

MINUTES

REGULAR MEETING

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

President: "Good morning. The April 15, 2015 meeting of the Board of Estimates is now called to order. I will direct the Board members attention to the memorandum from my office dated April 13, 2015, identifying matters to be considered as routine agenda items together with any corrections and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Comptroller: "Second."

President: "All those in favor say AYE."

President: "All opposed, NAY. The Motion carries. The routine agenda has been adopted."

* * * * *

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

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

Abel Recon, LLC	\$	8,000,000.00
Bay Associates Environmental, Inc.	\$	1,500,000.00
Debra's Glass, Inc.	\$	8,000,000.00
Fibrwrap Construction Services, Inc.	\$	3,762,999,000.00
Green Contracting Company, Inc.	\$	149,895,000.00
HGS, LLC d/b/a Angler Environmental	\$	31,203,000.00
Joseph B. Fay Co.	\$	310,302,000.00
Kinsley Construction, Inc.	\$	584,550,000.00
MSI Controls, Inc.	\$	5,238,000.00
Northeast Contracting Corporation	\$	6,210,000.00
Optimum Controls Corporation	\$	8,000,000.00
Spiniello Companies	\$	27,576,000.00
Thielsch Engineering, Inc.	\$	233,478,000.00
Tito Contractors, Inc.	\$	17,127,000.00

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:

Aresolve Engineering, Inc.	Engineer
Baltimore Land Design Group, Inc.	Engineer

MINUTES**BOARDS AND COMMISSIONS**Prequalification of Architects and Engineers - cont'd

Century Engineering, Inc.	Land Survey Engineer Architect
EDSA	Landscape Architect
Faisant Associates, Inc.	Engineer
Meliora Environmental Design, LLC	Engineer

There being no objections the Board, UPON MOTION duly made and seconded, approved the foregoing prequalification of contractors with the exception of Spiniello Companies which was **WITHDRAWN**. The Board further approved the foregoing architects and engineers for the listed firms.

MINUTES

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

ACTION REQUESTED OF B/E:

The Board is requested to approve an adjustment of a certain transient rate at the City-owned Penn Station Garage that is managed by the PABC. The Parking Facility Rate Adjustment is effective upon Board approval.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

Due to current high demand for parking at the Penn Station Garage, the PABC staff developed the submitted rate adjustment recommendation. This rate adjustment was unanimously approved by the PABC Board of Directors.

MINUTES

PABC - cont'd

Location	Proposed Monthly Rate Changes	Proposed Transient Rate Changes									
Penn Station Garage	Regular Transient Rates										
	<table border="1"> <thead> <tr> <th></th> <th>Current Rate</th> <th>Proposed Rate</th> <th>Last Rate Change</th> </tr> </thead> <tbody> <tr> <td>9-14 hour</td> <td>\$16.00</td> <td>\$17.00</td> <td>April 2014</td> </tr> </tbody> </table>		Current Rate	Proposed Rate	Last Rate Change	9-14 hour	\$16.00	\$17.00	April 2014	<table border="1"> <thead> <tr> <th>Regular Monthly Rate</th> </tr> </thead> <tbody> <tr> <td>No Proposed rate adjustments</td> </tr> </tbody> </table>	Regular Monthly Rate
	Current Rate	Proposed Rate	Last Rate Change								
9-14 hour	\$16.00	\$17.00	April 2014								
Regular Monthly Rate											
No Proposed rate adjustments											

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the adjustment of a certain transient rate at the City-owned Penn Station Garage that is managed by the PABC.

MINUTES

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

ACTION REQUESTED OF B/E:

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

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

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

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

The PABC performed a survey of parking rates in the areas surrounding the West Street Garage. The rate survey confirmed that the fees charged to parkers at this facility are generally lower than fees charged at other parking facilities within the area. To bring the rates charged at the West Street Garage in line with its surrounding facilities, the PABC staff developed the rate adjustment recommendation. The rate adjustment was unanimously approved by the PABC Board of Directors.

MINUTES

PABC - cont'd

Location	Proposed Monthly Rate Changes	Proposed Transient Rate Changes								
West Street Garage	Regular Transient Rates									
	Regular Monthly Rate									
	No Proposed rate adjustments									
	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Current Rate</th> <th style="width: 15%;">Proposed Rate</th> <th style="width: 15%;">Last Rate Change</th> </tr> </thead> <tbody> <tr> <td>Thurs – Sat 4-12 hr.</td> <td>\$16.00</td> <td>\$17.00</td> <td>April 2012</td> </tr> </tbody> </table>		Current Rate	Proposed Rate	Last Rate Change	Thurs – Sat 4-12 hr.	\$16.00	\$17.00	April 2012	
	Current Rate	Proposed Rate	Last Rate Change							
Thurs – Sat 4-12 hr.	\$16.00	\$17.00	April 2012							

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the adjustment of a certain transient rate at the City-owned West Street Garage that is managed by the PABC.

MINUTES

Department of Real Estate - Agreement of Sale

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement of Sale with Mr. Jose Jimenez, purchaser, for the sale of the property located at Block 3043, Lot 82A.

AMOUNT OF MONEY AND SOURCE:

\$600.00 - Assessed Value

BACKGROUND/EXPLANATION:

The authority to sell this property was approved by City Council Ordinance No. 477 on December 6, 1973. The purchaser is a homeowner, whose home is located at 2919 Gwynns Falls Parkway. The subject City-owned lot is to the rear of his home and adjacent to a lot that the purchaser presently owns.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement of Sale with Mr. Jose Jimenez, purchaser, for the sale of the property located at Block 3043, Lot 82A.

MINUTESSpace Utilization Committee - Transfer of Jurisdiction**ACTION REQUESTED OF B/E:**

The Board is requested to approve the Transfer of Jurisdiction for the property located at 1251 E. Fayette Street (Block 1339, Lot 14) from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

BACKGROUND/EXPLANATION:

The Department of Recreation and Parks is requesting the property be transferred to its jurisdiction. This transfer will provide space for the existing McKim Park to increase the amount of useable parkland.

The Space Utilization Committee approved this transfer of jurisdiction on April 7, 2015.

UPON MOTION duly made and seconded, the Board approved the Transfer of Jurisdiction for the property located at 1251 E. Fayette Street (Block 1339, Lot 14) from the inventory of the Department of Housing and Community Development to the inventory of the Department of Recreation and Parks.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Option</u>			
1. Sandra Jones	2734 Tivoly Ave.	G/R \$90.00	\$ 750.00

Funds are available in account 9910-904326-9588-900000-704040, Coldstream Homestead Montebello project.

DHCD - Rescission and Approval

2. Joyce R. Kulishek	939 N. Duncan St.	G/R \$36.00	\$ 300.00
----------------------	-------------------	----------------	-----------

On January 25, 2015, the Board approved the purchase, by condemnation, of the ground rent interest in 939 N. Duncan Street for the amount of \$240.00. Since the original Board approval, the owner has negotiated a sale price and would like to proceed with a voluntary settlement.

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

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

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnations</u> - cont'd			
3. Bradley D. Scott	4648 Park Heights Avenue	F/S	\$53,000.00
4. Reginald Milton White and Richard Gregory White, Jr., as Tenants in Common	4743 Park Heights Avenue	L/H	\$10,400.00
5. David O. Feldman and Marian Feldman, his wife	4753 Park Heights Avenue	G/R \$120.00	\$ 800.00
6. Abe Weiner and Betty Weiner	4839 Park Heights Avenue	G/R \$120.00	\$ 800.00
7. Wells Fargo Bank N.A.	4831 Park Heights Avenue	F/S	\$11,700.00
8. Fondjo Biondokin Improvement LLC	4737 Park Heights Avenue	L/H	\$10,200.00

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

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

MINUTES

Department of Housing and - Expenditure of Funds
Community Development

ACTION REQUESTED BY B/E:

The Board is requested to approve an expenditure of funds to pay the Housing Authority of Baltimore City (HABC).

AMOUNT OF MONEY AND SOURCE:

\$230,633.00 - 9910-909165-9588

BACKGROUND/EXPLANATION:

The funds will be used to pay 49% of the not-to-exceed fee for consulting services of the EJP Consulting Group LLC in relation to the Choice Neighborhoods Initiative in East Baltimore.

The Choice Neighborhoods Implementation Grant is a Housing and Urban Development (HUD) initiative that focuses on the comprehensive transformation of distressed housing. The core goals of the grant focus on neighborhoods, people, and housing. In terms of neighborhoods, the goal is to transform neighborhoods of poverty into viable mixed-income neighborhoods with access to well-functioning services, schools and education programs, public assets, public transportation and improved access to jobs. In terms of people, the goal is to support positive outcomes for families at the public housing site as well as in the neighborhood, particularly outcomes related to health, safety, employment, and education. In terms of housing, the goal is to transform distressed public and assisted housing into energy efficient, mixed-income housing that is physically and financially viable over the long term. This is a highly competitive grant with approximately 60 or 70 applicants each year for three grants. The grant can be up to \$30,000,000.00.

MINUTES

DHCD - cont'd

The HABC initiated a review of its entire family public housing portfolio in mid-2012 and determined that Perkins Homes was the most promising site under the grant application scoring criteria.

In early 2014 small group meetings were held with the residents of Perkins Homes and in late March 2014 the residents voted to join with the HABC in preparing a plan for an Implementation Grant Application.

The HABC has secured participation from a number of key partners: Johns Hopkins, Living Classrooms, the Open Society Institute, and the Baltimore Curriculum Project as well as key City agencies: Police, Health, Parks and Recreation, Transportation, Baltimore Development Corporation, and Planning. The Mayor's Offices of Criminal Justice, Neighborhoods, and Economic Development will also play key roles.

