

MINUTES**REGULAR MEETING**

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

ACKNOWLEDGEMENT

Mr. Arnold Jolivet requested to make a presentation of flowers to the members of the Board.

Mr. Arnold Jolivet, MMCA: "AKA."

Mr. Jolivet: "Where's Ms. Pratt?"

Comptroller: "Here I am."

Mr. Jolivet: "Where's Ms. Pratt?"

Comptroller: "Right here. Thank you."

Mr. Jolivet: "Where's Ms. Taylor? Ms. Taylor are you a AKA?"

Deputy Comptroller: "No, I'm not. Mr. Jolivet."

Mr. Jolivet: "Well you are going to get pink nonetheless."

Deputy Comptroller: "Well I love pink and I appreciate them because you are providing them to me. Thank you Mr. Jolivet."

Mr. Jolivet: "Where's Ms. Pinder?"

Mayor: "Pinder."

Mr. Jolivet: "Pinder, Sharon Pinder, where are you young lady?"

Ms. Sharon Pinder: "Thank you very much."

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Mr. Jolivet: "And this is Ms. Kim [Trueheart]. I want to get by the Mayor."

Mayor: "Okay."

Mr. Jolivet: "And I want and I want the Mayor to say cheese. I want you to know, Oh the Mayor said cheese. Cheese, cheese. Okay. Thank you Madam Mayor."

Mayor: "I appreciate it."

Mr. Jolivet: "I appreciate -- can I hug?"

Mayor: "Thank you."

Mr. Jolivet: "Thank you so much."

Mayor: "Thank you. I appreciate it."

Mr. Jolivet: "Where's Tim Krus? Blessed assurance, Jesus is mine; Oh, what a foretaste of glory divine. Ms. Pratt, thank you."

Comptroller: "You are welcome."

Mr. Jolivet: "Are you presiding?"

Comptroller: "I am."

Mr. Jolivet: "Let me leave."

* * * * *

In the absence of the President, the meeting was called to order by the Honorable Joan M. Pratt, Comptroller, and Secretary.

MINUTES

Comptroller: "Good morning, the July 2, 2014 Board of Estimates is now called to order. I would like to direct the Board members attention to the Memorandum from the City Council President's office dated June 30, 2014 identifying matters to be considered as routine agenda items, together with any corrections, and additions that have been noted by the Deputy Comptroller. I will entertain a Motion to approve all of the items contained on the routine agenda."

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

Deputy Director of DPW: "I Second."

Comptroller: "All those in favor say, AYE. All those opposed say, NAY. The Motion carries. The routine agenda items have been adopted. In the interest of promoting the order and efficiency of these hearings, persons who are disruptive to the hearing may be asked to leave the hearing room. Thank you."

MINUTES

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

A & A Construction and Utilities, Inc.	\$ 1,500,000.00
Benfield Electric Co., Inc.	\$ 8,000,000.00
Carl M. Weber Steel Service, Inc.	\$ 3,078,000.00
Celtek, Inc.	\$ 1,500,000.00
Commercial Interiors, Inc.	\$ 8,000,000.00
Corman Construction, Inc.	\$375,111,000.00
Corman Marine Construction, Inc.	\$ 60,498,000.00
Cuddy & Associates, LLC	\$ 1,500,000.00
Dissen & Juhn, LLC	\$ 11,655,000.00
High Steel Structures, LLC	\$ 55,233,000.00
Homewood General Contractors, Inc.	\$ 8,000,000.00
J & K Contracting, Inc.	\$ 3,645,000.00
Kimball Construction Co., Inc.	\$ 8,000,000.00
Precision Concrete Construction Co., Inc.	\$ 8,000,000.00
X-Treme Painting & General Contracting, LLC	\$ 1,359,000.00

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BOARDS AND COMMISSIONS - cont'd

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:

Mehta Consultants, Inc.	Engineer
PEER Consultants, P.C.	Engineer
Ross Technical Services, Inc.	Engineer
URS Corporation	Architect Landscape Architect Engineer Land Survey
Veolia Water North America Operating Services, LLC	Engineer

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

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 20** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 11, and June 18, 2014.

The Board **NOTED 20** favorable Reports on Transfers of Funds approved by the Board of Estimates at its meetings on June 11, and June 18, 2014.

MINUTES

Department of General Services - Lease Agreement for Alley Gating

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement for Alley Gating with Fells Prospect, Inc.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

Fells Prospect, Inc. wishes to gate certain alleys in Block 1771 in order to safeguard its property. A public hearing was held after the required notice. There were no objections to the project from any agency or utility. The Police and Fire Departments affirmatively supported the project. After the conclusion of the hearing, the application was approved.

Fells Prospect, Inc. will be solely responsible for all costs and fees for this project.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement for Alley Gating with Fells Prospect, Inc.

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. 801 S. Ann Street	801 South Ann Street, LLC	Retain bracket sign 3' x 3', one flat sign 28' x 2', one goose-neck light, five spot reflectors

Annual charge: \$236.70

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

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

MINUTES

Department of General Services - Amendment No. 1 to
On-Call Agreements

The Board is requested to approve and authorize execution of the various Amendment No. 1 to On-Call Agreements. The Amendment No. 1 extends the period of each On-Call Agreement for one-year or until the upset limit is reached, whichever occurs first. The Amendment No. 1 will allow for extra work to be assigned to the consultant. All other terms and conditions of the original agreement remain unchanged.

	<u>Project No.</u>	<u>Amount</u>
1. ZIGER/SNEAD, LLP	1125Z	\$ 0.00

On June 27, 2012, the Board approved the original two-year agreement for Project No. 1125, On-Call Architectural and Engineering Services, with Ziger/Snead, LLP, in the upset limit amount of \$737,854.49. The new contract end date is June 26, 2015.

2. CHO BENN HOLBACK & ASSOCIATES, INC.	1125C	\$ 0.00
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On July 25, 2012, the Board approved the original two-year agreement for Project No. 1125, On-Call Architectural Services, with Cho Benn Holback & Associates, Inc., in the upset limit amount of \$748,223.22. The new contract end date is July 24, 2014.

The consultant will comply with the MBE goal of 27% and the WBE goal of 9% that was approved in the original agreement for Project No. 1125Z and 1125C.

3. WHITNEY, BAILEY, COX & MAGNANI, LLC	1126W	\$ 0.00
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On September 26, 2012, the Board approved the original two-year agreement for Project No. 1126, On-Call Civil/Structural Services, with Whitney, Bailey, Cox & Magnani, LLC, in the upset limit amount of \$2,000,000.00. The new contract end date is September 25, 2015.

MINUTES

Department of General Services - cont'd

	<u>Project No.</u>	<u>Amount</u>
4. KCI TECHNOLOGIES, INC.	1126K	\$ 0.00

On July 11, 2012, the Board approved the original two-year agreement for Project No. 1126, On-Call Engineering Services, with KCI Technologies, Inc., in the upset limit amount of \$1,997,087.96. The new contract end date is July 10, 2015.

The consultant will comply with the MBE goal of 23% and the WBE goal of 10% that was approved in the original agreement for Project No. 1126W and 1126K.

5. EBA ENGINEERING, INC./ KENNEDY PORTER & ASSOCIATES, INC.	1126E	\$ 0.00
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On July 18, 2012, the Board approved the original two-year agreement for Project No. 1126, On-Call Civil/Structural Design Services, with EBA Engineering, Inc., in the upset limit amount of \$1,986,947.23. The new contract end date is July 17, 2015.

The consultant will comply with the MBE goal of 27% and the WBE goal of 9% that was approved in the original agreement for Project No. 1126E.

AUDITS NOTED THE TIME EXTENSION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing Amendment No. 1 to On-Call Agreements.

MINUTES

Parking Authority of Baltimore City - Parking Facilities
Maintenance Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Parking Facilities Maintenance Agreement with Corporate Maintenance Group, LLC (CMG). The period of the agreement is July 01, 2014 through June 30, 2016 with three additional one-year renewal options at the sole discretion of the City.

AMOUNT OF MONEY AND SOURCE:

\$191,280.00	-	2076-000000-2320-254200-603026
		Maintenance Fee (1-yr)
22,800.00	-	2076-000000-2320-254200-603026
		Farmer's Market Cleanings (40)
<u>75,000.00</u>	-	2076-000000-2320-254200-603026
		Snow Removal*

\$289,080.00

*The cost of snow removal is an estimate. The actual dollar amount required for snow removal will be determined by the amount of snowfall.

BACKGROUND/EXPLANATION:

The Parking Authority of Baltimore City was given the duties of management, maintenance, and control of the City's parking lots through a Memorandum of Understanding approved by the Board on July 23, 2003. There are 24 parking lots that will be maintained by the CMG under this agreement. The services that the CMG will perform include: emptying trash receptacles, power sweeping, trimming vegetation, and clearing snow and ice. The CMG will also clean the Farmer's Market lot prior to the market opening each Sunday from April through December.

The Parking Authority of Baltimore City issued an RFP for the maintenance of the 24 parking facilities and received responses from four firms.

MINUTES

Parking Authority of Baltimore City - cont'd

The proposals were reviewed by a panel consisting of: Artia Johnson, PABC, Assistant Manager of Off-Street Parking; Sandy Lawler, Coordinator of the Farmer's Market, Baltimore Office of Promotion and the Arts; and Johnny Williams, Baltimore Public Market Corporation.

The panel found that the CMG's proposal represented the best value to the Parking Authority of Baltimore City and recommended award of the contract to CMG; the Parking Authority of Baltimore City Board of Directors concurred with the recommendation and approved negotiation of a contract with the CMG.

MBE/WBE PARTICIPATION:

MBE: Couser Supply, Inc.	\$ 8,160.00	10.9%
WBE: Fitch Dustdown Co., Inc.	\$ 780.00	1.04%
Fouts Lawn Care Corp., Inc.	<u>3,750.00</u>	<u>5.01%</u>
	\$ 4,530.00	6.05%

MWBOO FOUND VENDOR IN COMPLIANCE.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Parking Facilities Maintenance Agreement with Corporate Maintenance Group, LLC.

MINUTESMayor's Office of Human Services - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Mr. Chester Wilton. The period of the Consultant Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$32,840.00 - 1001-000000-3571-729600-603018
(\$19.74 per hour)

BACKGROUND/EXPLANATION:

Under the terms of this Consultant Agreement, Mr. Wilton will serve as Executive Director of the Baltimore City Veterans' Commission. He will supervise and administrate the operations and undertaking of services for the Veterans Commission. The services will include assistance to veterans who reside in the City, are employed by the City, or are retired City employees, and their families.

When required, Mr. Wilton will work with the Mayor and City Council, veterans groups, and others on policies, programs, and concerns related to veterans and their families. He will advocate on behalf of the City's veterans and act as the direct liaison between the City and the Veterans Commission regarding veterans' affairs, as well as monitor the status and needs of the City's veterans.

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 Consultant Agreement with Mr. Chester Wilton.

MINUTES

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

The Board is requested to approve and authorize execution of the Continuum of Care Program Agreements.

1. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC.** **\$1,186,252.39**

Account: 4000-496314-3573-591243-603051

AIDS Interfaith Residential Services, Inc. will provide housing assistance and support services to 28 families and 83 individual adults. On March 12, 2014, the Board approved an advance to the organization in the amount of \$231,221.61. This award in the amount of \$1,186,252.39 makes the total contract amount \$1,417,474.00. The prior Contract No. was 35630. The new Contract No. is 36288.

