

MINUTES**REGULAR MEETING**

Stephanie Rawlings-Blake, President
 Sheila Dixon, Mayor
 Joan M. Pratt, Comptroller and Secretary
 George A. Nilson, City Solicitor
 David E. Scott, Director of Public Works
 Donald Huskey, Deputy City Solicitor
 Ben Meli, Deputy Director of Public Works
 Bernice H. Taylor, Deputy Comptroller and Clerk

The meeting was called to order by the President.

BOARDS AND COMMISSIONS1. Prequalification of Contractors

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

A-Connection, Inc.	\$	234,000.00
Aaron Enterprises, Inc.	\$	5,463,000.00
Bosley Construction, Inc.	\$	1,500,000.00
Carp-Seca Corporation	\$	134,910,000.00
Jay Cashman, Inc.	\$	157,720,000.00
Corrpro Companies, Inc.	\$	250,000,000.00
Eastcomm, LTD	\$	1,500,000.00
Electrico, Inc.	\$	8,000,000.00
Fru-Con Construction Company	\$	2,500,000,000.00
J & M Trucking, Inc.	\$	1,500,000.00
JNA Painting & Contracting Company, Inc.	\$	5,265,000.00

MINUTES

BOARDS AND COMMISSIONS

JRCRUZ	\$ 45,432,000.00
James W. Fowler Co.	\$ 83,898,000.00
Insituform Technologies, Inc.	\$1,840,799,000.00
Larry C. McCrae, Inc.	\$ 8,000,000.00
National Roofing Co., Inc.	\$ 63,621,000.00
W.M. Schlosser Company, Inc.	\$ 135,720,000.00
Stambaugh's Inc.	\$ 8,000,000.00
Super Excavators, Inc.	\$ 128,250,000.00
Telvent Farradyne, Inc.	\$ 117,000.00
Union Electric Co., LLC	\$ 2,358,000.00
C.W. Wright Construction Co., Inc.	\$ 135,000,000.00
Young's Floor & Remodeling Co., Inc.	\$ 855,000.00

2. Prequalification of Architects and Engineers

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

ADS Environmental Services	Engineer
Development Facilitators, Inc.	Engineer
Gaudreau, Inc.	Architect, Engineer
KCI Technologies, Inc.	Landscape Architect, Engineer, Land Survey
M&N Engineering and Diving Services, Inc.	Engineer

MINUTES

BOARDS AND COMMISSIONS - cont'd

PB Americas, Inc.

Architect,
Landscape
Architect,
Engineer, Land
Survey, Property
Line Survey

P.E.L.A. Design, Inc.

Architect,
Engineer, Landscape
Architect

Michael J. Walkley, P.A.

Engineer

There being no objections, the Board, UPON MOTION, duly made and seconded, approved the prequalification of contractors and architects and engineers for the listed firms.

MINUTES

Office of the State's Attorney (OSA) - Cancellation of Life-To-Date Sick Leave Transfer

ACTION REQUESTED OF B/E:

The Board is requested to rescind its approval of September 30, 2009 of the transfer of Life-to-Date Sick Leave to Mr. William F. Cecil, III.

AMOUNT OF MONEY AND SOURCE:

N/A

BACKGROUND/EXPLANATION:

On September 30, 2009, the Board approved the transfer of 105 sick leave days to Mr. William F. Cecil, III. Department/Payroll Location Code: A29.

Employees of the OSA volunteered to donate a combined total of 105 of their sick leave days, in order for Mr. Cecil, III to remain in pay status and maintain health care coverage during his period of illness, in accordance with AM-203-3, Sick Leave Donation Program. Mr. Cecil expired prior to using any of the donated leave. Additionally, no payout was owed or paid at the time his termination papers were submitted.

UPON MOTION duly made and seconded, the Board rescinded its September 30, 2009 approval of the transfer of Life-to-Date Sick Leave to Mr. William F. Cecil, III.

MINUTES

Department of Real Estate - Lease Renewal

ACTION REQUESTED OF B/E:

The Board is requested to approve a renewal option of lease agreement with BDC Wicomico, LLC, Landlord, and the Baltimore Police Department, tenant, for the rental of Suite 400 of the Raleigh Industrial Center located at 1100 Wicomico Street, containing 5,072 square feet. The period of the renewal is May 1, 2010 through April 31, 2012. There are no additional renewal options remaining.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Monthly Rent</u>
1	\$40,356.60	\$3,363.05
2	\$41,567.27	\$3,463.94

BACKGROUND/EXPLANATION:

On April 23, 2008, the Board approved the original lease agreement for the two-year term commencing on May 1, 2008 and terminating on April 31, 2010, with the option to renew for an additional two-year period. The Department wishes to exercise their renewal option commencing on May 1, 2010 and terminating on April 31, 2012. All other rental conditions and provisions remain in full force and effect.

(FILE NO. 55902)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the renewal option of the lease agreement with BDC Wicomico, LLC, Landlord, and the Baltimore Police Department, tenant, for the rental of Suite 400 of the Raleigh Industrial Center located at 1100 Wicomico Street, containing 5,072 square feet.

MINUTES

Department of Housing and - Grant Award
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize acceptance of the Head Start Program grant award from the U.S. Department of Health and Human Services. The period of the agreement is July 1, 2009 through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$540,929.00 - 4000-486310-6050-671999-603026

BACKGROUND/EXPLANATION:

This grant supports Head Start, Special Awards for program Health and Safety Improvement needs to be designated as follows:

St. Paul Community Center	\$ 38,000.00
St. Veronica Church - HS	15,000.00
YMCA - Emily Price Jones	45,000.00
St. Francis Xavier - HS	15,000.00
Baltimore Metro Delta/Delta Sigma HS	1,000.00
St. Bernadine Church - HS	30,000.00
St. Vincent de Paul Society of Baltimore - Northwest	132,986.00
St. Jerome - Associated Catholic Charities	27,506.00
St. Vincent de Paul Society of Baltimore - Southeast	212,212.00
YUBI - Metro Delta Sigma	19,000.00
Union Baptist Church	5,225.00
	<u>\$540,929.00</u>

MINUTES

DHCD - cont'd

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved acceptance of the Head Start Program grant award from the U.S. Department of Health and Human Services. The President **ABSTAINED.**

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with C.I.N.A.O. Services, LLC., tenant, in Suite A200, containing approximately 369 square feet of space, at the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of the agreement is January 1, 2010 through December 31, 2010, with one 1-year renewal option.

AMOUNT OF MONEY AND SOURCE:

Annual Rent

Equal Monthly Installments

\$4,980.00

\$415.00

BACKGROUND/EXPLANATION:

The space is leased on an "As-Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any improvements or build-out of the premises.

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

MINUTES

BDC - cont'd

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

(FILE NO. 56132)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with C.I.N.A.O. Services, LLC., tenant, in Suite A200, containing approximately 369 square feet of space, at the Business Center @ Park Circle located at 2901 Druid Park Drive.

MINUTES

Baltimore Development Corporation - Lease Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a lease agreement with Building Communities Today for Tomorrow, Inc., tenant, in Suites A210 and B210, containing approximately 3,319 square feet of space, at the Business Center @ Park Circle located at 2901 Druid Park Drive. The period of the agreement is January 1, 2010 through December 31, 2011.

AMOUNT OF MONEY AND SOURCE:

<u>Year</u>	<u>Annual Rent</u>	<u>Equal Monthly Installments</u>
1	\$39,828.00	\$3,319.00
2	\$41,421.12	\$3,451.76

The base rent will be increased annually by an amount equal to 4% of the base rent of the previous 12-month period beginning with the anniversary date of the second year of the lease.

BACKGROUND/EXPLANATION:

Upon Board approval of this lease, the previous lease dated July 2, 2008 will be terminated.

The space is leased on an "As-Is" basis and does not require the landlord to make any modifications. The tenant will be responsible for any improvements or build-out of the premises.

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

MINUTES

BDC - cont'd

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

(FILE NO. 56620)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with Building Communities Today for Tomorrow, Inc., tenant, in Suites A210 and B210, containing approximately 3,319 square feet of space, at the Business Center @ Park Circle located at 2901 Druid Park Drive.

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

The Board is requested to approve and authorize execution of a lease agreement with GF One East Pratt Street, LLC, tenant, for the rental of a portion of the City-owned property known as Lot 24, Inner Harbor Project I Renewal Area consisting of approximately 1,525 square feet (.035 acres). The period of the agreement is effective upon Board approval for ten years, with two five-year renewal options.

AMOUNT OF MONEY AND SOURCE:

Year 1 - \$16,697.04	Year 6 - \$24,718.20
Year 2 - \$18,233.04	Year 7 - \$26,444.72
Year 3 - \$19,787.19	Year 8 - \$28,214.42
Year 4 - \$21,390.44	Year 9 - \$30,028.35
Year 5 - \$23,033.78	Year 10 - \$31,887.63

BACKGROUND/EXPLANATION:

The City owns a parcel of land, approximately 0.48 acres, which is unimproved and located at 200 South Light Street (parcel). The parcel is adjacent to the property known as One East Pratt Street, which is owned by the tenant (tenant property). The parcel is located between the tenant's property and Pratt Street, consisting of sidewalks and a landscaped area.

The tenant desires to use approximately 1,525 square feet of the parcel to construct a new one-story restaurant addition adjoining the tenant's property (project). The existing landscaped area will be improved and maintained by the tenant in accordance with the project plan.