Because of the comprehensive nature of the housing and community redevelopment, it is necessary for the HABC and the City to work together on the project and grant application. It is Baltimore Housing's intention to jointly fund some of the project expenses, including the contract for the consultant, EJ Consulting Group, LLC. The HABC intends to fund 51% of the contract and the City will fund the remaining 49%. In accordance with the Memorandum of Understanding dated February 27, 2013 between the City of Baltimore and the HABC the consultant, EJP Consulting Group LLC was procured through HABC procurement because the City contribution is less than 50% of the not-to-exceed fee.

A developer, Perkins Opportunity Housing, LLC dba CRC Acquisitions LLC, has been procured. The HABC has procured a consultant to assist in three important areas for the planning necessary for this project: 1) resident and community engagement, 2) coordination of efforts over the three task forces - Housing, People and Neighborhood, and 3) preparation of the grant application. The consultant, EJP Consulting Group LLC, has consulted successfully with several cities that have been awarded Choice Neighborhoods Implementation grants.

MINUTES

DHCD - cont'd

They understand the details and nuances of the grant and have the expertise to engage the residents and community in a project that will involve significant change for this part of Baltimore. The project is complex and will require a multi-phase effort of at least ten years.

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$230,633.00	9910-902985-9587	9910-909165-9588
31 st Community	Housing Dev.	Perkins Homes -
Bonds	Reserve	Choice Neighborhood
		Grant

This transfer will provide appropriations for the necessary planning and preparation of a Choice Neighborhoods Implementation Grant application with an expected submission to HUD in early 2016. The preparation will involve the development of strategies and programs to address housing, education, workforce development, services, public safety, and neighborhood improvements for the three designated neighborhoods: Perkins Homes, Washington Hill, and Dunbar Broadway.

UPON MOTION duly made and seconded, the Board approved the expenditure of funds to pay the Housing Authority of Baltimore City. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter. The Mayor **ABSTAINED**.

MINUTES

Department of Housing and - Weatherization Assistance
Community Development (DHCD) Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Weatherization Assistance Grant Agreement with the Maryland Department of Housing and Community Development. The period of the Weatherization Assistance Grant Agreement is January 1, 2015 through December 31, 2015.

AMOUNT OF MONEY AND SOURCE:

\$5,086,370.00 - 5000-594415-5971-430500-603051

BACKGROUND/EXPLANATION:

The State of Maryland has designated Baltimore City as a principal partner in the EmPOWER Program governed by the Maryland Public Service Commission. The EmPOWER Program will continue its focus on electricity conservation and utility savings for low-income families at or below 200% of the Federal poverty guidelines. With new EmPOWER Program funding, Baltimore City will provide energy conservation service to over 1,000 households per year. City staff will conduct energy audits of homes to be served and contractors working for the City will provide the energy home improvements - insulation, air sealing, heating system maintenance, and appliance replacement. This work employs more than 100 people in City positions and through energy conservation contractors. The contractors comply with Employ Baltimore requirements. At this point in time, Baltimore City has weatherized 7,307 housing units.

Baltimore City through its HCD Division of Green, Healthy and Sustainable Homes is a national leader in the Green and Healthy Homes Initiative TM (GHHI), led by the Coalition to End Childhood

MINUTES

DHCD - cont'd

Lead Poisoning. A GHHI Compact was signed by the Mayor on May 20, 2011, pledging public and non-profit cooperation to make homes healthier and more energy efficient. The EmPOWER Program is consistent with that compact.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Weatherization Assistance Grant Agreement with the Maryland Department of Housing and Community Development.

MINUTES

Department of Housing and - Weatherization Assistance Grant
Community Development (DHCD) Agreement and First Amendment to
Weatherization Assistance Grant
Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Weatherization Assistance Grant Agreement with the Maryland Department of Housing and Community Development (MD-DHCD). The Board is also requested to approve and authorize execution of the First Amendment to the Weatherization Assistance Grant Agreement.

AMOUNT OF MONEY AND SOURCE:

\$589,671.00 - 5000-594114-5971-439500-603051

\$215,000.00 - 5000-585915-5971-439500-603051

\$ 60,000.00 - 5000-579315-5971-439500-603051

BACKGROUND/EXPLANATION:

The Weatherization Assistance Grant Agreement provides \$589,671.00 in federal Department of Energy funding to implement the Weatherization Assistance Program (WAP) from July 1, 2014 through December 31, 2015. The First Amendment to Weatherization Assistance Grant Agreement provides for the receipt of additional funding in the amounts of \$215,000.00 and \$60,000.00 for the Maryland Energy Assistance Program (MEAP) and the Strategic Energy Investment Fund (SEIF), respectively. The performance period for the expenditure of the MEAP funds is October 1, 2014 through September 30, 2015. The performance period for the expenditure of the SEIF funds is July 1, 2014 through June 30, 2015.

MINUTES

DHCD - cont'd

The federal DOE authorized the State of Maryland to operate a WAP for low income families in the State pursuant to the provisions of the Energy Conservation and Production Act, 42 U.S.C. Section 6851 et seq., as amended (the Act) and federal regulations set forth in 10 CFR Part 440, as amended (the federal Regulations).

In addition, the DOE is requiring the State of Maryland to include federal language in the sub-grantee agreements. The State has added the language and has amended the original agreement to reflect the DOE request.

Baltimore City through its DHCD Division of Green, Healthy and Sustainable Homes is a national leader in the Green and Healthy Homes Initiative™ (GHHI), led by the Coalition to End Childhood Lead Poisoning. A GHHI Compact was signed by the Mayor on May 20, 2011, pledging public and non-profit cooperation to make homes healthier and more energy efficient. The Weatherization Assistance Program is consistent with that compact.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Weatherization Assistance Grant Agreement with the Maryland Department of Housing and Community Development. The Board also approved and authorized execution of the First Amendment to the Weatherization Assistance Grant Agreement.

MINUTES

DHCD - cont'd

3. **LEARNING IS FOR TOMORROW, INC.** **\$ 63,370.00**

Account: 2089-208915-5930-435134-603051

The Subgrantee will conduct a literacy program. The literacy program will offer personalized, participatory, and comprehensive literacy and support services to low- and moderate-income illiterate adults. The program curriculum includes pre-GED/GED preparation, literacy, math, computer labs, life skills classes, and tutoring. The period of the agreement is July 1, 2014 through June 30, 2015.

MWBOO GRANTED A WAIVER.

4. **CASA DE MARYLAND, INC.** **\$140,000.00**

Account: 2089-208915-5930-426434-603051 \$ 54,927.00
 2089-208915-5930-426429-603051 \$ 13,718.00
 2089-208915-5930-426426-603051 \$ 71,355.00

The Subgrantee will provide a variety of public services to day laborers and low-wage workers, including permanent and temporary employment placement services, educational programs, information and referral services, and legal services, representation and workshops. Services will be provided through the Subgrantee's Baltimore Welcome Center located at 2224 E. Fayette St. in Baltimore City. The period of the Agreement is July 1, 2014 through June 30, 2015.

FOR FY 2015, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$50,499.11, AS FOLLOWS:

MBE: \$13,635.00

WBE: \$ 5,050.00

MINUTES

DHCD - cont'd

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 Opportunity for People with AIDS (HOPWA)

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2014 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, these agreements were delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing various agreements. The Mayor **ABSTAINED** on item no. 1.

MINUTES

Baltimore Development Corporation - Local Government Resolution

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Local Government Resolution in support of The Fund for Educational Excellence, Inc. and its application to the State of Maryland's Department of Housing and Community Development's Neighborhood BusinessWorks Program. A Local Government Resolution of support is required for organizations to participate in this program.

AMOUNT OF FUNDS AND SOURCE:

\$300,000.00 - State of Maryland - Department of Housing and Community Development Neighborhood BusinessWorks Program

No City funds are being requested at this time.

BACKGROUND/EXPLANATION:

The Fund for Educational Excellence, Inc. is a 501(c)(3) organization, whose mission is to secure all available resources that will ensure that every child who attends Baltimore City Public Schools is successful. The organization is based out of Baltimore and operates in partnership with the Baltimore City Public School System. For the renovation of the Baltimore City College library, The Fund for Educational Excellence, Inc. will act as the fiscal agent for the project.

The renovation of the library at Baltimore City College is a \$2,000,000.00 project. Through donations from parents and alumni, fundraisers by the students, and a commitment from the Baltimore City Public School System, the project has already raised over \$900,000.00. The project will renovate a 13,000 square foot, vacant, deteriorated space into a state-of-the-art flexible work space. The library will include wireless internet, new laptops, updated technology, books, and databases for research. Construction is scheduled to begin in the spring of 2015 and is expected to be completed by the beginning of the 2015-2016 school year.

MINUTES

BDC - cont'd

With the completion of this project, one additional full-time faculty member will be hired, with the potential to hire a Library Assistant part-time.

Baltimore City College is Baltimore's first public school and the nation's third oldest. It was established in 1839 and moved into its current facility in 1928. The school serves over 1,300 students and 100 faculty and staff daily. In order to maintain success, the school must update its facilities in order to offer its students the resources needed to compete in the world today.

MBE/WBE:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Local Government Resolution in support of The Fund for Educational Excellence, Inc. and its application to the State of Maryland's Department of Housing and Community Development's Neighborhood BusinessWorks Program.

MINUTES

Fire Department - Retroactive Payment

ACTION REQUESTED OF B/E:

The Board is requested to approve retroactive pay to Mr. Franklin C. Burgess for payroll periods ending December 30, 2014 through March 24, 2015.

AMOUNT OF MONEY AND SOURCE:

\$11,457.39 - 1001-000000-2130-228200-601061

BACKGROUND/EXPLANATION:

Mr. Burgess is due back pay per Local 734's Memorandum of Understanding, Article 12(G).

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the requested to approve retroactive pay to Mr. Franklin C. Burgess was

WITHDRAWN.