MWBOO GRANTED A WAIVER.

2. **PROJECT PLASE, INC.** **\$1,274,480.20**

Account: 4000-496314-3573-591226-603051

Project PLASE, Inc. will provide housing assistance and support services to 35 families and 72 individuals. On March 12, 2014, the Board approved an advance to the organization in the amount of \$244,268.80. This award in the amount of \$1,274,480.20 makes the total contract amount \$1,518,749.00. The prior Contract No. was 35631. The new Contract No. is 36328.

MWBOO GRANTED A WAIVER.

3. **GOVANS ECUMENICAL DEVELOPMENT CORPORATION** **\$ 261,595.94**

Account: 4000-496314-3573-591250-603051

Govans Ecumenical Development Corporation will provide housing assistance and support services to 6 families and 24 individual adults.

MINUTESMOHS - cont'd

On March 12, 2014, the Board approved an advance to the organization in the amount of \$49,204.06. This award in the amount of \$261,595.94 makes the total contract amount \$310,800.00. The prior Contract No. was 35639. The new Contract No. is 36310.

MWBOO GRANTED A WAIVER.

The period of the Continuum of Care Program Agreements is April 1, 2014 through March 31, 2015.

4. **DAYSPRING PROGRAMS, INC.** **\$ 281,061.42**

Account: 4000-496314-3573-591236-603051

Dayspring Programs, Inc. will provide housing assistance and support services to 18 families. On March 12, 2014, the Board approved an advance to the organization in the amount of \$56,544.08. This award in the amount of \$281,061.42 makes the total contract amount \$337,605.50. The period of the Continuum of Care Program Agreements is March 16, 2014 through March 15, 2015. The prior Contract No. was 35634. The new Contract No. is 36303.

MWBOO GRANTED A WAIVER.

The Continuum of Care Program Agreements are late because the award of funding was recently received from the U.S. Department of Housing and Urban Development.

5. **ASSOCIATED CATHOLIC CHARITIES, INC. (ACC)** **\$ 702,009.00**

Account: 4000-496213-3573-591404-603051

The ACC will use the funds to cover rent, maintenance of housing units, transportation, and staffing to provide permanent housing for 43 individuals and ten families in Baltimore City. The period of the agreement is January 1, 2014 through December 31, 2014.

MINUTES

MOHS - cont'd

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

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART FOR ITEM NOS. 1-4).

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

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

Kim A. Trueheart

July 1, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of a lack of vision, poor fiscal planning and management and failure to capitalize on strategic investment opportunities by the Mayor of Baltimore City and the various Departments and Agencies that more appropriately should strive to end homelessness, instead of the current goal to make homelessness “rare and brief”, which is absolutely a misguided and flawed strategy.

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

1. Whom you represent: Self
2. What the issues are:
 - a. Pages 11-12, Items #1, 2, 3 and 4, Mayor’s Office of Human Services (MOHS) – Continuum of Care Program Agreements, if approved:
 - i. These agreements shows the flawed strategies that have been implemented by the MOHS in past actions which have come before this board;
 - ii. The “Housing First” protocol, recently adopted by the Journey Home Board of Directors, is NOT reflected in these agreements;
 - iii. This and all future agreements initiated by the MOHS should exclusively use the “Housing First” protocol;
 - iv. This and all future agreements initiated by the MOHS should explicitly state that funds will be used to pay housing costs/rent for individuals and families;
 - v. The term “housing assistance used in these agreements is intentionally misleading the board to believe these funds will be funding housing costs/rent;
 - vi. These agreements reflect a weighted allocation of scarce homeless funds to pay administrative costs and salaries instead of direct funding of housing costs/rent that achieve the “Housing First” model;
 - b. Please provide access to these agreements for inspection.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: The MOHS continues to demonstrate an inability to administer the City’s Homeless Services Program towards ending homelessness in Baltimore City. Based on the BAD outcomes that continue to be produced by this office this action should NOT be approved. The critical need being filled by this funding demands the utmost scrutiny by this board.

Email: ktrueheart@whatfits.net

5519 Belleville Ave
Baltimore, MD 21207

Proper administration of these funds allocated to organizations that successfully meet the critical service need to achieve the Housing First” objective to end homelessness is necessary and strict internal management controls must be in place within the MOHS. MOHS has NOT demonstrated proper stewardship of scarce funds and has continued its flawed financial management practices that circumvent more fiscally sound procedures.

4. The remedy I seek and respectfully request is that this action be placed on the “Non-Routine” agenda and that the MOHS is requested to make an oral presentation, for public awareness, of its plan to use the “Housing First” protocol in all future actions coming before this board.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on July 2, 2014.

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

Sincerely,
Kim Trueheart, Citizen & Resident

5519 Belleville Ave
Baltimore, MD 21207

MINUTES

Baltimore Development Corporation (BDC) - 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 application of 418 South Clinton Street, LLC to the State of Maryland's Department of Housing and Community Development for the Neighborhood BusinessWorks Program (NBWP). A local government resolution of support is required by the State for all applications to this program for funding.

AMOUNT OF MONEY AND SOURCE:

\$102,000.00
(NBWP)

No City funds are required.

BACKGROUND/EXPLANATION:

The proposed project is for a new restaurant and bar business located at 418 South Clinton Street in the Highlandtown neighborhood of Baltimore City. The new neighborhood restaurant tavern will offer a wide selection of gourmet sausage sandwiches and craft beers as the main attractions.

The project will include the acquisition of an existing restaurant and bar business, with the liquor license, all of the furniture, fixtures, and equipment. The building will be completely renovated, including the one bedroom apartment on the second floor. The roof will be repaired. The second floor apartment will get new flooring, bathroom, and kitchen appliances, paint, and an improved entryway. The first floor will get a new door, windows, lighting, flooring, wall finishes, drywall, exposed duct work, paint, a new bar top, kitchen equipment, and furniture for the restaurant. The total project cost will be \$308,150.00.

MINUTES

BDC - cont'd

Harbor Bank will be the primary lender and has committed \$153,750.00 towards the acquisition of the property. The borrower will contribute \$36,850.00 for the purchase, inventory/food, pre-development, and working capital. The NBWP program loan request is for \$117,500.00 to be applied to the purchase, renovations, equipment, and start-up cost. The project will impact the neighborhood by renovating and improving an existing commercial property and apartment. The project will also impact the community by eliminating an old corner bar that sits adjacent to one of Baltimore most famous landmarks, the former Haussner's Restaurant building.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and adopted the Local Government Resolution in support of the application of 418 South Clinton Street, LLC to the State of Maryland's Department of Housing and Community Development for the Neighborhood BusinessWorks Program.

MINUTES

Baltimore Development Corporation - License Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a License Agreement with WPB-Ice Rink, LLC. The period of the License Agreement is effective upon Board approval for five seasons.

AMOUNT OF MONEY AND SOURCE:

WPB-Ice Rink, LLC will remit \$1.00 per annum, pre-paid for a term of 10 years.

BACKGROUND/EXPLANATION:

The City owns the property located at 101 East Pratt Street (Ward 22, Section 1, Block 890, Lot 001) consisting of approximately 1.716 acres commonly known as McKeldin Park (the Property). The WPB-Ice Rink, LLC is a related entity to the Waterfront Partnership of Baltimore would like to License the Property for the purpose of operating a temporary outdoor ice skating rink on a seasonal basis between October and May.

WPB-Ice Rink, LLC will at its own cost and expense be responsible for the management, operations, utilities, storage, and maintenance of the Ice Rink, including the selection of a Rink Manager, who will have previous experience and a good reputation for managing/operating ice rinks.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the License Agreement with WPB-Ice Rink, LLC. The Mayor **ABSTAINED**.

MINUTES

Baltimore Development Corporation - First Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the First Amendment to Lease Agreement with Charm City Carousel Entertainment, LLC.

AMOUNT OF MONEY AND SOURCE:

No City funds will be expended.

The Operator will pay the City of Baltimore according to the following rent structure:

- \$10,000.00 fixed annual rent payment;
- 25% of gross revenues between \$40,000.00 and \$250,000.00;
- 30% of gross revenues in excess of \$250,000.00

BACKGROUND/EXPLANATION:

On June 26, 2013, the Board approved the original Agreement with Charm City Carousel Entertainment, LLC. Charm City Carousel, located on City-owned land on the southwestern end of the Inner Harbor. Entertainment, LLC commenced operation of the Inner Harbor carousel in August 2013. This First Amendment to Lease Agreement modifies the rent structure to include both fixed and percentage-rent components to allow for more flexible payment terms necessitated by the seasonality of the business and attendance projections based on the first year of operations.

All other terms of the original lease will remain in effect.

MBE/WBE PARTICIPATION:

N/A

MINUTES

Baltimore Development Corporation - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the First Amendment to Lease Agreement with Charm City Carousel Entertainment, LLC.

MINUTES

Health Department - Agreements and Amendments to Agreements

ACTION REQUESTED OF B/E:

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

AGREEMENTSRETIRED AND SENIOR VOLUNTEER PROGRAM (RSVP)

1.	PRESERVATION MANAGEMENT, INC./ NEW WATERS TOWER APARTMENTS	\$	0.00
2.	CANTON HARBOR HEALTHCARE, CENTER, INC.	\$	0.00
3.	THE AMERICAN NATIONAL RED CROSS/THE GREATER CHESAPEAKE AND POTOMAC BLOOD SERVICES REGION	\$	0.00
4.	ALZHEIMER'S DISEASE AND RELATED DISORDERS ASSOCIATION, INC.	\$	0.00
5.	PROJECT PLASE, INC.	\$	0.00
6.	THE HEARING AND SPEECH AGENCY OF METROPOLITAN BALTIMORE, INC.	\$	0.00
7.	GREENMOUNT SENIOR CENTER, INC.	\$	0.00
8.	DESTINY'S PLACE INC.	\$	0.00

SENIOR COMPANION PROGRAM

9.	FUTURE CARE - IRVINGTON, LLC	\$	0.00
10.	BALTIMORE AMERICAN INDIAN CENTER, INC.	\$	0.00

MINUTES

Health Dept. - cont'd

The above-listed organizations will serve as Volunteer Stations for the Senior Companion Program or the RSVP, as indicated. Through a grant from the Corporation for National and Community Services, the Department sponsors the Senior Companion Program and the RSVP. The volunteers under the RSVP perform volunteer work in non-profit and private organizations. The Senior Companions assist special needs clients who want to remain in their homes. While the Senior Companions are on duty, the grant provides for their life insurance, transportation and other benefits. The period of the agreement is July 1, 2014 through June 30, 2015.

MBE/WBE PARTICIPATION:

N/A

11. **SISTERS TOGETHER AND REACHING, INC.** **\$110,000.00**
(STAR)

Account: 4000-499014-3023-513200-603051

STAR will identify and provide counseling, testing and referral services to a minimum of 1,300 individuals of which 1,040 will be African-American men who have sex with men and their partners. STAR will identify new cases of HIV infection and link all HIV positive cases to treatment and care. The period of the agreement is January 1, 2014 through December 31, 2014.

The agreement is late because of a delay in receipt of the documentation from the provider.

MWBOO GRANTED A WAIVER.

12. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 63,132.00**

Account: 4000-499014-3023-513200-603051

The JHU will provide counseling and testing services to clients receiving services in the Johns Hopkins Hospital (JHH) obstetrical and gynecology clinics.