MINUTES

BDC - cont'd

The project conforms to City zoning requirements, the Inner Harbor Project I Renewal Plan, and the Pratt Street Master Plan.

(FILE NO. 57103)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the lease agreement with GF One East Pratt Street, LLC, tenant, for the rental of a portion of the City-owned property known as Lot 24, Inner Harbor Project I Renewal Area consisting of approximately 1,525 square feet (.035 acres).

MINUTESParking Authority of Baltimore City - Parking Agreement**ACTION REQUESTED OF B/E:**

The Board is requested to approve and authorize execution of an agreement with Laureate Education, Inc. The period of the agreement is February 01, 2010 through January 31, 2013.

AMOUNT OF MONEY AND SOURCE:

\$42,640.00 per month

BACKGROUND/EXPLANATION:

The Parking Authority of Baltimore City (PABC) has worked with Laureate, and its affiliates to provide parking to its staff and visitors at the Fleet and Eden Garage located at 1424 Fleet Street since the garage opened in 2005. The garage was constructed as an economic development tool and was partially funded through One Maryland monies. Laureate will initially pay to the City, through the PABC, \$42,640.00 per month for 410 parking passes. The amount paid by Laureate is subject to change as the market rate for a monthly parking pass at the Fleet and Eden Garage is changed by the Board.

Through this agreement, the PABC will assist in meeting the parking demands of this local business while maximizing the revenue that the garage produces. This is a three-year agreement that the Parking Authority may terminate upon 30 days notice. The PABC believes this agreement will continue to provide the best use of the facility at this time.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement with Laureate Education, Inc.

MINUTES

PERSONNEL MATTERS

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UPON MOTION duly made and seconded,

the Board approved

all of the Personnel matters

listed on the following pages:

188 - 190

All of the Personnel matters have been approved

by the EXPENDITURE CONTROL COMMITTEE.

All of the contracts have been approved

by the Law Department

as to form and legal sufficiency.

Item No. 6 has been **WITHDRAWN**.

MINUTES**PERSONNEL**Health Department

	<u>Hourly Rate</u>	<u>Amount</u>
1. COURTNEY S. TURNER	\$12.00	\$12,480.00

Account: 4000-422510-3030-273090-601009

Ms. Turner will serve as an Outreach Worker for the STD/HIV Prevention Program. She will be responsible for recruiting clients for STD/HIV testing in community settings with a high incidence of syphilis and/or HIV infection. She will identify venues and key community stakeholders to reach priority populations such as youth and Men Who Have Sex with Men; provide client-based health education; and risk reduction counseling for STD and HIV prevention. Ms. Turner will also complete intake forms, client logs, and other paperwork associated with outreach testing; assist with the collection of gonorrhea and Chlamydia specimens; and assist with setting up and breaking down of outreach equipment. The period of the agreement is effective upon Board approval through December 31, 2010.

Baltimore City Circuit Court (BCCC)

2. TELISA D. HERRING	\$16.00	\$10,500.00
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Account: 5000-544310-1100-518600-601009

Ms. Herring will serve as an Educational Liaison for the Juvenile Division. She will be responsible for coordinating/overseeing juvenile court-based educational initiatives; facilitating partnerships with educational service providers; and ensuring youth are linked to community-based educational advocacy programs. In addition, Ms. Herring will monitor progress of the Model Court Education Checklist process; and compile, manage and track through EXCEL, databases and written reports on all educational checklist activities based on established outcomes. The period of the agreement is effective upon Board approval through June 30, 2010.

MINUTES**PERSONNEL**BCCC - cont'dAMENDMENT TO AGREEMENT3. **JASON GREENBERG**4. **LAUREN ARMSTRONG**

On May 27, 2009, the Board approved the original contracts for Mr. Greenberg and Ms. Armstrong to serve as Assistant Counsel for the Civil Division of the BCCC. The original contracts were approved for one-year effective upon Board approval through May 26, 2010 at the hourly of rate \$30.89 not to exceed \$58,900.00 each.

The original agreement stated that each contractual employee may work up to 73 hours and 20 minutes biweekly and will be compensated only for those hours actually worked. This amendment will allow these individuals to work up to 1,284.50 hours for the remaining period under the original agreement. Each individual will be compensated only for those hours actually worked. The flexibility in work hours will not alter the hourly rate or the total maximum amount of the original contract agreement. This added flexibility will allow these individuals to complete work that is delayed because of holidays and time-off from work. All other terms and conditions of the agreements will remain unchanged.

Department of Recreation and Parks5. Reclassify the following vacant positions:Job Nos. 4800-24337 and 4800-24338

From: 83120 - Recreation Program Assistant
Grade 084 (\$32,853.00 - \$39,210.00)

To: 83212 - Recreation Center Director II
Grade 084 (\$32,853.00 - \$39,210.00)

Cost: \$0.00 - 1001-000000-4800-371500-601001

MINUTES

PERSONNEL

Department of Housing and Community
Development/Baltimore Homeless Services

6. Create the following one position:

00416 - Program Compliance Officer I
Grade 087 (\$36,674.00 - \$44,331.00)
Job number to be assigned by BBMR

Cost: \$53,129.00 - 6000-685209-3570-333600-601001

Department of Human Services

7. Abolish the following class:

33671 - Training Coordinator
Grade 085 (\$33,884.00 - \$40,828.00)

Cost: \$0.00

MINUTES

Department of Finance - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize a grant award to the International Festival. The festival will be held on August 7 - 8, 2010.

AMOUNT OF MONEY AND SOURCE:

\$50,000.00 - 1001-000000-1220-146500-607001

BACKGROUND/EXPLANATION:

The International Festival has been celebrated and produced by the City of Baltimore with Business and community partners since 1995. The purpose of the festival is to create an opportunity for all people representing the various cultures and ethnic communities in the City to come together to celebrate the things they have in common while dismantling the barriers which have kept them apart. Education through cultural expressions including exhibits, art, entertainment, sports, and food are utilized to promote how all communities have contributed to the rich growth and development of the City.

The festival provides a wonderful opportunity for all communities to highlight their own heritage and culture while also learning more about cultures different from their own. Each year the festival has grown in representation and in attendance and is now one of the larger festivals behind the African-American Heritage Festival and Artscape. Contributions made to the festival are used to underwrite infrastructure support, logistics, and entertainment.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized the grant award to the International Festival.

MINUTES

Department of Recreation and Parks - Grant Award Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a grant award agreement with the Governor's Office of Crime Control and Prevention (GOCCP). The period of the award is January 01, 2010 to December 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$104,614.00 - 5000-578910-4800-679200-405001

BACKGROUND/EXPLANATION:

The GOCCP has approved a grant to the Department in response to its application for funding to strengthen programming at five former Police Athletic League Centers. The funds will be utilized to create a program that features a yearlong series of crime prevention and education workshops. The workshops will be designed to benefit at-risk Baltimore City youth who are considered most likely to commit or become victims of violent crimes. Staff from the five centers will attend a two-day National Crime Prevention Council training workshop. The crime prevention curriculum will be utilized to train youth at the five sites. The grant will fund salaries, travel, contractual services, and equipment costs.

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 grant award agreement with the Governor's Office of Crime Control and Prevention.

MINUTES

TRANSFERS OF FUNDS

* * * * *

UPON MOTION duly made and seconded,

the Board approved

the Transfers of Funds

listed on the following pages:

194 - 195

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 Transportation</u>			
1.	\$ 24,119.93 MVR	9950-904176-9528 Const. Res. Jones Falls Trail Phase II	9950-903176-9527-3 Design & Studies Jones Falls Trail Phase II

This transfer will clear-up the existing deficit and fund costs associated with award of Task 7 on Project No. 971 with Greenman-Pedersen, Inc. for revisions in the design requested by the World Trade Center.

2.	\$125,000.00 Federal	9950-902215-9507 Const. Res. B & O Museum	9950-902539-9506-2 Contingencies Rehab. of B & O Museum South Carshop
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This transfer will cover the deficit in the account and the costs associated with Change Order #4 on Contract No. TR 06301 to Trionfo Builders, Inc.

Department of Recreation and Parks

3.	\$100,000.00 Other	9938-905787-9475 Reserve - Street Tree Program FY'10	9938-904787-9474 Active - Street Tree Program FY'10
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This transfer will cover the costs associated with the Spring Tree Planting for FY'10.

4.	\$ 10,000.00 State	9938-902700-9475 Reserve - Community Parks and Playground	9938-901700-9474 Active - Community Parks and Play- ground
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This transfer will provide funds to cover the costs associated with the renovation of the Morrell Park Athletic Fields.

MINUTES**TRANSFERS OF FUNDS**

	<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
<u>Department of Recreation and Parks</u>			
5.	\$ 13,000.00	9938-905793-9475	9938-904793-9474
	Rec. & Parks	Reserve - Citywide	Active - Citywide
	25 th Series	Park Maintenance	Park Maintenance

This transfer will provide funds to cover the costs associated with the renovation of the soccer field's drainage in Latrobe Park.

Department of General Services - Correction to Amount

6.	\$435,000.00	9916-901826-9194	9916-902826-9197
	1 st Public Bldg.	Reserve - Fire	Active - Fire
		Station Roof and	Station Roof
		Window Improv.	and Window
			Improv.

This transfer will provide funds to cover the cost of on-call contractors and in-house cost to repair or replace fire station roofs, windows, and related structural repairs.