MINUTES

EXTRA WORK ORDER

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Order

listed on the following page:

1148

the EWO was reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES

EXTRA WORK ORDER

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

Department of Transportation

- | | | | | |
|----|--|------------|--|-----|
| 1. | EWO #002, (\$656,525.04) - TR 11302, Resurfacing Highways
at Various Locations Southwest Sector III | | | |
| | \$2,566,617.03 | \$5,760.00 | M. Luis Con-
struction Co.,
Inc. | - - |

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

MINUTES

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

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

1. **MARIAN HOUSE, INC.** **\$ 32,512.00**

Account: 4000-496215-3573-591419-603051

The organization will use the funds to offset the cost to operate the TAMAR project (Trauma, Addictions, Mental Health, and Recovery). The TAMAR project was designed to provide housing and supportive services primarily to female ex-offenders who are homeless, traumatized by physical or sexual abuse, and gave birth while incarcerated. The Marian House TAMAR project currently serves female ex-offenders who have serious mental illness, a co-occurring substance use disorder, and histories of trauma. Support services will be provided to 11 households. The period of the agreement is June 1, 2015 through May 31, 2016.

2. **BON SECOURS OF MARYLAND FOUNDATION, INC.** **\$125,000.00**

Account: 5000-523115-3571-333709-603051

The organization will use the funds to assist family units at risk of being evicted from their permanent housing with services including but not limited to, case management, counseling, training, mediation between landlord and tenant, and cash assistance. The period of the agreement is July 1, 2014 through June 30, 2015.

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

MWBOO GRANTED A WAIVER.

MINUTES

MOHS - cont'd

3. **HEALTH CARE FOR THE HOMELESS, INC.** **\$201,211.00**

Account: 1001-000000-3573-327200-603051

The organization will use funds to manage and provide case management services to formally homeless individuals housed in the housing first model to ensure stability. The case managers will develop individualized service plans, facilitate access to public benefits, effectively link clients with health-related services, and educational/employment opportunities. A portion of the funding is set aside for assisting homeless clients' transition to permanent housing. The period of the Agreement is July 1, 2014 through June 30, 2015.

The agreement is late due to a delay in obtaining signatures from Health Care for the Homeless, Inc.

MWBOO GRANTED A WAIVER.

4. **MANNA HOUSE, INC.** **\$ 25,000.00**

Account: 4000-480015-3592-333680-603051

The organization will use funds to offset the cost of employing a case manager for the Manna House Drop-In Center. The Drop-In Center services approximately 50 people every day. Drop-In Center services provided Monday through Friday include, but are not limited to food referrals, bus tokens, counseling, testing, and referral. Other services include Oral Quick instant testing, referral to primary health care, mailing services, telephone and fax services, showers and hygiene items, clothing, housing counseling, help obtaining birth certificates, and referral to mental health care.

MINUTES

MOHS - cont'd

The Case Manager coordinates care planning for clients through assessment, planning, linking, and monitoring. The Case Manager documents all service contacts, monitors client progress, and continually reassesses the client's needs.

The period of the agreement is January 1, 2015 through June 30, 2015.

The agreement is late because of a delay in obtaining signatures.

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

Department of Public Works/Office of - Expenditure of Funds
Engineering and Construction (DPW)

ACTION REQUESTED OF B/E:

The Board is requested to approve an expenditure of funds to pay The Bank of New York Mellon.

AMOUNT OF MONEY AND SOURCE:

\$6,000.00 - 1001-000000-5161-389800-603026

BACKGROUND/EXPLANATION:

The Bank of New York Mellon is the Escrow Agent for the 68th Street Sites Coalition. This expenditure of funds is for services rendered by The Bank of New York Mellon related to the allocation of costs of remediation and reuse of the 68th Street Alternative Superfund Site.

On March 31, 2004, the Board approved the City's participation in a group of potentially responsible parties (the Coalition) to effectuate clean-up of the Superfund Site (site) that the United States Environmental Protection Agency designated as the 68th Street Dump. The Site is located in Baltimore City and Baltimore County, Maryland.

Approval of participation in the Coalition was accompanied by an initial payment of \$15,000.00. A second payment in the amount of \$115,000.00 was made in 2008. Another payment is now due, in the amount of \$6,000.00, made payable to The Bank of New York Mellon, as Escrow Agent for the 68th Street Sites Coalition. The Law Department, with assistance from the DPW, is representing the City as a Coalition member and actively participates in the 68th Street Dump site remediation project.

The Coalition, under the guidance of an Allocator, has negotiated a final division of liability and approximate cost percentages have been allocated to the individual Coalition members.

MINUTES

DPW - cont'd

All costs paid to date by the City, including this \$6,000.00 payment, were agreed upon by the Coalition members to cover the costs of consultants to determine remedial costs and the allocation of such costs among Coalition members. All such payments will be credited against Coalition members' final allocation.

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 The Bank of New York Mellon.

MINUTES

Department of Public Works/Office - Task Assignment
of Engineering & Construction

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 011, to Rummel, Klepper & Kahl, LLP under Project No. 1402, SC 897R, On-Call Project and Construction Management Assistance Services Claims Inspection Services. The duration of this Task Assignment is approximately seven months.

AMOUNT OF MONEY AND SOURCE:

\$212,001.83 - 9956-907643-9551-900020-705032

BACKGROUND/EXPLANATION:

The Office of Engineering & Construction is in need of continued assistance from Rummel, Klepper & Kahl, LLP to provide on-site inspection services on SC 897R, Improvements to Sanitary Sewers in Greenmount, Hampden and Bolton Hill areas for the Bureau of Water and Wastewater, Department of Public Works.

APPROVED BY MWBOO

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. 011, to Rummel, Klepper & Kahl, LLP under Project No. 1402, SC 897R, On-Call Project and Construction Management Assistance Services Claims Inspection Services.

MINUTES

Bureau of Water and Wastewater - Single Bond for Drain
Layers #1032096

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of the Single Bond for Drain Layers #1032096 for the firm, Carter Paving & Excavating, Inc., d/b/a Carter Site Services. The period of the bond will continue until either the firm or the surety gives notice of its termination.

AMOUNT OF MONEY AND SOURCE:

\$10,000.00 Bond

BACKGROUND/EXPLANATION:

The firm Carter Paving & Excavating, Inc., d/b/a Carter Site Services periodically obtains permits from the City to excavate in streets, alleys, lanes, footways, thoroughfares, highways, and City of Baltimore right-of-ways for which they are obligated to provide bonds. The firm desires to provide one bond to cover all permits that may be issued instead of being obligated to give a separate bond for each case.

UPON MOTION duly made and seconded, the Board approved acceptance of the Single Bond for Drain Layers #1032096 for the firm, Carter Paving & Excavating, Inc., d/b/a Carter Site Services.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release among Ms. Josephine Utley, Plaintiff, the Mayor and City Council of Baltimore City, and Mr. Henry Jose Prioleau.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 2036-000000-1752-175200-603070

BACKGROUND/EXPLANATION:

On June 4, 2012, Mr. Henry Jose Prioleau, a City employee assigned to the Bureau of Solid Waste, was backing up the bulk trash truck he was operating to return to a missed stop. As the truck backed up, it struck a sedan driven by Ms. Josephine Utley, crushing the hood area and breaking the windshield. Ms. Utley was injured as a result of the accident, sustaining injuries. Ms. Utley underwent several months of treatment, including physical therapy, and will require future corrective surgery and aftercare.

As a result of the incident, Plaintiff initially sought \$170,000.00 in damages. In light of the legal issues, the injuries suffered by the Plaintiff, and to avoid the risks accompanying a trial, the City proposes to settle this matter for a total sum of \$50,000.00 in return for a complete dismissal of the litigation against the City and its employee, by the Plaintiff. Based on a review by the Settlement Committee of the Law Department of the legal and factual issues specific to this particular claim, a recommendation to the Board of Estimates is made to approve the settlement of this claim.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release among Ms. Josephine Utley, Plaintiff, the Mayor and City Council of Baltimore City, and Mr. Henry Jose Prioleau.

MINUTES

Department of Law - Settlement Agreement and Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Release among Ms. Alice Monroe, individually and as personal representative of the Estate of Mr. Michael Omar Wudtee, Curtis Wudtee, Michael Wudtee, Jr., Unique Wudtee, and Tiara Monroe, and the Mayor and City Council, and Officer Paul Heffernan.

AMOUNT OF MONEY AND SOURCE:

\$175,000.00 - 1001-000000-2041-716700-603070

BACKGROUND/EXPLANATION:

This is the settlement of the action brought by Ms. Alice Monroe, individually and as personal representative of Mr. Michael Omar Wudtee, against Officer Paul Heffernan for alleged assault, battery, gross negligence false arrest, alleged violation of Articles 24 and 26 of the Maryland Declaration of Rights, False light/invasion of privacy, negligence, and intentional infliction of emotional distress. The Plaintiff also asserted a wrongful death claim and a survivor action.

On July 1, 2012, at approximately 10:00 p.m., Officer Heffernan and his partner were at a gas station at Liberty and Gwynn Oak Roads in Baltimore City, when they heard a woman by the gas pumps screaming. Officer Heffernan observed a man later known to be Mr. Wudtee punching the woman, who was in the driver's seat of her vehicle. Mr. Wudtee was punching her through the window. Officer Heffernan drove his vehicle to an area near the pumps and exited his car to get Mr. Wudtee's attention. When Mr. Wudtee noticed Officer Heffernan, he ran.

Officer Heffernan gave chase and eventually caught Mr. Wudtee and took him off balance, causing him to fall. Officer Heffernan tried to get control of Mr. Wudtee's arms, but could not do so because Mr. Wudtee was resisting arrest. During the struggle, Mr. Wudtee was able to grab Officer Heffernan's groin through his trousers and squeeze his testicles in a crushing manner, causing Officer Heffernan to collapse in excruciating pain.