MINUTES

Health Department - cont'd

The outreach worker for the JHH Women's Health Program will approach clients waiting to receive services at the community outreach site and offer rapid HIV testing while they wait for services. The period of the agreement is January 1, 2014 through December 31, 2014.

MWBOO GRANTED A WAIVER.

The agreement is late because the Department recently received an acceptable budget and scope of services.

13. ROSEMARIE MANOR, LLC \$109,200.00

Account: 5000-534015-3044-273304-603051

Under the terms of this agreement, the Department will disburse State Subsidized Assisted Housing Funds to low-income residents at Rosemarie Manor, LLC located at the following facilities: 3809 Belle Avenue and 3300 Alto Road in Baltimore, MD.

These facilities are enrolled in the Senior Assisted Living Group Home Subsidy Programs and provide subsidized senior assisted housing services for individuals aged 62 years and over, who have temporary or periodic difficulties with the activities of daily living. These seniors require assistance in performing personal and household functions associated with complete independence, as per the provisions of Article 70B, Section 4 of the Annotated Code of Maryland. The Senior Assisted Housing residents receive shelter, meals, housekeeping, personal care services, and 24-hour on-site supervision. The period of the agreement is July 1, 2014 through June 30, 2015.

MWBOO GRANTED A WAIVER.

MINUTESHealth Department - cont'dAMENDMENTS TO AGREEMENTS

14. **THE JOHNS HOPKINS UNIVERSITY, BLOOMBERG SCHOOL OF PUBLIC HEALTH (JHU)** **\$ 8,800.00**

Account: 4000-480114-3001-268400-603051

On April 16, 2014, the Board approved the original Agreement with the JHU in the amount of \$34,100.00 for the period September 1, 2013 through August 31, 2014.

This Amendment to Agreement will increase the award by \$8,800.00 to allow the JHU to provide additional Health Impact Assessment services, making the total award amount \$42,900.00. All other terms and conditions of the original Agreement remain unchanged.

MBE/WBE PARTICIPATION:

N/A

15. **THE JOHNS HOPKINS UNIVERSITY (JHU)** **\$ 72,904.00**

Account: 4000-424514-3023-599624-603051

On November 6, 2013, the Board approved the original Agreement with the JHU, Pediatric & Adolescent HIV/AIDS Program in the amount of \$169,064.00 for the period July 1, 2013 through June 30, 2014.

The Department has received supplemental funding in the amount of \$72,904.00 for the period January 1, 2014 through June 30, 2014. This Amendment to Agreement will increase the original award by \$72,904.00 to allow the JHU to provide additional treatment adherence services, making the total award amount \$241,968.00.

MINUTES

Health Department - cont'd

All other terms and conditions of the original Agreement remain unchanged.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT FOR ITEM NOS. 1-10) AND HAD NO OBJECTION.

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

MINUTES

Health Department - Reimbursement for Senior Care
Services Program

ACTION REQUESTED OF B/E:

The Board is requested to approve reimbursement to the Senior Care Services Program. The period of the reimbursement will be July 1, 2014 through June 30, 2015. The Board is requested to authorize payment by Expenditure Authorization to the below listed medical adult daycare centers.

AMOUNT OF MONEY AND SOURCE:

\$430,450.00 - 5000-535415-3044-273300-607001

BACKGROUND/EXPLANATION:

Upon receipt of monthly invoices, reimbursement payments will be made on an ongoing basis, provided funds are available.

The Adult Day Care providers provide medical day care services to ill, frail or disabled elderly persons age 65 and older who are eligible to receive Maryland Department of Aging (MDoA) grant funding from the City. The MDoA grant was approved by the Board on October 16, 2013. The City will pay the provider the set rate of \$73.58 per day for approved recipients based on the number of days of service.

The medical adult day centers are as follows:

- A. Providence Adult Day Care, Inc.
AAA Management, LLC t/a Raven's Medical Adult Day Care
Center
- Active Day, Inc.
- Associated Catholic Charities, Inc./St. Ann's Adult Day
Care
- Adult Medical Day Care of Overlea, Inc.

MINUTES

Health Department - cont'd

Easter Seal Society for Disabled Children & Adults, Inc.
Extended Family Adult Day Care, Inc.
Payne Memorial Outreach, Inc./Golden Pond Adult Day
Program, Inc.
Happy Days of Maryland, LLC/Happy Days Adult Day Care
Heritage Adult Day Care, Inc.
Keswick Multi-Care Center, Inc.
Levels Medical Adult Day Care, Inc.
Levindale Hebrew Geriatric Center and Hospital,
Inc./Levindale Adult Day Care (Belvedere)
Levindale Hebrew Geriatric Center and Hospital,
Inc./Levindale Adult Day Care (Pikesville)
LIFE, Inc. Adult Medical Day Care
Maryland Avenue Adult Daycare Center, Inc.
Paradise Adult Medical Day Care, Inc.
Sunrise Adult Medical Day Care, Inc.
Team 2 Inc. d/b/a Phoenix Adult Medical Center
The League for People with Disabilities, Inc.
Today's Care & Family, Inc.

The City will pay all providers under the Adult Medical Day Care Program the collective amount not to exceed \$430,450.00 based upon the set rate and the approved number of days. The approved number of recipient and days may fluctuate based upon recipient preference and City approval. Payments will only be made upon approved invoices for approved recipients. Regardless of the amount of funding available for the program, the provider will not receive payment in excess of the number of participants allowed by the provider's license and the days approved by the City.

Each Adult Day Care provider will develop an appropriate care plan for each recipient in accordance with policies as specified in C.O.M.A.R. 10.12.04, Day Care for the Elderly and Medically Handicapped Adults, and C.O.M.A.R. 10.09.07, Medical Care Program.

MINUTES

Health Department - cont'd

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved reimbursement to the Senior Care Services Programs and authorized payment by Expenditure Authorization to the foregoing medical adult daycare centers.

MINUTES

Health Department - No-Cost Extension to Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a No-Cost Extension to the Grant Agreement from The David and Barbara B. Hirschhorn Foundation.

AMOUNT OF MONEY AND SOURCE:

No additional funding is associated with this action.

BACKGROUND/EXPLANATION:

On October 23, 2013, the Board approved the initial grant agreement in the amount of \$30,000.00, for the period of July 1, 2013 through June 30, 2014.

The Department requested and received approval from The David and Barbara B. Hirschhorn Foundation to extend the project period through September 30, 2014. This extension will allow the Department to complete the development and implementation of the client-centered school health training and the male and parent communication materials.

MBE/WBE PARTICIPATION:

N/A

UPON MOTION duly made and seconded, the Board approved and authorized execution of the No-Cost Extension to the Grant Agreement from The David and Barbara B. Hirschhorn Foundation.

MINUTES

Health Department - Ratification of Agreement and
Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to ratify the AIM Hosted Maintenance Agreement with Saber Corporation and approve and authorize an expenditure of funds to Saber Corporation. The period of the Agreement was June 1, 2013 through May 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$18,720.00 - 4000-433514-3024-295900-605003

BACKGROUND/EXPLANATION:

The Office 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 did not receive the renewal maintenance agreement in time to process a Purchase Order through the Citibuy System. Therefore, the Department is requesting the Board to approve and authorize payment to Saber Corporation.

The Department apologizes for the lateness.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, this item was

WITHDRAWN.

MINUTES

Health Department - Updated Unified Funding Document
for FY 2014

ACTION REQUESTED OF B/E:

The Board is requested to accept the Updated FY 2014 Unified Funding Document for grants for the period ending May 31, 2014.

AMOUNT OF MONEY AND SOURCE:

The funding is provided by the State of Maryland Department of Health and Mental Hygiene. The amount of each grant is as follows:

<u>GRANT DESCRIPTION</u>	<u>TYPE OF ACTION</u>	<u>AMOUNT OF ACTION</u>	<u>TOTAL AWARD</u>
Children Adolescent Health Advocacy	Cancel	(\$95,818.00)	\$ 0.00
School Health Nurse	Cancel	(40,143.00)	\$ 0.00
Home Visiting Planning Grant	Reduction	(12,430.00)	\$ 481,067.00
WIC	Supplement	10,000.00	\$2,061,390.00
RW D - WICKY Health Support	Budget Modification	2,773.00	\$ 497,310.00
ASTHO Million Hearts	New Grant	<u>29,150.00</u>	\$ 29,150.00
		(\$106,468.00)	

BACKGROUND/EXPLANATION:

As the fiscal year progresses, supplements, modifications, and/or reductions will be processed through the granting administrations with revised Unified Funding awards being issued. The most current Unified Funding Document will be the official award of record.

MINUTES

Health Department - cont'd

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board accepted the Updated FY 2014 Unified Funding Document for grants for the period ending May 31, 2014.

MINUTES

Department of Finance/Office - Renewal of FY 2015
of Risk Management (ORM) Insurance Policies

The Board is requested to approve the renewal of FY 2015 Insurance Policies with the incumbent carriers. The period of the renewal is effective July 1, 2014.

<u>Carrier</u>	<u>Type of Coverage</u>	<u>Amount</u>
1. LEXINGTON INSURANCE COMPANY	Master Property Policy	\$2,355,001.00

Account: 2043-000000-1450-162900-603014

This policy covers the real and personal property of the Mayor and City Council and the Baltimore City Public School System.

Because of the double snow storms during the winter of 2010 the Mayor and City Council incurred \$4,007,350.00 in losses to real property. In addition to the past and market loss activity (floods, tornadoes, hurricane Sandy, earthquake activity across multiple states etc.) and market tightening, the Office of Risk Management (ORM) once again anticipated a challenging renewal process for this very important insurance placement.

With these obstacles to face, the ORM feels it is best to work with the incumbent carrier only, to obtain the most competitive pricing and comprehensive plan. As a result the renewal price reflects 0.0363% rate which is guaranteed for the next three years, and still remains very competitive as less than .04 cents per \$100.00 dollar of coverage.

MINUTES

Department of Finance/ORM - cont'd

<u>Carrier</u>	<u>Type of Coverage</u>	<u>Amount</u>
2. AGCS MARINE INSURANCE COMPANY	GPS Tracking Systems	\$ 9,016.00

Account: 2043-000000-1450-162900-603014

This policy provides theft and direct physical damage for GPS tracking units installed in 30 Baltimore City Public School System buses and 350 vendor owned buses. Insurance is being provided by the incumbent carrier, AGCS Marine Insurance Company.

3. CHARTIS INSURANCE COMPANY	Employee Crime	\$ 17,355.00
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Account: 2043-000000-1450-162900-603014

This insurance policy will provide coverage for the loss of money, securities or other financial instruments for which the Mayor and City Council of Baltimore and Baltimore City Public School System are legally liable. The marketplace is limited. Chartis Insurance Company will continue to provide this coverage for the coming year at no increase in rate. This policy has a \$1,000,000.00 per occurrence limit, with a per occurrence deductible of \$10,000.00.

4. AON HUNTING T. BLOCK FINE ARTS INSURANCE	Fine Arts	\$259,847.00
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Account: 2043-000000-1450-162900-603014

This policy is unique and superior to the standard Fine Arts Insurance Policy. It provides Fine Arts replacement cost and transit coverage to the Baltimore Museum of Art, The Walters Art Museum and any location owned, occupied, or controlled by the Mayor and City Council. The coverage is with the incumbent broker, Aon Hunting T. Block Fine Arts Insurance with no increase in premium.