On January 13, 2010, the Board approved the above transfer of funds in the amount of \$450,000.00. The Board is requested to approve the corrected amount of the transfer, which is \$435,000.00.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Dept. of Housing and Community Development (DHCD) - Options</u>			
1. Susan G. Offit, Custodian for Thomas A. Offit	1711 Brunt St.	G/R \$ 36.00	\$ 240.00
2. Susan G. Offit, Custodian for Thomas A. Offit	1721 Brunt St.	G/R \$ 36.00	\$ 240.00
3. Susan G. Offit, Custodian for Thomas A. Offit	1724 Brunt St.	G/R \$ 36.00	\$ 240.00
4. Susan G. Offit, Custodian for Thomas A. Offit	1726 Brunt St.	G/R \$ 36.00	\$ 240.00
5. Nancy Oring and Ira Oring	1529 Argyle Ave.	G/R \$ 56.00	\$ 513.34
6. Nancy Oring and Ira Oring	1805 Etting St.	G/R \$ 36.00	\$ 330.00
7. Nancy Oring and Ira Oring	823 Harlem Ave.	G/R \$120.00	\$ 1,100.00

Funds will be transferred prior to settlement into, Account No. 9910-907079-9588-900000-704040, Asset Management Ground Rent Project.

8. Eutaw Place, LLC	415 E. 24 th St.	G/R \$49.00	\$ 327.00
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Funds will be transferred prior to settlement into, Account No. 9910-910713-9591-900000-704040, Barclay Project.

(FILE NO. 57066)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Options - cont'd</u>			
9. William R. Noeth	1100 W. Fairmount Ave.	G/R \$36.00	\$ 240.00
10. Harold Leon Goldberg	110 N. Carrollton Ave.	G/R \$50.00	\$ 417.00

Funds will be transferred prior to settlement into, Account No. 9910-901780-9588-900000-704040, Poppleton Project.

(FILE NO. 57069)

11. Barry Wasserman and Vera Wasserman	2220 E. Eager St.	G/R \$90.00	\$ 750.00
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Funds will be transferred prior to settlement into, Account No. 9910-907420-9588-900000-704049, EBDI Project, Phase II.

12. Tanya Valaine Williams, Personal Representative of Dorothy P. Davis Estate #86580	1106 Rutland Ave.	L/H	\$18,760.00
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Funds are available in Account No. 9910-906416-9588-900000-704040, State Funds, EBDI 1548 Phase 2 Project.

13. Raymond E. Callegary, Personal Repre- sentative of the Estate of Mary E. Price	1715 E. Preston St.	F/S	\$18,500.00
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Funds are available in State Funds, Account No. 9910-906416-9588-900000-704040, EBDI Project, Phase II.

(FILE NO. 56017)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Option - Rescission and Approval</u>			
14. Peter Ben Ezra and Julie Ben Ezra	433 E. 23 rd St.	G/R \$96.00	\$ 880.00

On October 28, 2009, the Board approved the acquisition by condemnation and quick-take of the ground rent interest in 433 E. 23rd Street in the amount of \$640.00. Since the original approval, the owners have agreed to the City's offer price and would like to proceed with a voluntary settlement. The Board is requested to rescind its prior approval and approve an option in the amount of \$880.00 for the property interest.

Funds will be transferred prior to settlement into UDAG Funds Account No. 9912-910713-9591-900000-704040, Barclay Project.

(FILE NO. 57066)

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

15. W&G Investments, LLC	1231 Argyle Ave.	G/R \$ 64.00	\$ 587.00
16. Lighthouse Ground Rents, LLC	1620 Division St.	G/R \$ 96.00	\$ 800.00
17. Lighthouse Ground Rents, LLC	1438 Argyle Ave.	G/R \$ 90.00	\$ 825.00

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Option - Rescission and Approval</u>			
18. Lighthouse Ground Rents, LLC	502 Robert St.	G/R \$108.00	\$ 900.00

Funds will be transferred prior to settlement into, Account No. 9910-907079-9588-900000-704040, Scattered Site Ground Rent Acquisition Project.

The interest in these properties will be consolidated with the current City-owned leasehold interests to form a fee simple interest for future redevelopment of the properties. In the alternative, should there be a failure to fully execute the sales agreements, the Department will cancel the acquisitions.

19. USA Mortgage Wholesalers, LLC	119 N. Carrollton Ave.	F/S	\$17,000.00
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Funds are available in City Bond Funds, Account No. 9910-901780-9588-900000-704040, Poppleton Project.

(FILE NO. 57069)

20. Madison Bank of Maryland	2765 Tivoly Ave.	G/R \$90.00	\$ 600.00
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Funds will be transferred prior to condemnation into Community Block Grant Funds, Account No. 9988-906326-9593-900000-704040, Coldstream/Homestead/Montebello Project.

(FILE NO. 57188)

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>DHCD - Condemnation and/or Quick-Take</u>			
21. Margaret Gatewood, Life Estate, Verna Davis is the Remainderman	2009 E. Eager St.	L/H	\$11,760.00

Funds are available in State Funds, Account No. 9910-906416-9588-900000-704040, EBDI Phase 2F Project.

(FILE NO. 56017)

Department of Law - Payment of Settlements

22. BGM Realty #22 Corporation (previous owner)	931 W. Saratoga St.	L/H	\$ 9,620.00
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On February 18, 2009, the Board approved the acquisition of the leasehold interest, by condemnation, in 931 W. Saratoga Street for the amount of \$27,880.00. The parties mediated the case and agreed to settle the condemnation suit for \$37,500.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$9,620.00 into the Circuit Court for Baltimore City in settlement of this case.

Funds are available in Account No. 9910-901780-9588-900000-704040.

23. SD-4 Corporation (previous owner)	933 W. Saratoga St.	L/H	\$ 9,620.00
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On February 18, 2009, the Board approved the acquisition of the leasehold interest, by condemnation, in 933 W. Saratoga Street for the amount of \$27,880.00. The owner demanded \$112,000.00. The parties mediated the case and agreed to settle the condemnation suit for \$37,500.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$9,620.00 into the Circuit Court for Baltimore City in settlement of this case.

MINUTES

OPTIONS/CONDEMNATION/QUICK-TAKES:

<u>Owner(s)</u>	<u>Property</u>	<u>Interest</u>	<u>Amount</u>
<u>Department of Law - Payment of Settlements - cont'd</u>			
24. SD-4 Corporation (previous owner)	935 W. Saratoga St.	L/H	\$15,780.00

On February 18, 2009, the Board approved the acquisition of the leasehold interest, by condemnation, in 935 W. Saratoga Street for the amount of \$21,720.00. The parties mediated the case and agreed to settle the condemnation suit for \$37,500.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$15,780.00 into the Circuit Court for Baltimore City in settlement of this case.

25. SD-4 Corporation (previous owner)	941 W. Saratoga St.	L/H	\$ 8,600.00
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On February 18, 2009, the Board approved the acquisition of the leasehold interest, by condemnation, in 941 W. Saratoga Street for the amount of \$28,900.00. The parties mediated the case and agreed to settle the condemnation suit for \$37,500.00. Therefore, the Board is requested to approve payment of the balance in the amount of \$8,600.00 into the Circuit Court for Baltimore City in settlement of this case.

Funds are available in Account No. 9910-901780-9588-900000-704040.

UPON MOTION duly made and seconded, the Board approved the options, condemnations, quick-takes, rescissions, and the payment of settlements.

MINUTES

Parking Authority of Baltimore City (PABC) - Amendment to Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of an amendment to agreement with Chesapeake Parking Associates, (a partnership between Central Parking System of Maryland and Banks Contracting Company, Inc.). The amendment to agreement extends the period of the agreement through June 30, 2010.

AMOUNT OF MONEY AND SOURCE:

\$ 31,500.00	-	2075-000000-5800-407300-603026	Management & Incentive Fee
293,231.00	-	2075-000000-5800-407300-603016	Operating Expenses
66,600.00	-	2075-000000-5800-407300-603038	Security
\$391,331.00			

BACKGROUND/EXPLANATION:

On September 13, 2006 the Board approved an agreement with Chesapeake Parking Associates, (a partnership between Central Parking System of Maryland and Banks Contracting Company, Inc.) for the Water Street garage located at 414 Water Street. The period of the agreement was October 1, 2006 through September 30, 2009.

This amendment to agreement is necessary for continuity of services during the Parking Authority's process of restructuring its contracted management of the City's parking facilities.

The Parking Authority has evaluated and foresees the tremendous potential benefit of geographically grouping the City's parking facilities that require contracted professional management firms and has developed a schedule for undertaking this endeavor. This schedule requires that nearly all of the current management agreements receive extensions so that the termination dates for the anticipated groups are the same, while allowing the Parking Authority enough time to issue Requests for Proposals (RFP) for the management of these groups of facilities. The Parking Authority expects to realize the following benefits:

MINUTES

PABC - cont'd

Better management of the facilities

Managers and staff of one facility can be drawn on to assist at another nearby facility whenever the need arises (i.e. special events; emergencies). This will improve customer service and oversight of facilities operations. Parkers and parker groups will be more effectively shifted between facilities in order to maximize space utilization, customer satisfaction and parking revenues. Parking management firms will become, out of necessity, true experts in parking within the geographic areas they are operating (i.e. parking demand generators; parking supply; parking rates; new parking facility construction; parking facility renovations; trends; etc.).

Cost savings

Management fees are very likely to be lower per facility as a result of these groupings. Personnel costs should be lower because of the ability to "share" management and staff between locations more easily. Repairs and maintenance costs would be lower because management firms would be able to get quotes for multiple nearby locations. Insurance costs should be lower with greater volume of spaces. There would be less frequent garage management RFP cycles, saving the PABC and the garage management firms time and money.

