

MINUTES

REGULAR MEETING

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

The meeting was called to order by the President.

President: "In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearings will be asked to leave the hearing room immediately. I would direct the Board members attention to the memorandum from my office dated October 27, 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."

Deputy City Solicitor: "MOVE the approval 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 has been adopted."

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MINUTES

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:

Congressional Contracting, Inc.	\$ 585,000.00
Contracting Enterprises, LLC	\$ 1,500,000.00
Dixie Construction Company, Inc.	\$ 8,000,000.00
Elite Sheet Metal Works, Inc.	\$ 1,500,000.00
Mid Atlantic Fountain Design & MFG Co.	\$ 1,500,000.00
Moisture Proof & Masonry, Inc.	\$ 1,782,000.00
Nicholson Construction Company	\$165,402,000.00
Reviera Enterprises, Inc. T/A REI/Drayco	\$ 8,000,000.00
SGK Contracting, Inc.	\$ 3,267,000.00
Simpson of Maryland, Inc.	\$ 8,000,000.00
Tilt Up Construction, Inc.	\$ 639,000.00
Tuckman-Barbee Construction Co., Inc.	\$ 8,000,000.00

2. Prequalification of Architects and Engineers

In accordance with the Resolution Relating to Architectural and Engineering Services, as amended by the Board on June 29, 1994, the Office of Boards and Commissions recommends the approval of the prequalification for the following firms:

EBA Engineering, Inc.	Engineer Land Survey
Foundation Test Group, Inc.	Engineer
Hardestry & Hanover, LLC	Engineer

MINUTES

BOARDS AND COMMISSIONS2. Prequalification of Architects and Engineers - cont'd

KES Engineering, Inc.

Engineer

Ruxton Design Corporation

Engineer

Land Survey

There being no objection, the Board, UPON MOTION duly made and seconded, approved the Prequalification of Contractors and the Prequalification Architects and Engineers for the listed firms.

MINUTES

TRANSFER OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfer of Funds

listed on the following page:

4131

SUBJECT to receipt of a favorable report

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Transportation</u>		
1. \$ 15,000.00	9950-904100-9504	9950-907463-9504
GF (HUR)	Construction Res.	Reconstruction of
	Footways Paving	Alleys Citywide

This transfer will cover the cost of prints and preliminary expenses and other related costs necessary to advertise the construction project TR15004, Reconstruction of Alleys Citywide.

MINUTES

Police Department - Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with Nottingham & Associates (Contractor). The period of the Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$28,000.00 - 6000-611215-2013-197500-603026

BACKGROUND/EXPLANATION:

The Contractor will provide two training courses on topics specifically selected by the Police Commissioner per fiscal year. The topics for the two courses are Command and Control Incidents and Practical Incident Command Systems. Both will focus on best practices and will be train the trainer classes. Both instructional blocks will address high liability use of force encounters. The agency believes these courses will help to better prepare its officers, and reduce the Department's and City's potential risks and liabilities.

Through this training, the Department hopes to build in concepts which address alternatives to officers involved in shootings. The training will structure cultural norms and habits.

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 Agreement with Nottingham & Associates.

MINUTES

Police Department - Grant Adjustment Notice

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of a Grant Adjustment Notice (GAN) from the Governor's Office of Crime Control and Prevention. The GAN changes the award period from July 1, 2013 through June 30, 2014 to July 1, 2013 through September 30, 2014.

AMOUNT OF MONEY AND SOURCE:

\$0.00 - 5000-598314-2013-212900-600000

BACKGROUND/EXPLANATION:

On August 28, 2013, the Board approved acceptance of the Grant Award for the Gun Violence Reduction grant. The goal of the grant program is to reduce firearm related crimes by supporting the Multi-Jurisdictional Gun Trace Task Force and Baltimore's Gun Offender Registry. This award funds a Data Entry Operator position and overtime.

This GAN is late because it was recently received from grantor.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Adjustment Notice from the Governor's Office of Crime Control and Prevention.

MINUTES

Police Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay Airbus Helicopter, Inc. by Expenditure Authorization for training on November 11 - 14, 2014.

AMOUNT OF MONEY AND SOURCE:

\$17,100.00 - 6000-611215-2013-197500-603026

BACKGROUND/EXPLANATION:

All portions of the requested training are mandatory to meet risk management requirements and uphold and improve high safety standards. Eight Flight Officers will receive annual EC-120 recurrent training. The training will greatly reduce the risk of injury, death, and liability to the Department and the civilian population.

The recurrent pilot training for Flight Officers Renonzo L. Belcher, Mathew W. Hart, Floyd S. Werner, Cory M. Grochowski, Arnold Russo, David J. Muller, Thomas P. Davis, and Mick Greene will be conducted at Airbus Helicopters, Inc., utilizing the Aviation Unit facility.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay Airbus Helicopter, Inc. by Expenditure Authorization for training on November 11 - 14, 2014.

MINUTES

MOED - cont'd

terms of this Grant Award, MOED will use the funds to provide services to females 14-17 years of age who are on electronic monitoring/community detention or have been released to their parents while awaiting their court hearing. These services are to include gender specific programming with a focus on the needs of young ladies in the areas of mental health, educational, social, and career development. The period of the Grant Award is July 1, 2014 through June 30, 2015.

The Grant Award is late because notification of the award was recently received from the GOCCP.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of foregoing two Grant Awards.

MINUTES

Mayor's Office of Employment - Intergovernmental Agreement
Development (MOED)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Intergovernmental Agreement with the Maryland Department of Juvenile Services. The period of the Intergovernmental Agreement is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$146,743.00 - 4000-809515-6331-456000-404001

BACKGROUND/EXPLANATION:

This Intergovernmental Agreement is for the grant entitled Pre-Adjudicated and Coordination & Transition Center (PACT). The funds will be used to provide assessments, literacy, and related services to youth at the PACT Center.

The PACT Center integrates evening reporting/supervision with assessments, service planning, and transition to community-based placements for youth as an alternative to secure detention. The funds will be used to provide personnel, contractual services, and assessment tools.

The Intergovernmental Agreement is late because notification of the award was recently received.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Intergovernmental Agreement with the Maryland Department of Juvenile Services.

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

the Personnel matters

listed on the following pages:

4139 - 4159

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

The President **ABSTAINED** on item no. 1.

The Comptroller **ABSTAINED** on item no. 16

and item nos. 36 - 38.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Office of the President</u>		
1. CHRISTINE M. MULDOWNEY	\$19.23	\$ 20,000.00

Account: 1001-000000-1000-106500-601009

Ms. Muldowney will work as a Contract Services Specialist II to perform Constituent services for Mr. Robert Curran. She will be responsible for attending community meetings, investigating, and responding to constituent concerns, advising on community issues, and assisting in the development of public forums and hearings on issues of interest to the community. This is the same salary as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

State's Attorney's Office

2. AVON G. MACKEL	\$26.93	\$ 46,598.00
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Account: 1001-000000-1150-118000-601009

Mr. Mackel, retiree, will continue to work as a Contract Services Specialist I (Investigator). He will be responsible for reviewing charging documents and statement of charges, interviewing and locating witnesses, performing record checks, and appearing before the Grand Jury. This is a 2% increase in the hourly rate from the previous contract period. The period of the agreement is October 30, 2014 through October 29, 2015.

THIS CONTRACT IS CONSISTENT WITH THE WAIVER OF THE AM 212-1, APPROVED BY THE BOARD IN MARCH 1999 TO HIRE RETIRED POLICE OFFICERS AS INVESTIGATORS FOR THE STATE'S ATTORNEY'S OFFICE WITH NO RESTRICTIONS ON THE NUMBER OF HOURS WORKED AND RATE OF PAY.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Department of Recreation and Parks (Rec. and Parks)</u>		
3. COURTNEY EVANDER	\$32.00	\$ 12,800.00

Account: 6000-680515-4711-363400-601009

Ms. Evander will continue to work as a Contract Services Specialist II (Ice Skating Instructor). Her duties will include, but are not limited to providing instructions in figure skating skills for participants in the Learn to Skate and summer camp programs, which include skills that are the basis for the U.S. Figure Skating National Proficiency Tests. Ms. Evander will evaluate student performance to determine mastery of specific skills and advancement to the next level, assist students in planning an individual presentation program set to music, and provide skating instructions to members of the Youth and Adult Performance Troupes. In addition, she will provide instructions to all levels of the Adult Skating Seminar. This is the same salary as in the previous contract period. The period of the agreement is effective upon Board approval for one year.

4. STEPHANIE PARHAM-BROWN	\$35.36	\$42,432.00
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Account: 5000-577714-4781-363930-601009

Ms. Parham-Brown, retiree, will continue to work as a Contract Services Specialist I (Grant Management Assistant). Her duties will include, but are not limited to reviewing fiscal reports for submission to the Federal and State government for verification and proper documentation and monitoring the Department's capital expenditures. Ms. Parham-Brown will also prepare monthly financial reports

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Rec. and Parks - cont'd</u>		
<p>for various capital projects and audit financial and accounting records with State and City auditors. This is the same salary as in the previous contract period and it is in compliance with AM 212-1. The period of the agreement is October 29, 2014 through October 28, 2015.</p>		
5. KRISHANA DAVIS	\$25.36	\$48,006.48

Account: 1001-000000-4711-362100-601009

Ms. Davis, retiree, will work as a Contract Services Specialist II (Digital Media Specialist). Her duties will include, but are not limited to utilizing print, publishing, web design, and electronic media to assist the Department in featuring people, places, events, and storylines that define its mission. Ms. Davis will explore mobile and digital media opportunities, develop Departmental storylines, and will distribute them to local and/or national media outlets. In addition, she will explore opportunities to enhance market revenue-generators, ensure that all design is consistent, lean and complements the Department's brand, and utilize available media tools to improve customer relations and awareness, etc. The period of the Agreement is effective upon Board approval for one year.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Rec. and Parks - cont'd</u>		
6. WILLIAM S. RUSKIN	\$26.00	\$32,448.00

Account: 5000-578713-4711-361850-601009

Mr. Ruskin, retiree, will continue to work as a Contract Services Specialist I (Civil Engineer). His duties will include, but are not limited to developing engineering plans, specifications, and cost estimates for Capital Projects. Mr. Ruskin will design utility systems and act as liaison between the Department, local utility companies, and State and City agencies. In addition, he will review and prepare reports and plans, process estimates, assist with testing and certifications, coordinate with various departments and consultants, and assist with closing out Federal and State projects. This is the same salary as in the previous contract period. The period of the Agreement is November 6, 2014 through November 5, 2015.

A WAIVER IS REQUESTED OF THE NUMBER OF HOURS A RETIREE MAY WORK AS STIPULATED IN AM 212-1 PART I OF THE ADMINISTRATIVE MANUAL.

7. WALLY STEPHENSON	\$37.98	\$79,000.00
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Account: 1001-000000-4803-371400-601009

Mr. Stephenson will continue to work as a Contract Services Specialist II (Facility Maintenance Coordinator). His duties will include, but are not limited to prioritizing building maintenance projects based on the Department's priorities and project cost/benefit to achieve the most efficient/effective utilization of the maintenance budget. Mr. Stephenson will distribute maintenance projects, track and account for job completion and performance using the City's Service Request System and track and account for job cost and fund expenditures. In addition, he will inspect

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Rec. and Parks - cont'd</u>		

and approve the final work product, evaluate the performance of contractors and sign-off on finished work, monitor the building maintenance budget and prepare expenditure status reports for program administration and evaluation. This is the same salary as in the previous contract period. The period of the Agreement is effective upon Board approval through October 28, 2015.

Department of General Services

8. THEODROS AYECHOLET	\$20.69	\$39,308.00
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Account: 1001-000000-1911-730900-601009

Mr. Ayechelet will continue to work as a Contract Services Specialist II (Engineer Associate). His duties will include, but are not limited to assisting with special event application processing for large festivals and events at which temporary structures and large tent layouts are involved. Mr. Ayechelet will provide plan review, over the counter feedback to applicants at the One Stop Shop for special event application submissions in the City, and determine the level of appropriateness and completeness of plans after review.

