triangle Durham, NC May 11 - 16, 2014 (Reg. Fee \$400.00)*	Public Service Commis- sion Grant	\$2,659.66

On June 5, 2013, the Board approved a travel request for Mr. Merritt and Mr. Alkarajat to attend a weeklong course called Certified Energy Manager. The course was to be conducted in Chicago, IL. The cost of the travel was \$7,481.60 which included airfare, ground transportation, subsistence, registration fee and a testing fee for Mr. Alkarajat in the amount of \$400.00. The cost of registration and the test were paid to the course sponsor by EA 000119611.

The demands of work prevented them from taking the course last year and all arrangements were cancelled. The Association of Energy Managers, which conducts the course and test agreed to allow the attendees to reschedule the course for anytime within a year and apply the fees to the rescheduled course.

The subsistence rate for this location is \$140.00 per night. The hotel cost is \$119.00 per night, not including hotel tax of \$16.08 per night. The Department is requesting additional subsistence of \$19.00 per day for each attendee for food and incidentals. The amount to be disbursed to Mr. Merritt is \$1,529.83 and Mr. Alkarajat will be disbursed \$1,129.83.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Public Works</u>			
2. Shaaron Phillips	56 th Annual Mid-Atlantic Chapter Conference and Equipment Show Newport News, VA May 7 - 9, 2014 (Reg. Fee \$500.00)	Waste- Water	\$1,020.38

The registration fee was prepaid by City-issued procurement card assigned to Mr. Lorenzo Garrett. The amount to be disbursed to the attendee is \$520.38.

Mayor's Office of Human Services

3. Alex Bowley	National Human Services Data Consortium Spring Conference Minneapolis, MN April 29 - May 3, 2014 (Reg. Fee \$440.00)	HUD Sup- portive Housing Program Grant	\$1,804.08
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The registration fee was prepaid by EA00138494. The attendee will be disbursed \$1,364.08.

Department of Finance

4. Bill Harris	National Grant Management Assn. 2014 Annual Grant Training Arlington, VA April 22 - 26, 2014 (Reg. Fee \$1,624.00)	General	\$3,019.72
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The hotel accommodations in the amount of \$944.68 and

MINUTES

TRAVEL APPROVAL & REIMBURSEMENTDepartment of Finance - cont'd

registration fee of \$1,624.00 were prepaid using a City-issued credit card assigned to Mr. Andrew Kleine. The amount to be disbursed to the attendee is \$451.04.

Health Department

5. Erin Wilson \$2,610.44

On February 24, 2014 through February 28, 2014, Ms. Erin Wilson traveled to Oklahoma City, OK to attend the Power Through Choices Training of Facilitators. The Department is requesting the Board to approve the travel request and reimbursement to Ms. Wilson. The travel arrangements were not completed in time for prior Board approval.

A City-issued credit card assigned to Ms. Jacquelyn Duval Harvey was used to pay airfare in the amount of \$374.00 and the registration fee in the amount of \$1,500.00.

Ms. Wilson incurred the expenses for the taxi, hotel/hotel taxes, and meal expenses personally and therefore is seeking reimbursement for these expenses. Therefore, the total reimbursement amount to Ms. Wilson will be \$736.41.

The reimbursement is as follows:

Taxi	\$ 60.00
Hotel	556.00
Hotel Tax	77.16
Meals	<u>43.25</u>
Total	\$736.41

UPON MOTION duly made and seconded, the Board approved
aforementioned travel requests and the travel reimbursement.

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PROPOSAL AND SPECIFICATIONS

1. Department of Public Works/ - RP 14809, Wood Sports Floor
 Department of Recreation Installation and Related Work
 and Parks at Robert C. Marshall
 Recreation Center
BIDS TO BE RECV'D: 05/14/2014
BIDS TO BE OPENED: 05/14/2014

2. Department of Public Works/ - SC 923, Roof Replacement at
Bureau of Water & Wastewater Various Facilities at the
 Patapsco Wastewater Treatment
 Plant
BIDS TO BE RECV'D: 05/28/2014
BIDS TO BE OPENED: 05/28/2014

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

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

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

BIDS, PROPOSALS AND CONTRACT AWARDS

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

<u>Department of Recreation and Parks</u>	- RP 12813, CC Jackson Center <u>BIDS TO BE RECV'D: 04/23/2014</u> <u>BIDS TO BE OPENED: 04/23/2014</u>
<u>Bureau of Water and Wastewater</u>	- WC 1219, New Laboratory Facilities at Montebello Filtration Plant <u>BIDS TO BE RECV'D: 04/23/2014</u> <u>BIDS TO BE OPENED: 04/23/2014</u>
<u>Bureau of Water and Wastewater</u>	- SC 882, Enhanced Nutrient Removal at the Back River Wastewater Treatment Plant Project 2, Activated Sludge Plant No. 4 <u>BIDS TO BE RECV'D: 04/23/2014</u> <u>BIDS TO BE OPENED: 04/23/2014</u>

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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 and Wastewater - WC 1244, Patterson Place Neighborhood & Vicinity, Water Main Replacements

Spiniello Infrastructure
Metra Industries
Civil Construction, LLC

Bureau of Water and Wastewater - WC 1268, Water Main Replacements - Various Locations

Spiniello Infrastructure
Metra Industries
Civil Construction, LLC
Anchor Construction Corp.

Bureau of Purchases - B50003447, OEM Parts and Service for Ford Vehicles

Al Packer White Marsh
Ford, LLC

Bureau of Purchases - B50003448, OEM Parts and Service for Chrysler Group Vehicles

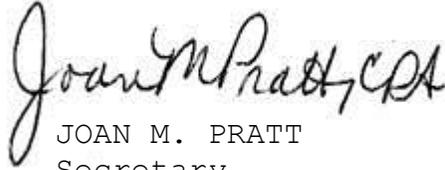
Heritage Auto Park
Chrysler/Dodge/Jeep/Ram/Fiat

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Bureau of Purchases - B500034743, Recycling of Milled Asphalt

Key Recycling, LLC
Patuxent Materials, Inc.

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, April 23, 2014.


JOAN M. PRATT
Secretary