This new process has taken longer than expected. The management agreement for the first group or block of facilities was approved by the Board on June 17, 2009. Review of proposals for the next block of facilities is nearly complete.

MINUTES

PABC - cont'd

The amendment to agreement is late because the Parking Authority and Chesapeake Parking executed the agreement in a timely manner. However, inadvertently, it was not submitted to the Board, when several similar amendments were submitted and approved by the Board.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the amendment to agreement with Chesapeake Parking Associates, (a partnership between Central Parking System of Maryland and Banks Contracting Company, Inc.).
The Comptroller **ABSTAINED.**

MINUTESDept. of General Services - Minor Privilege Permit Applications

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

<u>LOCATION</u>	<u>APPLICANT</u>	<u>PRIVILEGE/SIZE</u>
1. 1230 E. Fort Ave.	Christopher Maler	Retain awning with signage 4' x 2' two spot reflectors
Annual Charge: \$ 178.75		
2. 315 W. Fayette St.	Everyman Theatre, Inc.	Marquee 129' x 5.60, single face electric sign 29' x 5.60, electric sign 29' x 5.60', double face electric sign 103.5' x 7'

Annual Charge: \$1,609.30

There are no objections, since no protests were received.

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

MINUTES

EXTRA WORK ORDERS

* * * * *

UPON MOTION duly made and seconded,

the Board approved the

Extra Work Orders

listed on the following page:

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All of the EWOs had been reviewed and approved

by the

Department of Audits, CORC,

and MWBOO, unless otherwise indicated.

MINUTES**EXTRA WORK ORDERS**

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

Department of General Services

1. EWO #030, \$133,710.10 - PB 05810, Renovations and Modifications to Enoch Pratt Free Library No. 28

\$2,419,000.00	\$660,741.26	E. Pikounis Construction Co., Inc.	0	78
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Bureau of Water and Wastewater

2. EWO # 005, \$27,749.66 - SC 846, Gravity Sludge Thickener at Patapsco Wastewater Treatment Plant

\$5,667,000.00	\$101,607.49	Ulliman Schutte Construction, LLC	0	85
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MINUTES

Department of Transportation - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of Task No. 6, under Project 1074, Reconstruction, Rehabilitations, and/or Resurfacing to Rummel, Klepper & Kahl, LLP.

AMOUNT OF MONEY AND SOURCE:

\$306,209.90 - 9950-904402-9508-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide for the first component of the Boston Street through Ponca to Conkling Alignment Study. The Eaton Street Extension will extend from O'Donnell Street to Toone Street. This will increase roadway capacity to improve operation issues in the Brewer's Hill development area.

MWBOO SET GOALS OF 21% MBE AND 7% WBE.

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

MINUTES

Transportation - cont'd

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$336,830.89	9950-908402-9509	9950-904402-9508-3
MVR	Constr. Reserve	Design & Studies
	Boston Street	Boston Street
	Viaduct	Viaduct

This transfer will provide funds to cover the costs associated with Task No. 6, for the alignment study of Boston Street through Ponca to Conkling Streets.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 6, under Project 1074, Reconstruction, Rehabilitations, and/or Resurfacing to Rummel, Klepper & Kahl, LLP. 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 - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of Task No. 5, under Project 1059, On Call Traffic Design to Vanasse Hangen Brustin, Inc.

AMOUNT OF MONEY AND SOURCE:

\$161,014.49 - 9950-906775-9514-900020-703032

BACKGROUND/EXPLANATION:

The consultant will provide for a corridor study of Belair Road, a major gateway in the City. This four-mile study will assess needed safety improvements and include data collection, existing and future conditions, analysis, and recommendations.

MWBOO SET GOALS OF 21% MBE AND 7% WBE.

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

MINUTESTransportation - cont'd**TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$77,115.94	9950-903766-9514	9950-906775-9514-3
MVR	Frankford Ave.	Design and Studies Belair Road Corridor Study

This transfer will provide funds to cover the costs associated with Task No. 5, for the corridor study of Belair Road, a major gateway in the City.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 5, under Project 1059, On Call Traffic Design to Vanasse Hangen Brustin, Inc. 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

Bureau of Water and Wastewater - Task Assignment

ACTION REQUESTED OF B/E:

The Board is requested to approve assignment of Task No. 002 under Project 1076, Engineering and Inspection Assistance to EA Engineering, Science and Technology.

AMOUNT OF MONEY AND SOURCE:

\$306,762.96 - State of Maryland (74.8%)
70,293.01 - Baltimore County (17.14%)
33,054.95 - Baltimore City (8.6%)
\$410,110.92 - 9956-906533-9551-900010-705032

BACKGROUND/EXPLANATION:

The consultant will perform engineering and inspection assistance services for Sanitary Contract No. 852.

APPROVED FOR FUNDS BY FINANCE

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

UPON MOTION duly made and seconded, the Board approved and authorized execution of the assignment of Task No. 002 under Project 1076, Engineering and Inspection Assistance to EA Engineering, Science and Technology. The Comptroller **ABSTAINED.**

MINUTES

Mayor's Office of Employment - Agreement, Grant Agreement and
Development (MOED) Correction of an Agreement

The Board is requested to approve and authorize execution of the agreement, grant agreement, and correction of an agreement.

AGREEMENT

1. **BALTIMORE COUNTY, OFFICE OF WORKFORCE DEVELOPMENT (OWD)** **\$212,667.00**

Account: 4000-802110-6390

The MOED will assist the OWD in broadening the participation of mature workers in high-growth, high-demand healthcare careers in the Baltimore Region.

The period of the agreement is effective upon Board approval through August 16, 2012.

GRANT AGREEMENT

2. **THE FAMILY LEAGUE OF BALTIMORE CITY** **\$171,334.00**

Account: 4000-809210-6390-456000-404001

The MOED will use the funds to offer a program to serve youth referred by the Department of Juvenile Service over a 12-month period. The services will be provided at the Westside Opportunity Center. Each weekday youth will receive intensive case management, educational/vocational support, transportation, crisis intervention, dinner meals, recreational activities and a step-down/transition plan. The period of the agreement is September 1, 2009 through September 30, 2010.

The agreement is late because additional time was necessary to reach a comprehensive understanding between the parties.

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

MINUTES

MOED - cont'd

CORRECTION OF AN AGREEMENT

3. **SINAI HOSPITAL OF BALTIMORE, INC.** \$ 0.00

Account: 6000-601510-6390-497805-603051

On October 14, 2009, the Board approved the original agreement. The submitted account number was 6000-601501-6390-477005-603051. The correct account number is 6000-601510-6390-497805-603051. The Board is requested to approve the corrected account number. All other terms and conditions of the agreement remain in full effect.

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreement, grant agreement, and correction of the agreement.

MINUTESBaltimore City Health Department - Agreements

The Board is requested to approve and authorize execution of the following agreements. The period of the agreement is January 01, 2010 through June 30, 2010, unless otherwise noted.

AGREEMENTS

1. **BALTIMORE HEALTH CARE ACCESS, INC.** **\$ 21,025.07**

Account: 4000-422710-3080-294600-603051

Baltimore Health Care Access, Inc. will provide the services of a Hispanic Administrative Liaison to support the Health Department's Adolescent and Reproductive clinics. The liaison will assist by providing interpretation services for Spanish-speaking patients, assisting with developing resources, providing information and referral services, assisting with translation of written materials. The liaison will also prepare and maintain program data collection forms, perform data entry services and other routine office tasks as needed, and serve as a receptionist.

2. **MARGARET DIETRICH** \$65.00/per hour **\$ 10,000.00**

Account: 1001-000000-2400-258300-601318

Ms. Dietrich will serve as a Hearing Officer on an as-needed basis for the Division of Environmental Health. She will provide services for resolution disputes arising as a result of licensing, regulation, and enforcement of certain activities administered by the Health Department's Environmental Health Section, in accordance with the Baltimore

MINUTES

Health Department - cont'd

City Code and/or rules and regulations promulgated by the City. The period of the agreement is effective upon Board approval through June 30, 2010.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Health Department - Expenditure of Funds

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of Funds to pay the Hearing and Speech Agency of Metropolitan Baltimore (HASA). The period of the service was July 1, 2008 through June 30, 2009.

AMOUNT OF MONEY AND SOURCE:

\$ 260.00	- additional deaf interpretation services
6,676.00	- additional physical therapy services
<u>7,650.00</u>	- purchase of augmentative equipment for Baltimore Infants & Toddlers Program Eligibility Center
\$14,586.00	- 4000-427100-3080-294392-603051

BACKGROUND/EXPLANATION:

On November 5, 2008, the Board approved an agreement with HASA in the amount of \$80,200.00 for the period July 1, 2008 through June 30, 2009.

Additional physical therapy and deaf interpretation services were needed for families as identified by the Individualized Family Service Plan and the need for specialized augmentative assistive technology equipment resulted in increased expenditures. No other partner agency had the equipment or personnel to meet the needs identified in the service plan for participants.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized the expenditure of Funds to pay the Hearing and Speech Agency of Metropolitan Baltimore (HASA).

MINUTES

CARE - cont'd

3. VOLUNTEERS OF AMERICA CHESAPEAKE, INC. \$ 67,472.00

Account: 4000-433510-3250-316906-607001

The agreement is for the continued funding of the Harford Center for Senior Citizens. The center will provide a multitude of services that will include nutrition, education, healthcare, and recreation. Senior center programs are a crucial component of CARE's community services activities that are being provided for both well and frail older adults residing in Baltimore City. The period of the agreement is October 1, 2009 through September 30, 2010.