In addition, he will coordinate scheduling for inspections for festivals and event structures, perform site visits for major events and large festivals to ensure that inspections occur where non-City-owned structures are a part of the festival or event, prepare reports to document findings, and maintain records of inspections. Mr. Ayechelet will

MINUTES**PERSONNEL**Department of General Services - cont'd

also perform data entry on special event applications in a permit and project tracking software system, communicate with festival and large event organizers, serve as a point of contact for all issues related to the plan review, and approve permitted construction and use of temporary event structures. The period of the Agreement is effective upon Board approval for one year.

9. Create the following position:

Job Code 33565 - Stores Supervisor I
 Grade: 086 (\$37,774.00 - \$45,563.00)
 Job No.: To be determined by BBMR

Costs: \$57,664.67 - 2030-000000-1890-189500-601001

Department of Public Works (DPW)

10. **MINLEI XIAO** \$34.40 **\$65,560.00**

Account: 2071-000000-5541-398300-601009

11. **MAIA TATINCLAUX** \$34.24 **\$65,262.00**

Account: 2070-000000-5541-399300-601009

Mses. Xiao and Tatinclaux will each work as a Contract Services Specialist II (Engineer I). Their duties will include but are not limited to preparing engineering plans and designs, and writing specifications and developing cost estimates. They will also consult with contractors, engineers, architects, and others on plans, designs, and specifications and conduct field investigations on major projects, facility operations, and maintenance complaints.

MINUTES**PERSONNEL**

	<u>Hourly Rate</u>	<u>Amount</u>
<u>DPW</u> - cont'd		
They will provide corrective and preventive recommendations to senior engineering staff, etc. The period of the Agreement is effective upon Board approval for one year.		
12. JOANA YING PEI	\$29.42	\$56,100.00

Account: 2072-000000-5181-613400-601009

Ms. Pei will work as a Contract Services Specialist II (Environmental Conservation Analyst). Her duties will include, but are not limited to conducting studies, collecting data from various sources and analyzing data, documents, consultant reports and other information and material, and developing and preparing recommendations on environmental policy. In addition, Ms. Pei will research ecosystem and natural management practices, conduct field investigations and tests to obtain data for determining sources of pollution and methods of controlling pollutants in the air, water, and soil. She will also recommend corrective measures to senior staff, review, and evaluate construction designs for environmental impact. The period of the Agreement is effective upon Board approval for one year.

13. RICHARD DOUGLAS	\$100.00/hour per conference session	\$26,000.00
14. SUSANNAH PRUCKA	\$100.00/hour per conference session	\$26,000.00

Account: 2071-000000-5471-400504-603021

MINUTES**PERSONNEL**

<u>DPW</u> - cont'd	<u>Hourly Rate</u>	<u>Amount</u>
<p>Mr. Douglas and Ms. Prucka will each work as a Contract Services Specialist II (Conference Chairman) to hear water revenue billing disputes. They will be responsible for conducting informal conferences and rendering written recommendations for the DPW, Bureau of Water and Wastewater, Customer Care Division, and conducting the formal hearings and taking testimonies from complainants, witnesses, and DPW personnel. The period of the agreement is effective upon Board approval for one year.</p>		

15. Reclassify position number 5501-23485:

FROM: Job Code - 31500, Program Compliance Assistant
 Grade: 080 (\$30,834.00 - \$36,271.00)

TO: Job Code - 31100, Administrative Coordinator
 Grade: 087 (\$39,308.00 - \$47,515.00)

Costs: \$10,961.00 - 1001-000000-1901-190400-601001

Office of the Comptroller

16. **MARY PATRICIA TURCHI** \$21.40 **\$20,214.00**

Account: 1001-000000-1300-157300-601009

Ms. Turchi will continue to work as a Contract Services Specialist II (Special Board of Estimates Technician I). Her duties will include, but are not limited to assisting with the preparation of the agenda, minutes, and maintenance of records and files for the Board of Estimates. Ms. Turchi will also assist in researching Board documents to respond to requests for information and/or documents and respond to routine questions from agencies or

MINUTES**PERSONNEL**Hourly RateAmountOffice of the Comptroller - cont'd

the public, and assist with bid openings. This is the same salary as in the previous contract period. The period of the Agreement is effective upon Board approval for six months.

Fire Department

17. **RYAN D. McBYRNE** \$31.22 **\$64,950.00**

Account: 2071-000000-5521-394300-601009

Mr. McByrne will work as a Contract Services Specialist II (Emergency Planner) for the Office of Emergency Management. He will be responsible for analyzing and providing recommendations for Public Works emergency plans; managing short and long-term projects such as hazard and vulnerability analysis for water system critical infrastructure; collaborating with and advising public and private partners on emergency planning initiatives. The period of the Agreement is effective upon Board approval for one year.

18. **BARBARA J. HEMBERGER** \$32.35 **\$24,000.00**

Account: 1001-000000-2101-225900-601009

Ms. Hemberger, retiree, will work as a Contract Services Specialist I (Special Advisor). Her duties will include, but are not limited to scheduling and attending meetings, assembling materials, taking and transcribing minutes, managing contact lists, and producing and managing documents. The period of the Agreement is November 6, 2014 through November 5, 2015.

A WAIVER IS REQUESTED OF THE HOURLY RATE PORTION IN AM 212-1.

MINUTES**PERSONNEL**Hourly RateAmountFire Department - cont'd19. Reclassify Position No. 47639:

From: Secretary to the Fire Chief
 Job Code: 10207
 Grade: 091 (\$46,324.00 - \$56,363.00)

To: Operations Officer I
 Job Code: 00085
 Grade: 923 (\$56,100.00 - \$89,100.00)

Cost: \$50,088.00 - 1001-000000-2101-225900-601001

20. Create the following new Classification:

a. Fire Lieutenant Safety and Health, ALS
 Job Code: 41269
 Grade: 373 (\$55,986.00 - \$68,007.00)

b. Fire Captain Safety and Health, ALS
 Job Code: 41270
 Grade: 372 (\$62,564.00 - \$76,841.00)

Reclassify the following two Positions:c. Position No. 2121-13137

From: Fire Emergency Vehicle Driver
 Job Code: 41208
 Grade: 318 (\$36,632.00 - \$59,202.00)

To: Fire Lieutenant Safety and Health, ALS
 Job Code: 41269
 Grade: 373 (\$55,986.00 - \$68,007.00)

MINUTES**PERSONNEL**Fire Department - cont'dd. Position No. 2121-12834

From: Fire Lieutenant
 Job Code: 41248
 Grade: 340 (\$54,408.00 - \$66,387.00)

To: Fire Captain Safety and Health, ALS
 Job Code: 41270
 Grade: 372 (\$62,564.00 - \$76,841.00)

Cost: \$30,430.00 - 1001-000000-2121-226400-601061

Reclassify the following eight positions:21. a. Position No. 2121-13054:

From: Fire Emergency Vehicle Driver Suppression
 Job Code: 41297
 Grade: 324 (\$40,330.00 - \$65,179.00)

To: Fire Emergency Vehicle Driver Suppression, ALS
 Job Code: 41277
 Grade: 354 (\$42,070.00 - \$66,961.00)

b. Position Nos. 2112-12593; 46183; and 13829:

From: Emergency Services Instructor
 Job Code: 41244
 Grade: 325 (\$42,967.00 - \$65,985.00)

To: Emergency Services Instructor, ALS
 Job Code: 41246
 Grade: 368 (\$44,545.00 - \$67,605.00)

MINUTES

PERSONNELHourly RateAmountPolice Department - cont'd

to evidence and ensure that videos for evidence are processed and/or handled accordingly. She will track shooting of murder cases captured by Closed Circuit Television Video, update database of videos requested by subpoena for release and work with districts to ensure that proper paperwork is filed by officers. The period of the Agreement is October 29, 2014 through October 28, 2015.

23. **CHARLES WILLIAMS** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Williams, retiree, will continue to work as a Contract Services Specialist I in the Internal Affairs Division. He will be responsible for compiling statistical analysis, including identifying complaint trends and mapping complaints. In addition, Mr. Williams will also prepare the weekly CitiStat package, monitor, correct, and modify IAD databases, and run weekly Internal Affairs Stat meetings. The period of the Agreement is November 23, 2014 through November 22, 2015.

24. **SHEREE D. PETERSON** \$14.42 **\$30,000.00**

The period of the Agreement is November 23, 2014 through November 22, 2015.

25. **PATRICIA N. COCHRANE** \$14.42 **\$30,000.00**

The period of the Agreement is November 21, 2014 through November 20, 2015.

Account: 1001-000000-2042-198100-601009

MINUTES**PERSONNEL**Hourly RateAmountPolice Department - cont'd

Mses. Peterson and Cochrane, retirees, will each continue to work as a Contract Services Specialist I. Ms. Peterson will work in the Validations Unit and Ms. Cochrane will work in the Warrant Section. They will be responsible for reviewing National Crime Information Center (NCIC) entries, police reports, and supporting documents. Mses. Peterson and Cochrane will also contact victims, complainants, courts, individuals, and sources for follow-up. In addition, they will access local, state, and federal databases for additional information, update records on local databases/NCIC to reflect changes, and prepare police supplemental reports.

26. **ESSEX R. WEAVER** \$14.42 **\$30,000.00**

Account: 1001-000000-2042-198100-601009

Mr. Weaver, retiree, will continue to work as a Contract Services Specialist I in the Property Section, Evidence Control Unit. He will be responsible for handling all money and gun property, inventorying of new property, storing and documenting the location of the property; purging old property and filling in at the receiving counter. The period of the Agreement is November 23, 2014 through November 22, 2015.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
27. JAMES L. PRICE	\$14.42	\$35,000.00

Account: 1001-000000-2042-198100-601009

Mr. Price, retiree, will continue to work as a Contract Services Specialist I in the Staff Review Unit. He will be responsible for checking the Coplogic database for reports and reviewing all reports submitted via Coplogic. Mr. Price will also send correspondence to the reporting individual, maintain records, and assist with various projects in the division. The period of the Agreement is November 21, 2014 through November 20, 2015.

28. DUANE A. JEFFERSON	\$14.42	\$30,000.00
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Account: 1001-000000-2042-198100-601009

Mr. Jefferson, retiree, will continue to work as a Contract Services Specialist I in the Sex Offender Registry Unit. He will be responsible for registering offenders, explaining requirements to the registrants, and obtaining a signed statement from the registrant acknowledging receipt of the requirements. Mr. Jefferson will also photograph the registrants at a minimum of every six-months, and enter DNA samples into the Maryland State Police Crime Lab. The period of the Agreement is November 23, 2014 through November 22, 2015.

ON JANUARY 3, 1996, THE BOARD APPROVED A WAIVER TO ADMINISTRATIVE MANUAL POLICY 212-1, WHICH ALLOWED THE POLICE DEPARTMENT TO HIRE RETIRED POLICE OFFICERS ON A CONTRACTUAL BASIS.

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
29. <u>Reclassify Position No. 17258:</u>		
From: Community Service Officer		
Job Code: 41179		
Grade: 080 (\$29,343.00 - \$34,518.00)		
To: Legal Assistant II		
Job Code: 32933		
Grade: (\$39,308.00 - \$47,515.00)		
Cost: \$7,064.28 - 1001-000000-2044-219600-301001		
30. EARL W. MAISEL	\$200.00/scheduled exam	\$30,000.00
	\$100.00/scheduled exam - failure to appear	
Account: 1001-000000-2003-195500-603026		

Mr. Maisel will continue to work as a Contract Services Specialist II (Polygraph Examiner). He will be responsible for consulting with background investigators; assisting in developing an investigative plan for questioning; conducting scheduled polygraph examinations; providing written evaluations of examinations and developing intelligence liaison with federal, state and local law enforcement agencies concerning the latest polygraph investigative methods. The period of the Agreement is effective upon Board approval through April 15, 2015.