MINUTES

Dept. of Law - cont'd

The pain was so severe that Officer Heffernan was physically incapacitated. Additionally, while Officer Heffernan was on the ground, disabled and disoriented, his service weapon was exposed. Officer Heffernan, however, was able to push Mr. Wudtee away from him and create sufficient distance between their bodies for him to unholster his weapon and fire one shot, allowing him to get free from Mr. Wudtee. An eyewitness provided an account that differed in some material respects.

Officer Heffernan was transported to shock trauma for evaluation and treatment of the injury to his testicles. Mr. Wudtee died as a result of the shooting.

As a result of the incident, the Plaintiff filed suit seeking in excess of \$10,000,000.00 in damages for each of the eleven counts asserted against Officer Heffernan. Because of conflicting factual issues, the fatal injury sustained by Mr. Wudtee, and the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum of \$175,000.00 in return for a dismissal of the litigation.

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Release among Ms. Alice Monroe, individually and as personal representative of the Estate of Mr. Michael Omar Wudtee, Curtis Wudtee, Michael Wudtee, Jr., Unique Wudtee, and Tiara Monroe, and the Mayor and City Council, and Officer Paul Heffernan.

MINUTES

Department of Law - Settlement Agreement and
Mutual General Release

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Settlement Agreement and Mutual Release between the City and Unisys Corporation (Unisys).

AMOUNT OF MONEY AND SOURCE:

\$4,800,000.00 to be paid by Unisys to the City.

BACKGROUND/EXPLANATION:

The Law Department requests authority to settle an action brought by the City against Unisys Corporation for breach of contract, now pending in the U.S. District Court for Maryland.

On May 22, 2002, the City and Unisys entered into Baltimore City Contract #06000, entitled "Systems Integration Agreement for an Integrated Property Tax System for the City of Baltimore" (the "Contract"), for Unisys to provide the City with a fully functioning and integrated property tax system which would modernize the City's legacy tax system. Shortly after the project began, however, the City and Unisys observed and documented numerous critical errors within the Tax Software. Continued testing of the Tax Software during the course of the project revealed that Unisys was only able to fix a few of the documented issues in each successive software drop, leaving many uncorrected errors. In December 2010, the City and Unisys conducted testing on the Tax Software, which resulted in approximately 217 Priority 'A' issues. Due to Unisys's continued failure to provide the City with the tax system envisioned by the Contract several years ago, the City terminated the Contract on December 7, 2011.

MINUTES

Department of Law - cont'd

As a result of the continued dispute, the City filed a lawsuit against Unisys on January 18, 2012, in the Circuit Court for Baltimore City which was removed to and is currently pending in the United States District Court for the District of Maryland.

In response, Unisys filed a countersuit alleging lost profits and that the City improperly terminated the Contract because contractual Acceptance Testing was the only contractual vehicle to determine if the system worked. Notwithstanding their differences and competing legal positions, and given the great expense of further protracted litigation and the uncertainties and unpredictability of jury verdicts, the parties propose to settle the matter for a total sum payment of \$4,800,000.00 by Unisys to the City in return for dismissal of the litigation against both parties.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Settlement Agreement and Mutual Release between the City and Unisys Corporation.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

3. OPTIMUM CONTROLS CORPORATION	\$ 50,000.00	Sole Source
Contract No. 08000 - Process Control Support-Waste Equipment - Department of Public Works - Req. No. R689502		

This award is for necessary services to support the proper operation of the Waste Water pumping stations. The period of the award is April 15, 2015 through April 14, 2016 with no renewal options. 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.

4. <u>FIRST CALL</u>		
EQ NORTHEAST, INC.	\$ 600,000.00	
<u>SECOND CALL</u>		
TOTAL ENVIRONMENTAL CONCEPTS, INC.	400,000.00	
	<u>\$1,000,000.00</u>	Renewal
Contract No. B50002228 - Environmental Remediation Service - Housing & Community Development, Department of General Services and others - P.O. Nos. P520056 and P520055		

On March 21, 2012, the Board approved the initial award in the amount of \$800,000.00. The award contained two 1-year renewal options. On July 31, 2013, the Board approved an increase in the amount of \$1,000,000.00. This renewal in the amount of \$1,000,000.00 will make the award amount \$2,800,000.00 and is for the period April 8, 2015 through April 7, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

MWBOO SET GOALS OF 5% MBE AND 2% WBE.

EQ NORTHEAST, INC.

Dollar amount performed to date: \$1,227,834.93.

	<u>Commitment</u>	<u>Performed</u>	
MBE: K&K Environmental Services	5%	\$49,741.72	4.1%
Page Consultants	0%	\$ 1,780.00	0.1%
WBE: A2Z Environmental, LLC	2%	\$22,049.40	1.8%

MWBOO FOUND VENDOR IN COMPLIANCE.

TOTAL ENVIRONMENTAL CONCEPTS, INC.

Dollar amount performed to date: \$140,760.00.

MBE: First Potomac Environmental Group	5%	\$93,011.00	66.1%
WBE: Cleo Enterprises	2%	\$ 0.00	0%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

This renewal in the amount of \$415,000.00 is for the period May 1, 2015 through April 30, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

7.	AMERICAN HERITAGE EXCAVATING LLC	\$ 250,000.00	
	MANUEL LANDSCAPING, INC.	175,000.00	
		<u>\$ 425,000.00</u>	Renewal

Contract No. B50003260 - Snow Removal Services V - Department of Transportation - P.O. Nos. P525899 and P525900

On December 18, 2013, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This renewal in the amount of \$425,000.00 is for the period May 1, 2015 through April 30, 2016, with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

8.	A2Z ENVIRONMENTAL GROUP, LLC	\$ 125,000.00	
	CARROLL CONCRETE CONSTRUCTION CO.	50,000.00	
		<u>\$ 175,000.00</u>	Renewal

Contract No. B50002218 - Snow Contractors II - Department of Transportation - P.O. Nos. P519823 and P519825

On February 15, 2012, the Board approved the initial award in the amount of \$100,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

This renewal in the amount of \$175,000.00 is for the period May 1, 2015 through April 30, 2016 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

9. SARAH E. COLEMAN d/b/a
FOUR SEASONS NURSERY &
LANDSCAPE SERVICES \$ 150,000.00 Increase
Contract No. B50003756 - Snow Removal Services VI Depart-
ment of Transportation - Req. No. R674942

On December 17, 2014, the Board approved the initial award in the amount of \$300,000.00.

This increase in the amount of \$150,000.00 will provide sufficient funding to pay the outstanding invoices for the 2014/2015 snow season and will make the award amount \$450,000.00. The contract expires April 30, 2016 with one 1-year renewal option remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

10. ASSOCIATED BUILDING
MAINTENANCE CO., INC. \$ 300,000.00 Increase
Contract No. B50001546 - Provide Janitorial Services for
the Department of General Services Area A - Department of
General Services - P.O. No. P515606

On November 24, 2010, the Board approved the initial award in the amount of \$461,556.00. The award contained two 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

Subsequent actions have been approved. This increase in the amount of \$300,000.00 is necessary to continue to provide services through the end of the contract term that expires December 2, 2015, with no renewal options remaining. This increase in the amount of \$300,000.00 will make the award amount \$2,617,617.00. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 17% MBE AND 9% WBE.

Dollar amount performed to date: \$633,596.43

	<u>Commitment</u>	<u>Performed</u>	
MBE: CJ Maintenance, Inc.	17%	\$127,714.14	20.2%
WBE: My Cleaning Service, Inc.	9%	\$ 52,329.75	8.3%

MWBOO FOUND VENDOR IN COMPLIANCE.

11. ASSOCIATED BUILDING
MAINTENANCE CO., INC. \$300,000.00 Increase
 Contract No. B50001548 - Provide Janitorial Services for
 the Department of General Services Area C - Department of
 General Services - P.O. No. P515613

On November 24, 2010, the Board approved the initial award in the amount of \$408,924.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This increase in the amount of \$300,000.00 is necessary to continue to provide services through the end of the contract term that expires December 2, 2015 with no renewals remaining. This increase in the amount of

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|----------------------------------|
| 13. ROCHESTER SOFTWARE
ASSOCIATES, INC. | \$ 7,100.00 | Second Amendment
to Agreement |
| Contract No. 08000 - RSA Maintenance Agreement - Department
of Finance-Treasury Management - P.O. No. P525354 - Req.
No. R692583 | | |

The Board is requested to approve and authorize execution of the Second Amendment to Agreement with Rochester Software Associates, Inc. The contract expires on June 30, 2017.

On October 9, 2013, the Board approved the initial award in the amount of \$164,323.00. On October 8, 2014, the Board approved the First Amendment to Agreement in the amount of \$27,310.00. This Second Amendment to Agreement is necessary for the required expansion of software and hardware support for an additional printer.

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

- | | | |
|--|--------------|-----------|
| 14. LORENZ LAWN & LANDSCAPE
INC. d/b/a LORENZ, INC. | \$800,000.00 | Extension |
| Contract No. B50001231 - Mowing Services for Recreation and
Parks - Department of Recreation and Parks - P.O. No.
512903 | | |

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

On April 14, 2010, the Board approved the initial award in the amount of \$578,960.00. The award contained four 1-year renewal options. All renewals have been exercised. The fourth and final renewal was approved on April 2, 2014. The replacement solicitation for these services was delayed. Due to the vendor's commitment for labor and equipment, it is not feasible to exercise a shorter term for this extension. The period of the extension is April 14, 2015 through November 20, 2015. The above amount is the City's estimated requirement.

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

MWBOO FOUND VENDOR IN COMPLIANCE ON MAY 23, 2014.

The extension is recommended subject to this historically compliant vendor being given 60 days from date of the extension to complete an updated compliance review.