The agreement is late because of budget reviews and negotiations between CARE and the vendor.

MWBOO SET GOALS OF 27% MBE AND 10% WBE

MWBOO FOUND VENDORS IN COMPLIANCE.

AUDITS REVIEWED AND HAD NO OBJECTION.

MINUTES

CARE - cont'd

GRANT AGREEMENT

4. **MARYLAND DEPARTMENT OF TRANSPORTATION, \$379,335.00**
MARYLAND TRANSIT ADMINISTRATION/
STATEWIDE SPECIAL TRANSPORTATION
ASSISTANCE PROGRAM (SSTAP)

Account: 5000-532710-3250-319700-603041

The SSTAP grant will provide funds for transportation services to elderly persons and/or persons with disabilities in the City. The period of the agreement is July 1, 2009 through June 30, 2010.

The request is late because of its late arrival from the Maryland Department of Transportation.

NOTIFICATION OF GRANT AWARD (NGA)

5. **MEDICARE IMPROVEMENT PATIENTS AND \$ 3,475.00**
PROVIDERS ACT (MIPPA)/MARYLAND
DEPARTMENT OF AGING (MDoA)

Account: 5000-575910-3250-679000-607001

The MIPPA grant funds from the MDoA will be utilized to intensify Senior Health Insurance Program (SHIP) outreach activities to Medicare beneficiaries. Activities will focus upon targeting, screening, and enrolling persons into entitlement and/or benefit programs such as Medicare Part D Prescription Drug Plan, Low Income Subsidy (LIS), Medicare Savings Program, and Senior Prescription Drug Assistance Program benefits. The Zeta Center for Healthy and Active Aging will serve as a primary focal point to educate, counsel, screen, and enroll beneficiaries. CARE will concentrate on the highest populated zip code areas to

MINUTES

CARE - cont'd

identify, screen, and enroll persons to receive benefits to which they maybe entitled. The period of the NGA is June 1, 2009 through May 31, 2010.

The NGA is being submitted at this time because of its late arrival from the MDoA.

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

APPROVED FOR FUNDS BY FINANCE

UPON MOTION duly made and seconded, the Board approved and authorized execution of the agreements, grant agreement, and notice of grant award.

MINUTES

Commission on Aging and - Expenditure of Funds
Retirement Education (CARE)

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize an expenditure of funds to pay Douron, Inc.

AMOUNT OF MONEY AND SOURCE:

\$9,048.68 - 4000-433509-3250-316900-604002

BACKGROUND/EXPLANATION:

DEFERRED

The expenditure of funds will pay for a restocking and storage fee for modular furniture that was ordered but could not be accepted due to budgetary constraints. The amount of the invoice for the furniture is \$19,394.73. Per the terms of the contract because the furniture and equipment was not accepted, CARE is required to pay a 25% restocking fee in the amount of \$4,848.68, plus a storage fee in the amount of \$4,200.00 for a total of \$9,048.68.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board **DEFERRED** this item until February 3, 2010.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

- | | | |
|--------------------------------------------------------------------------------------------------|-------------|---------|
| 1. SCS - STEVE'S CLEANING SERVICE, INC. | \$14,000.00 | Low Bid |
| Solicitation No. B50001278 - Janitorial Services for HTYA - Health Department - Req. No. R537099 | | |

The period of the award is February 1, 2010 through January 31, 2011, with 3 one-year renewal options.

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|---------------------------------------------------------------------------------------------------------------|-------------|---------|
| 2. DEPENDABLE NURSING SERVICES | \$10,400.00 | Low Bid |
| Solicitation No. 07000 - Temporary Services (Medical Office Assistant) - Health Department - Req. No. R539208 | | |

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|------------------------------------------------------------------------------------------|-------------|-------------|
| 3. CITRIX SYSTEMS, INC. | \$21,308.23 | Sole Source |
| Solicitation No. 08000 - Citrix Software - Department of Public Works - Req. No. R539984 | | |

The vendor is the developer and sole provider of this proprietary software.

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|-------------------------------------------------------------------------------------------|-------------|-------------|
| 4. ANCHOR SOFTWARE, LLC. | \$ 6,825.00 | Sole Source |
| Solicitation No. 08000 - MaxCASS Software - Department of Public Works - Req. No. R536594 | | |

The vendor is the developer and sole provider of this proprietary software.

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|-------------------------------------------------------------------------------------------------|-------------|----------|
| 5. KAUFFMAN INDUSTRIAL, LLC. | \$ 8,550.00 | Only Bid |
| Solicitation No. B50001322 - 1" Nut Sub Bases - Department of Transportation - Req. No. R538390 | | |

- | | | |
|-----------------------------------------------------------------------------------------------------------------------|-------------|----------|
| 6. GUARDRAILS, ETC., INC. | \$ 8,595.00 | Only Bid |
| Solicitation No. 07000 - Guard Rail Panels, Posts, and Mondo Blocks - Department of Transportation - Req. No. R538477 | | |

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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| 7. <u>WENGER CORPORATION</u> | <u>\$0.00</u> | <u>Renewal</u> |
| Solicitation No. 08000 - OEM Parts for Wenger Showmobile -
Department of General Services - PO No. P507537 | | |

On March 4, 2009, the Board approved the initial award in the amount of \$24,000.00. The award contained two 1-year renewal options at the sole discretion of the City. This is the first 1-year renewal for the period of March 4, 2010, through March 4, 2011, with one 1-year renewal option remaining.

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|--------------------------------------------------------------------------------------------------------------------------|--------------------|----------------|
| 8. <u>BLACKBAUD, INC.</u> | <u>\$10,296.25</u> | <u>Renewal</u> |
| Solicitation No. 08000 - Annual Support and Maintenance -
Mayor's Office of Employment Development - Req. No. R539527 | | |

On December 24, 2008, the Board approved the initial award in the amount of \$9,777.50. Renewals are available when the software becomes obsolete. This renewal in the amount of \$10,296.25 is for the period February 2, 2010 through February 1, 2011.

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|------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|-----------------------------|
| 9. <u>TAPE SERVICES, INC.</u> | <u>\$17,000.00</u> | <u>Rescind and Re-award</u> |
| Solicitation No. 07000 - Assorted Video Tapes, CD's, DVD's,
and other Media Supplies - Mayor's Office of Cable and
Communications - Req. No. R535064 | | |

On January 13, 2010, the Bureau of Purchases recommended and the Board approved the award of this contract to Media Distributors. Due to an error in tabulating the bid results, the Board is requested to rescind the award to Media Distributors and re-award to the low bidder Tape Services, Inc. The period of the award is January 13, 2010 through January 12, 2011.

WITHDRAWN

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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|----------------------------------------------------------------------------------------------------------------|---------------------|--------------------|
| 10. <u>CARGILL INCORPORATED</u> | <u>\$ 86,140.00</u> | <u>Sole Source</u> |
| Solicitation No. 08000 - Furnish and Deliver "Clearlane Enhanced Deicer" - Agencies Various - Req. No. R536542 | | |

The vendor is the sole producer and provider of this patented product required by the various agencies for deicing pavements and walkways. The period of the award is January 27, 2010 through May 31, 2010.

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 (d)(i) of the City Charter the procurement of the equipment and/or service is recommended.

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|--------------------------------------------------------------------------------------------------------|---------------------|-----------------|
| 11. <u>PERMA PATCH</u> | <u>\$ 60,000.00</u> | <u>Increase</u> |
| Solicitation No. B50000992 - Furnish and Deliver Black Fill Mix - Agencies Various - Req. Nos. Various | | |

On April 15, 2009, the Board approved the initial award in the amount of \$57,750.00. Due to an increase in usage, an increase in the amount of \$60,000.00 is necessary, making the total award amount \$117,750.00.

MWBOO GRANTED A WAIVER.

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|----------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------------|
| 12. <u>MMS, INC.</u> | <u>\$ 36,590.00</u> | <u>Cooperative Contract</u> |
| State of Maryland Contract 001B9200395 - Audible Pedestrian Push Buttons for Street Lights - Department of Transportation - Req. No. R540114 | | |

The State of Maryland competitively bid and awarded this contract. There is no local supplier of these items and the prices obtained by using this competitive contract are lower than those charged by the manufacturer for direct sales.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
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Bureau of Purchases

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|--------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|
| 13. <u>APPLIED BIOSYSTEMS</u>
Solicitation No. 08000 DNA Analyzer Upgrading - Police
Department - Req. No. R535270 | <u>\$220,269.00</u> | <u>Sole Source</u> |
|--------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|

The vendor is the manufacturer and sole distributor in Maryland of this needed upgrade to the analyzer system currently installed at the Police Department's crime lab. The period of the award is January 27, 2010 through January 26, 2011.

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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

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|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------|
| 14. <u>SHANNON-BAUM</u>
<u>SIGNS, INC.</u>
Solicitation No. 06000 - Decals and Striping - Agencies
Various - Req. Nos. Various | <u>\$ 15,000.00</u> | <u>Increase</u> |
|-----------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------|

On November 25, 2009, the Board approved the initial award in the amount of \$38,000.00. Due to a higher than expected demand for these items, an increase in the amount of \$15,000.00 is necessary, making the amount \$53,000.00.