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PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Police Department</u> - cont'd		
31. JOHN R. DOLLY, JR.	\$14.42	\$30,000.00

Account: 1001-000000-2042-198100-601009

Mr. Dolly, retiree, will continue to work as a Contract Services Specialist I in the Firearms Examination Unit. He will be responsible for the transfers of all evidence requested for analysis by the Firearms Unit; assuring the safe condition and completion of the inventory of every firearm received into the lab. The period of the agreement is November 21, 2014 through November 20, 2015.

On January 3, 1996, the Board approved a waiver to Administrative Manual Policy 212-1, which allowed the Police Department to hire retired police officers on a contractual basis.

Health Department32. Create the following Position:

Community Health Educator III
 Job Code: 61253
 Grade: 088 (\$40,917.00 - \$49,573.00)
 Job number to be assigned by BBMR

This position is considered a Position of Trust in accordance with AM 237-1.

Costs: \$61,730.00 - 5000-530315-3041-605800-601001

MINUTES**PERSONNEL**Health Department33. Create the following Two Positions:

- a. Medical Office Assistant
Job Code: 61391
Grade: 078 (\$29,378.00 - \$33,879.00)
Job number to be assigned by BBMR

- b. Medical Claims Examiner
Job Code: 33663
Grade: 080 (\$30,934.00 - \$36,271.00)
Job number to be assigned by BBMR

Costs: \$46,804.00 - 4000-422715-3030-279200-601001
\$48,687.00 - 5000-520115-3030-702400-601001

These positions are considered Positions of Trust in accordance with AM 237-1.

Department of Finance34. Reclassify the following Positions:

- a. Position No. 1480-48590

From: Office Assistant II
Job Code: 33212
Grade: 075 (\$27,652.00 - \$31,432.00)

To: Office Assistant III
Job Code: 33213
Grade: 078 (\$29,378.00 - \$33,879.00)

MINUTES**PERSONNEL**

Dept. of Finance - cont'd

b. Position No. 1480-12490

From: Accounting Assistant II
Job Code: 34132
Grade: 078 (\$29,378.00 - \$33,879.00)

To: Accounting Assistant III
Job Code: 34133
Grade: 084 (\$35,212.00 - \$42,026.00)

These positions are considered Positions of Trust in accordance with AM 237-1.

Cost: \$2,342.00 - 1001-000000-1480-166400-601001

Mayor's Office of Human Services35. Reclassify the following Position:Position No. 3573-14265

From: Operations Officer I
Job Code: 00085
Grade: 923 (\$56,100.00 - \$89,900.00)

To: Accounting Assistant II
Job Code: 00079
Grade: 078 (\$29,378.00 - \$33,879.00)

This position is considered a Position of Trust in accordance with AM 237-1.

Cost: (\$37,617.00) - 6000-685215-3573-267800-601001

MINUTES**PERSONNEL**Employees' and Elected Officials' Retirement System36. a. Create the following Classification:

Senior Investment Analyst

Job Code: 34456

Grade: 936 (\$74,600.00 - \$119,300.00)

Investment Analyst

Job Code: 34454

Grade: 929 (\$63,300.00 - \$101,200.00)

b. Create the following Positions:

Senior Investment Analyst

Job Code: 34456

Grade: 936 (\$74,600.00 - \$119,300.00)

Position No. to be determined by BBMR

Investment Analyst

Job Code: 34454

Grade: 929 (\$63,300.00 - \$101,200.00)

Position No. to be determined by BBMR

HR Generalist II

Job Code: 33677

Grade: 923 (\$56,100.00 - \$89,900.00)

Position No. to be determined by BBMR

c. Abolish the following Position No. 12064:

Accounting Assistant III

Job Code: 34133

Grade: 084 (\$35,212.00 - \$42,026.00)

These positions are considered Positions of Trust in accordance with AM 237-1.

Cost: \$265,595.00 - 6000-604015-1520-168500-601001

MINUTES

PERSONNEL

	<u>Hourly Rate</u>	<u>Amount</u>
<u>Fire and Police Employees' Retirement System</u>		

37. Create the following Position:

Investment Analyst
 Job Code: 34454
 Grade: 929 (\$63,300.00 - \$101,200.00)

This position is considered a Position of Trust in accordance with AM 237-1.

Costs: \$115,194.00 - 6000-604115-1540-171400-601001

Department of Audits

38.	ERIC D. BERRY	\$42.00	\$52,416.00
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Account: 1001-000000-1310-157800-601009

Mr. Berry will continue to work as a Special Network/Database Administrator. His duties will include, but are not limited to maintaining and administering the servers and databases; installing and monitoring the servers; diagnosing and repairing the server problems; assisting in formulating, reviewing and updating the server plans and strategies, and assisting in IT related functions. The hourly rate is a 5% increase from the previous contract period to reflect the MAPS Salary Study Implementation. The period of the Agreement is effective upon Board approval for twelve months.

MINUTES

Department of Transportation (DOT) - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 9 to Whitman, Requardt & Associates, under Project 1134, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$134,925.33 - 1001-000000-2303-248900-603026

BACKGROUND/EXPLANATION:

This authorization provides for on and off-site support for a variety of active transportation-related assignments. Activities include the proposed bike share program, bicycle master plan update, project review, support for ongoing planning projects, project related site visits to observe and resolve specific issues and on-site support for the Transportation Planning Division.

MBE/WBE PARTICIPATION:

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

The consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original Agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

DOT - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 9 to Whitman, Requardt & Associates, under Project 1134, On-Call Traffic Engineering Studies.

MINUTES

Department of Transportation (DOT) - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 10 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

AMOUNT OF MONEY AND SOURCE:

\$115,856.73 - 2024-000000-5480-395700-603026

BACKGROUND/EXPLANATION:

This authorization provides for support to the City in evaluating the proposed project impact the Red Line System will impose on the existing City Conduit System. The scope of work includes an analysis of the Conduit Manager System, identifying crossings of the Red Line Alignment requiring additional conduits to support future maintenance and expansion of the system.

MBE/WBE PARTICIPATION:

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

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

DOT - cont'd

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 10 to KCI/STV Joint Venture, under Project 1136, On-Call Conduit Occupancy Surveys Citywide.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 27 to Louis Berger Water Services, Inc., under Project 1161, On-Call Construction Project Management Services.

AMOUNT OF MONEY AND SOURCE:

\$130,141.32 - 9950-905980-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for review of the Charm City Circulator which includes operations evaluation, revenue evaluation, operating cost, contract evaluation, and long-term financial operations alternatives.

MBE/WBE PARTICIPATION:

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

The consultant will continue to comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE and WBE goals established in the original Agreement.

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 27 to Louis Berger Water Services, Inc., under Project 1161, On-Call Construction Project Management Services.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 3 to HAKS Engineers, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

AMOUNT OF MONEY AND SOURCE:

\$213,447.62 - 2024-000000-5480-395600-603026

BACKGROUND/EXPLANATION:

This authorization provides for a Utilities Engineer, to the Transportation Engineering and Construction Division, for conduit design coordination with MTA's Redline Project at the Baltimore City Department of Transportation.

MBE/WBE PARTICIPATION:

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

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 3 to HAKS Engineers, Inc., under Project 1162, On-Call Consultant Services for Reconstruction and Resurfacing Projects.

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 20 to Rummel Klepper & Kahl, LLP, under Project 1161, On-Call Construction Management Services.

AMOUNT OF MONEY AND SOURCE:

\$ 35,000.00 - 9950-902335-9527-900010-705032
166,696.51 - 9950-908301-9527-900010-705032
\$201,696.51

BACKGROUND/EXPLANATION:

This authorization provides for a full time Project Engineer for a 12-month period for Broening Highway, EBDI IC and other construction projects with the Department of Transportation.

MBE/WBE PARTICIPATION:

MWBOO SET GOALS OF 32% MBE AND 9% WBE.

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

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 20 to Rummel, Klepper & Kahl, LLP, under Project 1161, On-Call Construction Management Services.

MINUTES

Department of Transportation - Traffic Mitigation Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Traffic Mitigation Agreement with ARCO Design/Build Construction Company, Inc. The period of the Agreement is effective upon Board approval and termination will be deemed in writing by the Department.

AMOUNT OF MONEY AND SOURCE:

\$16,071.24 - 9950-917089-9512-000000-490375

BACKGROUND/EXPLANATION:

Baltimore City Ordinance 11-529, approved on November 22, 2011, determined that a Traffic Impact Study was required for the Development. The Developer proposes to perform the scope of work for the MTC Logistics, Phase 2 at 4851 Holabird Avenue, constructing 133,927 square feet of warehouse space. The Developer agrees to make a one-time contribution in the amount of \$16,071.24 to the City's multimodal transportation improvements in the project's vicinity.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Traffic Mitigation Agreement with ARCO Design/Build Construction Company, Inc.

MINUTES

Department of Transportation - Partial Release of
Retainage Agreements

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

<u>Contractor</u>	<u>Contract No.</u>	<u>Release of Retainage Amount</u>
1. ALLIED CONTRACTORS, INC.	TR 12010	\$158,584.91

Account: 9962-907058-9562-000000-200001

All work on Contract No. TR 12010, Conduit System Reconstruction at Various Locations Citywide (JOC), is substantially completed and all punch list items complete, and the contractor has requested a partial release of retainage in the amount of \$158,584.91. The City holds funds in the amount of \$163,584.91. The remaining \$5,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of the Specifications, a Conditional Inspection for the Contract was held on November 13, 2013.

2. ALLIED CONTRACTORS, INC.	TR 12018	\$ 58,731.00
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Account: 9950-906760-9506-000000-200001

All work on Contract No. TR 12018, Structural Repairs on Bridges Citywide, JOC-1, is substantially completed and all punch list items complete, and the contractor has requested a partial release of retainage in the amount of \$58,731.00. The City holds funds in the amount of \$60,731.00. The remaining \$2,000.00 is sufficient to protect the interests of the City. Pursuant to Section 10.04-81 of the Specifications, a Conditional Inspection for the Contract was held on November 20, 2013.

MINUTES

Department of Transportation - cont'd

MBE/WBE PARTICIPATION:

The Contractor has demonstrated a good faith effort towards achieving both MBE/WBE goals.

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 Release of Retainage Agreements with the foregoing contractors for the listed contracts.

MINUTES

Mayor's Office of Human Services - Grant

ACTION REQUESTED OF B/E:

The Board is requested to approve a grant for the Baltimore Child Abuse Center, Inc. (BCAC).

AMOUNT OF MONEY AND SOURCE:

\$100,000.00 - 1001-000000-1220-146500-607004

BACKGROUND/EXPLANATION:

Under the terms of this grant, the funds will be used to help the BCAC to continue to support forensic interviews along with the necessary medical care and crisis support for children who are victims of human trafficking, domestic violence, or have witnessed a homicide. In the past year, with the support of the City, the BCAC has provided these services to 920 children. The BCAC will use this funding to provide services for the next year.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved the grant for the Baltimore Child Abuse Center, Inc.

MINUTES

Mayor's Office of Health, Human - Governmental/Charitable
Services, Education & Youth Solicitation Application

ACTION REQUESTED OF B/E:

The Board is requested to endorse a governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for contributions to the Success Mentors Program. The period of the campaign will be effective upon Board approval through July 31, 2015.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Success Mentors is an initiative of the Mayor's Office working in conjunction with the Big Brothers Big Sisters of the Greater Chesapeake to reduce student chronic absence. Success Mentors is an evidence-based program that recruits, trains, and supports adults already working in schools to act as mentors to students who are at-risk, or who already have a history of chronic absence.

Solicitations related to Success Mentors will be directed at a broad range of potential donors and will not specially target controlled donors, as required by Baltimore City Ethics Regulation 96.26B.

Baltimore City Code Article 8, Section 6-26, prohibits solicitation or facilitating the solicitation of a gift. An exception was enacted in 2005 to permit certain solicitations that are for the benefit of an official governmental program or activity, or a City-endorsed charitable function or activity, or a City-endorsed charitable function or activity that has been pre-approved by the Ethics Board.