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, and the increases to contracts and extensions. The Board also approved and authorized execution of the Second Amendment to Agreement (item no. 13) with Rochester Software Associates, Inc.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Mayor's Office of Information Technology</u>			
1. Jerome Mullen Varghese Paranilam	Information Week Conference Las Vegas, NV Apr. 26 - 29, 2015	General Funds	\$1,657.43

The subsistence rate for this location is \$167.00 per night. Mr. Mullen will be staying at the conference site. The hotel cost for the first night is \$110.00 plus hotel room tax of \$13.20, the second night will be \$150.00 plus hotel room tax of \$18.00, and the third night hotel cost is \$196.00 plus hotel room tax of \$23.52 plus resort fees of \$20.00 per night. The Department is requesting additional subsistence of \$29.00 to cover the hotel balance of the third night, meals, and incidentals of \$23.00 for the second day and \$40.00 for the third day. Mr. Paranilam's hotel fee was paid using his Rewards Points, so no fee is charged. The Department is requesting \$40.00 per day for meals and incidentals for Mr. Paranilam.

Messrs. Mullen and Paranilam airfares were prepaid using a City-issued credit card assigned to Mr. Mullen. The airfare for Mr. Mullen was \$214.51 and the airfare for Mr. Paranilam was \$495.20. Messrs. Muller and Paranilam each received complimentary passes in the amount of \$1,799.00 for the conference registration. The amount to be disbursed to Mr. Mullen is \$767.72. The amount to be disbursed to Mr. Paranilam is \$180.00.

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

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

* * * * *

On the recommendations of the City agencies

hereinafter named, the Board,

UPON MOTION duly made and seconded,

awarded the formally advertised contract

listed on the following page:

1173

to the low bidders meeting the specifications,

and rejected bids on those as indicated

for the reasons stated.

MINUTES**RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS**Bureau of Purchases

1. B50003973, Hydraulic Hoses and Fittings Tipco Technologies, Inc. \$1,000,000.00

MWBOO GRANTED A WAIVER.

(Dept. of General
Services - Fleet)

Department of Public Works/Office of Engineering & Construction

2. W.C. 1228, Ashburton Washwater Lake Dam Stream Stabilization **REJECTION** - On Wednesday February 25, 2015, the Board opened four bids for the subject project. The low bidder, HGS, LLC d/b/a Angler Environmental was rejected by the Law Department. The design consultant, Johnson, Mirmiran & Thompson, Inc. analyzed the bids and recommended that since the next responsive bidder is 57% higher than the engineer's estimate of \$489,925.35, they cannot justify the bid price discrepancy. Therefore, the Board is requested to reject all bids.

MINUTES

Department of General Services - Developer's Agreement No. 1374

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Developer's Agreement No. 1374 with Bon Secours Gibbons Apartments Limited Partnership.

AMOUNT OF MONEY AND SOURCE:

\$62,620.00

BACKGROUND/EXPLANATION:

The developer will install new water service to their proposed building located in the vicinity of 900 Desoto Rd. This Developer's Agreement will allow the organization to do their own installation in accordance with Baltimore City Standards.

A Letter of Credit in the amount of \$62,620.00 has been issued to Bon Secours Gibbons Apartments Limited Partnership which assumes 100% of the financial responsibility.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of Developer's Agreement No. 1374 with Bon Secours Gibbons Apartments Limited Partnership.

MINUTESDepartment of General Services - Minor Privilege Permit Application

The Board is requested to approve the following application for a Minor Privilege Permit. The application is 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. 2641 Hudson Street	IDGAF, Inc.	Outdoor seating 20' x 4' on Hudson Street, 20' x 4' on Lakewood Avenue

Annual Charge: \$675.00

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

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

MINUTES

Department of General Services (DGS) - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Consultant Agreement with GIPE Associates, Inc. for Project No. 1220, On-Call Mechanical/Electrical Engineering Services. The period of the On-Call Agreement is effective upon Board approval for two years, with two additional 1-year terms.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require architectural design services to modify, upgrade, or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which in either case, should not be postponed until the customary architectural design selection process can be executed. Under these contracts, calls for these services will be made as needs are identified.

The cost of services rendered will be negotiated on a not-to-exceed price for each task assigned. The fees will be based on actual payroll rates, not including overhead and burden, times a set multiplier. The payroll rate and the multiplier have been reviewed by the Department of Audits.

The period of the contract is for two years. However, projects that are started within the initial two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract will not exceed \$1,000,000.00 for the two-year period.

The Consultant has been approved by the Architect and Engineering Awards Commission (AEAC) procedures, under AEAC Project No. 1220.

MINUTES

DGS - cont'd

MBE/WBE PARTICIPATION:

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

MBE: SP Arch, Inc. 27%

WBE: Carroll Engineering, Inc. 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Consultant Agreement with GIPE Associates, Inc. for Project No. 1220, On-Call Mechanical/Electrical Engineering Services. The President voted **NO.**

MINUTES

Department of General Services (DGS) - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Consultant Agreement with EBA Engineering, Inc. for Project No. 1219, On-Call Civil/Structural Engineering Services. The period of the On-Call Consultant Agreement is effective upon Board approval for two years, with two additional 1-year terms.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset limit

BACKGROUND/EXPLANATION:

Various City agencies, on a continuing basis, require architectural design services to modify, upgrade, or repair their facilities. Typically, the work involved is limited in scope or of an urgent nature, which in either case, should not be postponed until the customary civil/structural engineering selection process can be executed. Under these contracts, the calls these services will be made as needs are identified.

The cost of services rendered will be negotiated on a not-to-exceed price for each task assigned. The fees will be based on actual payroll rates, not including overhead and burden, times a set multiplier. The payroll rate and the multiplier have been reviewed by the Department of Audits.

The period of the contract is for two years. However, projects that are started within the initial two-year period may continue beyond the two-year time frame until completion. The total fee for this consultant's contract will not exceed \$1,000,000.00 for the two-year period.

The Consultant has been approved by the Architectural and Engineering Awards Commission (AEAC) procedures, under AEAC Project No. 1219.

MINUTES

DGS - cont'd

MBE/WBE PARTICIPATION:

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

MBE: AS Architects, Inc.	19%
Min Engineering, Inc.	<u>8%</u>
	27%

WBE: Phoenix Engineering, Inc. 10%

MWBOO FOUND VENDOR IN COMPLIANCE.

AUDITS NOTED THIS ON-CALL AGREEMENT AND WILL REVIEW TASK ASSIGNMENTS.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the On-Call Consultant Agreement with EBA Engineering, Inc. for Project No. 1219, On-Call Civil/Structural Engineering Services. The President voted **NO**.

MINUTES

Department of General Services - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment No. 1 to Agreement under the Baltimore Regional Cooperative Purchasing Committee (BRCPC) Consulting Services Agreement with EnerNOC, Inc.

AMOUNT OF MONEY AND SOURCE:

\$105,544.00 - 2051-000000-1981-194600-603018

BACKGROUND/EXPLANATION:

The Contractor will provide additional energy consulting services to the City of Baltimore at energy intense facilities for energy efficiency recommendations for cost reductions. The contractor's original agreement has a term through December 21, 2015, with the possibility of six 1-year extensions, for energy consulting services and both parties wish to expand the scope of the Agreement to include additional consulting services in relation to retro commissioning and energy intelligence software and analytics.

The Contractor provides energy consulting services in relation to energy procurement and energy spend reduction strategies for the BRCPC. Baltimore County Purchasing Division was the lead jurisdiction for the procurement for BRCPC participating jurisdictions. The original agreement allows for the addition of related services by individual BRCPC members.

The scope of services for energy intelligence software will provide three years of energy analytics services as a pilot of the metrics and soft auditing programs for the Oliver Multipurpose Center, one of the City's most energy intense facilities. The term for this scope of work began on March 30, 2015 for 36 months at a one-time fee of \$18,000.00.

MINUTES

DGS - cont'd

The scope of services for retro commissioning will provide a report of recommendations for an in-depth tune up of the heating, ventilation and air condition systems at three facilities for a fee of \$87,544.00. The term of the agreement began on February 26, 2015, in order to collect winter heating data necessary for the analysis and will terminate on August 31, 2015. A later start date would have caused the term to extend beyond a one-year time frame to collect the necessary heating metrics.

These projects are supported by BGE incentives, a Maryland Energy Administration grant, and Baltimore City Department of Finance Innovation funding.

APPROVED FOR FUNDS BY FINANCE.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Agreement under the Baltimore Regional Cooperative Purchasing Committee Consulting Services Agreement with EnerNOC, Inc.

MINUTES

Department of General Services - Ratification of Renewal

ACTION REQUESTED OF B/E:

The Board is requested to ratify the renewal of the agreement with Mercury Associates, Inc. The period of the renewal term is February 08, 2015 through February 07, 2016 with no renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On February 08, 2012, the Board approved the initial two-year Agreement with Mercury Associates, Inc. in the amount of \$734,458.00, under Contract No. GSF 11847, Fleet Technical Financial Services, with two 1-year renewal options remaining. On April 9, 2014, the Board approved the first renewal option for the period of February 8, 2014 through February 7, 2015, in the amount of \$515,429.89. This final no-cost renewal option is for the period February 08, 2015 through February 07, 2016.

This final renewal is late because of administrative error, but all parties intended on renewing and continuing the professional services contract for at least one renewal option.

The Department of General Services, Fleet Management is currently in the midst of a number of projects with Mercury Associates, Inc. including continuation of work indicated in the original Scope of Work, including the Charge-Back Rate Development, and Facility Maintenance consolidation.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board ratified the Renewal of the Agreement with Mercury Associates, Inc.