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 (d)(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

15. CHESAPEAKE FORD TRUCK
SALES, INC. \$ 66,736.00 Increase
Solicitation No. B50001243 - Crew Cab Pickup Trucks in Two
Configurations - Department of General Services - Req. No.
R539221

On December 16, 2009, the Board approved the initial award in the amount of \$170,909.00. This increase in the amount of \$66,736.00 is necessary to purchase one additional vehicle at the original price, making the amount \$237,645.00.

MWBOO GRANTED A WAIVER.

16. RSM McGLADREY,
INC. \$711,800.00 Increase
Solicitation No. BP-07105 - Local Government Integrated
Financial Systems - Department of Finance - Req. No. TBD

On October 3, 2007, the Board approved the initial award in the amount of \$5,441,471.00. Subsequent increases have been approved. This increase in the amount of \$711,800.00 is necessary for continued development and support for the integration of the City's Dynamics Financial System, the City's Oracle budgeting system and the City's Annual Financial Reports System with on-site City agency support, training and documentation, making the total award amount \$7,063,271.00.

MWBOO SET GOALS OF 3% MBE AND 2% WBE.

MBE: Full Circle Solutions, Inc. 3%

WBE: Aggarwal d/b/a New Horizon
Computer, Inc. 2%

MWBOO FOUND VENDOR IN COMPLIANCE.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

- | | | |
|-------------------------------------------------------------------------------------------------|--------------|----------|
| 17. GOVDEALS, INC. | \$ 10,000.00 | Increase |
| Solicitation No. 06000 - On-line Auction Services -
Department of Finance - Req. No. R511432 | | |

On September 23, 2008, the vendor was engaged in a pilot program to determine the feasibility of auctioning the City surplus materials on the Internet. On December 17, 2008, the Board approved an increase in the amount of \$20,000.00 to allow for the expansion of the pilot to cover the full spectrum of City surplus material. The pilot proved successful and this requirement will be competitively bid. This increase in the amount of \$10,000.00 is necessary to provide additional time to formally solicit these services, making the award amount \$34,900.00.

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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

- | | | |
|---------------------------------------------------------------------------------------------------------------------------|---------|------------------|
| 18. HOWARD UNIFORM CO. | \$ 0.00 | Additional Award |
| Solicitation NO. B50000293 - Uniforms for Traffic Control and
Crossing Guards - Agencies - Various - Req. Nos. Various | | |

Vendors were solicited by posting on CitiBuy and in local newspapers. The three bids received were opened on April 16, 2008. On May 28, 2008, an award was made to FF&A Jacobs & Sons in the amount of \$300,000.00. Due to an increase in usage and the need for items to be more readily available, authority is requested to add a second call vendor to the approved vendor list. The period of the award for Howard Uniform Co. is January 27, 2010 through May 29, 2010 with two 1-year renewal options.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

<u>VENDOR</u>	<u>AMOUNT OF AWARD</u>	<u>AWARD BASIS</u>
<u>Bureau of Purchases</u>		
19. PSYCHOLOGY	\$ 41,000.00	Ratification and
CONSULTANTS	<u>324,000.00</u>	Term Order
	<u>\$365,000.00</u>	

Solicitation No. 06000 - Psychology Services for Baltimore City Police Department - Baltimore City Police Department - Req. No. TBD.

On January 11, 2006, the Board approved the initial award in the amount of \$365,000.00. Subsequent increases and renewals have been approved.

Due to an administrative error, Contract No. BP-06050 for Psychology Services for the Baltimore City Police Department expired on January 1, 2010, with two 1-year renewals remaining. However, the vendor continued to supply services to meet the City's needs.

It is requested that the expenditures from January 1, 2010 through January 26, 2010 be ratified and that a term purchase order be approved under the same terms and conditions as BP-06050 for the period of January 27, 2010 through December 31, 2010 including the remaining 1-year renewal option.

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 (d)(i) of the City Charter, the procurement of the equipment and/or service is recommended.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

VENDOR	AMOUNT OF AWARD	AWARD BASIS
--------	-----------------	-------------

Bureau of Purchases

MWBOO SET GOALS OF 9% MBE AND 6% WBE.

MBE: Leonie Brooks, Ph.D	3.68%
Edward Wai-Ming, Ph.D	3.68%
Dawn Joseph, LCSW-C	3.68%

WBE: Jody W. Ginsberg, LCSW-C 6.00%

MWBOO FOUND VENDOR IN COMPLIANCE.

20. KERSHNER ENVIRONMENTAL TECHNOLOGIES, LLC. Agreement/
\$350,000.00 Increase and Extension
Solicitation No. 08000 - Furnish and Deliver Chlorination and
De-Chlorination Parts - Department of Public Works, Bureau of
Water and Wastewater - Req. Nos. Various

The Board is requested to approve and authorize execution of an agreement with Kershner Environmental Technologies, LLC. The period of the agreement is effective upon Board approval 2010 through January 8, 2012.

On January 23, 2008, the Board approved the initial award in the amount of \$150,000.00. On October 1, 2008, the Board approved an increase in the amount of \$200,000.00. The agency has a continued need for these parts, which are of a proprietary design and are only available from the manufacturer. This increase in the amount of \$350,000.00 is necessary, making the total award amount \$700,000.00.

MINUTES

INFORMAL AWARDS, RENEWALS, INCREASES TO CONTRACTS AND EXTENSIONS

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

Bureau of Purchases

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

UPON MOTION duly made and seconded, the Board approved the informal awards, renewals, increases to contracts and extensions. The Board also approved and authorized execution of the agreement with Kershner Environmental Technologies, LLC. Item Nos. 4 and 9 have been **WITHDRAWN**.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS

** * * * *

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

233 - 236

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

The Transfers of Funds were approved
SUBJECT to receipt of favorable reports
from the Planning Commission,
the Director of Finance having reported favorably
thereon, as required by the provisions
of the City Charter.

Item Nos. 2 and 3 have been **DEFERRED** for two weeks.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:Bureau of Purchases

- | | | |
|-----------------------------------------------|-----------------------------|----------------|
| 1. B50001270, Hydraulic
Hoses and Fittings | Tipco Technologies,
Inc. | \$1,000,000.00 |
|-----------------------------------------------|-----------------------------|----------------|

MWBOO GRANTED A WAIVER.

Bureau of Water and Wastewater

- | | | |
|--------------------------------------------------------------------------------|-----------------------------|----------------|
| 2. WC 1184, Replacement of
Freight Elevators at
Montebello Plant 1 and 2 | Elevator Control
Service | \$1,319,635.00 |
|--------------------------------------------------------------------------------|-----------------------------|----------------|

MBE: Omni Elevator Company, Inc.* \$65,000.00

WBE: Precision Elevator Service**

MWBOO SET MBE GOALS AT 5% AND WBE GOALS AT 2%

MWBOO FOUND VENDOR NON-COMPLIANT.

***THE BIDDER FAILED TO PROVIDE A TOTAL DOLLAR AMOUNT OF THE CONTRACT. THEREFORE, THE SUBCONTRACT PERCENTAGE CANNOT BE DETERMINED.**

****PRECISION ELEVATOR IS NOT CERTIFIED AS A WBE WITH THE CITY OF BALTIMORE.**

THE DEPARTMENT RECOMMENDS AWARD SUBJECT TO THE CONTRACTOR COMING INTO COMPLIANCE WITH THE WBE/MBE PROGRAM WITHIN 14 DAYS OF AWARD.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Bureau of Purchases

3. TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$1,006,529.57	9960-906915-9557	
Revenue Bonds	Constr. Res.	
	Maintenance Building	
	Pretty Boy	
735,389.43	" "	
Counties		
\$1,741,919.00		

Bureau of Water and Wastewater

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 131,964.00	-----	9960-903683-9557-2
		Extra Work
131,964.00	-----	9960-903683-9557-3
		Design
79,178.00	-----	9960-903683-9557-5
		Inspection
1,319,635.00	-----	9960-903683-9557-6
		Construction
79,178.00	-----	9960-903683-9557-9
		Administrative
\$1,741,919.00		

These funds are needed to cover the costs for the award of Contract No. WC 1184, Replacement of Freight Elevators at Montebello Plant 1 & 2.

MINUTES

RECOMMENDATIONS FOR CONTRACT AWARDS/REJECTIONS:

Department of Transportation

4. TR 09004, Reconstruction of Footways Citywide Manuel Luis Construction Co., Inc. \$ 957,553.65

MBE: AJO Concrete Construction, Inc. \$260,000.00 27.15%

WBE: Fallsway Construction Company, LLC \$100,000.00 10.44%

MWBOO FOUND VENDOR IN COMPLIANCE.

5. **TRANSFER OF FUNDS**

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 629,050.00	9950-903300-9504	
State Constr. Loan	Constr. Res. Tree Root	
151,286.70	9950-904100-9504	
State Constr. Loan	Constr. Res. Footways	
320,850.00	9950-904100-9504	
Others	Constr. Res. Footways	
<u>\$1,101,186.70</u>		

MINUTES

TRANSFER OF FUNDS

<u>AMOUNT</u>	<u>FROM ACCOUNT/S</u>	<u>TO ACCOUNT/S</u>
\$ 957,553.65	-----	9950-910436-9504-6
		Structure & Improv.
95,755.37	-----	9950-910436-9504-5
		Inspections
\$ 47,877.68	-----	9950-910436-9504-2
<u>\$1,101,186.70</u>		Contingencies

This transfer of funds will cover the costs associated with the award of Contract TR 09004.