MINUTES

Mayor's Office of Health, Human - cont'd
Services, Education & Youth

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 endorsed the governmental/charitable solicitation application to be submitted to the Board of Ethics of Baltimore City for contributions to the Success Mentors Program.

MINUTESMayor's Office on Criminal Justice (MOCJ) - Grant Awards

The Board is requested to approve and authorize acceptance of the Grant Awards from the Governor's Office of Crime Control and Prevention (GOCCP).

1. SART COORDINATION PROGRAM II \$69,689.00

Account: 4000-476115-2252-688000-600000

Under the terms of this Grant Award, the funds will be used to fund the salary of the SART Coordinator who will work in conjunction with the Sexual Assault Response Team and aid in the effort to reduce sexual assault and assist the sexual assault victims in Baltimore City. The period of the Grant Award is October 1, 2014 through September 30, 2015.

2. SART VERTICAL ADVOCACY PROJECT II \$51,709.00

Account: 4000-476015-2252-688000-600000

Under the terms of this Grant Award, the funds will be used to assist in developing and implementing strategies specifically intended to provide assistance to sexual assault victims. The program funds a Victim Advocate position that will provide crisis response, support, and advocacy to victims of sexual assault. The period of the Grant Award is October 1, 2014 through September 30, 2015.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

MINUTES

MOCJ - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized acceptance of the Grant Awards from the Governor's Office of Crime Control and Prevention.

MINUTES

Mayor's Office on Criminal Justice - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Y of Central Maryland at Patterson High Community School. The period of the MOU is August 1, 2014 through July 14, 2015.

AMOUNT OF MONEY AND SOURCE:

\$23,500.00 - 4000-472813-2252-690700-600000

BACKGROUND/EXPLANATION:

On February 6, 2013, the Board approved and authorized a grant award for the "McElderry Park Revitalization Coalition Project," which aspires to improve community safety by designing and implementing effective, comprehensive approaches to addressing crime within the targeted neighborhood, McElderry Park.

As a sub-recipient, the Y of Central Maryland at Patterson High Community School will provide various programs to increase parental engagement and to address chronic absenteeism and after school programming needs.

The MOU is late because the documentation was recently received.

MBE/WBE PARTICIPATION:

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 Memorandum of Understanding with the Y of Central Maryland at Patterson High Community School.

MINUTES

Department of Public Works - Modification No. 1 to
Cooperative Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Modification No. 1, Cooperative Agreement with the Department of the Interior United States Fish and Wildlife Service (USF&WS). The period of the Modification No. 1 to Cooperative Agreement is 54 months or until the upset limit is reached, whichever occurs first.

AMOUNT OF MONEY AND SOURCE:

\$61,702.00 - 2072-000000-5181-390700-603026

BACKGROUND/EXPLANATION:

Pursuant to Modification No. 1, to the Cooperative Agreement approved on July 1, 2009, the USF&WS will provide technical expertise to the City of Baltimore by monitoring and surveying selected streams in the City to ensure that they meet the stability objectives set out in the stream restoration designs that were utilized. This service will help the City of Baltimore comply with its new MS4 Permit requirements. The City will transfer \$61,702.00 to the USF&WS for the services.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Modification No. 1 to Cooperative Agreement with the Department of the Interior United States Fish and Wildlife Service.

MINUTESHealth Department - Notice of Grant Award and Agreement

The Board is requested to approve and authorize acceptance of the Notice of Grant Awards, and approve and authorize execution of the Grant Agreement. The period of the grant award is July 1, 2014 through June 30, 2015, unless otherwise indicated.

GrantorAmountGRANT AWARDS

1. **MARYLAND DEPARTMENT OF AGING** **\$117,997.00**

Account: 5000-536015-3044-295900-405001

This Grant Award provides funds to assist the Maryland Access Point (MAP) sites and the Department to realign existing resources and philosophies within its organization.

The MAP's overall objective is to increase consumer knowledge of resources, ensure access to programs and services to older adults and persons with disabilities using the single point of entry "no wrong door" model. The Baltimore City MAP site will provide long-term services and support to ensure promotion of the State's rebalancing efforts.

GRANT AGREEMENT

2. **MARYLAND DEPARTMENT OF TRANSPORTATION** **\$379,335.00**
& MARYLAND TRANSIT ADMINISTRATION

Account: 5000-532715-3254-316200-405001

The grant is for the FY15 Statewide Special Transportation. The Department will use the grant funds to provide subsidy assistance for taxi rides for elderly persons and/or persons with disabilities in Baltimore City. The period of the Grant is July 1, 2014 through June 30, 2015.

MINUTES

Health Department - cont'd

The grant award and Grant Agreements are late because they were recently received from grantors.

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

PROPOSAL AND SPECIFICATION

1. Dept. of Public Works/Office Engineering & Construction WC 1279, Distribution Water Main Replacement and Rehabilitation Sefron Area and Vicinity
BIDS TO BE RECV'D: 11/26/2014
BIDS TO BE OPENED: 11/26/2014

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

MINUTES

Health Department - Agreements

The Board is requested to approve and authorize execution of the various Agreements. The period of the agreement is July 1, 2014 through June 30, 2015.

1. **MEDSTAR HEALTH, INC.** **\$648,164.00**

Account: 4000-497315-3041-688202-603051

The organization will provide up to 350 cancer screening and case management services to clients at its Union Memorial and Harbor Hospitals who are referred by the Baltimore City Health Department.

MWBOO GRANTED A WAIVER.

2. **BALTIMORE MEDICAL SYSTEM, INC.** **\$ 82,490.00**

Account: 4000-498815-3080-284000-603051

The Baltimore Medical System, Inc. will employ one full-time bi-lingual prepared nurse to work with three full-time maternal and infant care nurses. The BMS nurse will conduct home visits and maintain a caseload of predominately 25 Spanish-speaking clients according to the Nurse Family Model (NFP). The Maternal & Infant Care NFP will provide clinical oversight for the BMS nurse.

MWBOO GRANTED A WAIVER.

The Agreements are late because budget revisions delayed processing.

3. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC.** **\$ 58,419.00**

Account: 4000-427215-3080-294306-603051

The organization will coordinate their services with the Baltimore Infants and Toddlers Program to provide an Autism Classroom to the children served by their program.

MINUTES

Health Department - cont'd

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

MWBOO GRANTED A WAIVER.

4. **INDEPENDENT MARYLANDERS ACHIEVING GROWTH \$ 17,993.00**
EMPOWERMENT, INC. (IMAGE)

Account: 5000-563015-3044-295900-603051

The Department receives funding from the Maryland Department of Aging for the development of an Aging and Disability Resource Center through the Area Agencies on Aging (AAA), Maryland Access Point (MAP) Program. The Department engages IMAGE to perform services in the area of MAP Enhancement for nursing home residents that want to explore the option to return to the community. The organization will provide Options Counseling and Medicaid application assistance to all referred individuals between the ages of 18 - 49 who are referred to the MAP/AAA by the Department of Health and Mental Hygiene.

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

5. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC. \$ 54,240.00**

Account: 4000-424515-3023-599621-603051

The organization will provide Ryan White Part B - Project ENGAGE (Educate, Nurture, Guide, Anticipate, Grow, Empower) Outreach Services to HIV+ clients. The clients will receive information about their condition, how they can become self-sufficient, and proper methods to access resources for support. The organization will also provide intensive intervention through structured programs to assist in reengaging clients in their community and building their self-esteem.

MWBOO GRANTED A WAIVER.

MINUTES

Health Dept. - cont'd

The Agreement is late because the Infectious Disease and Environmental Health Administration (IDEHA) program-matically manages Ryan White Part B services. The IDEHA selects the providers through a competitive Request for Proposal process. The providers submit a budget, budget narrative, and scope of services. The Health Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board of Estimates. These budgets are often times revised because of inadequate information from the providers. This review process is required to comply with the grant requirements.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Memorandum of Understanding

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Memorandum of Understanding (MOU) with the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation. The period of the Memorandum of Understanding is July 1, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$400,000.00 - 5000-531115-3070-518500-405001

BACKGROUND/EXPLANATION:

This MOU will establish the terms and conditions of the award from the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation, for the purpose of the Behavioral Health System Baltimore (BHSB) to provide alcohol/drug abuse treatment services.

The Health Department as fiscal administrator will contract with the BHSB to administer substance abuse treatment services to certain offenders in the criminal justice system.

The Memorandum of Understanding is late because the Department was waiting for additional signature pages.

MBE/WBE PARTICIPATION:

N/A

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Memorandum of Understanding with the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation.

MINUTES

Health Department - No-Cost Extension to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve a No-Cost Extension to the Grant Agreement with the Abell Foundation.

AMOUNT OF MONEY AND SOURCE:

No additional funding is associated with this action.

BACKGROUND/EXPLANATION:

On October 30, 2013, the Board approved the initial grant agreement in the amount of \$50,000.00 for the period October 1, 2013 through September 30, 2014.

The Department requested and received approval from the grantor to extend the project period effective October 1, 2014 through January 31, 2015 to allow the Department to complete the Long-Acting Reversible Contractive (LARC) Community-based Participatory Research.

The extension will run concurrent with the FY'15 grant renewal.

MBE/WBE PARTICIPATION:

N/A

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved the No-Cost Extension to the Grant Agreement with the Abell Foundation.

MINUTES

Health Department - Correction to No-Cost Extension

ACTION REQUESTED OF B/E:

The Board is requested to approve the correction to the No-Cost Extension to the grant agreements from The David and Barbara B. Hirschhorn Foundation and The Henry and Ruth Blaustein Rosenberg Foundation.

AMOUNT OF MONEY AND SOURCE:

No additional funding is associated with this action.

BACKGROUND/EXPLANATION:

On July 2, 2014, the Board approved the No-Cost Extension to the grant agreement from The David and Barbara B. Hirschhorn Foundation. However, the name of The Henry and Ruth Blaustein Rosenberg Foundation was omitted from the Department's Board memo.

The grant award letter previously submitted correctly showed The David and Barbara B. Hirschhorn Foundation and The Henry and Ruth Blaustein Rosenberg Foundation, both approved the No-Cost Extension to their grants supporting the Department's Teen Pregnancy Prevention Initiative.

The Department apologizes for the error.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the correction to the No-Cost Extension to the grant agreements from The David and Barbara B. Hirschhorn Foundation and The Henry and Ruth Blaustein Rosenberg Foundation.

MINUTES

Health Department - Request for Proposal

ACTION REQUESTED OF B/E:

The Board is requested to approve a Request for Proposal (RFP) for the Safe Streets Program. The period of the RFP is January 1, 2015 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

\$ 30,000.00	-	4000-430212-3160-308600-603051
74,308.00	-	5000-569514-3160-308600-603051
25,000.00	-	6000-619514-3160-308600-603051
<u>\$129,308.00</u>		

BACKGROUND/EXPLANATION:

In 2002, the Department and the Mayor responded to the epidemic of increasing youth violence and homicide in the City by creating the Office of Youth Violence Prevention (OYVP). Since then, the OYVP's priority has been to provide intensive services to youth most at risk of becoming victims or perpetrators of violence.

The OYVP is seeking one community organization (Provider) to implement the Safe Streets Program in Cherry Hill, based on the Cure Violence Chicago model (formerly CeaseFire). The Cure Violence Chicago model is an innovative, community-based public health initiative that successfully reduced shootings and homicides in high-crime areas in Chicago.

This RFP outlines the role of the Provider and the Department.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the Request for Proposal for the Safe Streets Program.

MINUTES

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

The Board is requested to approve and authorize execution of the Community Development Block Grant Agreements (CDBG). The period of the CDBG agreement is July 1, 2014 through June 30, 2015, unless otherwise indicated.

1. **CAROLINE FRIESS CENTER, INC.** **\$ 90,000.00**

Account: 2089-208915-5930-426934-603051

The organization provides a fifteen-week education and career training and placement program for unemployed and under-employed women that reside in Baltimore City. Upon completion, the organization assists women with job placement and support services for one year after job placement. The funds will be utilized to subsidize the operating costs for the program. The period of the agreement is September 1, 2014 through August 31, 2015.