MINUTES

Department of Finance/ORM - cont'd

<u>Carrier</u>	<u>Type of Coverage</u>	<u>Amount</u>
5. AIG	Marine Hull	\$111,156.00

Account: 2043-000000-1450-162900-603014

This policy covers various watercraft owned and/or operated by City agencies, including the Constellation. Markets for this exposure are limited. The policy will be renewed with the incumbent carrier, AIG, at the same terms and conditions as the expiring policy including terrorism coverage on the entire fleet.

6. GLOBAL AEROSPACE	Aircraft Hull & Liability	\$245,499.00
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Account: 1001-000000-2010-197800-603014

This insurance policy provides both liability and hull coverage for the Police Department's fleet of helicopters. Coverage is being renewed with the incumbent carrier, Global Aerospace, at no change in rate.

7. PHILADELPHIA INSURANCE COMPANY	Liability	\$114,962.00
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Account: 2043-000000-1450-162900-603014

This policy provides liability coverage for the Convention Center Complex and 1st Mariner Arena. The renewal is being provided by the incumbent carrier, Philadelphia Insurance Company.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved the renewal of FY 2015 Insurance Policies with the incumbent carriers. The Mayor **ABSTAINED** on item no. 7.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

2520 - 2521

SUBJECT to receipt of favorable reports

from the Planning Commission,

the Director of Finance having

reported favorably thereon,

as required by the provisions of the

City Charter.

MINUTES

TRANSFERS OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Housing and Community Development</u>		
1. \$180,771.36	9910-995001-9587	
State Revenue	Unallocated Reserve	
62,228.64	(Reserve)	
State Revenue	9910-907994-9587	
25,000.00	Special Capital Proj.	
<u>State Revenue</u>	(Reserve)	
\$268,000.00	9910-904986-9587	
	Housing Repair Assis-	
	tance (Reserve)	
\$190,000.00	-----	9910-907109-9588
18,000.00	-----	Vacants to Value
<u>60,000.00</u>	-----	9910-905290-9588
\$268,000.00		Live Near Your
		Work
		9910-906011-9588
		Employees Homebuy-
		ing Assistance

This transfer will provide appropriations to support loans through the Employees Homebuying Assistance, Buying into Baltimore, Live Near Your Work, and the Vacants-to-Value Booster Programs.

Baltimore Development Corporation (BDC)

2. 27,500.00	9910-906983-9600	9910-907983-9603
20 th EDF	Constr. Reserve	Arts & Entertain-
	Arts & Entertain-	ment Initiative
	ment Initiative	

This transfer of funds to the Baltimore Office of Promotion and the Arts is to assist in the funding of the painting of a mural on the Fitchco building located at 2201 Russell Street which is off of Interstate 295.

MINUTES**TRANSFERS OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>BDC</u> - cont'd		

This is part of the "Love Letters to Baltimore" mural project that will include five to ten murals throughout the City.

A PROTEST WAS RECEIVED FROM THE WESTPORT IMPROVEMENT ASSOCIATION. THE PROTEST WAS WITHDRAWN. A LETTER OF SUPPORT WAS RECEIVED FROM THE WESTPORT IMPROVEMENT ASSOCIATION.

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

Westport Improvement Association



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

June 14, 2014

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

Dear members of the Baltimore City Board of Estimates:

I am writing to you today as the President of the Westport Improvement Association to straightforwardly protest the transfer of funds as stated from the BOARD OF ESTIMATES TRANSFER OF FUNDS Page 10 of the June 22, 2014 agenda. Transfer of funds from the Baltimore Development Corporation Accounts 9910-906983-9600 and 9910-907983-9603 in the amount of \$27,500.00.

"This transfer of funds to the Baltimore Office of Promotion and the Arts is to assist in the funding of the painting of a mural on the Fitchco building located at 2201 Russell Street which is off of Interstate 295. This is part of the "Love Letters to Baltimore" mural project that will include five through ten murals throughout the City".

First and foremost again a decision was made to do a project in the Westport neighborhood without coming to the neighborhood associations so that our residents could have a say in the project, how it should look and where it would do the most good. This is a practice of the City that is not acceptable.

We are requesting to meet with the Baltimore Development Corporation, Baltimore City Office of Promotion and the Arts, Councilman Reisinger and City Council President Jack Young before any decision is made on this matter. No decision should have been made or should be made without our input.

We have had representatives attend the Baltimore City Office of Promotion and the Arts workshops and we believe their concept is to work with neighborhoods. There are other locations in Westport that actually need a mural project to allow Westport to have a better aesthetic appearance. This is not the first time that Westport has been in this situation, but we pray that it is the last.

Sincerely,

Ruth Sherrill

Ruth Sherrill, President

Contact: Ruth Sherrill – 410-783-7541 ~ I do not have email, however, you can send written to project_toour@yahoo.com so that they can get the messages and information to me.

2631 Waterview Ave
Balto, Md 21230
June 27, 2014

Dear Ms Villegas,

I am sorry for the mix up on the date and time. I had just found a new job. I talked to neighbors and other people in the Community to find out if they would like to have the Project in the Community. They all agreed they were very excited about the project. I like to thank you for being so kind about the project. Next time I will ask the Community, before I make a decision I try to agree with the neighborhood on what they want and don't want. If you want me to, I will get you names

Sincerely
Ruth N. Sherrill

Kim A. Trueheart

June 10, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration by the Mayor of Baltimore City and the various Departments and Agencies.

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 23, Item #3, Baltimore Development Corporation (BDC) – TRANSFER OF FUNDS, if approved:
 - i. With the alleged budget shortfalls anticipated again next fiscal year this agreement appears to be completely inappropriate considering the reported \$50,000.00 investment made in a mural installation on a set of buildings slated for demolition;
 1. Please provide access to the document which details the “Love Letters to Baltimore” mural project;
 2. Please provide access to the document which details the FY 2014 and FY 2015 budgets for the “Love Letters to Baltimore” mural project.
 - ii. These funds would better serve the public good if they were reallocated to keep recreation centers open with quality programs and services for our most vulnerable populations.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed questionable management and administration of scarce municipal funds by the Baltimore Development Corporation. The action serves to demonstrate the lack of a sound logical investment strategy of our scarce funds which directly results in poor, reduce or the absence of services supporting residents like myself due to these actual failings.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on June 10, 2014.

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

Sincerely,
Kim Trueheart, Citizen & Resident

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|--|-------------|---------|
| 1. ALLSTATE FLOORS
& CONSTRUCTION, INC. | \$32,704.77 | Low Bid |
|--|-------------|---------|
- Solicitation No. B50003493 - Install Sports Floor for Mt. Pleasant Ice Arena - Department of Recreation and Parks - Req. No. R656195

The period of the award is June 11, 2014 to June 10, 2015.

- | | | |
|---------------------------|-------------|-------------|
| 2. GOTTLIEB & WERTZ, INC. | \$30,000.00 | Sole Source |
|---------------------------|-------------|-------------|
- Solicitation No. 08000 - Quest Annual Maintenance and Support - Circuit Court - Req. No. R668770

The vendor is the sole provider of support for the integrated management and tracking system. The period of the award is July 1, 2014 through June 30, 2015.

- | | | |
|--------------------|-------------|-------------|
| 3. DAYCON PRODUCTS | \$49,014.00 | Sole Source |
|--------------------|-------------|-------------|
- Solicitation No. 08000 - Green Seal 42 Training Classes and Certifications - Convention Center - Req. No. R662731

The period of the award is June 25, 2014 through June 24, 2015 with two 1-year renewals remaining.

- | | | |
|-------------------|-------------|---------|
| 4. SAFEWARE, INC. | \$44,985.00 | Low Bid |
|-------------------|-------------|---------|
- Solicitation No. B50003588 - Chempro Meters - Fire Department - Req. No. R667111

- | | | |
|-------------------------|-------------|-------------|
| 5. KRONOS SYSTEMS, INC. | \$27,263.54 | Sole Source |
|-------------------------|-------------|-------------|
- Solicitation No. 08000 - Telestaff Support - Fire Department - Req. No. R662442

Kronos Systems, Inc. is the developer and sole distributor of the Telestaff system currently in use by the Fire Department.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

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|--|-------------|---------|
| 6. RICHTER DRAFTING &
OFFICE SUPPLY CO. INC. | \$16,000.00 | Renewal |
| Solicitation No. B50003086 - Xerox Bond Paper - Department of
General Services - Req. No. R638387 | | |

On July 31, 2013, the City Purchasing Agent approved the initial award in the amount of \$15,599.50. The award contained two 1-year renewal options. This renewal in the amount of \$16,000.00 is for the period July 31, 2014 through July 30, 2015 with one 1-year renewal option remaining.

- | | | |
|--|-------------|---------|
| 7. BALTIMORE HARBOR CENTER, LLC
d/b/a SHERATON INNER HARBOR
HOTEL | \$ 8,208.00 | Renewal |
| Solicitation No. 08000 - Parking Spaces - Mayor's Office of
Human Services - Req. No. R669070 | | |

On June 1, 2012, the City Purchasing Agent approved the initial award in the amount of \$21,828.00. The award contained three 1-year renewal options. On June 26, 2013, the Board approved the first renewal in the amount of \$17,784.00. This renewal in the amount of \$8,208.00 is for the period July 1, 2014 through June 30, 2015, with one 1-year renewal option remaining.

- | | | |
|---|---------|---------|
| 8. MODERN DOOR AND EQUIPMENT
SALES, INC. | \$ 0.00 | Renewal |
| Contract No. B50001468 - Preventive Maintenance and Emergency
Repairs for Operable Walls - Baltimore Convention Center - P.O.
No. P514635 | | |

On August 11, 2010, the Board approved the initial award in the amount of \$447,360.00. The award contained two 1-year renewal options. On July 3, 2013, the Board approved the first renewal in the amount of \$0.00. This final renewal in the amount of \$0.00 is for the period August 1, 2014 through July 31, 2015. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

11. TYRRELLTECH, INC.	\$ 0.00	Renewal
Contract No. B50001500 - Materials Used for Signs, Banners, Posters, etc. - Department of Public Works - P.O. No. P513929		

On June 30, 2010, the Board approved the initial award in the amount of \$52,581.50. The award contained four 1-year renewal options. Subsequent renewals have been approved. This final renewal in the amount of \$0.00 is for the period July 14, 2014 through July 13, 2015, with no renewal options remaining. The above amount is the City's estimated requirement.

MWBOO GRANTED A WAIVER.

12. CORPORATE MAINTENANCE GROUP, LLC	\$300,000.00	Renewal
Contract No. B50001658 - Snow Removal Contract - Department of Transportation - P.O. No. P515695		

On December 22, 2010, the Board approved the initial award in the amount of \$500,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. This final renewal in the amount of \$300,000.00 is for the period July 1, 2014 through June 30, 2015. The above amount is the City's estimated requirement.

MWBOO SET GOALS OF 20% MBE AND 7% WBE.

MBE: TNE Global	\$44,755.60	20%
WBE: Comm-Lease, Inc.	\$59,772.70	7%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

13. SYMAGO, LLC	\$ 0.00	Extension
Contract No. B50000357 - Interactive Voice Recognition System (IVR) - Department of Transportation - P.O. No. P504785		

On October 8, 2008, the Board approved the initial award in the amount of \$50,000.00. The award contained two 1-year renewal options. Subsequent actions have been approved. On March 19, 2014, the Board approved the award of a new contract B50003154. An extension for July 1, 2014 through July 31, 2014 is requested to allow time to transition from the current vendor to the new vendor. The above amount is the City's estimated requirement.