MINUTES

Police Department - Grant Award

ACTION REQUESTED OF B/E:

The Board is requested to approve acceptance of a grant award from the Governor's Office of Crime Control and Prevention (GOCCP) "Safe Surrender - JRA", Grant No. BJRA - 2009-1118. The period of the grant award is January 1, 2010 through December 31, 2010.

AMOUNT OF MONEY AND SOURCE:

\$117,153.00 - 5000-585310-5750-650406-600000

BACKGROUND/EXPLANATION:

The Police Department's Safe Surrender Project offers people with warrants for non-violent offenses the opportunity to surrender at a location other than the Police Headquarters or a courthouse. This aids these individuals in moving toward participating in mainstream society. This multi-agency project reduces the backlog of warrants, decreases the risk inherent in contacts between police and fugitives, and fosters goodwill between the criminal justice system and the community at large. The grant funds provide overtime salary, support and equipment.

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 acceptance of the grant award from the Governor's Office of Crime Control and Prevention (GOCCP) "Safe Surrender - JRA", Grant No. BJRA - 2009-1118.

MINUTES

Department of Housing and - Agreements
Community Development

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

1. **VOLUNTEERS OF AMERICA CHESAPEAKE, INC.** **\$ 50,000.00**

Account: 4000-485710-5750-644200-603051

Under the terms of this agreement, the funds will be used to create three part-time positions in order to provide essential services to seniors at the Harford Senior Center. The Harford Senior Center provides information and referrals, educational workshops, counseling services, and recreational activities to seniors who reside in the Northeast area of Baltimore City. The period of the agreement is December 1, 2009 through November 30, 2010.

FOR FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$8,664.00, AS FOLLOWS:

MBE: \$866.00

WBE: \$433.00

On May 27, 2009, the Board approved a Resolution authorizing the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to accept American Recovery and Reinvestment Act of 2009 (ARRA) funds for the Community Development Block Grant (CDBG-R) Program.

Upon receipt of the Housing and Urban Development grant agreement for the CDBG-R funds on July 24, 2009, the DHCD's Contract Section began negotiating and processing CDBG-R agreements as awarded in the Substantial Amendment to the 2008 Annual Action Plan to be effective beginning October 1, 2009 and beyond. Consequently, the agreement was delayed due to final negotiations and processing.

MINUTES

DHCD - cont'd

2.	CENTRO DE LA COMUNIDAD, INC.	\$100,700.00
Account:	2089-208910-5930-423326-603051	\$ 7,057.00
	2089-208910-5930-423326-603051	\$ 16,515.00
	2089-208910-5930-423329-603051	\$ 27,731.00
	2089-208910-5930-423334-603051	\$ 32,261.00
	2089-208910-5930-423339-603051	\$ 17,136.00

The organization provides healthcare services, housing assistance and referrals, employment training, and legal assistance services to low and moderate-income individuals Citywide. The period of the agreement is November 1, 2009 through October 31, 2010.

FOR FY 2010, MBE AND WBE PARTICIPATION GOALS FOR THE ORGANIZATION WERE SET ON THE AMOUNT OF \$6,000.00, AS FOLLOWS:

MBE: \$600.00

WBE: \$240.00

On May 13, 2009, the Board approved the Resolution authorizing the Commissioner of the Department of Housing and Community Development (DHCD), on behalf of the Mayor and City Council, to file a Federal FY 2009 Annual Action Plan for the following formula programs:

1. Community Development Block Grant (CDBG)
2. HOME Investment Partnership Act (HOME)
3. American Dream Downpayment Initiative (HOME)
4. Housing Opportunity for People with AIDS (HOPWA)
5. Emergency Shelter Grant Program (ESG)

MINUTES

DHCD - cont'd

The DHCD began negotiating and processing the CDBG agreements effective July 1, 2009 and beyond, as outlined in the Plan, pending approval of the Resolution. Consequently, the agreement was delayed due to final negotiations and processing.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED AND HAD NO OBJECTION.

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

MINUTES

Department of Housing and - Local Government Resolution
Community Development

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of the local government resolution in support of Seawall Union Avenue LLC's application to the State of Maryland's Neighborhood BusinessWorks Program.

AMOUNT OF MONEY AND SOURCE:

\$500,000.00 - (NBWP)

No City funds are required.

BACKGROUND/EXPLANATION:

The funding is requested for the project, Union Mill, which will rehabilitate an historic stone mill built in 1872, located at 1500 Union Avenue. The project will consist of development of offices for non-profits and affordable housing for Baltimore teachers. There will be 54 apartments and 36,000 square feet of non-profit office space.

A local government resolution of support is required by the State for all applications to programs for funding.

UPON MOTION duly made and seconded, the Board approved and adopted the local government resolution in support of Seawall Union Avenue LLC's application to the State of Maryland's Neighborhood BusinessWorks Program.

MINUTES

Department of Housing and Community Development (DHCD) - Land Disposition Agreement

ACTION REQUESTED OF B/E:

The Board is requested to approve and authorize execution of a land disposition agreement with Construction, LLC. to purchase the properties known as 1401, 1402, 1424, 1428, 1439, 1440, 1512, and 1541 N. Bond Street, Oliver Urban Renewal Area.

AMOUNT OF MONEY AND SOURCE:

\$ 5,700.00	-	1401 N. Bond St.
5,700.00	-	1402 N. Bond St.
5,700.00	-	1424 N. Bond St.
5,700.00	-	1428 N. Bond St.
5,700.00	-	1439 N. Bond St.
5,700.00	-	1440 N. Bond St.
7,200.00	-	1512 N. Bond St.
7,200.00	-	1541 N. Bond St.
\$48,600.00	-	Purchase Price

BACKGROUND/EXPLANATION:

A good faith deposit of \$8,000.00 has been paid. The balance will be paid at the time of settlement. The properties will be sold at the appraised value.

Over several months, the buyer acquired sites in the target area that total eight properties. Of the acquired properties, five are completed and sold, two are under contract for sale and one is under contract. The buyer has proven to impact the Oliver Renewal Area in a positive way and has strongly demonstrated his development interest in the community.

MINUTES

DHCD - cont'd

The buyer has agreed to purchase additional properties located at 1401, 1402, 1424, 1428, 1439, 1440, 1512, and 1541 N. Bond Street, to rehabilitate these vacant buildings into single-family dwellings.

The City will benefit through the revitalization of the community by the elimination of these vacant buildings that have attracted illegal dumping of trash, blight and loitering. The City will also benefit by receiving \$4,024.00 in real estate property taxes and the return of eight non-productive properties to the tax roll.

Pursuant to the provision under Ordinance No. 99-525 [Article 13, Section 2-7(h)], approved November 11, 1999, respectively, Baltimore City Code (2000 Edition), which authorizes the City to dispose of the property, the Commissioner of the DHCD approved all terms and conditions of the land disposition agreement.

MBE/WBE PARTICIPATION:

The Developer has signed the Commitment to Comply with Article 5, Subtitle 28 of the Baltimore City Code, Minority and Women's Business Enterprise Program.

(FILE NO. 56636)

UPON MOTION duly made and seconded, the Board approved and authorized execution of the land disposition agreement with Clad Construction, LLC. to purchase the properties known as 1401, 1402, 1424, 1428, 1439, 1440, 1512, and 1541 N. Bond Street, Oliver Urban Renewal Area.

MINUTES

Department of Housing and - Agreements and Amendments to
 Community Development/ Agreements
Homeless Services (BHS)

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

AGREEMENTS

1. **ECHO HOUSE MULTI-SERVICE** **\$ 37,600.00**
CENTER, INC.

Account: 5000-523110-3570-333738-603051

The organization will use the funds to provide comprehensive assessment, crisis intervention, financial assistance, case management, transportation, mediation of landlord/tenant conflicts, food, referrals. The period of the agreement is July 1, 2009 through June 30, 2010.

The agreement is late because of the delays at the administrative review process.

2. **BALTIMORE COUNTY HEALTH DEPARTMENT** **\$1,014,280.00**

Account: 4000-490810-3570-334078-603051

The organization will be responsible for administering tenant-based and project-based rental assistance by engaging Baltimore County's Housing Office to provide these services. The period of the agreement is July 1, 2009 through June 30, 2012.

MINUTES

DHCD/BHS - cont'd

3. **BALTIMORE COUNTY HEALTH DEPARTMENT** \$ 926,033.00

Account: 4000-490810-3570-334078-603051

The organization will provide services to include but not be limited to: health, mental health assessment, permanent housing placement, drug and alcohol abuse treatment and counseling, day care, and nutritional services. These services except for health services may only be provided to individuals with HIV/AIDS related illnesses. The period of the agreement is July 1, 2008 through June 30, 2011.

4. **PACT: HELPING CHILDREN WITH SPECIAL NEEDS, INC.** \$ 90,000.00

Account: 5000-585210-5750-649882-603051

The organization will provide therapeutic nursery services to Baltimore City children and families who are currently homeless or who have experienced homelessness in the last year. These services will be provided to 50 Baltimore City children and their parents who are staying in shelters and 18 Baltimore City children and their parents who are living in transitional housing. The period of the agreement is October 1, 2009 through September 30, 2010.

5. **THE SALVATION ARMY, A GEORGIA CORPORATION** \$ 78,636.00

Account: 4000-492910-3570-333630-603051

The organization will provide 42 emergency shelter beds to homeless women and families in Baltimore City. The funds will be used to offset the operating costs of the shelter. The shelter provides meals, shower facilities, referrals to appropriate agencies for services to meet individual needs, utilities, supplies, and on-site staff to provide a clean and safe environment. The period of the agreement is July 1, 2009 through June 30, 2010.