MWBOO GRANTED A WAIVER.

2. **COMMUNITY HOUSING ASSOCIATES, INC.** **\$ 68,230.00**

Account: 2089-208915-5930-532361-603051

The purpose of this agreement is to subsidize the staff costs associated with acquiring, rehabilitating, and developing properties to create rental housing opportunities for low- and moderate-income non-elderly disabled and homeless persons. The period of the agreement is September 1, 2014 through August 31, 2015.

MWBOO GRANTED A WAIVER.

MINUTES

DHCD - cont'd

3. **COMPREHENSIVE HOUSING ASSISTANCE, INC. \$ 46,750.00**
(CHAI)

Account: 2089-208915-5930-437191-603051

Under this agreement, CHAI will assist low- and moderate-income households in purchasing a home for owner-occupancy by providing home buying education and counseling services. CHAI will also provide default and delinquency counseling to assist low- and moderate-income existing homeowners with foreclosure prevention and in obtaining mortgage modifications.

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

Accounts: 2089-208915-5930-432726-603051	\$ 11,120.00
2089-208915-5930-432730-603051	\$ 21,049.00
2089-208915-5930-432735-603051	\$ 8,067.00
2089-208915-5930-432781-603051	\$ 22,423.00
2089-208915-5930-432783-603051	\$ 5,926.00

Under this Agreement, the funds will be utilized to subsidize CHM's operating expenses. The CHM will administer activities and coordinate citizen participation in the planning and implementation of community development activities in the CHM Urban Renewal Area.

MWBOO GRANTED A WAIVER.

5. **RESERVOIR HILL IMPROVEMENT COUNCIL, INC. \$ 66,160.00**

Accounts: 2089-208914-5930-428026-603051	\$ 9,000.00
2089-208914-5930-428076-603051	\$ 11,200.00
2089-208914-5930-428081-603051	\$ 16,960.00
2089-208914-5930-428083-603051	\$ 17,760.00
2089-208914-5930-428091-603051	\$ 11,240.00

MINUTES

DHCD - cont'd

Under this Agreement, the organization will utilize the funds to subsidize its operating costs. The organization will provide residents with information regarding activities in the community. It will continue public safety and sanitation efforts provide quarterly workshops, and one-on-one housing services. The period of the Agreement is November 1, 2013 through October 31, 2014.

MWBOO GRANTED A WAIVER.

6.	UPTON PLANNING COMMITTEE	\$ 50,000.00
	(UPC)	

Accounts:	2089-208915-5930-594076-603051	\$ 15,000.00
	2089-208915-5930-594081-603051	\$ 20,000.00
	2089-208915-5930-594083-603051`	\$ 15,000.00

The funds will be utilized to subsidize the operating costs of the UPC. The UPC will provide eligible public information and organizational capacity building activities to support neighborhood revitalization and other CDBG eligible activities within the Upton community.

FOR FY 2015, THE MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$42,967.00.

MBE: \$11,601.09

WBE: \$ 4,296.70

MINUTES

DHCD - cont'd

7. **HABITAT FOR HUMANITY OF THE CHESAPEAKE, INC.** **\$236,514.00**

Account: 2089-208915-5930-431662-603051

The organization will complete the rehabilitation and sale of 15 vacant properties for first-time owner-occupancy by low- and moderate-income households within the Brooklyn/Curtis Bay and Woodbourne-McCabe areas of Baltimore City.

MWBOO GRANTED A WAIVER.

On April 30, 2014, 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 2014 Annual Action Plan for the following formula programs:

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

Upon approval of the Resolution, the DHCD's Contract Section began negotiating and processing the CDBG Agreements as outlined in the Plan effective July 1, 2014 and beyond. Consequently, the agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

DHCD - cont'd

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 1, 2, 4, 5, 6, AND 7.

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.

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

Kim A. Trueheart

October 28, 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 by the Mayor of Baltimore City and the various Departments and Agencies that more appropriately should strive to end homelessness, instead of the current goal to make homelessness “rare and brief”, which is absolutely a misguided and flawed strategy.

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, Items #1, 2, 4, 5, 6, and 7 - Department of Housing and Community Development (DHCD) - Community Development Block Grant Agreements, if approved:
 - i. These agreements shows the flawed strategies that have been implemented by the MWBOO which should otherwise advance the goals of the minority and women-owned participation program;
 - ii. Page 54, Item #6 meets the minority and women-owned participation threshold by one-cent yet it is the only agreement of the 7 being considered which imposes the program goals;
 - iii. This blatant disparate treatment of the sole organization representing an underserved neighborhood of the 7 submissions is an outrageous demonstration of the flawed strategies that continue to be implemented by the MWBOO;
 - iv. This and all future agreements initiated by the DHCD should explicitly facilitate that providers who meet the contract dollar threshold will comply with the minority and women-owned participation program law;
 - v. The MWBOO lacks standard policy and procedures in writing;
 1. The MINORITY AND WOMEN’S BUSINESS ENTERPRISES LAW, ART. 5, clearly states that the office will produce written policy and procedures which shall be filed with the Legislative Reference Office, which HAS NOT BEEN ACCOMPLISHED!!!
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The MWBOO continues to demonstrate an inability to administer the City’s MWB

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

participation program fairly towards advancing the annual goals. Based on the BAD outcomes that continue to be produced by this office this action should NOT be approved. The critical need being filled by this funding demands the utmost scrutiny by this board. Proper administration of these funds allocated to organizations that successfully meet the critical service need to provide affordable housing is necessary and strict internal management controls must be in place within the DHCD and MWBOO.

4. The remedy I seek and respectfully request is that this action be placed on the “Non-Routine” agenda and that the MWBOO is directed to make an oral presentation, for public awareness, of its implementation of the participation law as it related to all future actions coming before this board.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 29, 2014.

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Department of Housing and Community Development (DHCD) - Payment for Lead Testing Services

ACTION REQUESTED OF B/E:

The Board is requested to authorize payment to Arc Environmental, Inc. for services performed in calendar year 2014 and services anticipated to be performed until a new vendor is chosen by the Bureau of Purchases through a competitive bidding process now underway.

AMOUNT OF MONEY AND SOURCE:

\$ 90,560.00 - 4000-468514-5825-608449-603051

BACKGROUND/EXPLANATION:

The DHCD Lead Hazard Reduction Program is supported by Federal, State and local funds to make 210 homes safe for young children at risk of lead poisoning.

The DHCD Division of Green Healthy and Sustainable Homes was awarded \$2.9 million in federal HUD funding with \$2.2 million in matching State and local funds to make 210 homes lead safe for children at risk of lead paint poisoning. An essential component of the program is independent lead testing before and after contractors perform work to make the home lead safe. Arc Environmental, Inc. was competitively selected in coordination with the Bureau of Purchasing, but the contract for these services was due to end early in 2014. The lowest bidder was disputed by another and a long investigation ensued which was concluded in June 2014.

MINUTES

DHCD - cont'd

The earlier bids were rejected and a new bidding process initiated with new bids opened on October 14, 2014. During all of these months of 2014 to date, the Lead Hazard Reduction Program had to continue to meet federal benchmarks and had to incur testing expenses through Arc Environmental Services, Inc. The actual unpaid invoices from the company to date total \$66,667.00 and the estimated expenses through October and November until a new vendor is established and working is \$23,893.00. The total requested authorization is \$90,560.00.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board authorized payment to Arc Environmental, Inc. for services performed in calendar year 2014 and services anticipated to be performed until a new vendor is chosen by the Bureau of Purchases through a competitive bidding process now underway.

MINUTES

Department of Housing and - Local Government Resolution
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize of a Local Government Resolution with the Baltimore Regional Neighborhood Initiative (BRNI) in support of the Community Investment Tax Credit Program of the Maryland Department of Housing and Community Development. A local government resolution of support is required by the State for all applications to this program for funding.

AMOUNT OF MONEY AND SOURCE:

\$2,410,820.00 - MD-DHCD
No City Funds

BACKGROUND/EXPLANATION:

Funds for the Baltimore Regional Neighborhood Initiative (BRNI) were included in the State budget for Fiscal Year 2014 to accelerate revitalization strategies in Sustainable Community areas in Baltimore City, and the inner-beltway communities of Baltimore County and Anne Arundel County. In order to be designated a Sustainable Community, Baltimore City submitted a Sustainable Communities Plan and subsequent modifications to the State of Maryland under the Sustainable Communities Act of 2010. In Fiscal Year 2015, up to \$2,430,000.00 will be available to eligible applicants.

The overarching goal of BRNI is to increase the competitiveness of the Sustainable Communities in Baltimore City and inner-beltway communities of Baltimore County and Anne Arundel County for new homeownership and private-sector business, residential and commercial investment, through strategic property acquisition, redevelopment, rehabilitation, and new infill development activities.

MINUTES

DHCD - cont'd

According to the BRNI application to the MD-DHCD, the pilot aims to focus on areas where modest investment and a coordinated strategy will have an appreciable neighborhood revitalization impact.

Eligible applicants in Baltimore City are locally based nonprofit community development corporations, or coalitions, that are implementing a clear revitalization strategy in a specific neighborhood or set of neighborhoods. The BRNI aims to grow the population, support workforce development, and improve key quality-of-life features in communities to establish conditions for increasing market-rate investment and position the target communities to become competitive for residential and economic investment in the region.

Baltimore City received requests for local government resolutions of support for four Fiscal Year 2015 BRNI applications to the MD-DHCD. These four applications include a total of 19 separate housing and community development projects. The applicants and projects as listed on Exhibit A.

Exhibit A

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Central Baltimore Partnership, Inc.	Waverly Main Street, Inc.	Waverly Main Street Master Plan - Waverly Commons Phase II Project	\$75,000

The Waverly Main Street Master Plan - Waverly Commons Phase II Project will support the completion of several facades, greening enhancements, a pedestrian walkway, fixtures and furniture in the area commonly used for the 32nd Street Farmers Market. Waverly Commons is located in the proximity of Greenmount Avenue to Barclay Street from 33rd Street to 32nd Street.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Central Baltimore Partnership, Inc.	Greater Homewood Community Development Corporation	North Charles and Saint Paul Streets Façade Grants Project	\$50,000

The North Charles and Saint Paul Streets Façade Grants Project will provide matching funds for property owners investing in façade improvements. A portion of the project area is located along the Charles Street National Scenic Byway.

Central Baltimore Partnership, Inc.	Seawall Development Company, LLC	Remington Commercial and Green Space Redevelopment Project	\$112,500
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The Remington Commercial and Green Space Redevelopment Project will provide funds to subsidize the acquisition, relocation, and site maintenance costs at 211 West 28th Street

Central Baltimore Partnership, Inc.	Central Baltimore Partnership, Inc.	Historic Parkway Theater Redevelopment Project	\$100,000
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The Historic Parkway Theater Redevelopment Project will provide predevelopment funds for the final design and engineering costs for this historic theater. Upon completion, the project will support a three screen, a 600-seat theater, restaurant, and office space for the Maryland Film Festival. The Parkway Theater will host Baltimore films, film series, and filmmakers and partner with the film programs of Johns Hopkins University and the Maryland Institute College of Art.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Central Baltimore Partnership, Inc.	Ernst Valery Investments Corp.	Lanvale Apartments Project	\$100,000

The Lanvale Apartments Project will consist of a new mixed-use residential apartment building with parking, common areas, and retail on the lower floor. The grant funds will be used for final design and community outreach.

Central Baltimore Partnership, Inc.	Central Baltimore Partnership, Inc.	Homewood Community Partners Initiative (HCPI) Spruce-Up Grant Project	\$100,000
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The Homewood Community Partners Initiative (HCPI) Spruce-Up Grant Project will continue to implement a competitive capital improvement grant fund that advances HCPI's goals of strengthening the quality of life and growing the residential population in the Abell, Barclay, Charles North, Charles Village, Greenmount West, Harwood, Oakenshawe, Old Goucher, Remington, Wyman Park neighborhoods, and the commercial district of Waverly Main Street. The Central Baltimore Partnership will administer the grant program, which seeks to provide matching grants ranging from \$10,000.00 - \$25,000.00.