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

14. PAPCO INC.	\$ 0.00	Extension
Contract No. B50001083 - Gasoline and Diesel Fuel - Department of General Services & Department of Transportation - P.O. No. P521626		

On July 29, 2009, the Board approved the initial award in the amount of \$68,750,000.00. The award contained two 1-year renewal options. On June 6, 2012, and May 15, 2013, the Board approved the first and second renewals respectively. On September 26, 2012, the Board approved the assignment of award in the amount of \$0.00. On December 12, 2012, the Board approved an amendment to award in the amount of \$0.00. A new solicitation B50003431 for this requirement has been issued. An extension from August 1, 2014, through October 31, 2014 of the existing contract is needed to maintain continuity of services until a new contract is put in place. 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.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

MWBOO SET GOALS OF 3.75% MBE AND 0% WBE.

PAPCO was found in compliance on June 17, 2014.

MBE: JJ Adams Fuel Oil Co.	\$825,978.19	15.3%
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WBE: N/A

MWBOO FOUND VENDOR IN COMPLIANCE.

15. CHESAPEAKE SYSTEM, LLC	\$ 0.00	
PUMP AND EQUIPMENT SALES		
COMPANY	\$ 0.00	Extension
Contract No. B50001445 - Provide Various Submersible Pumps - Various - P.O. Nos. P514273 and P514274		

On June 30, 2010, the Board approved the initial award in the amount of \$44,098.00. The award contained one 1-year renewal option. On May 9, 2012, the Board exercised the sole renewal option. On October 12, 2011 and December 19, 2012, the Board approved increases in the amount of \$15,000.00 and \$50,000.00 respectively. An extension from June 30, 2014 through September 30, 2014 of the existing contract is needed to maintain the continuity of services until a new contract is put in place. The agency is in the process of submitting a new requisition with new specifications for bidding. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

16. 1ST CALL

JAMES THOMAS VOLTZ d/b/a
 AMERICAN CONTRACTING &
 ENVIRONMENTAL SERVICES

2ND CALL

EESCO PUMP AND VALVE, INC.

\$400,000.00	Increase
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Contract No. B50002316 - Pump Repair Services - Department of
 Public Works, Bureau of Water and Wastewater - P.O. Nos.
 P520199 and P520200

On April 18, 2012, the Board approved the initial award in the amount of \$600,000.00. The award contained two 1-year renewal options. This increase is necessary to meet increased demand of services covered by the contract due to the initiation of a more intensive maintenance program. This increase in the amount of \$40,000.00 will make the award amount \$1,000,000.00. The award expires on April 30, 2015, with two 1-year renewal options remaining. The above amount is the City's estimated requirement.

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

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

Kim A. Trueheart

July 1, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of Baltimore City, of which I am a member, in good standing.

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: Page 40, Item #16, Bureau of Purchases - Solicitation No. Contract No. B50002316 - Pump Repair Services – BW&W, if approved:
 - a. MWBOO SET GOALS OF 0% MBE AND 0% WBE;
 - b. Setting the MBE goals to 0% unfairly disadvantages the sole minority- and women-owned business in this market segment;
 - c. Setting the MBE goals to 0% unfairly eliminates the sole minority- and women-owned business in this market segment from the awarding of this contract;
 - d. Please provide for inspection the documentation which substantiates the goals being set at 0%;
 - e. Unfairly deprives businesses of Baltimore City the opportunity to receive the full benefit of the minority and women participation goals as outlined in local policy.
3. How the protestant will be harmed by the proposed Board of Estimates' action: As a citizen I am experiencing a significant financial burden with annual tax increases, sewer and water service increases, user fee increases, parking meter rate increases and significantly reduce services as a resident. This onerous burden can only be relieved when the cost saving business practices and participation goals are consistently and fairly applied to all procurement actions. This award fails to accomplish that end and will be more costly to the citizens of Baltimore and myself.
4. The Remedy I Seek: This award should NOT be approved and the action should be re-solicited in the interest of true competition.

I look forward to the opportunity to address this matter in person at your upcoming meeting of the Board of Estimates on July 2, 2014.

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

Sincerely,
Kim Trueheart, Citizen

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

At the time of award of this contract, the City had not identified an Advanced Metering Infrastructure product. Subsequently on November 6, 2013, the Board approved the award of Contract B50002877, Advanced Metering Infrastructure, and Water Meter System Installation to Itron, Inc. This requires factory installation of Itron's inline connectors on water meters supplied by the various meter manufacturers. The submitted Amendment to L/B Water's contract includes this change at no additional cost to the City.

The Department of Public Works has recently determined that Group 2 water meters provided under the contract with Neptune Technology Group, Inc. should have test ports for proper testing of the meters in the field. These test ports are required to be installed by the manufacturer at an additional cost of \$20.00 per. 1.5" meter and \$30.00 per 2" meter. The submitted Amendment includes this change. The above amount is the City's estimated requirement.

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

MWBOO GRANTED A WAIVER.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
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<u>Bureau of Purchases</u>		
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UPON MOTION duly made and seconded, the Board approved and authorized execution of the informal awards, renewals, increases to contracts and renewals. The Board further approved and authorized execution of the amendment to agreement with L/B Water Service, Inc., Neptune Technology Group, Inc., and Mueller Systems, LLC (item no. 17). The Mayor **ABSTAINED** on item nos. 3 and 8.

MINUTES

Department of Human Resources - Personnel

Department of Recreation and Parks - Employment Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Employment Agreement with Ms. Stephanie Helms. The period of the agreement is effective upon Board approval for one-year.

AMOUNT OF MONEY AND SOURCE:

\$22,494.00 - 6000-680714-5051-385300-601009

(\$23.00 per hour)

BACKGROUND/EXPLANATION:

Ms. Helms will work as a Contract Service Specialist II (Environmental Conservation Analyst) in the Forestry Division. Her duties will include, but will not be limited to performing daily tasks with the TreeBaltimore Program such as collecting and tracking tree planting data, providing maintenance for the program's nursery, and assisting with educational and volunteer outreach. Ms. Helms will also provide expertise and labor with the Department's non-profit partners during tree planting and maintenance events and coordinate the implementation of forest conservation plans for the Department. In addition, she will serve as the Department's representative in the City's efforts to procure and implement a City-wide GIS-based tree inventory system and perform other duties as required.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Employment Agreement with Ms. Stephanie Helms.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTION

* * * * *

On the recommendations of the City agency
hereinafter named, the Board,
UPON MOTION duly made and seconded,
awarded the formally advertised contracts
listed on the following pages:

2534 - 2536

to the low bidders meeting the specifications,
and rejected the bid as indicated
for the reasons stated.

The Transfer of Funds was approved
SUBJECT to receipt of a favorable report
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

Bureau of Water & Wastewater

1. WC 1263, SBIC Water Main Replacements & Relocations	Spiniello Companies	\$2,733,000.00	
MBE: Machado Construction Co., Inc.	\$235,000.00	8.60%	
Shekinah Group, LLC	38,300.00	1.40%	
	<u>\$273,300.00</u>	<u>10.00%</u>	
WBE: R&R Contracting Utilities, Inc.	\$ 54,700.00	2.00%	

MWBOO FOUND VENDOR IN COMPLIANCE

2. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$3,607,560.00	9960-909100-9558 Water Revenue Bonds	Construction Reserve Water Infrastructure Rehab
\$ 273,300.00	-----	9960-905659-9557-2 Extra Work
273,300.00	-----	9960-905659-9557-3 Engineering
163,980.00	-----	9960-905659-9557-5 Inspection
2,733,000.00	-----	9960-905659-9557-6 Construction
<u>163,980.00</u>	-----	9960-905659-9557-9 Administration
\$3,607,560.00		

The funds are required to cover the cost of the award for construction of WC 1263, SBIC Water Main Replacements and Relocations.

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

- | | | |
|---|------------------------------------|--------------|
| 3. B50003300, Hackathon
Events Support | Digital Harbor
Foundation, Inc. | \$ 91,000.00 |
|---|------------------------------------|--------------|

(Mayor's Office of Information Technology)

The two bids received, from Greater Baltimore Technology Council (GBTC) and Digital Harbor Foundation, Inc. (Digital Harbor) were opened on February 12, 2014. The Bureau of Purchases is recommending the award be made to the responsive and responsible bidder receiving the highest score, Digital Harbor.

Digital Harbor was found non-compliant on April 28, 2014. GBTC was found compliant on April 28, 2014. The recommended awardee obtained a significantly higher total score than the sole remaining bidder, and was the only bidder within the user agency's available funding for this project.

The Bureau of Purchases is recommending that the bidder be given 10 days to come into compliance, and that award is in the City's best interest.

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

MBE: See note below* 0

WBE: The Classic Catering 1%
People, Inc.

*Bidder did not achieve the MBE goal. The name of the MBE firm is not indicated in the Statement of Intent form, Part B.

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

**A PROTEST WAS RECEIVED FROM DIGITAL HARBOR FOUNDATION, INC.
THE PROTEST WAS WITHDRAWN.**

Taylor, Harriette

From: Andrew Coy [andrew@digitalharbor.org]
Sent: Monday, June 30, 2014 3:42 PM
To: Krus, Timothy
Cc: Taylor, Harriette; Benson, Cailin; Sher, Erin
Subject: Re: Solicitation Number B50003300 – Hackathon Events Support
Thank you for informing me of these details.

I am happy to withdraw our protest letter at this time and see the process move forward. Thank you.

Best,

Andrew Coy
Executive Director

Digital Harbor Foundation
(410) 402-4189

On Mon, Jun 30, 2014 at 2:06 PM, Krus, Timothy <Timothy.Krus@baltimorecity.gov> wrote:

Mr. Coy,

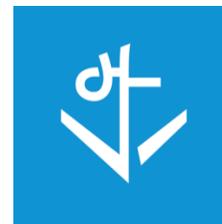
Please reply to all on this email to withdraw the letter of protest that you had sent earlier when we announced the cancellation of this solicitation. This will move the award to the routine Board of Estimates agenda so that it is voted on as part of a group of routine matters for the Board's consideration.

Thanks,

Timothy Krus, CPPO
City Purchasing Agent
Department of Finance
Bureau of Purchases
231 E. Baltimore Street
Baltimore, Maryland 21202
[410-396-5700](tel:410-396-5700)
timothy.krus@baltimorecity.gov

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

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



Digital Harbor Foundation
1045 Light Street
Baltimore, MD 21230

June 17, 2014

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

Dear Ms. Taylor:

I am writing to protest the proposed rejection of the Hackathon Events Supports bid before the Board of Estimates.

Details as required by the Board of Estimates are as follows:

1. Whom you represent: Digital Harbor Foundation, Inc. (DHF)
2. What the issues are: Page 30, Bureau of Purchases - Solicitation No. B50003300 – Hackathon Events Support rejection.
 - a. The Bureau recommends the rejection all bids while at the same time proposing the bid be re-issued and re-opened;
 - b. No reason for why this would be “in the best interest of the City” is given;
 - c. This is the second time the process has, without stated cause, been canceled and re-issued.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a member of the technology community and the executive director of the Digital Harbor Foundation, a local non-profit which created the DHF Tech Center to serve hundreds of youth from around Baltimore City and teach them valuable technology-related skills, this action is cause for significant concern. The bid process has been released, canceled, re-issued, delayed, and is now proposed to be canceled again, re-issued, re-opened and re-evaluated. It is my opinion that these actions are wasteful of tax dollars as they require Baltimore City government employees to unnecessarily go through the entire lengthy advertising, bidding, and evaluation process yet again. Additionally, this repeated delay lessens the field of competent bidders who

have to unnecessarily repeat the efforts of bid submission at their own expense for reason not disclosed.