MINUTES

Department of Transportation - Amendment No. 1 to Supplemental Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 1 to Supplemental Agreement with Jacobs Engineering Group, Inc. for Project No. 743 Reconstruction of Annapolis Road Waterview Avenue-Interchange at MD 295 Russell Street. This Amendment No. 1 will extend the period of the Agreement for four years through April 20, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 21, 2010, the Board approved a Supplemental Agreement to revise the scope of work to include redesign of the southbound on and off ramps. This includes a new configuration that eliminated the weave, duplicates, and alignment of the existing off ramps from MD 295 to Annapolis ramp. The redesign involved lengthening the Waterview Avenue Bridge to allow for a continued auxiliary lane connecting the southbound on ramp. The redesign also moved the new abutment and retaining wall further west in order to obtain the additional width needed for the new auxiliary lane on southbound MD 295. This five-year supplemental agreement was valued at \$698,229.63.

On October 6, 2010, the Board approved a Consent of Assignment to change the name from Jacobs Civil, Inc. to Jacobs Engineering Group, Inc. On July 11, 2012, the City approved EWO No. 1 in the amount of \$115,440.09 to provide for additional tasks, which included, meeting/coordination and design reviews/modification to combine Waterview Avenue/Annapolis Road interchange with Annapolis Road over MD 295, and provide scheduling and conducting preliminary engineering field visits. On July 16, 2014, the City approved EWO No. 2 in the amount of \$49,106.77 to provide for 10 revisions of the signal head plans change from State Highway Administration sequential numbering system to the

MINUTES

DOT - cont'd

Baltimore City DOT numbering system. On December 24, 2014, the City approved EWO No. 3 in the amount of \$56,242.50 to provide for designing the Verizon conduit duct and hangers for placement underneath the north side of the bridge, provide post award services, and to complete ongoing work.

Under this Amendment No. 1 to Supplemental Agreement the term will be extended for post award services and to complete ongoing work. The total amount of the contract will not exceed \$919,018.99 without formally amending the agreement and increasing the scope of work.

DBE PARTICIPATION:

The Consultant will continue to comply with Title 49 Code of Federal Regulations parts 26 and the DBE goal established in the original Agreement.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 1 to Supplemental Agreement with Jacobs Engineering Group, Inc. for Project No. 743 Reconstruction of Annapolis Road Waterview Avenue-Interchange at MD 295 Russell Street.

MINUTES

Department of Transportation - Amendment No. 4 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of Amendment No. 4 to Agreement with Whitman, Requardt & Associates, LLP for Project No. 887 Replacement of the Harford Road Bridge over Herring Run. This Amendment No. 4 will extend the period of the Agreement for four years through April 3, 2019.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On April 2, 2003, the Board approved Project No. 887 Replacement of the Harford Road Bridge over Herring Run with Whitman, Requardt & Associates, LLP in the amount of \$1,138,305.37 with a two-year term, to perform design services of a replacement bridge at this location.

On April 20, 2005, the Board approved Amendment No. 1 for a time extension for two additional years until April 3, 2007, in order to complete additional engineering services. On November 23, 2005, the Board approved EWO No. 1 in the amount of \$40,675.00 for soil boring and rock cores that were required as part of the foundation. On April 4, 2007, the Board approved Amendment No. 2 for a time extension for three additional years until April 3, 2010, in order to evaluate additional design efforts necessary to revise and update documents.

On July 14, 2010, the City approved EWO No. 2 in the amount of \$1,003,970.90 for final design of the Harford Road Bridge. On April 14, 2010, the Board approved Amendment No. 3 for a time extension for five additional years until April 3, 2015, in order to complete design services and provide post award services.

MINUTES

DGS - cont'd

DBE PARTICIPATION:

Under Amendment No. 4 to Agreement, the total amount of the contract will not exceed \$2,182,951.27 without formally amending the agreement and increasing the scope of services. The Department is requesting an additional four-year time extension to continue design services and provide post award services.

The Consultant will continue to comply with Title 49 Code of Federal Regulations, Part 26 and the DBE goal established in the original Agreement.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of Amendment No. 4 to Agreement with Whitman, Requardt & Associates, LLP for Project No. 887 Replacement of the Harford Road Bridge over Herring Run.

MINUTESDepartment of Human Resources - Personnel Matters

The Board is requested to approve the Personnel matter listed below:

Department of Human Resources1. Reclassify Position No. 1601-10003:

From: Operations Officer V
Job Code: 00089
Grade: 936 (\$74,600.00 - \$119,300.00)

To: Operations Director II
Job Code: 00094
Grade: 969 (\$104,600.00 - \$172,600.00)

Costs: \$18,070.00 - 1001-000000-1601-172500-601001

THE PERSONNEL MATTER HAS BEEN APPROVED BY THE EXPENDITURE CONTROL COMMITTEE.

UPON MOTION duly made and seconded, the Board approved the above listed personnel matter.

MINUTES

Department of Transportation - Grant Agreements

The Board is requested to approve and authorize execution of the various agreements. The period of the agreements will commence upon Board approval and will terminate when all payments of the Grant have been made or on September 3, 2016, whichever is sooner.

1. **MARYLAND DEPARTMENT OF TRANSPORTATION** **\$84,000.00**

Accounts: 9950-903182-9527-000000-490358

The Maryland Bikeways Program was established and approved by the General Assembly to provide State transportation funding to support and expedite projects that improve bicycle transportation in the State. The Maryland Department of Transportation has granted \$84,000.00 to the Department of Transportation to install bicycle pavement markings, signs, and bicycle lanes along low volume, low-speed residential streets including Hollins Street, Lexington Street, Stricker Street, and Carrollton Avenue. The project will create comfortable bicycling routes connecting West Baltimore to Downtown Baltimore.

2. **MARYLAND DEPARTMENT OF TRANSPORTATION** **\$90,000.00**

Accounts: 9950-904181-9527-000000-490358

The Maryland Bikeways Program was established and approved by the General Assembly to provide State transportation funding to support and expedite projects that improve bicycle transportation in the State. The Maryland Department of Transportation has granted the Department of Transportation \$90,000.00 to install bicycle-friendly storm drain grates to enhance safety and support use of the bicycle infrastructure in Baltimore, Maryland. The project will enhance bicycle safety along existing and planned bicycle routes to be constructed by 2016.

MINUTES

DOT - cont'd

APPROVED FOR FUNDS BY FINANCE

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

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

MINUTES

Health Department - Ratification of Services
and Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify services and approve an expenditure of funds to pay Saber Corporation for services rendered. The period of the services is June 1, 2014 through May 31, 2015.

AMOUNT OF MONEY AND SOURCE:

\$18,720.00 - 1001-000000-3252-273400-605008

BACKGROUND/EXPLANATION:

The Division of Aging and CARE Services is mandated by the Maryland Department of Aging to use the Agency Information Manager (AIM) system for Federal National Aging Program Information Systems reporting. The Saber Corporation monitors the AIM Web Based Client Services Database. The Department is requesting the ratification of the services and authorization to pay for the services.

This request is late because of an oversight. The Department did not route the renewal maintenance agreement in time to process a Purchase Order through the CitiBuy System.

The Department apologizes for the lateness.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board ratified services and approved the expenditure of funds to pay Saber Corporation for services rendered.

MINUTES

Health Department - Amendment to Operating Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Operating Agreement with Baltimore Animal Rescue and Care Shelter, Inc. (BARCS).

AMOUNT OF MONEY AND SOURCE:

\$57,000.00 - 1001-000000-2401-271300-603051

BACKGROUND/EXPLANATION:

On July 16, 2014, the Board approved the initial Operating Agreement with BARCS in the amount of \$1,182,265.00 for the period July 1, 2014 through June 30, 2015.

Under the terms of this Amendment to Operating Agreement, BARCS will receive additional funding, in the amount of \$57,000.00, to support a full-time veterinarian at the animal shelter. This amendment will make the total amount of the agreement \$1,239,265.00.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Operating Agreement with Baltimore Animal Rescue and Care Shelter, Inc.

MINUTES

Health Department - Employee Expense Statement

ACTION REQUESTED OF B/E:

The Board is requested to approve the expense statement for Mr. Kenneth Hamlin for the month of December 2014.

AMOUNT OF MONEY AND SOURCE:

\$84.56 - 5000-533115-3044-273300-603002 (Mileage)
12.00 - 5000-533115-3044-273300-603003 (Parking)
\$96.56

BACKGROUND/EXPLANATION:

Mr. Hamlin neglected to submit his expense statements on time due to work schedule demands and overwhelming unit responsibilities inclusive of escorting clients to medical appointments, community events, and monitoring clients in nursing and assisted living facilities. Mr. Hamlin has been advised that he must make an effort to submit statements timely to comply with the Administrative Manual.

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

The Department apologizes for the lateness of this request.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

Health Department - cont'd

UPON MOTION duly made and seconded, the Board approved the expense statement for Mr. Kenneth Hamlin for the month of December 2014.

MINUTES

Department of Finance - Administrative Manual Policy AM-228-1

ACTION REQUESTED OF B/E:

The Board is requested to approve a new Administrative Manual Policy, AM-228-1, Performance Management Policy for Managerial and Professional Society of Baltimore Covered Employees. The policy is effective May 01, 2015.

AMOUNT OF MONEY AND SOURCE:

There are no costs associated with this action.

BACKGROUND/EXPLANATION:

Using other municipalities as a framework, the Department of Human Resources (DHR) developed the Policy to serve as the foundation for the performance management program which has been reviewed, communicated, and vetted by various stakeholder groups, including presentations at the Labor Finance Meeting, briefings with elected officials, presentations to agency heads and the Mayor's Pre-Senior and Senior Teams. Additionally, representatives from ten operational City agencies participated in a working group which reviewed the policy.

The City of Baltimore's Performance Management Policy communicates the City's goals and expectations for employees, agencies and divisions regarding performance management. It engages and enables employees to implement performance plans in collaboration with their supervisors and includes measurable outcomes tied to the goals of the agency and the City.

The policy applies to all eligible members of the Managerial and Professional Society of Baltimore, Inc. (MAPS). It includes definitions of other key terms and an extended definitions section is included in the Performance Management Program Guidance Document.