Central Baltimore Partnership, Inc.	Telesis Corporation	Barclay Phase 2 Homeownership Unit Rehabilitation Project	\$300,000
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The Barclay Phase 2 Homeownership Unit Rehabilitation Project will provide funds for the rehabilitation of sixteen (16) market-rate homeownership units in and around the 300 block of East 20th Street.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Healthy Neighborhoods Inc.	Healthy Neighborhoods Inc.	Acquisition and Rehabilitation of Vacant Properties on the 2200 Block of Callow Avenue Project	\$500,000

The Acquisition and Rehabilitation of Vacant Properties Project on the 2200 Block of Callow Avenue Project will provide funds for acquisition and rehab of two vacant properties. This project continues existing efforts to increase homeownership rates in targeted areas by Healthy Neighborhoods Inc. on the 2200 Block of Callow Avenue.

Southeast Community Development Corporation	Banner Neighborhoods Community Corporation	Library Square Placemaking Project	\$104,800
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The Library Square Greening and Revitalization Project seeks to increase the aesthetic appeal of Library Square, provide pedestrian lighting, artistic fencing, and other amenities for a public park through a Creative Placemaking process.

Southeast Community Development Corporation	Southeast Community Development Corporation	Housing Market Stimulus Program	\$106,800
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The Housing Market Stimulus Program will supplement Live Near Your Work funds in the CARE community, provide support for The Reinvestment Fund & SECDC to operate the program, and provide a small grants program in partnership with MICA for neighborhood improvements.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Southeast Community Development Corporation	Parks and People Foundation, Inc.	East Fayette Street Corridor Street Trees Project	\$54,000

The East Fayette Street Corridor Street Trees Project will enhance the streetscape of the Fayette Street corridor between Patterson Park and East Avenues with street trees.

Southeast Community Development Corporation	Historic East Baltimore Community Action Coalition, Inc.	Northeast Market Renovation - Phase 2 - Connecting to the Community Project	\$54,000
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The Northeast Market Renovation - Phase 2 - Connecting to the Community Project will continue with Northeast Market Renovations Phase 2, which includes improvements to McElderry facade, graphics/signage, and landscaping enabling event programming, and increasing connectivity to the community.

Southeast Community Development Corporation	Southeast Community Development Corporation	Exterior Repair Grant Program	\$181,250
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The Exterior Repair Grant Program, along with matching funds from residents, will provide existing properties with improvements comparable to newly rehabbed homes in the community. The Exterior Repair Grant Program work will be performed by Civic Works and Banner Neighborhoods.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Southeast Community Development Corporation	Historic East Baltimore Community Action Coalition, Inc.	Eager Street V2V Project	\$175,000

The Eager Street V2V Project will improve ten additional rowhome facades and provide subsidy for five additional home buyers as part of the Eager Street Vacants to Value project.

Southeast Community Development Corporation	The Door	219 N. Chester St. Capital Improvement Project	\$36,720
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The 219 N. Chester St. Capital Improvement Project will assist the Door/Baltimore Urban Leadership Foundation in the renovation of its operations building that has housed its services in youth leadership, community building, and family strengthening for over 30 years.

Southeast Community Development Corporation	The Door	Workforce Development Hub - Orleans Project	\$36,720
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The Workforce Development Hub - Orleans Project will support The Door/Baltimore Urban Leadership Foundation to create and operate a neighborhood workforce development hub that will connect the residents of East Baltimore to jobs and career opportunities.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
Southeast Community Development Corporation	Civic Works, Inc.	Community Lot Transformation Project	\$195,760

The Community Lot Transformation Project will transform abandoned vacant spaces into gardens, and multi-use areas that can be maintained by the community in Southeast Baltimore.

Southeast Community Development Corporation	Amazing Grace Evangelical Lutheran Church	Center for Grace-Fill Living Renewal Project	\$21,110
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The Center for Grace-Fill Living Renewal Project will make Improvements to the Center for Grace-Fill Living/Wellness Community Center, including roof repair, expanded pantry shelving, central air, and office space for the social worker.

MINUTES

DHCD - cont'd

<u>Applicant</u>	<u>Organization</u>	<u>Project Name</u>	<u>Requested BRNI Funds</u>
City Life Historic Properties, Inc	City Life Historic Properties, Inc.	Oliver Community Demolition and Design Services Project	\$180,600

The Oliver Community Demolition and Design Services Project will include funding for the demolition and architectural and engineering services for properties on North Caroline Street, Hoffman Street, and Bond Street.

UPON MOTION duly made and seconded, the Board approved and adopted the foregoing Local Government Resolutions with the Baltimore Regional Neighborhood Initiative (BRNI) in support of the Community Investment Tax Credit Program of the Maryland Department of Housing and Community Development. The Mayor **ABSTAINED** on Parks and People Foundation, Inc. only (Page no. 4200).

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agency

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contract

listed on the following page:

4205

to the low bidder meeting the specifications

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MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONSBureau of Purchases

- | | | | |
|----|--|-------------------|----------------|
| 1. | B50003294, Water
Billing Customer
Information Systems
(CIS) Selection &
Implementation | Itineris NA, Inc. | \$8,404,016.00 |
|----|--|-------------------|----------------|

(Dept. of Public Works,
Mayor's Office of Infor-
mation Technology, &
Dept. of Finance)

MWBOO SET GOALS OF MBE 4% AND WBE 2%.

MBE:	Full Circle Solutions, Inc.	\$244,837.68	4%
WBE:	Applied Technology Inc.	\$122,418.84	2%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|---|-------------|----------|
| 1. EXCALIBUR COMPUTER
SYSTEM LLC | \$17,500.00 | Increase |
| Solicitation No. 08000 - Maintenance for IVIC Database -
Department of Transportation - Req. No. P525500 | | |

On November 13, 2013, the City Purchasing Agent approved the initial award in the amount of \$16,000.00. This increase is needed to allow the agency to continue using software maintenance for this blanket PO until it expires on June 30, 2015. This increase in the amount of \$17,500.00 will make the award amount \$49,500.00. The contract expires on June 30, 2015.

- | | | |
|--|-------------|---------|
| 2. ANNASHAE CORPORATION | \$27,735.00 | Low Bid |
| Solicitation No. B50003782 - Radiology Technician - Department
of Health - Req. No. R675746 | | |

The sole bid was evaluated and found to be fair and reasonable. The period of the award is November 1, 2014 through October 31, 2015.

- | | | |
|---|-------------|-------------|
| 3. COMMONWEALTH CONTROLS CORP. | \$40,000.00 | Sole Source |
| Solicitation No. 08000 - Replacement Parts for Programmable
Logic Controller, Filter Table and Consoles - Department of
Public Works - Req. No. R666862 | | |

The requirements for these parts are specific and unique to the existing installed equipment. The vendor is the sole provider and distributor for Maryland of the manufacturer's proprietary parts. The period of the award is November 1, 2014 through October 31, 2016, with one 1-year renewal option.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|---------------|-----------|
| 4. PREMIER MAGNESIA, LLC | \$2,000,000.0 | Agreement |
| Contract No. 08000 - Thioguard Chemical Application Technology
- Department of Public Works, Bureau of Water and Wastewater -
Req. No. R674064 | | |

The Board is requested to approve and authorize execution of an Agreement with Premier Magnesia, LLC. The period of the agreement is November 1, 2014 through October 31, 2016, with three 1-year renewal options.

A Notice of Intent to waive competition B50003754 was posted in CitiBuy with no responses received. The award is proprietary chemical application technology required to be used at the Patapsco Wastewater Treatment Plant and is patented by Premier Magnesia, LLC. The above amount is the City's estimated requirement.

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

MBE/WBE PARTICIPATION:

Not applicable, see above certification.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

5. MERKLE RESPONSE SERVICES, INC.	\$ 725,000.00	Renewal
Contract No. B50002524 - Lock Box Services - Finance Department - P.O. No. P521818		

On October 24, 2012, the Board approved the initial award in the amount of \$1,267,540.00. The award contained three 1-year renewal options. The period of the renewal is December 5, 2014 through December 4, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

6. THE MIDDLETON & MEADS COMPANY,	\$ 0.00	Renewal
Contact No. B50002000 - Springs and Suspension Repairs - Department of General Services - P.O. No. P518464		

On September 28, 2011, the Board approved the initial award in the amount of \$2,500,000.00. The award contained two 1-year renewal options. This renewal in the amount of \$0.00 is for the period November 1, 2014 through October 31, 2015, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 2% MBE AND 1% WBE.

	<u>Commitment</u>	<u>Performed</u>
MBE: Millennium Auto Parts	2.00%	\$19,373.00 (1.12%)

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

WBE: Chesapeake Wiper & Supply, Inc.	\$ 4,345.00*
Higher Ground Transportation Svcs.	4,769.00
William T. Gleason & Sons Welding	1,383.00
Maryland Chemical Co., Inc.	0.00*
Robnet, Inc.	0.00*
\$10,497.00 (1.00%)	

MWBOO FOUND VENDOR IN COMPLIANCE.

*The vendor spent \$23,339.00 for supplies. However, credit is given for only \$4,345.00 which is the maximum value allowed for expenditures from non-manufacturing suppliers.

7. CROWN SECURITY SYSTEMS,
INC. \$ 900,000.00 Renewal
Solicitation No. B50000642 - Personnel for CCTV Monitoring -
Mayor's Office on Criminal Justice, Police - P.O. No. P505173

On August 29, 2008, the Board approved the initial award in the amount of \$1,739,424.60. The award contained two three-year renewal options. On August 5, 2011, the City Purchasing Agent approved an increase in the amount of \$50,000.00.

On September 28, 2011, the Board approved the first renewal and increase in the amount of \$2,000,000.00. On August 27, 2014, the Board approved an increase in the amount of \$500,000.00. This contract has one, three-year renewal available. However, because of the vendor's non-compliance with MBE/WBE participation goals, the agency has requested the CCTV monitoring services be rebid, rather than renewing the contract for the entire available term.

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

This renewal in the amount of \$900,000.00 is for the period November 1, 2014 through October 21, 2015. The above amount is the City's estimated requirement.

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

MWBOO SET GOALS OF 27% MBE AND 0% WBE.

The vendor was given 60 days to come into compliance on August 27, 2014. The vendor is not in compliance and has not submitted a plan to come into compliance.

President: "The sec -- the first item on the non-routine agenda can be found on pages 71 and 72, Informal Awards, Renewals, Increases to Contracts, and Extensions, Item 7, Solicitation No. B50000642, Personnel for CCTV Monitoring, Mayor's Office on Criminal Justice and the Police Department. Will the parties please come forward?"

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 - Crown Security Systems, Inc. - cont'd

Mr. Tim Krus: "Tim Krus, City Purchasing Agent. This is a recommendation for a \$900,000.00 award to Crown Security to provide CCTV Monitoring Personnel for the Citi-Watch Center. The initial term of this renewal was three years, but because they have not been in compliance with MWBOO goals, we are recommending only a one-year renewal and we are planning to take this contract out to rebid um -- per the recommendation of the agency."

Comptroller: "When is the -- when is it going --"

President: "Talk into the mic."

Comptroller: "When is it going to be rebid?"

Mr. Krus: "We will be working with the agency to renew the specifications um -- after this meeting and continuing that um - we don't have a specific date to put it on the street yet."

Comptroller: "But we think that it will uh -- another contract will come before this Board within a year?"

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 - Crown Security Systems, Inc. - cont'd

Mr. Krus: "That is correct."

Comptroller: "Okay. I had a couple of questions um --"

President: "Excuse me, is anybody from Crown here?"

Mr. Krus: "Yes they are."

President: "Okay."

Comptroller: "Okay. Um. . ."