4. The Remedy I Seek: Any of the following actions would be acceptable:
 - a. the bid moving forward under the previous evaluation of submissions and award based on the technical merits of the proposals as outlined in the bid documents and scoring rubric;
 - b. delayed decision for a week to allow for representatives from the City to meet and discuss my response to the proposal;
 - c. allow bidders to address specific questions and answer any additional specifications before bid is canceled, re-issued, and re-opened.

Unfortunately I will not be able to address this matter in person at your upcoming meeting of the Board of Estimates on June 18, 2014 as myself and a student from the DHF Tech Center will be presenting our work at the first ever White House Maker Faire.

If you have any questions regarding this request, please feel free to call me at (410) 402-4189.

Sincerely,

A handwritten signature in blue ink, appearing to read "Andrew Coy". The signature is stylized with large, flowing loops.

Andrew Coy
Executive Director

Digital Harbor Foundation

Bureau of Purchases

4. B50003300, Hackathon Events Support

REJECTION - On February 12, 2014, the Board opened two bids for B50003300. In the process of evaluation, the Bureau determined that an award would not be in the best interest of the City and revised specifications would be required. The Bureau requests the Board to reject all bids received. This requirement will be revised and re-bid at a later date.

(Mayor's Off. of Information Technology)

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

4. B50003526, Electronic Vintage Tech, LLC \$454,400.00
Material Collections
& Recycling Services

(Dept. of Public Works, Bureau of Solid Waste)

Two bids were opened on May 28, 2014. The offer submitted by the lowest bidder was determined to be non-responsive for failure to meet specifications. The offer submitted by the remaining bidder was found to be responsive.

The Bureau of Purchases is recommending the vendor be given 10 days to come into compliance.

MWBOO SET MBE GOALS AT 11% AND WBE GOALS AT 4%.

MBE: None Listed

WBE: None Listed

Bidder did not achieve the MBE/WBE goals. There was a request for a waiver but bidder failed to demonstrate "Good Faith Efforts."

MWBOO FOUND VENDOR IN NON-COMPLIANCE.

MINUTES

Bureau of Purchases - Master Lease Financing

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize the Department of Finance, Bureau of Purchases to seek Master Lease Financing for the purchase of vehicles.

AMOUNT OF MONEY AND SOURCE:

\$4,000,000.00 - City's Master Lease through the Bureau of Treasury Management

BACKGROUND/EXPLANATION:

No additional funds are requested. The total cost will be financed through the City's Master Lease program administered by the Bureau of Treasury Management.

The Bureau of Purchases is requesting the Board's approval to seek master lease financing to purchase approximately 135 police vehicles. The vehicles will be additions to the Police Department's fleet and will assist in their efforts to provide an increased police presence and crime reduction strategies throughout the City. This request for Board approval will authorize the financing of the future purchase of the following vehicles:

<u>GVW Class 6 Year Tranche</u>	<u>Vehicle Count</u>	<u>Estimated Cost</u>
<8,500 GVW - Police Cars	135	\$4,000,000.00

The purchase of vehicles will be awarded to vendor/s in one or more solicitation/s with subsequent Board of Estimates' approvals as required.

APPROVED FOR FUNDS BY FINANCE

MINUTES

Bureau of Purchases - cont'd

A PROTEST WAS RECEIVED FROM MS. KIM TRUEHEART.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution for the Department of Finance, Bureau of Purchases to seek Master Lease Financing for the purchase of vehicles. The Comptroller **ABSTAINED**.

Kim A. Trueheart

July 1, 2014

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

Dear Ms. Taylor:

Herein is my written protest on behalf of the underserved and disparately treated citizens of the Baltimore City who appear to be victims of questionable management and administration by the Baltimore City Police Department (BCPD).

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 48, Bureau of Purchases – Master Lease Financing – Police Vehicles, if approved:
 - i. This action does NOT appear to be furthering the protocols of Neighborhood Community Policing Program or any local initiatives that put police officers on foot in neighborhoods;
 - ii. This action does NOT appear to be furthering the Mayor’s 10-Year Plan which states: “With lease financing, the City would be able to significantly accelerate vehicle replacement, modernize the fleet to include more fuel-efficient and reliable vehicles, and place the City on a more sound replacement schedule going forward;
 - iii. This \$4,000,000.00 procurement should be reduced by half to ensure police officers patrol on foot rather than remain in cars isolated from communities and citizens;
 - b. Request this action NOT be approved, that the amount be reduced by half and the remain funds be transferred to the Family League to increase funding for after-school and educational programs.
3. How the protestant will be harmed by the proposed Board of Estimates’ action: As a citizen I have witnessed questionable management and stewardship of municipal funds by this Mayoral administration and BCPD. I seek a reasonable amount of results-oriented stewardship of scarce tax-payers funds which currently does not appear to exist. Smart money management seems to elude this Mayoral administration and the lack of checks and balances in oversight and auditing of municipal expenditures harms rather than serves the public good.

I look forward to the opportunity to address this matter at your upcoming Board of Estimates on July 1, 2014. If you have any questions regarding this request, please telephone me at (410) 205-5114.

Sincerely,
Kim Trueheart, Citizen & Resident

Email: ktrueheart@whatfits.net
5519 Belleville Ave
Baltimore, MD 21207

MINUTES**TRAVEL REQUESTS**

<u>Name</u>	<u>To Attend</u>	<u>Fund Source</u>	<u>Amount</u>
<u>Department of Communication Services</u>			
1. Simon Etta	The World's Communication Conference - ITEXPO Las Vegas, NV Aug. 10 - 15, 2014 (Reg. Fee \$99.00)	Internal Service	\$1,542.31

Department of Finance

2. Kirsten Silveira	ICMA Annual Conference Charlotte, NC Sept. 14, - 17, 2014	General Fund	\$ 917.24
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The subsistence rate for this location is \$161.00 per night. The cost of the hotel is \$159.00 per night plus hotel tax of is \$24.25 per night. The airfare in the amount of \$187.50 was pre-paid on a City-issued credit card assigned to Mr. Andrew Kleine. The Department is requesting an additional \$38.00 per day for food. The amount to be disbursed to the attendee is \$729.74.

Health Department

3. Cynthia Mobley	National Reproductive Health Conference Orlando, FL Aug. 3 - 6, 2014 (Reg. Fee \$305.00)	DHMH- HTYA	\$1,274.58
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The subsistence rate for this location is \$157.00 per night, plus hotel tax of \$37.86 per night. The registration fee in the amount of \$305.00 was pre-paid on EA000144436. The amount to be disbursed to attendee is \$969.58.

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

MINUTESMayor's Office on Criminal Justice - Consultant Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of a Consultant Agreement with Ms. Lisa Fink. The period of the agreement is July 1, 2014 through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

\$3,750.00 - 5000-516411-2252-690500-603018

BACKGROUND/EXPLANATION:

The Mayor's Office on Criminal Justice has received a "Supervised Visitation" grant, which will fund a Visitation Center (Center). This Center creates a safe haven for families with histories of domestic violence. The Center allows for visitation between children and their visiting parents in a monitored setting and/or monitored exchanges of children for weekend visits with their non-custodial parents.

Ms. Fink will oversee the supervised visitations and monitored exchange services and assist in fulfilling administrative and operational duties for the Visitation Center, as needed.

MBE/WBE PARTICIPATION:

N/A

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Consultant Agreement with Ms. Lisa Fink.

MINUTES

Department of Transportation - Grant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement with the Baltimore Metropolitan Council (BMC).

AMOUNT OF MONEY AND SOURCE:

\$245,276.00 - 6000-617215-2303-59600-406001

BACKGROUND/EXPLANATION:

This grant will allow the City to complete population and development projections and transportation planning work to ensure that the Region's transportation plans will meet federal air quality standards.

This funding was provided by the Maryland Department of Transportation to the BMC. The Department of Transportation will complete work under this grant and will serve as the lead agency for the City. The Department of Transportation will provide in-kind services to match this grant.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Agreement with the Baltimore Metropolitan Council (BMC).

MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of Task No. 7 to Whitman, Requardt & Associates, under Project No. 1134, On-Call Traffic Engineering Studies.

AMOUNT OF MONEY AND SOURCE:

\$58,414.29 - 9950-904641-9508-900020-703032

BACKGROUND/EXPLANATION:

This authorization provides for Whitman, Requardt & Associates to perform grant preparation and oversight services for TIGER VI (Transportation Investment Generating Economic Recovery) application efforts for the Baltimore City Department of Transportation. TIGER VI grant application preparation services for Red Line Transportation Opportunities Plan include oversight and support for three grant applications.

MBE/WBE PARTICIPATION:

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

MBE: 27%

WBE: 9%

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

MINUTES

Dept. of Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$64,379.47	9950-902641-9509	9950-904641-9508-3
GF HUR	Constr. Reserve - Feasibility Studies	Design and Study Feasibility Studies

This transfer will fund the costs associated with expense related to Task No. 7, Project No. 1134, for On-Call Traffic Engineering Studies with Whitman, Requardt & Associates.

UPON MOTION duly made and seconded, the Board approved the assignment of Task No. 7 to Whitman, Requardt & Associates, under Project No. 1134, On-Call Traffic Engineering Studies. The Transfer of Funds was approved, SUBJECT to the receipt of a favorable report from the Planning Commission, the Director of Finance having reported favorably thereon, in accordance with the provisions of the City Charter.

MINUTES

Department of Transportation - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an On-Call Agreement for Project No. 1190, Consultant Engineering Design, Review and Evaluation Services - Conduit with Whitman, Requardt and Associates, LLP. The period of the Agreement is effective upon Board approval for one year.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset Limit

The amount will be determined with each individual project. No funds are required at this time.

BACKGROUND/EXPLANATION:

The Department of Transportation has negotiated and procured the consulting agreement approved by the Office of Boards and Commission and Architectural and Engineering Awards Commission and now desires to utilize the services of Whitman, Requardt and Associates, LLP. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist with the scope of services which includes but is not limited to civil engineering, traffic engineering, utility engineering, and related work for the Baltimore City Conduit System. Also, developing duct bank, manholes, roadway alignment, storm drainage improvements, street lighting, electric duct banks, water and wastewater, reconstruction, resurfacing, stormwater management, erosion and sediment control, surveys, environmental site assessments and other related civil engineering tasks.

MINUTES

Department of Transportation - cont'd

The scope of services may also include providing on-site project management and/or inspectors, staff report, GIS support and other miscellaneous task for various Capital Improvement Projects. Responsibilities will include preparation of construction contract documents including plans and specifications for the bid in connection with Project No. 1190, On-Call Consultant Engineering Design, Review and Evaluation Services-Conduit.

MBE/WBE PARTICIPATION:

Whitman, Requardt and Associates, LLP will comply with Article 5, Subtitle 28 of the Baltimore City Code and MBE/WBE goals established in the agreement.

MBE: Acclaim Systems, Inc.	\$ 50,000.00	5.00%
Baker Engineering Services, Inc.	100,000.00	10.00%
Sabra Wang & Associates, Inc.	150,000.00	15.00%
	<u>\$300,000.00</u>	<u>30.00%</u>
 WBE: Carroll Engineering, Inc.	 \$ 50,000.00	 5.00%
P.E.L.A. Design, Inc.	50,000.00	5.00%
	<u>\$ 100,000.00</u>	<u>10.00%</u>

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 Agreement for Project No. 1190, Consultant Engineering Design, Review and Evaluation Services - Conduit with Whitman, Requardt and Associates, LLP.