MINUTES

DHCD/BHS - cont'd

6. **MARYLAND FOOD BANK** **\$150,000.00**
- Accounts: 1001-000000-1220-146500-607001 \$ 50,000.00
 5000-585210-5750-649824-603051 \$100,000.00

The organization will provide food to soup kitchens, food pantries, shelters and other community-based organizations across the State. The period of the agreement is October 1, 2009 through September 30, 2010.

7. **MARYLAND DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT** **\$103,380.00**

Account: 5000-584910-5750-678900-603051

The BHS has received a grant award from the Maryland Department of Housing and Community Development under the American Recovery and Reinvestment Act of 2009 for the Homelessness Prevention and Rapid Re-Housing Program. Under the terms of this grant agreement, the funds will be used to support homeless persons and persons at risk of becoming homeless. The period of the grant agreement is effective upon Board approval through July 14, 2011.

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

8. **HEALTH CARE FOR THE HOMELESS, INC.** **\$250,000.00**

Account: 4000-431310-3570-267834-603051

Health Care for the Homeless, Inc. is constructing and will operate a facility for the City to provide health care and related services for homeless individuals. Health Care for the Homeless, Inc. has requested that the City reimburse it with Housing Opportunities for Persons with AIDS (HOPWA) funding for expenses of architectural and engineering consulting services that it has expended for construction

MINUTES

DHCD/BHS - cont'd

of the facility. As a condition of receiving the HOPWA funding, Health Care for the Homeless, Inc. is willing to provide assistance for individuals with AIDS and related illnesses at the facility. The period of the agreement is effective upon Board approval through June 30, 2010.

MWBOO GRANTED A WAIVER.AMENDMENTS TO AGREEMENTS

9. **JOBS, HOUSING AND RECOVERY, INC.** **\$ 93,898.00**
(JHR)

Account: 1001-000000-3570-327259-603051

On July 1, 2009, the Board approved a one-year agreement with the JHR, in the amount of \$2,580,667.00, to manage and operate the Guilford Shelter. The shelter is located at 210 Guilford Avenue and is a 24-hour, seven day a week emergency shelter for the homeless.

It is anticipated that from December 1, 2009 through March 31, 2010 because of cold weather, 210 Guilford Avenue will reach capacity. Therefore, this amendment to the agreement will increase the funding to allow the JHR to provide 60 overflow beds at the Walter P. Carter Center, located at 630 W. Fayette Street, and provide transportation to and from the satellite location for overnight lodging. All other terms and conditions of the agreement remain unchanged.

MINUTES

DHCD/BHS - cont'd

10. **AIDS INTERFAITH RESIDENTIAL SERVICES, INC. (AIRS)** **\$116,500.00**

Account: 1001-000000-3570-591201-603051

On May 27, 2009, the Board approved an agreement, in the amount of \$1,124,275.00, with AIRS to provide temporary rental assistance to homeless clients. The agreement will expire on January 31, 2010. This amendment to agreement extends the agreement through February 28, 2010 and will provide additional funding to allow time for a new contract to be developed for the next grant period. All other terms and conditions of the agreement remain unchanged.

The agreements are late because of a delay at the administrative level.

MWBOO GRANTED A WAIVER.

APPROVED FOR FUNDS BY FINANCE

AUDITS REVIEWED (EXCEPT ITEM NOS. 2, 3 and 7) AND HAD NO OBJECTION.

UPON MOTION duly made and seconded, the Board approved and authorized execution of the foregoing agreements and the amendments to agreements. The Comptroller **ABSTAINED** on Item No. 1. Item No. 6 has been **WITHDRAWN**.

MINUTES

Department of Planning - Report on Previously
Approved Transfers of Funds

At previous meetings, the Board of Estimates approved Transfers of Funds subject to receipt of favorable reports from the Planning Commission, the Director of Finance having reported favorably thereon, as required by the provisions of the City Charter. Today, the Board is requested to **NOTE 27** favorable reports on Transfers of Funds approved by the Board of Estimates at its meetings on December 23, 2009 and January 13, 2010.

The Board **NOTED** receipt of the 27 favorable reports.

MINUTES

Department of Audits - Audit Report and Related Audit Digest

The Board is requested to **NOTE** receipt of the following Audit Report and Related Digest:

Audit of the Enoch Pratt Free Library - A Component Unit of the City of Baltimore, Maryland Annual Financial Report for the Fiscal Year Ended June 30, 2009.

President: On the non-routine agenda we have one item and that is an Audit Report, Enoch Pratt Free Library. Good morning."

Mr. Bob McCarty, City Auditor: "Good morning, Madam President, members of the Board. The Department of Audits has completed its annual audit of the financial statements of the Enoch Pratt Free Library for the fiscal year ending June 30, 2009. We have issued an unqualified opinion which states that their financial statements presents fairly in all material respects the financial position of the library for the year ended June 30, 2009 in conformity with generally accepted accounting principles. In addition to our audit, we prepared a separate report required by both generally accepted Auditing Standards and Government Auditing Standards, which addresses the Library's compliance with certain laws and regulations and the internal control over financial reporting related to financial

MINUTES

Pratt Library Audit Report and Related Audit Digest - cont'd

statements. The library had three significant deficiencies in its internal control of its financial reporting during fiscal year 2009. A significant deficiency is a control deficiency that adversely affects the library's ability to initiate, authorize, record, process or report financial data reliably in accordance with general accepted accounting principles, such that there is a possibility that an immaterial misstatement of the financial statements will not be prevented or detected by the library's internal control. The significant deficiencies are as follows: number one, the Library's Department of institutional advancement or the DIA, did not have adequate supervisory controls in place to review credit card transfers of funds. This finding first occurred in fiscal year 2007 and while the business office revised its supervisory procedures and the DIA incorporated adequate segregation of duties during fiscal years 2008 and 2009, supervisory review is still not adequate to ensure that credit card batches were reconciled with the bank statements. In its response, the library stated that effective August 1, 2009, the business office has implemented

MINUTES

Pratt Library Audit Report and Related Audit Digest - cont'd

procedures to ensure that credit logs are recorded, I am sorry are reconciled to the bank statements. Number two, during fiscal year 2009, the library's business office did not properly allocate changes in market value and investment income to the individual and valid funding accounts. The incorrect allocation was due to the inadvertent omission of three fund accounts in the allocation process. As a result of these accounts being omitted and the lack of procedures in place to ensure that all funds are included in the allocation, the individual Endowment Fund account reflected incorrect balances for all 12 months of fiscal year 2009. In its response, the library stated that it has corrected the problem by improving procedures to ensure that all eligible funds are included in the allocation and that the fiscal year 2009 allocation will be adjusted by February 1st, 2010. Number three; the library's business office did not make timely transfers of cash receipts from its Endowment Fund to the City during fiscal year 2009. In its response, the library stated that this was caused by the retirement of several employees and that the library has since filled one of its

MINUTES

Pratt Library Audit Report and Related Audit Digest - cont'd

vacancies and feels that it has corrected this problem effective July 1, 2009. These significant deficiencies described above are not considered to be material weaknesses. A material weakness is a significant deficiency that results in a possibility that a material misstatement of the financial statements will not be prevented or detected by the library's internal control. As part of obtaining reasonable assurance about whether the library's financial statements are free of material misstatement, we have performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material affect on the determination of financial statement amounts. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards. We will follow up on these three findings as part of our fiscal year 2010 library audit."

President: "Thank you. Any questions? Did you need to?"

Mr. Gordon Krabbe, Enoch Pratt Free Library: "We have put those changes that Mr. McCarty talked about in place and feel

MINUTES

Pratt Library Audit Report and Related Audit Digest - cont'd

confident that we will correct those issues for the next audit."

President: "Are there any concerns? Thank you. The audit will be accepted. Is there anything else? Nothing? Thank you."

* * * * *

President: "If there be no more business, The Board is in recess until twelve o'clock noon for the receipt and opening of bids."

MINUTES

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

BIDS, PROPOSALS AND CONTRACT AWARDS

Prior to the reading of bids received today and the opening of bids scheduled for today, the Clerk announced that no addenda had been received extending the dates for the receipt and opening of bids.

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

Bureau of Water and Wastewater - SC 871, Improvements to
Herring Run Interceptors
Phase I from Argonne Drive to
675 feet Southeast of Harford
Road

*Cruz Contractors, LLC
Bradshaw Construction Corporation
Carp-Seca Corp.
Super Excavators, Inc.
Northeast Remsco Construction, Inc.

*UPON FURTHER MOTION, the Board found the bid of Cruz Contractors **IRREGULAR** because of the company's failure to submit a complete original bid book and a duplicate bid book as required in the bid submission instructions.

MINUTES

Bureau of Purchases

- B50001306, Replacement of Louvers at Convention Center

JLN Construction Services, LLC
 D & S Technical Services
 Universal Building Services
 Mark Pawling Masonry, Inc.

Bureau of Purchases

- B50001316, Provide Reflective Sign Sheeting

Newman Signs, Inc.
 Garden State Highway
 Osburn Associates, Inc.
 Nippon Carbide Industries (USA),
 Inc.
 3M Company, TSS Division
 Rocal, Inc.
 Custom Products Company

There being no objections, the Board, UPON MOTION duly made and seconded, adjourned until its next regularly scheduled meeting on Wednesday, February 3, 2010.



JOAN M. PRATT
 Secretary