President: "Yes, you can come forward."

John Steiner: "John Steiner, Director of Operations for Crown Security."

Comptroller: "I have a couple questions. Um, could you tell me what the starting salary was for the monitors and for the supervisors in 2008?"

Mr. Steiner: "I believe at that time it was \$14.00 an hour for the monitors and \$16.00 an hour for the supervisors."

Comptroller: "Okay, and of the 23 um, employees that you have, how many were supervisors?"

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 - Crown Security Systems, Inc. - cont'd

Mr. Steiner: "There were three."

Comptroller: "Three. And of the 19 Baltimore City retired policemen, how many were full-time and how many were part-time?"

Mr. Steiner: "Of the 23 personnel, there are 17 full-time and six part-time. I don't know off the top of my head which of those were the retired City officers."

Comptroller: "Okay. My main concern is in this letter, you were, you've had this contract since 2008 and you were asked to come in to compliance, and I have a list of MBEs that provide security services and I'd just like to read this letter because I don't understand why you were not able to hire MBEs, and this letter to Mr. Corey states, and I'd like to read it into the record. It says, 'Dear Mr. Corey, Crown Security is in the process of interviewing, evaluating MWBOO approved minority sub-contractors for the participation in the above referenced contract."

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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<u>Bureau of Purchases - Crown Security Systems, Inc. - cont'd</u>		
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It is my understanding that we are prohibited from transferring our personnel to a sub-contractor's payroll in order to achieve compliance with the contract requirement. CityWatch is currently fully staffed and is not planning on adding personnel. Even if we were able to find a sub-contractor who could comply with the requirements of the contract that have been established by the City of Baltimore Police Department, we are not in a position to utilize their personnel in the foreseeable future. I am looking for some direction guidance as to how we can achieve compliance and demonstrate a good faith effort in making our attempt.' But my question is, for five or six years, why were you not able to find, and there's a whole list of, of MBEs who, who do security service, who do security and detective services, so why was it that you were trying to keep all the money in your firm?"

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 - Crown Security Systems, Inc. - cont'd

Mr. Steiner: "Well, actually we were compliant previously with our sub-contractor, Stronghold uh Security, however they could not meet their payroll uh. They did not offer direct deposit and so the employees that were working for them were having their checks bounce."

Comptroller: "So, they couldn't meet their payroll because you were not paying them or because of other reasons or don't you know?"

Mr. Steiner: "They never explained it."

Comptroller: "Okay."

Mr. Steiner: "They never explained why. Um, we paid them 48 hours after we were paid by the City. We never "sat" on it."

Comptroller: "Um hmm, okay. So after they became non-compliant, or you became non-compliant, why didn't you look on this list and use other security services?"

Mr. Steiner: "Well, because the issue came to a head. It was uh, during the holidays and the employees were having their paychecks bounce and they had scheduled car payments, insurance payments, mortgage payments, uh they were getting refused and rejected and they were incurring fees."

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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<u>Bureau of Purchases - Crown Security Systems, Inc. - cont'd</u>		
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So, what we did is we took them onto our payroll and we actually covered Stronghold's paychecks. We cut--"

Comptroller: "You hired Stronghold's employees?"

Mr. Steiner: "That's correct."

Comptroller: "But knowing, but doing that, and I can appreciate that so that you wouldn't have a disruption of services, but why didn't you look at the City's MBE lists so that you would be in compliance?"

Mr. Steiner: "Well, because with Lt. Hood, who runs the uh, uh, CityWatch program, that program has evolved since its inception. Uh, when it started out, nobody really was sure of the profile or the right candidates, who was going to do a good job on it. You know the cameras have increased, the technology has changed and as such, the job description has uh, evolved."

Comptroller: "So what are you going to do between now and when this contract is over to come into compliance?"

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 - Crown Security Systems, Inc. - cont'd

Mr. Steiner: "Well, I'm going to work with Mr. Corey's office and see what we can do."

Comptroller: "Here's a list. You can get a list."

Mr. Steiner: "I've got the list ma'am, and I've already made initial contacts."

Comptroller: "Oh good."

Mr. Steiner: "About 25 percent of the people on that list. They've all expressed interest."

Comptroller: "Good. Okay."

Mayor: "I have some uh questions. My, my concern is that given the 60 days, I think we're at the same place we were 60 days ago, where your, your explanation for non-compliance is that you have people that are interested, you've made some inquiries, but we're no further along, and um, you know, that troubles me because I think um, I was very clear that the MBE/WBE compliance was very important. I understand that this is a critical function."

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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<u>Bureau of Purchases - Crown Security Systems, Inc. - cont'd</u>		
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Um, uh, the Police Department is certainly something that I've worked to expand. But, in efforts to expand, it's, it's my goal in expanding the uh, operations and technology at City Watch shouldn't be at the expense of meeting our MBE/WBE goals. So, the fact that we're right where we were uh, I think it's more than 60 days ago according to the Deputy Comptroller, um, is, is troubling to me. Um, I, my, I hear your recommendation for one year, with the understanding that that's how long it will take to re-bid. I think we should move at a more accelerated pace of six months, and uh, you know, I think we've uh, to, to plan for this transition. I'm disappointed that we're at the same place we were before and I understand that you say you want to show a 'good faith' uh, effort to be compliant. But, I think uh, a 'good faith effort' would have been at least a step further along more than we were more than 60 days ago, and I don't see that that's where we are."

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 - Crown Security Systems, Inc. - cont'd

Mr. Steiner: "Uh, Ma'am, for a point of clarification, the letter from Tom Corey was effective September 18th, uh, so giving us our 60 days, so it has not in fact been more than 60 days at this point. Uh, I've been in touch with his office and other people within the City, trying to find out what else, what we can possibly do uh, to immediately start making some changes and, you know, having some MBE participation, whether it's uh, with our ancillary services or with our personnel."

Mayor: "I understand that, that the meeting was held before, the uh, and at that point I think it was at the Board of Estimates meeting, it was clear it was 60 days, so in my mind, either, whether the clock started October, August 27th or September the 18th, we're talking about the difference of a few weeks, and, uh I think, if you're uh, I find it troubling that your 'good faith effort' would occur in the last two weeks of the time period that would, that was offered."

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 - Crown Security Systems, Inc. - cont'd

I think there was certainly things that could have happened in the meantime, in the, in the however many days since the notification or uh since the decision was made or the notification and um what you're asking us to do is put all of our faith that your "good faith effort" will happen in the next two weeks and we don't have anything on which to base that."

Comptroller: "And so Mr. Krus, would you uh, consider uh, using the retired policemen in this plan to, in this transition?"

Mr. Krus: "We have talked with the agency about that possibility, and they've been looking at that. That may not be the final recommendation that they make to us. At this point, the agency uh, is, is asking us to go out with a new solicitation, but they can certainly still continue to look at that as well."

Comptroller: "Okay."

President: "Okay. I'll entertain a Motion."

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 - Crown Security Systems, Inc. - cont'd

Deputy City Solicitor: "I would MOVE approval of the um, Page 71-72, Item 7, as amended um, to six months, uh six months transition period."

Mayor: "Second."

President: "All those in favor say Aye."

President: "All opposed Nay."

Comptroller: "Nay."

President: "The Motion carries."

Deputy City Solicitor: "And let me just, for clarification, uh -- excuse me, your last name again?"

Mr. Steiner: "Steiner."

Deputy City Solicitor: "Steiner, you uh, agree to the six month um, um extension?"

Mr. Steiner: "Yes sir."

Deputy City Solicitor: "Okay. Thank you."

President: "Okay."

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 - Crown Security Systems, Inc. - cont'd

8. ANNE ARUNDEL VETERINARY

HOSPITAL, INC.	\$ 0.00	Extension
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Contract No. B50000619 - Veterinary Services for Police K-9 - Baltimore Police Department K-9 Unit - P.O. No. P505132

On November 5, 2008, the Board approved the initial award in the amount of \$75,000.00. The award contained two renewal options. On July 3, 2013, the City Purchasing Agent approved an increase in the amount of \$37,500.00. Subsequent actions have been approved. This extension in the amount of \$0.00 is necessary to allow time to award Solicitation B500003831. Bids are due on November 12, 2014. The period of the extension is November 5, 2014 through December 31, 2014. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

UPON MOTION duly made and seconded, the Board approved the Informal Awards, Renewals, Increases to Contracts and Extensions. The Board further approved and authorized execution of the Agreement with Premier Magnesia, LLC (item no. 4). The Comptroller **ABSTAINED** on item no. 6. The Comptroller voted **NO** on item no. 7.

MINUTES

Baltimore Development - Local Government Resolution
Corporation

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

\$750,000.00 - MDDHCD - Neighborhood BusinessWorks Program

No City funds are requested.

BACKGROUND/EXPLANATION:

Remington Row is a \$35,500,000.00 mixed-use project that builds upon the momentum of a series of commercial, retail, and residential projects sponsored by Seawall Development in the last seven years. The project calls for the complete demolition of the existing set of small and functionally obsolete and vacant industrial buildings in an one block area, and the redevelopment of the site as a new 5-story building with apartments, offices, and retail services. The result will be a new neighborhood anchor, underground parking for the apartments and offices, and parking at grade for retail customers.

The project will provide 14,000 square feet of retail space, 30,000 square feet of non-profit office space, two elevated courtyards for nonprofit and community events and 108 loft style apartments offered to the workforce at below market rates.

MINUTES

BDC - cont'd

This new "historic looking" brick project is designed with loft style industrial windows that will resemble, in character, other nearby Seawall projects such as the adaptive reuse at Miller's Court and the Baltimore Design School.

The financing for the project is expected to come from several sources, including the Community Legacy, New Market Tax Credits, the Bank of America, and the property owner. The requested funds from the Neighborhood BusinessWorks Program will take third position on the project behind the Bank of America and the Calvert Foundation.

MBE/WBE PARTICIPATION:

N/A

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

MINUTESDepartment of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 3800 - 3804 Dillon Street	Merchant Hill, LLC " "	Three sets of steps @ 3'8" x 4'10", three awnings @ 14'10" x 4'
3806 - 3810 Dillon Street	" "	One set of steps 3'8" x 6'6", three awnings @ 3'5" x 13'8"
3806 Dillon Street	" "	One set of steps 3'8" x 8'2"
3810 Dillon Street	" "	One set of steps 3'8" x 11'6'

Flat Charge: \$654.11

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

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

MINUTES

Department of Planning - 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 employees.

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>Designated Employee</u>	<u>Donors</u>	<u>Days</u>
1. IVOR QUASHIE	Laurie Feinberg	5
	Woldeyohanes Ararsa	5
	Nana T. Ngongang Ouandji	4
	Tammy Horton	4
	Tommy Williams	3
	Thomas J. Stosur	<u>5</u>
	TOTAL	26
2. STACY MONTGOMERY	Eric L. Holcomb	5
	Laurie Feinberg	5
	Lauren Schiszik	<u>5</u>
	TOTAL	15

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 employees, Ivor Quashie and Stacy Montgomery.

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 27** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on October 8, and 15, 2014.

The Board **NOTED 27** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on October 8, and 15, 2014.

MINUTESLaw Department - Transfer of LIFE-TO-DATE Sick Leave

The Board is requested to approve the Transfer of LIFE-TO-DATE Sick Leave days from the listed City employees to the designated employee, Ms. Lestine Wilkins Bailey.

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>
Robert Anbinder	3
Asenath Brown	5
Sara Gross	2
Kurt Heinrich	3
Joann Levin	1
Adam Levine	3
Cynthia Moll	1
George Nilson	3
Shirl Randall	3
Michael Redmon	1
Robert Seward	2
Elva Tillman	1
Gwen Tromley	<u>2</u>
TOTAL	30

THE LABOR COMMISSIONER RECOMMENDED APPROVAL.

UPON MOTION duly made and seconded, the Board approved the Transfer of LIFE-TO-DATE Sick Leave days from the listed City employees to the designated employee, Ms. Lestine Wilkins Bailey.