MINUTES

Department of Transportation - Amendment No. 1 to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Amendment No. 1 to Agreement for Project No. 1142, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services with Rummel, Klepper & Kahl, LLP. The Amendment No. 1 to Agreement extends the period of the agreement through July 12, 2015.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On July 13, 2011, the Board approved the Agreement with Rummel, Klepper & Kahl, LLP in the amount of \$1,000,000.00 to assist the Traffic Division for a 3-year period. The Department of Transportation requests the Board to approve Amendment No. 1 to allow for a one year time extension to complete ongoing assigned Tasks.

DBE PARTICIPATION:

The Consultant will comply with Title 49 Code of the Federal Regulations, Part 26 and the DBE goals of 23.00% established in the original agreement.

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment No. 1 to Agreement for Project No. 1142, On-Call Traffic Signals & I.T.S and Traffic Engineering Design Services with Rummel, Klepper & Kahl, LLP.

MINUTES

Department of Transportation - On-Call Consultant Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Agreement for Project No. 1183, Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services, with McCormick Taylor & Associates, Inc. The period of the Agreement is effective upon Board approval for three years.

AMOUNT OF MONEY AND SOURCE:

\$1,000,000.00 - Upset Limit

The amount will be determined with each individual project. No funds are required at this time.

BACKGROUND/EXPLANATION:

The Department of Transportation has negotiated and procured the consulting agreement approved by the Boards and Commission and Architectural and Engineering Awards Commissions and now desire to utilize the services of McCormick Taylor & Associates, Inc. The cost of services rendered will be on actual payroll rates not including overhead and burdens times a set multiplier. The payroll rates and multiplier have been reviewed by the Department of Audits. The Consultant will assist with the scope of services which includes various activities such as, ITS and traffic engineering services, field surveys and design for traffic signals, detectors, closed circuit television traffic monitoring, variable message signs, field condition inspection and associated work in connection with Project No. 1183, On-Call Consulting Services Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services - Department of Transportation.

MINUTES

Department of Transportation - cont'd

DBE PARTICIPATION:

McCormick Taylor & Associates, Inc. will comply with Title 49 Code of Federal Regulations Parts 26 (49CFR26) and the 25% DBE goal established in the agreement.

DBE: Daniel Consulting, Inc.	\$140,000.00	14.00%
RJM Engineering, Inc.	80,000.00	8.00%
Connor Support Services, Inc.	<u>30,000.00</u>	<u>3.00%</u>
	\$250,000.00	25.00%

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 Agreement for Project No. 1183, Traffic Signals & I.T.S. and Traffic Engineering On-Call Consulting Services, with McCormick Taylor & Associates, Inc.

MINUTES

Department of Real Estate - Tax Sale Certificate

ACTION REQUESTED OF B/E:

The Board is requested to approve the assignment of a Tax Sale Certificate to Mr. Dwight Donaldson for an amount that is less than the lien amount for the property located at 322 N. Calhoun Street.

AMOUNT OF MONEY AND SOURCE:

<u>Property Address</u>	<u>Assessed Value</u>	<u>Flat Taxes & Water</u>	<u>Total Liens</u>	<u>Assignment Amount</u>
322 N. Calhoun Street	\$5,000.00	\$1,688.10	\$76,686.97	\$5,000.00

BACKGROUND/EXPLANATION:

The City acquired the Tax Sale Certificate for 322 N. Calhoun Street on October 24, 2012 for \$76,686.97. Mr. Donaldson has offered to purchase the Tax Sale Certificate for 322 N. Calhoun Street, file the petition to foreclose, acquire title to the property, and return it to productive use. The assignment amount of \$5,000.00 for the Tax Sale Certificate will cover the flat taxes and water bills on that property. Comparable sales of vacant properties in the neighborhood indicate an appraised value of approximately \$4,000.00.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of a Tax Sale Certificate to Mr. Dwight Donaldson for an amount that is less than the lien amount for the property located at 322 N. Calhoun Street.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES :

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Real Estate - Option</u>			
1. Christopher A. Ross and Jill Jonnes	ES Meadow Lane Rear 4429-31 Wickford Road (Block 4965E, Lot 9)	F/S	\$ 4,000.00

The option is necessary to insure continuity of the Nature Trail that runs along Stony Run Stream in accordance with the Greater Roland Park Master Plan of 2011.

This acquisition will ensure the continuity of the Nature Trail that runs along Stony Run Stream, in accordance with the Greater Roland Park Master Plan of 2011.

Funds are available in account 9938-928004-9474-900010-704040 (State).

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

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

The Board is requested to approve and authorize execution of a Lease Agreement between Consolidated Trailers, LLC., landlord and the Department of Public Works, Bureau of Solid Waste, Property Management Division, tenant, for the rental of space located at 1851 Edison Highway, consisting of 2,788 square feet of warehouse space and a portion of the parking lot. The period of the Lease Agreement is July 1, 2014 through June 30, 2019.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$32,400.00	\$2,700.00
Year 2	\$33,372.00	\$2,781.00
Year 3	\$34,373.16	\$2,864.43
Year 4	\$35,404.35	\$2,950.36
Year 5	\$36,466.48	\$3,038.87

Account: 1001-000000-5153-387800-603013

BACKGROUND/EXPLANATION:

Solid Waste is currently located at 1825-1829 Edison Highway. The referenced premises are located to the rear of their existing location. The City-owned property where they currently park their vehicles, 1801 E. Oliver Street was offered for sale by the Baltimore Development Corporation and is currently under a Land Disposition Agreement. As a result of this sale, they are in need of additional parking for approximately 25 commercial vehicles.

The landlord will be responsible for all of the maintenance and utilities on the premises. The tenant will maintain the leased premises in good, clean, and safe repair and condition, ordinary wear and tear expected.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this lease at its meeting on June 24, 2014.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement between Consolidated Trailers, LLC., landlord and the Department of Public Works, Bureau of Solid Waste, Property Management Division, tenant, for the rental of space located at 1851 Edison Highway, consisting of 2,788 square feet of warehouse space and a portion of the parking lot.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Baltimore Gas and Electric Company (BGE), on behalf of the Baltimore City Board of School Commissioners for the Baltimore City Public School System, for the rental of 2651 Tolley Street. The period of the Lease Agreement is effective upon Board approval for 99 years with automatic one-year renewals.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual rent, if demanded

BACKGROUND/EXPLANATION:

The purpose of this Lease Agreement is to provide a right-of-way through the premises for installation of utilities. The BGE will have access at all times to a portion of 2651 Tolley Street to extend facilities along and adjacent to roads, alleys, and boundary lines and lot lines to adjacent properties. The BGE will also have the right to trim top, cut down, and remove trees and/or shrubs adjacent to said facilities to provide proper operating clearance.

In addition, the BGE will have the right to make necessary openings and excavations for the purpose of examining, repairing, replacing, altering, or extending said facilities, provided that all openings or excavations will be properly refilled and the premises left in good and safe condition. The gas and electric lines and communication lines may be extended by the most direct practical route from the main lines to any buildings on the above-mentioned premises. No building or structures are to be erected under or over the lines and adequate horizontal clearances, with a five-foot minimum, must be maintained.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this Lease Agreement at its meeting of June 24, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore Gas and Electric Company, on behalf of the Baltimore City Board of School Commissioners for the Baltimore City Public School System, for the rental of 2651 Tolley Street.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with the Baltimore Gas and Electric Company (BGE), on behalf of the Baltimore City Board of School Commissioners for the Baltimore City Public School System, for the rental of 1300 Madison Avenue also known as 1301 McCulloh Street. The period of the Lease Agreement is effective upon Board approval for 99 years with automatic one-year renewals.

AMOUNT OF MONEY AND SOURCE:

\$1.00 - Annual rent, if demanded

BACKGROUND/EXPLANATION:

The purpose of this Lease Agreement is to provide a right-of-way through the premises for installation of utilities. The BGE will have access at all times to a portion of 1300 Madison Avenue also known as 1301 McCulloh Street, to extend facilities along and adjacent to roads, alleys, and boundary lines and lot lines to adjacent properties. The BGE will also have the right to trim top, cut down, and remove trees and/or shrubs adjacent to said facilities to provide proper operating clearance.

In addition, the BGE will have the right to make necessary openings and excavations for the purpose of examining, repairing, replacing, altering, or extending said facilities, provided that all openings or excavations will be properly refilled and the premises left in good and safe condition. The gas and electric lines and communication lines may be extended by the most direct practical route from the main lines to any buildings on the above-mentioned premises. No building or structures are to be erected under or over the lines and adequate horizontal clearances, with a five-foot minimum, must be maintained.

MINUTESSpace Utilization Committee - cont'd

The Space Utilization Committee approved this Lease Agreement at its meeting of June 24, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with the Baltimore Gas and Electric Company, on behalf of the Baltimore City Board of School Commissioners for the Baltimore City Public School System, for the rental of 1300 Madison Avenue also known as 1301 McCulloh Street.

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

The Board is requested to approve and authorize execution of a Lease Agreement with Cherry Hill Town Center, Inc., landlord, for the rental of a portion of the property known as 606 Cherry Hill Road, being on the first floor, consisting of approximately 6,100 square feet. The period of the Lease Agreement is December 1, 2013 through November 30, 2018, with the option to renew for an additional five year period at the negotiated rate.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$76,250.00	\$6,354.17
Year 2	\$76,250.00	\$6,354.17
Year 3	\$76,250.00	\$6,354.17
Year 4	\$82,350.00	\$6,862.50
Year 5	\$82,350.00	\$6,862.50

BACKGROUND/EXPLANATION:

The leased premises will be used for an Enoch Pratt Free Library. The landlord will correct and bear expenses of any building structural defects and maintain the interior and exterior of the building, including foundation, roof, walls, gutters, downspouts, ventilating and heating systems, air conditioning, and all water, electrical and plumbing supply lines except damage caused by the sole negligence of the tenant, tenant's employees, guests, agents, invitees and contractors. The landlord will be responsible for utilities, janitorial, trash removal, pest control, snow removal, all routine maintenance, and emergency maintenance of existing doors, locks, windows, elevators, walls, etc. The landlord will also be responsible for the security within the common areas and be responsible for fire insurance.

MINUTESSpace Utilization Committee - cont'd

The tenant will be self-insured under the City's self-insured program. If the tenant will need security within the leased premises, it will be at the tenant's cost. The tenant will be responsible for telephones and computers.

The Lease Agreement is late because additional time was needed to negotiate the lease terms.

The Space Utilization Committee approved this Lease Agreement at its meeting of June 24, 2014.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Cherry Hill Town Center, Inc., landlord, for the rental of a portion of the property known as 606 Cherry Hill Road, being on the first floor, consisting of approximately 6,100 square feet.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Cherry Hill Town Center, Inc., landlord, for the rental of a portion of the property known as 606 Cherry Hill Road, being on the first floor, consisting of approximately 5,000 square feet. The period of the Lease Agreement is December 1, 2013 through November 30, 2018, with the option to renew for an additional five year period at the negotiated rate.