MINUTES

Department of Finance - cont'd

The features of the new Policy include:

- Employees, agencies, agency human resource professionals, and DHR will all play critical roles in the successful implementation of the policy;
- The performance management period is based on a July 1st to June 30th fiscal year for all eligible employees;
- Each MAPS employee will work with their supervisor to develop a performance plan on an annual basis;
- Performance plans include four sections: (1) Specific, Measurable, Attainable, Realistic and Timed (SMART) goals; (2) accountabilities and deliverables; (3) competencies; and (4) professional development goals;
- The goals of individual employees should align with goals of the agency and of the City;
- Throughout the course of the year, supervisors should provide coaching and counseling and feedback to their employees to assist in the achievement of the contents of the performance plan;
- Supervisors may place employees on Performance Improvement Plans (PIPS), if areas for improvement are identified;
- At the end of each annual performance cycle, employees will be evaluated by their supervisors on a five point scale; and
- After the annual evaluation, employees may be eligible for employee recognition based on the discretion of the agency head and availability of funds.

MINUTES

Department of Finance - cont'd

The DHR is currently working on a robust training program, which will incorporate the comprehensive guidance document, Frequently Asked Questions (FAQ), as well as an online tutorial and office hours at Agencies across the City and intimate training sessions as requested. More information on the supporting documents and the training program will be provided in early April. With the Board's approval of the Policy, the first performance cycle will begin on July 1, 2015. Therefore, the Department of Human Resources respectfully requests the Board's approval of the Performance Manual Policy.

UPON MOTION duly made and seconded, the Board approved the new Administrative Manual Policy, AM-228-1, Performance Management Policy for Managerial and Professional Society of Baltimore Covered Employees.

MINUTESHealth Department - Agreements

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

1. **WOODBOURNE WOODS, INC.** **\$12,480.00**

Account: 4000-432915-3024-268400-604014

The agency will provide Title IIIC-1 Congregate Housing Meal Service for elderly residents at Woodbourne Woods Apartments located at 1650 Woodbourne Avenue.

The organization will serve 15 seniors, per day, Monday, Tuesday, Thursday, and Friday for dinner meals at a cost of \$4.00 per meal for 52 weeks. The period of the Agreement is October 1, 2014 through September 30, 2015.

2. **G.S. HOUSING, INC.** **\$43,800.00**

Account: 4000-432915-3024-268400-604014

The agency will provide Title IIIC-1 Congregate Housing Meal Service at the Belvedere Green Apartments located at 1651 E. Belvedere Avenue.

The organization will serve 55 elderly clients weekday and weekend dinner meals at the cost of \$4.00 per meal. The period of the agreement is October 1, 2014 through September 30, 2015.

The Agreement is late because the Department was waiting on Grant Award and signatures from the Provider.

MINUTES

Health Department - cont'd

3. **THE JOHNS HOPKINS UNIVERSITY** **\$52,168.00**
SCHOOL OF MEDICINE

Account: 5000-569715-3023-274402-603051

The organization will provide street outreach services that target and engage HIV positive Latino's into Primary Medical Care and enroll them into Maryland AIDS Drug Assistance Program when eligible. Outreach consists of both educational presentations and the development of community relationships with agencies serving the Latino population in Baltimore City. The period of the agreement is July 1, 2014 through June 30, 2015.

4. **CHASE BREXTON HEALTH SERVICES, INC.** **\$78,000.00**

Account: 5000-569715-3023-274406-603051

The organization will provide treatment adherence support by providing education, psycho-social screening to identify and address barriers to care, and monitoring of patient's appointments and medication regimens. The period of the agreement is July 1, 2014 through June 30, 2015.

The agreements are being presented at this time because the Infectious Disease and Environmental Health Administration programmatically manage Ryan White Part B, D, and State Special Funds services. The providers are asked to submit a budget, budget narrative, and scope of services. The Department thoroughly reviews the entire package before preparing a contract and submitting it to the Board. These budgets are many times revised because of inadequate information from the providers. This review process is required to confirm with the grant requirements.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

5. **THE JOHNS HOPKINS UNIVERSITY** **\$ 87,710.00**
SCHOOL OF MEDICINE (JHU)

Account: 5000-521115-3023-274002-603051

The JHU, Infectious Disease Division, will provide epidemiological (EPI) assistance for the Community Risk Reduction Program. Under the terms of this agreement, the JHU will provide a Principle Investigator to administer oversight of the project. An Epidemiologist will assist the Community Risk Reduction Program in data collection, analysis, EPI reporting, paper writing, and a Research Service Analyst will provide administrative and financial support for the project. The period of the agreement is July 1, 2014 through June 30, 2015.

6. **BEHAVIORAL HEALTH SYSTEMS** **\$400,000.00**
BALTIMORE, INC. (BHSB)

Account: 5000-531115-3070-518500-603051

On October 29, 2014, the Board approved the FY15 Memorandum of Understanding (MOU) with the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation for Substance Abuse Treatment for Offenders, including the Project.

The MOU established the terms and conditions of the award of \$400,000.00 from the Maryland Department of Public Safety and Correctional Services, Division of Parole and Probation, for the purpose of the BHSB to provide alcohol/drug abuse treatment services.

The BHSB will administer treatment services to certain offenders in the criminal justice systems. The period of the agreement is July 1, 2014 through June 30, 2015.

The agreements are late because the budget revisions delayed processing.

MWBOO GRANTED A WAIVER.

MINUTES

Health Department - cont'd

7. **BALTIMORE MEDICAL SYSTEM, INC. (BMS)** **\$400,300.00**

Account: 1001-000000-3100-295900-603051

The organization will provide School Health services which consists of School Health Suite Coverage and School Based Health Centers (SBHCs).

The BMS will provide services to students at Tench Tilghman Elementary/Middle School, Dr. Rayner Browne Academy, Harford Heights Elementary, William C. March School, Collington Square Elementary/Middle School, Northwestern High School, Patterson High School, Paul Lawrence Dunbar High School, Maritime Industries Academy High, and Vanguard Collegiate Middle School.

The BMS will maintain approval from the Maryland Medical Assistance Program for designation of the school-based clinics at Collington Square Elementary/Middle School, Maritime Industries Academy High, and Paul Lawrence Dunbar High School as SBHCs. The period of the agreement is August 25, 2014 through June 30, 2015.

The agreement is late because of a delay in finalizing the budget and scope of services.

MWBOO GRANTED A WAIVER.

8. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 35,762.00**

Account: 4000-422215-3023-273300-603051

The JHU, School of Medicine will provide services of a Data-Entry Clerk to complete, correct, and collect HIV/AIDS surveillance data.

MINUTES

Health Department - cont'd

This Data Entry Clerk will also be responsible for completing and submitting all required data reports and analyses of STD data to the Department of Health and Mental Hygiene Prevention and Health Promotion Administration. The period of the Agreement is July 1, 2014 through June 30, 2015.

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

9. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC. (PACT)** **\$ 46,124.00**

Account: 4000-427115-3080-294300-603051

PACT will provide a Service Coordinator to assist children from ages birth to three years of age who are suspected of having developmental delay(s) and their families in accessing a full-range of early intervention services and/or creating linkages with community agencies and institutions. The period of the Agreement is July 1, 2014 through June 30, 2015.

The Agreement is late because it was requested late in the fiscal year.

10. **BEHAVIORAL HEALTH SYSTEM BALTIMORE, INC.** **\$ 48,600.00**

Account: 4000-499715-3023-293202-603051

The organization will perform services in the area of No Wrong Door: Sexual Health in Recovery (SHIR) Program. The SHIR will facilitate interventions at three substance abuse treatment facilities that serve Baltimore City residents.

MINUTESHealth Department - cont'd

The overall vision for services is to increase the number of substance abuse treatment and prevention professionals implementing the SHIR, support clients in avoiding relapse attributable to sex/drug-linked behavior, and decrease risky behavior and drug-using behaviors among persons at high-risk for acquiring or transmitting HIV and other Sexually Transmitted Infections. The period of the Agreement is July 1, 2014 through June 30, 2015.

The Agreement is late because of delays in the receipt of an acceptable budget.

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. The President **ABSTAINED** on items nos. 3, 5, and 8.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Baltimore Police Department</u>			
1. James H. Carlisle	Helicopter Maintenance Training Grand Prairie, TX May 3 - 15, 2015 (Reg. Fee \$0.00)	Asset Forfeiture Fund	\$3,006.00

Training is free as part of the purchase of the helicopter. This request is for the cost of travel.

2. Michelle L. Price	Special Problems in Traffic Crash Reconstruction Clearwater Beach, FL May 17 - 22, 2015 (Reg. Fee \$650.00)	Asset Forfeiture Fund	\$1,631.20
----------------------	--	-----------------------------	------------

Health Department

3. Margret Schnitzer	National Lead and Healthy Housing Conference Orlando, FL April 20 - 23, 2015 (Reg. Fee. \$150.00)	General Fund/ Weather-ization Assist Program	\$ 964.13
----------------------	--	--	-----------

The Department of Housing and Community Development will pay for the entire cost of the travel.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Transportation</u>			
4. Fabian Lewis Aubrey T. Sparenberg Yolanda F. Cason* Timiko Avent	2015 International Parking Institute Conference and Expo. Las Vegas, NV Jun. 28 - Jul. 3, 2015 (Reg. Fee \$710.00 ea.) (Reg. Fee \$610.00)*	Parking Fund	\$8,545.40

The subsistence rate for this location is \$167.00 per night. The cost of the hotel is \$159.00 per night plus taxes of \$19.08 per night for each attendee. The Department is requesting additional subsistence of \$32.00 per day for meals and incidentals for each attendee. The registration fees in the amount of \$710.00 each for Meses. Lewis, Avent, and Mr. Sparenberg, and \$610.00 for Ms. Cason were pre-paid on a City-issued credit card assigned to Dhirendra Sinha.