MINUTES

Department of Law - Payment of Settlement

ACTION REQUESTED OF B/E:

The Board is requested to approve the payment of a settlement to the Bankruptcy Trustee of the United States Bankruptcy Court for the District of Maryland (Baltimore) for recovery of a preference payment made by the Debtor to the Baltimore Convention Center (BCC).

AMOUNT OF MONEY AND SOURCE:

\$35,031.00 - 2044-000000-1450-703800-603070

BACKGROUND/EXPLANATION:

On September 17, 2014, Zvi Guttman, the United States Bankruptcy Trustee introduced an adversary proceeding in which a complaint was filed against the BCC. The relief sought from the Court is 1) a judgment in favor of the Trustee avoiding the transfer, 2) a judgment in favor of the Trustee directing the BCC to pay an amount equal to the transfer, plus costs and interest, and 3) disallowance of any claim filed by the BCC.

The transfer referred to is a payment made by Commerce to the BCC on or around November 19, 2012 for a tradeshow, which was held on September 7, 2012 thru September 15, 2012. In the 90-day period preceding the filing of the bankruptcy petition, Commerce transferred property to or for the benefit of the BCC in the amount of \$35,031.00. This transfer puts the BCC in a better position than all other creditors.

An action for preference under 11 U.S.C. §547(b) allows that the Trustee may avoid any transfer in the 90-days prior to the date of filing. The burden lies with the BCC to overcome the presumptions of §547(b) and prove the defenses allowed in §547(c).

MINUTES

Department of Law - cont'd

Based upon an application of the facts, applicable statutory provisions and case law, it is the Law Department's recommendation that it is in the best interest of the City to settle the matter. Accordingly, the Law Department's Settlement Committee recommends to the Board that settlement of this matter be approved in the amount requested.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the settlement to the Bankruptcy Trustee of the United States Bankruptcy Court for the District of Maryland (Baltimore) for recovery of a preference payment made by the Debtor to the Baltimore Convention Center (BCC).The Mayor **ABSTAINED**.

MINUTES

Department of Public Works - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 001 to Hill/KCI Technologies, Inc., a Joint Venture under Project 1404, SC 845R, SC 868, SC 875, SC 931, WC 1239, WC 1261 and WC 1251 On-Call Construction Management Assistance Services. The project completion date will expire on June 10, 2017. The duration of this task is approximately 24 months.

AMOUNT OF MONEY AND SOURCE:

\$ 318,057.38	-	9956-905527-9551-900010-706032	SC 845R
209,000.00	-	9956-903552-9551-900020-705032	SC 868
309,057.38	-	9956-905641-9551-900020-705032	SC 875
209,028.69	-	9956-906342-9551-900020-705032	SC 931
209,028.69	-	9960-907719-9557-900020-705032	WC 1239
209,028.69	-	9960-910720-9557-900020-705032	WC 1261
168,503.23	-	2071-000000-5521-608903-603018	WC 1251
19,622.58	-	2071-000000-5521-608911-603018	WC 1251
20,902.86	-	2070-000000-5501-604302-603018	WC 1251
\$1,672,229.50			

BACKGROUND/EXPLANATION:

Construction Management is requesting Hill/KCI Technologies, Inc. a Joint Venture, to provide construction management assistance services on various projects. This work will be performed on but not limited to the following projects: SC 845R-ENR Nitrification Facilities Patapsco Wastewater Treatment Plant, SC 868-Liquid Oxygen Plant Improvements Patapsco Wastewater Treatment Plant, SC 875-Rehabilitation of Southwest Diversion Pressure/Gravity Sewer-Phase III, SC 931-Rehabilitation and Improvements to Sanitary Sewers at Various Locations in Baltimore City, WC 1239-Water Appurtenance Installation, WC 1251-Repaving Utility Cuts at Various Locations and WC 1261-O/C Urgent Need Infrastructure Rehabilitation.

MINUTES

Department of Public Works - cont'd

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 001 to Hill/KCI Technologies, Inc., a Joint Venture under Project 1404, SC 845R, SC 868, SC 875, SC 931, WC 1239, WC 1261 and WC 1251 On-Call Construction Management Assistance Services.

MINUTES

RETROACTIVE TRAVEL APPROVAL

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department</u>			
1. Kyle E. Gooden	Executive Protection Las Vegas, NV May 17 - 22, 2014	General	\$ 893.58

Mr. Gooden traveled to Las Vegas, NV to accompany the Mayor for security purposes. The Baltimore Development Corporation assumed the costs of lodging and parking.

Because of the necessary land travel, it was necessary to secure a rental car. The Department paid the airfare, car rental, and other expenses on a City-Issued PNC Credit Card assigned to Mr. Gooden, as follows:

Airfare	\$ 455.00
Meals	97.80
Rental Car	309.78
Fuel	31.00
	<u>\$ 893.58</u>

2. Kyle E. Gooden Derrick E. Mayfield	Executive Protection Charlotte, NC July 11 - 18, 2014	General	\$3,019.23
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Messrs. Gooden and Mayfield traveled to Charlotte, NC to accompany the Mayor for security purposes. The Police Department paid hotel accommodations and other expenses on a City-issued PNC Credit card assigned to Messrs. Gooden and Mayfield.

MINUTES

RETROACTIVE TRAVEL APPROVAL

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Police Department - cont'd</u>			

The subsistence rate for this location is \$161.00 per day. Messrs. Gooden and Mayfield shared the hotel room. The hotel cost for the night first and second night was \$219.00/night, plus hotel taxes of \$34.40 per night. The hotel cost for nights three through seven was \$359.00 per night, plus hotel taxes of \$54.75 per night. The hotel parking was \$18.00 per night for all nights. The attendees are requesting approval of the additional subsistence of \$92.10 each for the costs of the hotel. Mr. Gooden is requesting approval of the additional subsistence of \$80.61 for food and Mr. Mayfield is requesting approval of the additional subsistence of \$33.07 for food.

Hotel nights (1-2)	\$	438.00
Hotel taxes		66.80
Hotel nights (3-7)		1,795.00
Hotel taxes		273.75
Parking		126.00
Meals (Gooden)		183.61
Meals (Mayfield)		136.07
		<u>\$3,019.23</u>

3. Derrick Mayfield Executive Protection General \$3,079.13
 Dallas, TX
 June 17 - 24, 2014

Mr. Mayfield traveled to Dallas, TX on June 17 - 24, 2014 to accompany the Mayor for security purposes. The subsistence rate for this location was \$194.00 per day. The hotel was \$199.00 per night, plus hotel taxes of \$30.37 per night, and hotel parking of \$30.31 per day. Mr. Mayfield is requesting approval of additional subsistence of \$35.00 expended to cover the costs of the hotel and \$80.38 expended for food.

MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
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Police Department - cont'd

Approval of the expenses incurred for the rental car is requested because of necessary land travel, in accordance with AM-240-8. The Police Department paid all expenses on a City-issued PNC Credit Card assigned to Mr. Mayfield as follows:

Airfare	\$ 335.50
Hotel	1,393.00
Hotel Taxes	212.59
Meals	80.38
Rental Car	789.49
Fuel	56.00
Parking	212.17
	<u>\$3,079.13</u>

The travel approvals are late because of the delays in the administrative process. The Department was unable to meet the requirements of travel procedures outlined in the Administrative Manual, Section 240 and regrets the late submission of these requests and asks for the Board's indulgence.

TRAVEL REQUESTSPolice Department

4. Todd A. Ring	Homicide Explosive Course Huntsville, AL Feb. 23 - 27, 2015	N/A	\$0.00
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MINUTES**RETROACTIVE TRAVEL APPROVAL**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Recreation & Parks</u>			
5. Erik Dihle	Partners In Community	General	\$2,842.08
Charles Murphy	Forestry/ACTrees Conf.	Funds	
	Charlotte, NC		
	Nov.03 - 06, 2014		

The subsistence rate for this location is \$161.00 per day. The hotel costs for Mr. Dihle is \$110.00 for the first night and \$169.00 per night for the remainder of his stay, plus a tax of 15.30% per night. The Department is requesting an additional \$16.00 to cover the balance of Mr. Dihle's hotel accommodations on the nights above the allowed subsistence rate, and an additional \$80.00 for the cost of food.

The hotel costs for Mr. Murphy is \$169.00 per night plus a tax of 15.30% per night. The Department is requesting an additional \$24.00 to cover the balance of Mr. Murphy's hotel accommodations, and \$120.00 for the costs of food.

UPON MOTION duly made and seconded, the Board approved the foregoing Retroactive Travel Approvals and the Travel Requests. The Mayor **ABSTAINED** on item nos. 1 - 3.

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

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

Kim A. Trueheart

October 28, 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 questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 1 - 85, City Council President and members of the Board of Estimates, BOE Agenda dated October 29, 2014, if acted upon:
 - i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;
 - ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;
 - iii. The members of this board continue to fail to provide good stewardship of taxpayers funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;
 - iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;
 - v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.
 - vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various

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5519 Belleville Ave
Baltimore, MD 21207

agencies and departments of the Baltimore City municipal government which potentially cost myself and my fellow citizens excessive amounts of money in cost over-runs and wasteful spending.

4. Remedy I desire: The Board of Estimates should immediately direct each agency to include measures of effectiveness in any future submissions for the board's consideration.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on October 29, 2014.

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

Sincerely,

Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

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

* * * * *

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Bureau of Purchases - B50003802, Towing Services for
Cars, Trucks, and Heavy Equipment
BIDS TO BE RECV'D: 11/05/2014
BIDS TO BE OPENED: 11/05/2014

MINUTES

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

Bureau of Water and Wastewater - WC 1233, Montebello
Filtration Plant 2 Emergency
Electrical Improvements

Enterprise Electric Company

Bureau of Water and Wastewater - SC 857, Chlorination/Dechlor-
ination Facilities Process
Conversion at the Patapsco
Wastewater Treatment Plant

UllimanSchutte Construction, LLC
Whiting-Turner Contracting Co.
W.M. Schlosser Company, Inc.
Shaney Construction Company, Inc.

Bureau of Purchases - B50003609, Parts and
Maintenance

Clean Fuels Associates, Inc.
Total Environmental Concepts, Inc.
Petroleum Services, Inc.

Bureau of Purchases - B50003809, Portable Generator

Correlli, Inc.
TEAM Service Corporation of New York
Prospectus Enterprises, Inc.

MINUTES

Bureau of Purchases - B50003815, Extruded Sign
Blanks

Garden State Highway
Lightle Enterprise of Ohio, LLC
First American Services

Bureau of Purchases - B50003674, Conversion of
Microfilm and Microfiche to
Digital Format

The Crowley Company

Bureau of Purchases - B50003226, Flat Tire Repairs

Edgewater Tire d/b/a Admiral Tire*
Donald B. Rice Tire Co., Inc.

Bureau of Purchases - B50003818, Electric Supplies

Graybar Electric
Production Distribution Companies
Ideal Electric Supply

Bureau of Purchases - B50003774, Quick Lime for
Water Treatment

Carmeuse Lime, Inc.
Greer Industries, Inc.

*UPON FURTHER MOTION duly made and seconded, the Board declared the bids of Edgewater Tire d/b/a Admiral Tire NON-RESPONSIVE due to the companies' failure to include the fully executed bid documents.

MINUTES

Bureau of Purchases -

B50003788, Heavy Equipment
and Operator Rental Services

Jesco, Inc.
Alban Tractor Co., Inc.
Potts & Callahan, Inc.

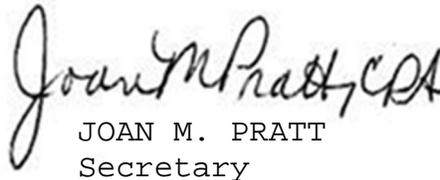
Department of General Services -

GS 14813, Carroll Mansion
HVAC Upgrade (IQC GS 13810)

J. Vinton Schafer & Sons
Centennial Contractors
The Whiting-Turner Contracting Co.

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, November 5, 2014.


JOAN M. PRATT
Secretary