AMOUNT OF MONEY AND SOURCE:

	<u>Annual Rent</u>	<u>Monthly Rent</u>
Year 1	\$62,500.00	\$5,208.33
Year 2	\$62,500.00	\$5,208.33
Year 3	\$62,500.00	\$5,208.33
Year 4	\$67,500.00	\$5,625.00
Year 5	\$67,500.00	\$5,625.00

Account: 5000-586214-1191-594600-603013

BACKGROUND/EXPLANATION:

The leased premises will be used for administrative office for the Community Action Center. The landlord will correct and bear expenses of any building structural defects and maintain the interior and exterior of the building, including foundation, roof, walls, gutters, downspouts, ventilating and heating systems, air conditioning, and all water, electrical and plumbing supply lines except damage caused by the sole negligence of the tenant, tenant's employees, guests, agents, invitees and contractors. The landlord will be responsible for utilities, janitorial, trash removal, pest control and snow removal, all routine maintenance and emergency maintenance of existing doors, locks, windows, elevators, walls, etc. The landlord will also be responsible for the security within the common areas and be responsible for fire insurance.

MINUTESSpace Utilization Committee - cont'd

The tenant will be self-insured under the City's self-insured program. If the tenant will need security within the leased premises, it will be at the tenant's cost. The tenant will be responsible for telephones and computers.

The Lease Agreement is late because additional time was needed to negotiate the lease terms.

The Space Utilization Committee approved this Lease Agreement at its meeting of June 24, 2014.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Cherry Hill Town Center, Inc., landlord, for the rental of a portion of the property known as 606 Cherry Hill Road, being on the first floor, consisting of approximately 5,000 square feet.

MINUTES

Space Utilization Committee - Interdepartmental Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement between the Department of General Services, landlord, and the Mayor's Office of Human Services, tenant, for the rental of a portion of the property known as 1400 E. Federal Street, consisting of approximately 4,751 square feet being on the 1st floor. The period of the agreement is April 1, 2014 through March 31, 2015 with an option to renew for five (5) additional one-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$90,095.43	\$7,507.95

Account No. 1001-000000-3572-327200-603096

The annual rent for the renewal term will be determined based on projected operating costs and expenses for the upcoming renewal term. Based on this determined rental rate, rental payment will commence on April 1, 2015 and will decrease each year during the renewal terms.

BACKGROUND/EXPLANATION:

The leased premises will be used by the Mayor's Office of Human Services for offices and coordinating intakes, housing counselor's services, and case management service.

The landlord will be responsible for interior and exterior of the building including the foundations, roof, walls, gutters, downspouts, maintenance and repairs of HVAC systems, providing heat and air conditioning (not individual window ventilation systems) except for damaged caused by sole negligence of the

MINUTESSpace Utilization Committee - cont'd

tenant, employees, guests, agents, invitees and contractors, trash removal, janitorial, pest control, clean floors, snow and ice removal, interior and exterior lighting, sewer/plumbing and electric repairs, replacing air filters once every six months for HVAC systems, utilities, security guard at main lobby from 8:00 a.m. to 6:00 p.m. If tenant needs security guard after 6:00 p.m. the tenant will be responsible for cost and expense.

The tenant accepts premises in its existing condition, tenant will not make any alternations, additions, or improvements without landlord's written consent, provide all equipment including refrigerators or any other kitchen appliances, telephone and computer services, placing debris into trash receptacles, keep common break room free of debris that can cause infestation of insects and/or rodents, keep entrance, passageway areas clean and in an orderly condition free of tenant's equipment and furniture which will not impede ingress and egress.

The Interdepartmental Lease Agreement is late because of a delay of the Mayor's Office of Human Services signing the agreements.

The Space Utilization Committee approved this interdepartmental lease agreement at its meeting on June 24, 2014.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement between the Department of General Services, landlord, and the Mayor's Office of Human Services, tenant, for the rental of a portion of the property known as 1400 E. Federal Street, consisting of approximately 4,751 square feet being on the 1st floor.

MINUTES

Space Utilization Committee - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a Lease Agreement with Daniel Perkins, lessee, for the rental of space located at 1427 Light Street, known as School 33, Studio 201, being on the 2nd floor. The period of the agreement is August 1, 2014 through July 31, 2015, with an option to renew for two 1-year terms.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$4,560.00	\$380.00

BACKGROUND/EXPLANATION:

The lessee will use the leased premises for as an artist's studio.

The lessor will be responsible for heat, electricity, and water. The lessee will be responsible for content insurance, janitorial, trash receptacles, and security.

The Space Utilization Committee approved this lease at its meeting on June 24, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Lease Agreement with Daniel Perkins, lessee, for the rental of space located at 1427 Light Street, known as School 33, Studio 201, being on the 2nd floor.

MINUTESSpace Utilization Committee - Site Agreements**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of two Site Agreements for Cell on Wheels (COW) with APC Realty and Equipment Company, LLC, tenant. The period of the Site Agreements is 30 days from the date of installation.

AMOUNT OF MONEY AND SOURCE:

\$2,000.00 (\$1,000.00 for each site)

BACKGROUND/EXPLANATION:

APC Realty and Equipment Company, LLC has requested access to two portions of the lot at 2801 Saint Lo Drive (Block 4199, Lot 001). One portion is to the rear of the Baltimore Antioch Diploma Plus School and the other is immediately south of a golf course parking lot and north of St. Lo Drive.

APC Realty and Equipment Company, LLC intends to use the subject properties to boost wireless communication in the surrounding area during the Caribbean Carnival. The tenant will install the COW approximately one week before July 13, 2014.

The term of the Site Agreement is 30 days from the date of installation. If the COW is not removed within ten days of the end of the term, APC Realty and Equipment Company, LLC will incur a \$100.00 per day rental fee until the COW is removed.

APC Realty and Equipment Company, LLC will obtain insurance with the coverage required by the City.

The Space Utilization Committee approved the Two Site Agreements at its meeting of June 24, 2014.

MINUTES

Space Utilization Committee - cont'd

UPON MOTION duly made and seconded, the Board approved and authorized execution of the two Site Agreements for Cell on Wheels with APC Realty and Equipment Company, LLC.

MINUTES

Space Utilization Committee - Amendment to Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an Amendment to Lease Agreement with Lauren Boilini, lessee, for the rental of space located at 1427 Light Street, known as School 33 Art Center, Studio 106. The Amendment to the Lease Agreement extends the period of the Agreement through August 31, 2014.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$3,900.00	\$325.00

BACKGROUND/EXPLANATION:

On July 1, 2011, the Board approved the original agreement for the period July 1, 2011 through June 30, 2012, with the option to renew automatically for two 1-year terms.

This Amendment to Lease Agreement will extend the lease agreement for two months beginning July 1, 2014 through August 31, 2014.

It is agreed by all parties that all other rentals, conditions, provisions, and terms of the original Lease Agreement will remain in full force and effect.

The Space Utilization Committee approved this lease at its meeting on June 24, 2014.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Amendment to Lease Agreement with Lauren Boilini, lessee, for the rental of space located at 1427 Light Street, known as School 33 Art Center, Studio 106.

MINUTES

Space Utilization Committee - Second Amendment to Sublease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the Second Amendment to Sublease Agreement between The United Way of Central Maryland, Inc., sub-landlord, and the Mayor and City Council of Baltimore, subtenant, for the rental of a portion of the property known as Bank of America Center, located at 100 S. Charles Street. The Second Amendment to Sublease Agreement will extend the period from June 30, 2014 through June 30, 2015.

AMOUNT OF MONEY AND SOURCE:

<u>Annual Rent</u>	<u>Monthly Rent</u>
\$22,000.00	\$1,833.33

Account: 4000-486315-6051-452210-603013

BACKGROUND/EXPLANATION:

This Second Amendment to Sublease Agreement will decrease the square footage of the subleased premises from 3,104 sq. ft. to 2,278 sq. ft. to be used as offices by the Baltimore City Head Start Program, by the Mayor's Office of Human Services. All other rentals, provisions, conditions, and terms of the original lease agreement remain in full force and effect.

The Space Utilization Committee approved this Second Amendment to Sublease Agreement at its meeting of June 24, 2014.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the Second Amendment to Sublease Agreement between The United Way of Central Maryland, Inc., sub-

MINUTES

Space Utilization Committee - cont'd

landlord, and the Mayor and City Council of Baltimore, subtenant, for the rental of a portion of the property known as Bank of America Center, located at 100 S. Charles Street.

MINUTES

Space Utilization Committee - Transfer of Jurisdiction

ACTION REQUESTED OF B/E:

The Board is requested to approve the Transfer of Jurisdiction for the parcels known as 403, 405, 407, 409, 411, 413, 415, 417, and 419 E. 21 ½ Street (Block 3814, Lots 66, 67, 68, 69, 70, 71, 72, 73, and 74) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development (DHCD).

BACKGROUND/EXPLANATION:

The Housing Authority of Baltimore City (HABC) is in the process of redeveloping its inventory of scattered site public housing units in the Barclay neighborhood. In order to enhance the revitalization of the neighborhood, the DHCD and the HABC have identified properties owned by the Mayor and City Council for inclusion in the Barclay Redevelopment Project. The HABC issued a Request for Qualifications in 2005 seeking qualified development teams to manage the redevelopment of the Barclay neighborhood and selected Telesis Baltimore Corp. (developer), as the development team for this project.

Upon selection, Telesis worked with the community, the HABC, the DHCD, and the Department of Planning to create a neighborhood revitalization plan. The project will include a mix of rehabilitated row homes and new construction, as well as a mix of affordable and market-rate rental and homeownership units.

The Space Utilization Committee approved this transfer of jurisdiction at its meeting on June 24, 2014.

UPON MOTION duly made and seconded, the Board approved the Transfer of Jurisdiction for the parcels known as 403, 405, 407,

MINUTESSpace Utilization Committee - cont'd

409, 411, 413, 415, 417, and 419 E. 21 ½ Street (Block 3814, Lots 66, 67, 68, 69, 70, 71, 72, 73, and 74) from the inventory of the Department of Real Estate to the inventory of the Department of Housing and Community Development.

MINUTES

PROPOSAL AND SPECIFICATIONS

- 1. Department of Public Works/
Bureau of Water & Wastewater - SC 901, Patapsco Residuals
Transfer Station at the
Patapsco Wastewater Treatment
Plant
BIDS TO BE RECV'D: 08/13/2014
BIDS TO BE OPENED: 08/13/2014

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

Comptroller: "As there is no more business before the Board, the meeting will recess until bid openings at 12 Noon. Thank you."

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

MINUTES

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.

- | | | |
|-----------------------------------|---|--|
| <u>Bureau of Purchases</u> | - | B50003543, Pharmacy Benefit Management Auditing and Consultant Services
BIDS TO BE RECV'D: 07/16/2014
<u>BIDS TO BE OPENED: 07/16/2014</u> |
| <u>Department of Public Works</u> | - | SC 920, Improvements to the Gwynns Falls Sewershed Collection System - Area A
BIDS TO BE RECV'D: 07/16/2014
<u>BIDS TO BE OPENED: 07/16/2014</u> |

MINUTES

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

Bureau of Purchases - B50003524, Installation Services for Operable Wall System

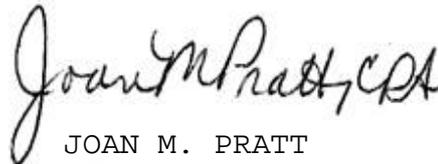
Modern Door & Equipment Sales,
Inc.

Bureau of Purchases - B50003576, Sports Flooring & Vinyl Tile Flooring - Towanda Recreation Center

NO BIDS WERE RECEIVED

* * * * *

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, July 16, 2014.



JOAN M. PRATT
Secretary