Ms. Lewis will be disbursed \$1,242.20, Ms. Sparenberg will be disbursed \$1,176.30, and Meses. Cason and Avent will each be disbursed \$1,187.20.

Department of Housing and Community Development

5. Carol Amanze* Romilla David Joyce Nance-Frierson	2015 Annual Grants Training Program Arlington, VA Apr. 21 - 24, 2015 (Reg. Fee \$849.00*) (Reg. Fee \$1,048.00 ea.)	Community Development Block Grant Funds	\$6,239.72
---	--	--	------------

The registration fee in the amount of \$849.00 for Ms. Amanze, was pre-paid on a City-issued credit card assigned to Mr. William Colbert. The registration fee in the amount of \$1,048.00 for Ms. David was pre-paid on EA 000162003.

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Housing and Community Development - cont'd</u>			
The registration fee in the amount of \$1,048.00 for Ms. Nance-Frierson was pre-paid on EA 000162013 (The registration fee includes \$199.00 for dues and \$849.00 for registration each for Mes. David and Nance-Frierson). Mes. Amanze, David, and Nance-Frierson will each be disbursed \$1,098.24.			
6. Derrick Milligan David Fielder Tim Crusse Bushra Abdul-Jabar	Green and Healthy Homes Initiative Conference Orlando, FL Apr. 20 - 24, 2015 (Reg. Fee \$150.00 ea.)	Federal Lead Abate- ment Grant	\$4,932.04
7. Sheneka Frazier- Kyer Nicole Hart*	2015 National Lead and Healthy Housing Conference Orlando, FL Apr. 19 - 24, 2015 Apr. 20 - 24, 2015* (Reg. Fee \$150.00 ea.)	HUD	\$3,055.99
<u>Mayor's Office of Employment Development</u>			
8. Jason-Perkins- Cohen	US Conference of Mayors - Workforce Development Miami, FL Apr. 22 - 24, 2015	Admin. Cost Pool	\$ 922.14

The subsistence rate for this location is \$212.00 per night. The hotel cost is \$249 per night plus hotel taxes of \$34.97 per night and the hotel resort fee of \$20.00 per night. The

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Department of Housing and Community Development - cont'd</u>			
Mayor's Office of Employment Development is requesting additional subsistence of \$37.00 per night for the hotel balance.			
<u>Baltimore City Circuit Court</u>			
9. Jeff Trueman	American Bar Association ABA Dispute Resolution Conf. Seattle, WA Apr. 15 - 19, 2015 (Reg. Fee \$545.00)	FY 2015 Small ADR Projects for Courts	\$2,193.89
<u>Mayor's Office of Human Services</u>			
10. Sarah Knighton	2015 Spring National Human Services Data Conference Denver, CO Apr. 15 - 19, 2015 (Reg. Fee \$375.00)	Continuum of Care HMIS Grant	\$1,542.93
The conference ends on April 17, 2015. Ms. Knighton will stay an additional day at her own expense.			
11. Elizabeth Botkin	2015 Spring National Human Services Data Conference Denver, CO Apr. 15 - 17, 2015 (Reg. Fee \$375.00)	Continuum of Care HMIS Grant	\$1,234.96

MINUTES

TRAVEL REQUESTS

<u>Name</u>	<u>To Attend</u>	<u>Funds</u>	<u>Amount</u>
<u>Mayor's Office of Human Services</u>			
12. Jacquelyn Duval-Harvey Adrienne Breidenstine	Corporation for Supportive Housing Summit Chicago, IL May 11 - 13, 2015 (Reg. Fee \$595.00 ea.)	Baltimore City Foundation	\$3,049.44

The airfare for Ms. Duval Harvey in the amount of \$275.20 was pre-paid on a City-issued credit card assigned to Assad Assadi.

The Department is requesting subsistence of \$12.00 for May 13, 2015 for meals and incidentals for each attendee because of the time the last session will end. Ms. Duval-Harvey will be disbursed \$1,231.52 and Ms. Breidenstine will be disbursed \$1,542.72.

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

* * * * *

THERE WERE NO PROPOSALS AND SPECIFICATIONS.

MINUTES

ANNOUNCEMENT

President: "Um, Mr. Nilson."

City Solicitor: "Um, I'd like to ask Jason Fulton and Dan Goldberg, sitting out in the -- audience, if they would stand up for just a second. So, Jason and Dan were apart of the litigation team on the Unisys case that would be joined by David Ralph, who was the leader of that team. David is over in Federal Court. So, we've settled for \$4.8 million dollars, a case that they were dying to try in May, they're disappointed, you can see it written all over their faces. But um, I'd like to thank them for their role in a great result."

President: "Thank you."

* * * * *

MINUTES

ANNOUNCEMENT

President: "Madam Mayor."

Mayor: "Thank you very much, Mr. President. I would like to formally introduce, even though I don't see him, -- uh Mr. Courtney Billups, the new Director of the Minority and Women's - - Women's Business Opportunities Office -- Business Opportunity Office, excuse me, there you go. Mr. Billups - uh has been selected to succeed Mr. Thomas Corey, who retired in January. Uh, Mr. Billups - Billups comes to us from the Maryland Department of Health and Mental Hygiene, where he served as the Director for the Office of Minority Business Enterprise. He's an attorney by trade and an alumna of the George Washington University School of Law, as well as Morehouse College. Throughout his career, Mr. Billups has assisted in a variety of state and local governments in assessing and improving their minority business inclusion practices. The seven-member selection committee unanimously recommended Mr. Billups for his exceptional qualifications and his experience. Welcome Mr. Billups. We look forward to working with you to advance opportunities for minority and women-owned businesses here in Baltimore."

* * * * *

MINUTES

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

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

Kim A. Trueheart

April 14, 2015

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration within the various boards, commissions, agencies and departments of the Baltimore City municipal government.

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

1. Whom you represent: Self

2. What the issues are:

a. Pages 1 - 82, City Council President and members of the Board of Estimates, BOE

Agenda dated April 15, 2015, if acted upon:

i. The proceedings of this board often renew business agreements without benefit of clear measures of effectiveness to validate the board's decision to continue funding the provider of the city service being procured;

ii. The Baltimore City School Board of Commissioners routinely requires submissions for board consideration to include details of the provider's success in meeting the objectives and/or desired outcomes delineated in the previously awarded agreement;

iii. The members of this board continue to fail to provide good stewardship of taxpayers' funds as noted by the lack of concrete justification to substantiate approval of actions presented in each weekly agenda;

iv. This board should immediately adjust the board's policy to ensure submissions to the board include measures of effectiveness in each instance where taxpayer funds have already been expended for city services;

v. In the interest of promoting greater transparency with the public this board should willing begin to include in the weekly agenda more details which it discusses in closed sessions without benefit of public participation.

vi. Lastly this board should explain to the public how, without violating the open meeting act, a consent agenda is published outlining the protocols for each week's meeting prior to the board opening its public meeting.

3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I have witnessed what appears to be a significant dearth in responsible and accountable leadership, management and cogent decision making within the various agencies and

Email: kimtrueheart@gmail.com

5519 Belleville Ave
Baltimore, MD 21207

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

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

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on April 15, 2015.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

* * * * *

President: "There being no more business before the Board, the Board will recess until bid opening at twelve o'clock noon.

MINUTES

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

BIDS, PROPOSALS, AND CONTRACT AWARDS

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

Department of Public Works

- WC 1301, On-Call Large Water Main Repairs
BIDS TO BE RECV'D: 04/29/2015
BIDS TO BE OPENED: 04/29/2015

Department of Transportation

- TR 08308, Reconstruct East North Avenue (US Route 1) in Baltimore from Aisquith Street to Washington Street
BIDS TO BE RECV'D: 04/29/2015
BIDS TO BE OPENED: 04/29/2015

Bureau of Purchases

- B50003917, Unidirectional Flushing System
BIDS TO BE RECV'D: 04/22/2015
BIDS TO BE OPENED: 04/22/2015

Bureau of Purchases

- B50004007, Baltimore Convention Center Removal and Reinstallation of Pavers
BIDS TO BE RECV'D: 04/22/2015
BIDS TO BE OPENED: 04/22/2015

MINUTES

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

Department of Transportation - TR 15013, Resurfacing Highways
at various Locations,
Southwest - Sector-III

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

Department of Recreation - RP 13806, Sloman Drive and
and Parks Parking Loop Improvements

P. Flanigan & Sons, Inc.
Allied Contractors, Inc.
JLN Construction Services, LLC
Gray & Son, Inc.
DSM Properties

Department of Recreation - RP 13826R, Wegworth Park
and Parks Improvements

P. Flanigan & Sons, Inc.
Allied Contractors, Inc.
JLN Construction Services, LLC
DSM Properties
Bensky Construction Co., LLC

MINUTES

Department of Public Works - SC 942, Assessment & Repairs
of Small Diameter Sanitary
Sewer Mains & Laterals

Spiniello
Anchor Construction
Metra Industries
R.E. Harrington Plumbing & Heating Co.

Bureau of Purchases - B50003873, Laboratory
Services for Lead testing

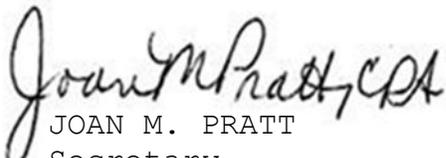
Schneider Laboratories Global, Inc.
EMSL Analytical, Inc.
Microbac Laboratories, Inc.
Martel Laboratories
Batta Environmental Associates, Inc.

Bureau of Purchases - B50003957, Roll-Off
Containers Rehabilitation and
Repair

Mobill Welding
Waste Equipment Sales & Service LLC

* * * * *

There being no objections, the Board UPON MOTION duly made
and seconded, the Board adjourned until its next regularly
scheduled meeting on Wednesday, April 22, 2015.


JOAN M. PRATT
Secretary